

CAISTOR TOWN COUNCIL

Minutes of the Town Council meeting held in the Alan Caine Council Chamber at 7pm on Thursday 9th May 2019.

1. **Present:** Cllr A Somerscales (in the chair), Cllrs J Bowman, A Clark, S Critten, S Davey, S Duprat, M Galligan, S Gaughan, J Hughes, C Mackenzie, C Rudd, M Sizer, J Wright & S Wright. **In Attendance:** Cllrs A Lawrence, O Bierley, J Hanrahan (Town Clerk) and 6 members of the press and public.
2. **Apologies:** Cllrs A Turner.
3. **Declarations of Interest:** None Received

Chairman's Report:

- The Mayor had attended several local Civic Services including a Market Rasen charity event.
- Attended another successful Caistor Cares tea and sandwiches event.
- Guest at the Caistor Lions Annual Dinner in the Town Hall.
- Thanked everyone for making his two Mayoral years most enjoyable.

4. **Minutes of the meeting held on 11th April 2019:**

Cllr Mackenzie & Rudd proposed and seconded that the minutes as a true and correct record. This was duly agreed.

5. **Internal Elections:**

a. **Election of Town Mayor and Chairman of the Council:**

It was proposed and seconded by Cllrs A Somerscales and C Mackenzie respectively that Cllr Jon Wright be elected Town Mayor. There being no other nominees Cllr J Wright was duly elected unanimously. The Chairman thanked everyone for their vote of confidence in him and thanked Cllr A Somerscales for his excellent stewardship of the Town Council.

b. **Election of Vice Chairman of the Council:**

It was proposed and seconded by Cllrs J Wright and A Somerscales respectively that Cllr A Clark be elected Vice Chairman. There being no other nominees Cllr A Clark was duly elected unanimously.

c. **Election of Planning Committee Chairman:**

In response to a question the Chairman said that he would continue in the role unless someone else wished to take it on. It was proposed and seconded by Cllrs J Hughes and S Critten respectively that Cllr S Gaughan be elected as Planning Chairman. There being no other nominees Cllr S Gaughan was duly elected unanimously.

d. **Election of Finance Committee (6):**

It was proposed and seconded by Cllrs J Wright and Mackenzie that Cllrs J Bowman, S Critten, M Galligan, C Mackenzie, M Sizer, & J Wright form the standing Committee. This was agreed unanimously.

e. **Election of Employment Committee (6):**

It was proposed and seconded by Cllrs J Wright and Mackenzie that Cllrs J Bowman, S Davey, M Galligan, C Mackenzie, C Rudd & M Sizer form the standing Committee. This was agreed unanimously.

f. **Election of Economic Development Committee (6):**

It was proposed and seconded by Cllrs J Wright and Mackenzie that Cllrs J Bowman, S Critten, M Galligan, S Davey, M Sizer, & S Wright form the standing Committee. This was agreed unanimously.

g. **Election of Chairman of Caistor Sports & Social Club:**

It was proposed and seconded by Cllrs J Wright and Mackenzie that Cllr A Clark be elected CS&SC Chairman. There being no other nominees Cllr A Clark was duly elected.

h. **Election of two representatives to Caistor Sports & Social Club:**

It was proposed and seconded by Cllrs J Wright and A Clark that Cllrs J Hughes & C Mackenzie be elected as representatives on the CS&SC. This was agreed unanimously.

i. **Election of Councillor to oversee Audit:**

It was proposed and seconded by Cllrs J Wright and C Mackenzie that the Chairman of Finance Committee undertake this duty. This was unanimously agreed.

j. **Election of Councillors Responsible for Churchyards, Cemeteries & Fieldpaths and Allotments:**

It was proposed and seconded by Cllr Wright and Mackenzie that Cllr Rudd undertake the Churchyards, Cemeteries and Fieldpaths duties and Cllr Somerscales retain the Allotments role. This was unanimously agreed.

k. **Election of Councillor responsible for Parks and the Environment:**

It was proposed and seconded by Cllrs J Wright and C Mackenzie that Cllr J Bowman undertake the role. This was agreed unanimously.

l. **Election of Councillor to the Town Hall Management Committee.**

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It was proposed and seconded by Cllrs J Wright and C Mackenzie that Cllr J Hughes undertake the role. This was agreed unanimously.

m. Election of Councillors responsible for other matters:

It was proposed and seconded by Cllrs J Wright and C Mackenzie that Cllr S Duprat support Cllr J Bowman on GO2 and associated environmental issues. Members agreed that the Economic Committee as a whole would oversee Market provision.

It was noted that any Town Councillor can attend, fully participate in and vote, at Standing Committee Meetings.

6. Reports from External Bodies:

- a) **Police Report:** Members were directed to look at the Police website which showed 49 incidents in March in Caistor. Cllr Sizer updated Members on the theft of cash from the Post Office advising that there had been 235,000 hits on their website which had provided names and addresses of the perpetrators from cctv facial recognition and had led to arrests. No further information was available on the COOP ATM theft but it is understood the ATM is to be replaced.
- b) **LCC Report:** No report given due to Cllr Turner's absence but it is understood that he is well.
- c) **WLDC Report:** Cllr Bierley's report had been circulated previously and he and Cllr Lawrence offered to answer any queries and take up issues. Progress on the ANOB was noted and greater links to the Love Caistor and Wolds websites was encouraged. Cllr Galligan thanked the District Councillors for their past help and enquired about fly-tipping in the area and the damaged and overflowing dog bin at Millfields park. Cllr Bowman wished to hear of any progress on the Caistor lakes mobile advertising hording. Members were keen to see WLDC taking enforcement action against commercial waste dumpers and planning advertisement contraventions. District Councillors agreed to investigate the issues raised and report back further.

7. Town Clerk's Report on ongoing matters:

- a) **Town & District Elections:** The Town Clerk reminded Members that 4 candidates stood for the 2 seats local seats on West Lindsey District Council and 21 candidates stood for the 14 seats on the Town Council. The result of the ballots saw Cllrs O Brierley and A Lawrence re-elected to WLDC and the following were elected to the Town Council WLDC Declaration of the result of poll. Congratulations to the successful candidates and Commiserations to those who did not.
- b) **CS&SC Lease:** Members noted that the Club is agreeable in principle to signing a Lease, for at least 25 years, but one which is not fully repairing and insuring. This is essentially the situation that currently exists without the lease arrangement. The Town Council has formally registering its interest with the Land Registry. The lease should therefore be signed in the near future.
- c) **Market Place Injury:** During the recent inclement weather a lady slipped and fell on the pavement outside Skin Culture due to algae. It is the responsibility of the County Council as highway authority to ensure safety on the highway (roads and pavements) and a complaint has been raised with them. This area was recently sprayed by our operative to try to minimise such incidents.
- d) **Caistor Grammar School:** Cllr Davey declared a personal but not prejudicial interest as a Governor of CGS. Members were reminded that CGS host one of their open evenings on Wednesday 15th May (1800hrs). The Town Clerk requested volunteers, to advise him of their availability to help cone off North Kelsey Road and direct cars to the sports field for parking. Cllrs S Critten, Angela Clark, Steve Gaughan Jayne Bowman and A Somerscales and J Wright volunteered. Members asked if the Town Clerk could encourage CGS staff / sixth formers to help with these tasks and be covered under the Town Council's Public Liability Insurance policy.
- e) **Speed Gun:** Following the agreement at the last meeting the Council has now acquired a Speed Gun and is awaiting a date for the Police training on its use.
- f) **Caistor Town Council website:** With the election of the new Town Council and Councillors the time is right to review our website. The current platform on Lincolnshire County Council's site is rather cumbersome and restricting. The opportunity exists for a tie in with the Love Caistor events site, to launch an independent site or try to work within the existing restrictions of LCC. Members were agreeable to the Town Clerk to examine all options and report back to the next meeting.
- g) **Town Hall car park:** The Town Clerk advised that now that the car park has been resurfaced and re-lined we need to tackle the conundrum of managing spaces to support Town Hall users. Members agreed that area (four spaces) next to the Town Hall and toilets to be restricted to Town Hall Users & Disabled Persons only (including deliveries and Nat West mobile bank) and approved appropriate signage to be erected. Members also wished the option of a weekday 4 hour parking limit be investigated (between 8am and 6pm with no return that day). The Town Clerk would investigate this option further.

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h) **Mayor's Fair:** Cllr Somerscales proposed that as there was a poor take up of stall as the Mayor's Fair continued to struggle for participants that the late May bank holiday event be cancelled this year. The Mayor seconded the proposal and it was duly agreed to cancel the event and consider linking it to another event in the future.

8. Finance:

- a) **The Statement of Accounts** to 31st March 2019 was discussed. In response to a question from Cllr J Bowman's the Town Clerk advised that the re-categorization of some expenditure headings had skewed the amounts in the sub-headings against budget with some much lower and higher. However, the overall impact of these had broadly cancelled each other out. Cllr Davey queried the amount spent on grit and the Town Clerk explained the grit allocation system from Lincolnshire County Council was very limiting and we often enhanced it. It was proposed and seconded by Cllrs Somerscales and Mackenzie that the accounts be received and forwarded to the independent internal auditor. This was unanimously agreed.
- b) **Appointment of Independent Internal Auditor.** It was proposed by Cllr Wright and seconded by Cllr Mackenzie that Cassells of Market Rasen be reappointed as independent internal auditor. This was unanimously agreed.
- c) **Approval of schedule of Payments and Receipts for April 2019.** It was proposed by Cllr Wright and seconded by Cllr Mackenzie that the schedule be approved. This was unanimously agreed.

9. Correspondence:

- a) **Mr Carver of Caistor** had queried the validity of holding tonight's Town Council meetings complaining that they had been improperly called and that the website needs improvement. The Town Clerk confirmed that the notice for the Town Council was valid but that the Planning Committee was not and consequently that meeting could not make decisions. This has been independently verified by Lincolnshire Association of Local Councils.
- b) **Mrs Barker of Caistor** had written to the Town Council wishing all Town Councillors well. Members instructed the Town Clerk to write to her thanking for her for her 20 years' service on the Town Council and wishing her well for the future.

10. Parks Inspection Report:

Cllr Somerscales was pleased to report that the Town's parks were generally in excellent condition when he toured them. He highlighted however that the small swing in South Street park was squeaky and the swinging hinges were not dangerous but may need to be replaced. Cllr Mackenzie pointed out that the slide in the park needs to have bird droppings cleaned off. The Town Clerk advised that Kim Hodson, our handyperson would investigate and action both issues. Cllr Somerscales also commented that Kim Hodson was doing a great job and the Market Place was particularly clean.

11. Reports from External Bodies:

- a) **Caistor Goes:** Cllr C Mackenzie advised that the Heroes event is scheduled to take place in the Market Place on Saturday 6th July 2019.
- b) **Caistor Cares:** Cllr A Clarke advised that their Coffee mornings continue to be successful with over 30 persons attending. The newly launched Kelsey Cares group will be a sub-group of Caistor Cares. The Town Hall will be hosting the summer party on Sunday 9th June.
- c) **Caistor Sports & Social Club:** Cllr A Clarke advised that the Club continues to thrive with the summer Bowls, Cricket and Tennis seasons all having commenced.

12. Exclusion of the Public:

It was proposed and seconded by Cllrs Sizer and Mackenzie that the Council move into closed session. This was agreed unanimously.

Meeting closed at 2030