

MINUTES OF THE MEETING OF CAISTOR TOWN COUNCIL,

held in the Alan Caine Council Chamber, Town Hall, Caistor on 9th August 2018 commencing at 7.00pm.

PRESENT: Cllrs A. Somerscales (Chairman), S. Gaughan, S. Millson, M. Galligan, A. Clark, D. Barker, C Mackenzie, J. Wright. C. Rudd, & M. Stopper.

Also present: District Cllrs A Lawrence, O Bierley, County Cllr A. Turner, J Hanrahan (Town Clerk) and 1 member of the public.

1 **APOLOGIES FOR ABSENCE & REASONS GIVEN:**

J. Bowman, S. Critten, J. Hughes & M. Sizer

2 **DECLARATIONS OF INTEREST**

None.

3. **CHAIRMAN'S REPORT**

The Chairman advised that he had attended several events during the holiday season including;

- Garden Fete at the King's residence.
- Flower Show in the Town Hall which was well attended.
- Greenacres NCH where the children had tidied and planted gardens for residents.
- Together with Clive Rudd had cut the field paths around the town, using our new front edged blade mower. It proved to be most effective being both easier and quicker to use than a strimmer.

4. **MINUTES OF MEETING HELD ON 12th July 2018.**

Proposed, Cllr Wright, Seconded, Cllr Barker and it was duly Resolved, that they be signed as a true record.

5 **REPORTS FROM EXTERNAL BODIES:**

a. LCC report: Cllr Turner reported that he had little report other than receipt of a hard copy of the Police & Crime Commissioner's report, which had already been circulated to Members. Cllr Barker asked if there was any progress on the potholes at the junction of High Street and the Market Place and the Town Clerk added that he had reported the fault on line. Cllr turner said he would enquire on when the team would be in Caistor.

b. Police report: Caistor was not mentioned in the last Police report but members were aware of some petty crime especially around the Sports Club. The Town Clerk agreed to liaise with the PCSO and WLDC (CCTV) for an update.

c. WLDC report: In addition to the Town Council noting Cllr Bierley's written report, Cllr Barker asked if there was any likelihood of the rubbish skip service being replaced at Southdale. She believed that it helped reduce fly tipping. Cllr Bierley advised that that had been provided by LCC not WLDC. WLDC were keen to increase recycling and skips did not encourage this. The idea of a recycling roadshow was also suggested. He agreed to look into these matters and circulate his findings.

6. **Town Clerk's Report on ongoing matters**

a. Town Twinning: Cllr Bowman had suggested that the Town may wish to make a gift of two English rose plants to Savigné l'Évêque, our French Twin Town, when they visit Caistor. This recommendation was proposed and seconded, by Cllrs Millson and Mackenzie respectively, and duly resolved to agree this action which would be funded from the Civic Budget.

b. Town Hall Issues: Members noted progress on the polisher and flagpole and awaited the quotation for the latter. Progress on the roof repairs was noted and the Town Clerk was requested to seek external funds to help pay for the works. A local stone mason had been engaged to repair the eroded Caistor Parish Hall stone sign. Cllr Barker had suggested a contractor to be approached for a quote for the repairs to the car park, which the town Clerk will approach for a quote.

c. 2019 Newsletter, Events Leaflet & Website: Members were minded to improve the Council's website appearance and content. A further detailed report with options was requested for the next meeting.

d. Progress on the **FOI** request from Mr Stockwood was noted and agreed that his subsequent complaint be considered in Part B

7. **Payments & Receipts**

- a) Payments and receipts for July 2018, were proposed to be authorised by Cllrs Barker and seconded by Wright and duly accepted for payment.

Additionally, as the Caistor Goes lottery grant had not been awarded it was further agreed that an additional £500 be released, as previously agreed, to Caistor Goes to assist with their costs. This was proposed and seconded by Cllrs Barker and Clark and unanimously agreed as a section 137 grant.

8. **CTC Correspondence to 12th July 2018**

a. Mr Charles Waters: Lives on Plough Hill, Caistor and has enquired after any Town Council manual vacancies as he is approaching retirement. Members considered that there may be many such people in this situation and that if the Town Council had an employee need then this opportunity should be advertised in the local community. The Town Clerk would advise him accordingly.

b. Caistor Goes: had sent a thank you card to the Town Council thanking it for its grant support to Caistor Goes.

c. CCTV: The system at the Caistor Sports and Social Club is shortly to be upgraded for instant viewing in the WLDC control room. The system is currently being used in association with the Police to track and identify a group of youths suspected of petty damage at the CS&SC.

d. Mill Lane Car Park: Further to ACIS declining our request for an extended lease of the site for long-stay car parking. They have subsequently agreed to consider the matter further. Cllr Millson suggested that the Town Council should consider purchasing the site from ACIS, using PWLB, if necessary, and the £10k car park grant monies held by the Caistor Community Trust. A decision on how the Council would operate the car park could be made later.

e. Standing orders were suspended to allow Cllr Bierley to address the Council on potential additional District Council funds and support in kind for the project as they were meeting ACIS the next week. He is in favour of the car parking use of the site which is formed of made up ground making it costly to develop commercially.

9. **Grants Policy:**

The 2016 Caistor Town Council Grants Policy was reaffirmed, with the amended contact details and application closing date of 31st October. Having been proposed and seconded by Cllrs Deborah Barker and Alan Somerscales.

10. **Parks Inspection Report & Actions:**

Cllr Wright gave his report on the condition of our Parks and Play spaces. The inspection had taken place on the afternoon of Wednesday 15th August. Overall the grounds were in good condition with no play equipment, other than those previously known about, awaiting imminent attention. Parts for the damaged equipment are due to be delivered on Monday 13th August.

Whilst there was no litter to speak of at any of the Parks, Cllr Stopper had noted 30+ beer cans and pizza boxes / wrappers in Millfield's Park but these must have been tidied up by our handyman on Wednesday morning. The Park was clearly attracting older youths. The September, inspection would be carried out by Cllr Barker.

11. **Reports from meetings:**

- a. **Economic Development Committee:** has held a meeting in June but the second one (July) had to be cancelled due to unforeseen difficulties with the venue. The EDC discussed progress on the **Former Cooperative building, Mill Lane car park, Market opportunities** and future initiatives for consideration in the precept setting.
- b. **CS&SC:** Cllr Clerk (Chairman) had circulated a written report highlighting the progress being made on the development proposals, CCTV upgrade and the anti-social behavior of a group of youths which was being tracked by the Police in order to identify the perpetrators.
- c. **Caistor Cares:** Cllr Clark advised that the group were continuing to host successful events in the Town.

12. **Closed Session to discuss Confidential Matters:**

Cllrs Millson and Wright moved and seconded respectively, to move into closed session which was carried unanimously.

PART B

- a) **Keith Robinson:** KR's compensation claim is still on going and a final diagnose report from his Consultant is shortly due to be issued to his insurers for negotiation on his insurance claim. He has rejected two offers so far. His insurer now has a letter, from the Town Council, highlighting our concerns over his long-term capability to carry out all the tasks required of him. It may therefore, be appropriate for the Town Council to renegotiate a reduced role for him in the Town, and to seek additional assistance for those duties he cannot carry out effectively. The Town Clerk will commence such discussions with Keith Robinson and report back to the next meeting.

Cllrs Galligan and Barker left the meeting.

- b) **Mr Stockwood's Complaint:** This complaint has two elements:
 - How did the former Town Clerk (HP) become involved in Caistor Town Council email correspondence with Mr Stockwood?

- Why wasn't his FOI complied with, by the current Town Clerk (JH), within the statutory 20 working days.

The Town Clerk was initially asked to remain in the meeting, whilst some facts were established on timelines but then left the meeting.

Mr Stockwood's complaints were then discussed in detail. It was agreed that Mrs Pitman would be contacted regarding Mr Stockwood's accusation and noted that the Town Clerk had indeed missed the 20 working days FOI deadline. This was not acceptable and the Town Clerk would be advised that it must not happen again.

- c) **Caistor Citizen of the Year:** Members initially nominated two persons for consideration for this award. However, the winner was nominated by Cllr Mackenzie and seconded by Cllr Somerscales and voted for unanimously. The winner will be announced, and presented with a certificate, at the Proms in the Park event on 9th September 2018.

The meeting closed at 8.45pm