Caistor Town Council
Town Hall
14 High Street
Caistor
LN7 6TX

You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 12 November 2026 commencing at 6:45pm at the Caistor Town Hall.

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item, and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council.
This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Michelle Moss
Clerk to the Council
05/11/2026

AGENDA

1. To receive apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) in accordance of section 22 of the Localism Act 2011
3. Public Session (10 minutes, during which the meeting is suspended)
4. Chairmans Report
5. To approve the draft minutes of 8th October 2026
6. Finance
   a) To approve the Accounting Statements and bank reconciliation for period ending 31st October 2026
   b) To approve the Schedule of Payments
   c) To consider and agree the allocation of the Community Infrastructure Levy income
   d) To agree to an overspend to the CS&SC budget for the front door replacement following storm damage
7. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):-
   a) Lincolnshire Police
   b) West Lindsey District Council.
   c) Lincolnshire County Council
   d) Community Groups
   e) CDCT - 2-4 Market Place
8. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision)
   a) Personnel and Finance Committee - To receive the draft minutes of the P&F meeting held on 27th October 2026

ai) To consider and approve the purchase of Scribe Accounts finance software, as recommended by the P&F Committee, including the import of one year's historical transactions and asset register set-up

aii) To consider and approve the P&F Committee's recommendation to recruit a Deputy Clerk part way through the 2027/28 financial year and to make appropriate provision within the 2027/28 budget.

aiii) To consider and approve the revised budget proposal recommended by the Personnel & Finance Committee.

b) Estates Committee - No meeting held - Report included in pack

c) Health and Safety Working Group - To receive an update from the Health & Safety Working Group on the legionella risk assessment reports and associated actions.

9. To receive an update on the Christmas tree and decoration preparations and agree to allocate budget to purchase a replacement Idolight for the Market Place

10. To consider and approve the Internal Control Policy

11. Clerks Report & Parish Matters

a) To consider the request to use SSP from the running group for the Sting

b) Review Tracking Report

12. To note any planning decisions

a) WL/2026/00700 | Request for confirmation of compliance with conditions 7 & 8 (noise) of listed building consent 142629 granted 15 September 2021 | Condition discharged

b) WL/2026/00721 | Request for confirmation of compliance with conditions 7 and 8(noise) of planning permission 142484 granted 15th September 2021 | Condition discharged

c) WL/2026/00722 | Planning application for change of use from sui generis & storage facility to general convenience store & off-licence | Grant with conditions

d) WL/2026/00870 | Application for non-material amendment to planning permission 145152 granted 19 August 2022 - changes to the window and door positions, and slight floor area increase | Refused.

e) WL/2026/00903 | Request for confirmation of compliance with condition 3 (landscaping scheme) of planning permission 143159 granted 2 September 2021 | Condition Discharged

13. To review the planning applications received and agree a response - None received

14. To consider rescheduling the Council meeting from 13 May to 20 May 2027, or alternatively appointing a locum clerk to cover the meeting.

15. Date of next meeting - 10th December 2026

16. To resolve to exclude the press and public from the meeting for the following item due to the confidential nature of the business to be discussed relating to legal issues

17. To consider and agree the proposed approach to the Bowling Club clubhouse replacement and future lease arrangements.