

MINUTES OF THE MEETING OF CAISTOR TOWN COUNCIL,

held in the Alan Caine Council Chamber, Town Hall, Caistor on 12th July 2018 commencing at 7.00pm.

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

Also present: District Cllrs A Lawrence, O Bierley, County Cllr A. Turner, J Hanrahan (Town Clerk) and 6 members of the press and public.

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

None

2 **DECLARATIONS OF INTEREST**

None.

3. **CHAIRMAN'S REPORT**

The Chairman advised that he had attended several events including;

- The very successful Beer Festival held by Caistor Lions at South Street Park.
- Climbing the Church Tower, which raised £321 in sponsorship for the roof repair fund.
- Lincolnshire Show as a guest of West Lindsey District Council.
- Lincolnshire Parades training, regarding road closures, together with 10 others from the Town Council, Caistor Goes, Lions and the Running Club.
- Caistor in Bloom, open gardens weekend, which was attended by over 250 folk.
- Judged Primary School pictures celebrating 70 years of the NHS.
- Sting in the Tail running events, which attracted 700 runners, and won by a local Caistor runner.

He also informed members that he had received a letter complaining about the display of a dead crow at the Bowls Club, which was meant to frighten off crows from digging up the green, but was considered offensive. Members were supportive of the Chairman approaching the Club. Members resolved to accept a proposal by Martin Sizer, seconded by Jon Wright, requesting that the Bowls club erect netting to obscure the crow from general view.

4. **MINUTES OF MEETING HELD ON 6th June 2018.**

Proposed, Cllr Wright, Seconded, Cllr Bowman and Resolved that they be signed as a true record.

5 **REPORTS FROM EXTERNAL BODIES:**

a. LCC report: Cllr Turner reported that £1.2m had been awarded for works to the A1084, including signage for 40mph restrictions between Caistor and Brigg. Members considered this to be overly restrictive if over its full length and asked for further clarification and notification of the proposed works. Cllr Clark requested more prominent signage notification of the location of the Caistor Sports & Social Club from Brigg Road. Cllr Galligan asked when the direction sign at the Police indicating the proximity of the school on

Southdale would be replaced. Cllr Turner agreed to look into these matters and the Town Clerk would follow them up formally.

b. Police report: Receipt of the P&CC annual report was noted. Caistor was not mentioned in the last Police report and the Town Clerk agreed to liaise with the PCSO for an informal update.

c. WLDC report: In addition to his written report Cllr Bierley advised that he would be happy to offer his advice and support to the CS&SC initiative. He would share the Kings Fund Report on sports facilities and would approach Lindsey Action Zone, which requires an Expression of Interest by Sept 2018. He suggested liaison with Grant White at WLDC.

6. Proposals for the Development of Caistor Sports & Social Club

Reg Percival (Treasurer CS&SC) outlined the background to the Clun's development proposals. Several options had been developed, which involved an extension to the club to form a second room and the erection of a sports bubble over the existing tennis courts was settled upon. WLDC officers have stated that they would not give any funding towards our scheme from their announced investment but, would be prepared to assist us with development of a business plan, finding potential funding sources, finding funding for a feasibility study, access to a commercial loan, and general project support.

At its June meeting TC endorsed the project and appointed a number of councillors to sit on the steering committee. The first steering committee meeting was held on 2nd July 2018. CS&SC therefore were now seeking permission from CTC to proceed with the project and for CTC to resolve if the project funding would be applied for under its name. After a discussion, S Millson proposed and seconded by J Hughes, that support in principle be agreed for the project. It was unanimously resolved that the project be supported with the CS&SC taking the lead, in association with the joint committee.

7. Finance

a) Payments and receipts for June 2018

J Hanrahan: Salary (gross)	2080.33	ET
J Hanrahan: Expenses & Reimbursements	145.78	ET
HMRC: Employers NI / Tax / NI	2155.98	ET
K Robinson: (June 2018)	409.20	ET
Caistor Goes (Grant)	1500.00	ET
Opus Energy	56.09	DD
Wave (Anglian Water)	100.63	DD
Southdale Service Station (2 invoices: Fuel)	13.25	CH 5986/99
Caistor Town Hall (2 invoices)	40.00	CH 5987/94
Angela Clark (Paint etc for CS&SC)	61.50	CH 5988
Wisemans (3 invoices)	2180.94	CH5990/5/6
Tom Williamson Agriculture	681.60	CH 5989
Lincolnshire Fieldpath Association	5.00	CH 5991
D R Mellors (DRM Joinery)	220.00	CH 5992
Rialtas Business Services (RBS)	2060.76	CH 5993
Glendale (June grass cuts)	1110.35	CH 5997
Caistor Grammar School (Civic Hall Hire)	70.00	CH 5998
S R Thompson (Mole Control)	560.00	CH 6000
Jon Waterman (Fencing 7 Railing at CS&SC)	775.20	CH 5982
Total Payments	14226.61	

RECEIPTS	£	£
Market rents (cash)	137.75	137.75
Allotment Rents	0	0
Natwest (compensation)	150.00	150.00
Total Receipts	287.75	287.75

NatWest Bank Accounts Balances as @ 12/07/2018

Current Account	£85,242.62
Business Reserve Account	£70,401.68

b. RBS Financial Software

The Town Clerk circulated copies of reports obtained through the new RBS system covering the first two months of its use. It was noted that the carry over of late payments into the new financial year skewed the figures and Cllr Galligan agreed to work with the Town Clerk to correct the outputs.

8. Clerk's Report

Members noted the Town Clerk's report updating them on progress on the Caistor Diary, Litter & Waste Bin, RBS Financial Software, Town Hall roof, Mill Lane car park. The Town Council agreed a series of actions on other matters such as to seek quotations for car park resurfacing at the Town Hall and to purchase a new polisher for the Town Hall. It was also agreed to liaise with the Town Hall Committee regarding the placement of a book of condolence in the Town Hall as appropriate and to erect a flag pole on it's eastern gable.

There was considerable discussion on Cllr Rudd's proposal to create an enclosed dog walking area at CS&SC. There was no seconder for the proposal so it was resolved that no further action be taken on the proposal was agreed. It was agreed that any nominations, by Town Councillors, for the Caistor Citizen of the year award be sent to the Town Clerk together with reasons why the person should be given such an award.

The Town Clerk advised Members that The Town Council and its contractors, even voluntary groups, are required in law to hold Public Liability Insurance and the requisite qualifications for their roles. When a volunteer is helping at a Town Council event, they are recorded as unpaid employees of the Town Council and are covered by our insurance policies. Ultimately, it's up to an individual to decide whether they need PLI, although it's worth thinking about whether you could afford to meet the cost of a compensation claim if you were sued and didn't have cover.

9. CTC CORRESPONDENCE to 12th July 2018

- 1. Pre-school Alliance:** It was agreed that the group be permitted to use the South Street Park for a series of summer outreach playgroup sessions. The weekly sessions are scheduled to run from 1:30 - 2:30 pm on Thursdays, commencing 26th July to 29th August 2018 inclusive.
- 2. Caistor Lions:** It was agreed that the Lions be granted consent to hold the 2019 Beer Festival, in the South Street the Park on the weekend of 14/15 June 2019.
- 3. Malcolm Travis** of Travis Designs Ltd wished to know if the Town Council were agreeable to their naming the new road, off Hersey Road, as "Millbrook". Members suggested Millbrook Way as there is a property named Millbrook adjacent to the site.

4. **Alford Storage & Textiles Company (ASTCO):** have asked for the Town Council to consider a supporting the Children's Air Ambulance by allowing a textile bank to be placed within a Council car park. The two Children's Air Ambulance helicopters have been specially adapted to take incubators and are based at Robin Hood Airport, Doncaster and Oxford London Airport.
5. **Fieldpaths & Public Rights of Way:**
 - a. **Lincolnshire Fieldpath Association:** Members agreed to continue their membership of the Association will cost £5/annum.
 - b. The purchase of a front edge grass cutting machine was agreed from Peterborough Mowers at a cost of The £764.
6. The items regarding **Lincolnshire Wolds Countryside Service** and **Town Council Premise Licences, WLDC liaison and Caistor Grammar School :and Zurich Insurance** renewal were noted.
7. **South Street Park:** It was agreed that the Town Clerk with appropriate members carry out a formal review of the Park's boundary issues (fence lines & condition, shrubs and trees) in order to agree a way forward.
8. **Society of Local Council Clerks (SLCC) National Conference 2018**
The next SLCC national conference will be held locally at Forest Pines Hotel, Brigg, between 10th and 11th October 2018. It was agreed that the Town Council be represented by the Town Clerk and other members who express an interest. A report on proceedings will be made to the subsequent Town Council.
9. **Disability Music Event:** An application has been received to assist in the financing of this event which is to be held in Caistor. Members discussed the initiative at length and were supportive of the event but were unable to provide financial support this year as the Grants budget has been allocated for the year. Members requested that the Town Clerk draw up a Grants Policy document for consideration at the next meeting.
10. **ROSPA Inspection Report & Actions:**
No report was available.
11. **Reports from meetings:**
 - a. **Caistor Cares:** Events continue to be well attended and successful.
 - b. **CS&SC:** The Football section, have increased their youth teams and may have to play off site unless the bottom field can be levelled to provide a second pitch. CS&SC to obtain quotes. There continues to be disagreement on the way forward to protect the bowling green, with netting on the fence behind the bird, suggested as a compromise. Chairman to address with the Bowls. The pump replacement also needs to be addressed, TC to action with CS&SC.
 - c. **Economic Development Committee:** The committee has met to consider progress on the old Coop in the market place, Mill Lane car park, Markets and consider new initiatives. There were wide ranging discussions but no recommendations have yet been formulated.

PART B

12. **TO RESOLVE TO MOVE INTO CLOSED SESSION TO DISCUSS CONFIDENTIAL MATTERS** : Proposed by Cllrs Clark & Sizer and unanimously agreed.

a) **Staffing Matters:**

Members noted developments on KR's performance and physical wellbeing. The Town Council is reclaiming part of his wage from WLDC. Some of his workload is being undertaken by Mike Gilliatt. A further confidential progress report will be brought to the Council in August.

The meeting closed at 21.25 (9:25pm)