

CAISTOR TOWN COUNCIL

Minutes of the meeting of Caistor Town Council, held on Thursday 12th April 2018 in the Alan Caine Suite at the Town Hall, Caistor.

Present: Cllrs A Somerscales (in the chair), Carol Mackenzie, Mike Stopper, Steve Critten, Mike Galligan, Angela Clark, Deborah Barker, Jayne Bowman, Jon Wright, Steve Gaughan, Steve Millson & Clive Rudd.

In attendance: 2 members of the public.

1. Apologies for absence & reasons given.

Cllrs Jacqui Hughes, Martin Sizer, Owen Bierley & Angela Lawrence

2. To receive declarations of interest.

None

3. Chairman's report

The Chairman advised that he had held a meeting in the Market Place with Mr Shah (LCC) and Mr Rust (local resident) to discuss the slip hazard on the pavements. He had been assured that the whole Market Place would be jet washed and sprayed with fungicide. The works had been partly carried out with jet washing to some areas however, no fungicide was sprayed and the Post Office side, Boots/Coop side, central area around the Lion and the Cornhill had not been cleaned. The Town Clerk has asked for an explanation and when the works will be completed.

The Mayor had attended two events. The Lions Charter dinner on 24th in the Town Hall and the Mayor of Market Rasen's Civic on 25th. He was pleased to report that Keith Robinson has returned to work with a reduced workload and monthly reviews. He will concentrate on litter picking and keeping the Market Place clean. Members enquired whether the issue of broken pavements had been taken up with the County Council. The Town Clerk advised that this would be followed up by the him with the appropriate section of the County Council.

4. To confirm & sign the minutes of the meeting held on 14th February 2018

There were several alterations needed to the minutes in terms of accuracy. Cllr Steve Millson was recorded as proposing several items but was not present. References to him should have read as Cllr Steve Gaughan (item 10) and Cllr Jon Wright (item 13). The LCC minute should have included Cllr Stopper's reference to the need for LCC to address the potholes on Grimsby Road and Navigation Lane. The acceptance of the minutes as amended, were proposed by Cllr Clarke and seconded by Cllr Mackenzie and it was resolved that they be accepted as a true and correct record.

5. Police Report

It was noted that there was no mention of Caistor in the report.

6. WLDC Report

Cllr Bierley had circulated his report to the Town Council but was unable to attend the meeting and answer any questions. The report was noted.

7. LCC Report

Cllr Turner mentioned that this was the 5th Council meeting he had attended this week and the issues raised were similar. Most were concerned about filling potholes which were being addressed as soon as possible after being reported. He left a copy of the County Leader's budget speech with the Town Clerk for Member's perusal. welcomed the Town Cllr Stopper highlighted the need to address the road surface on Kelsey Road particularly on the bend after Cherry Valley. Cllr Turner asked members to be as specific as possible about pothole locations to enable identification.

8. Clerk's Report

The Town Clerk provided a written report on current issues:

1. Market Place: Poles

He advised that planning consent may not be required for the poles as the County Council had erected them using their powers under the Highway Act 1980 (2004 amendment) as the County Council has powers to erect items, such as posts, on the highway. The posts were erected by Lincolnshire County Council, under a joint initiative with West Lindsey District Council (Regeneration), on highway land (pavement) and gifted to the Town Council for its use. There is no apparent restriction on the use of the posts. It was not possible to use the existing lamp posts for this purpose due to stress testing.

2. Mill Lane: Car Park

The planning consent for the temporary car park on Mill Lane (ACIS depot) has expired. The permission was only temporary (3 years) as the District Council would ideally wish to see a building on this site. Despite having planning permission for residential use the site has not proved to be viable and remains undeveloped. There continues to be a short fall of free public parking in central Caistor. It was proposed and seconded that the Town Council take a further lease and obtain planning permission and/or acquire the site for car parking.

3. Caistor Events

This year's Mayor's Fayre in aid of local organisations and charities will be held in the Town Hall on 7th May (Bank Holiday) Monday from 1-4 pm. Caistor Goes have applied for road closures on the Town's behalf for various events in the Market Place during the year. The County Council subsequently requested that despite previous advice that individual applications needed to be made for each event. This has been done and no objections are anticipated however, formal responses to our requests had yet to be received.

4. Caistor Newsletter

The 2018 Caistor Events leaflet has been printed and distributed to tourist outlets and a letter drop is anticipated to all private households in Caistor. This letter will include a newsletter on current Town Council activities and Councillor contact details. The cost of printing the newsletter its distribution by the end of April have been tendered. The lowest tender for design and printing 1500 newsletters was £459, and mailing will cost £702.24. Costings are exclusive of VAT. Members approved the printing but

debated the means of delivery. After a considerable debate on potentially cheaper methods of delivery. It was proposed by Cllr Bowman and seconded by Cllr Millson, and duly resolved that, the leaflets be hand delivered by all Councillors.

5. Market Place Pavements

West Lindsey District Council have completed their commission from Lincolnshire County Council to clean the Market Place pavements. However significant areas were not included in their instruction and the areas in front of the Post Office, Former Coop, central Market Place and Cornhill areas were excluded from the works. The Town Clerk was awaiting a reply from the County on the completion of the cleaning and the treatment of the area with fungicidal spray to kill the algae.

6. Allotments & Sports Ground

Allotment users have been renewing their plots. Any vacancies will be filled from the waiting list after some minor plot reallocation has taken place. The fencing contractor has assured the Town Council that the replacement white fence at the Sports Ground will be installed before the end of April 2018. There are on-going discussions to bring Boot Camp and Archery uses to the Sports Ground.

7. Financial Systems

Members will be aware that the Council's financial systems are all spreadsheet or manual based. There are several software systems in use by Councils and many use either Sage or RBS. The main package used by Town Councils in Lincolnshire that developed by RBS Rialto specially for Town & Parish Councils. The system is easy to use, for the non-financially minded, and satisfies HMG audit requirements. The software costs £639 to purchase plus 5 year annual support package for £165 per annum. It was proposed by Cllr Millson, seconded by that a demonstration of the system be agreed for the Finance Committee to consider next steps

8. Finance: Payment of accounts

9. Caistor Sports and Social Club: Dogs

10. Correspondence

It was noted that the Head Teacher at Caistor and Yarborough School had responded positively to our request to discourage students from gathering outside the Town Hall.

11. To discuss Play Areas inspection report and resolve on any actions arising. No report presented

12. Reports from meetings.

Caistor Cares tea events continue to thrive with 25 at the last event.

Caistor Sports and Social Club :

- now need to replace the sewage pump is urgent and has been budgeted for in the precept.
- The remote control system needs to be replaced as does the CCTV due to a weak signal. Advice and costs from BT to be obtained.

- North Kelsey Road car park needs pot holes filling or relaying. Town Clerk to investigate options.
- The outside store needs to be tidied and cleaned.
- Walking Football thriving and received an award from WLDC. They would like to renew their licence for a further 7 years.
- Head Lease still not signed by the CS&SC.
- Business case being prepared with the help of West Lindsey DC for clubroom extension

13. Fees & Charges

Changes to cemetery fees and charges were agreed at the previous committee. However, a new option of a raised plinth in the shape of a book had arisen, which was twice the size of a cremation plaque, but not accommodated within the fees. It was unanimously agreed that the fee charged be twice that of a standard cremation plaque.

14. It was resolved to move into closed session to discuss matters listed below.

Press and public left the meeting.

a) Staffing Matters.

The Town Clerk advised that Keith Robinson had returned on generally light duties which would be reviewed by the Town Clerk on a monthly basis. A letter would be issued setting out what duties, mutually agreed, that he was able to carry out. This would focus on keeping the Market Place tidy.

Meeting finished at 20:25