



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 27th November 2024**
Proceedings will be held at the Diamond Jubilee Town Hall, High St commencing at 7pm.
The Agenda is set out below.
Members of the public and press are welcome to attend.
Neil Taylor-Matson Town Clerk, 21st November 2024

AGENDA

- 2411/01 Apologies for Absence
To receive apologies for absence notified to the Clerk prior to the meeting.
- 2411/02 Declaration of Interests / Dispensations
a. Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register. **Members declaring interests should identify the Agenda item and the type of interest being declared.**
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS.
b. For the Council to note any dispensations presented to the Clerk prior to the Meeting and their resolution.
- 2411/03 Public Participation
Members of the public may raise subjects, which they wish to bring to the attention of the Town Council. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.
- 2411/04 Minutes
a. To approve the minutes of the Full Council Meeting held 23rd October 2024 (*fwd 29/10/2024*)
b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 11/11/2024 (*fwd 21/11/2024*)
c. To receive the draft minutes of the General Purposes Committee Meeting held 11/11/2024 (*fwd 21/11/2024*)
- 2411/05 Humber and Wolds Rural Action – Rural Housing Project.
To consider information received from Humber and Wolds Rural Action regarding their Rural Housing Project and agree any actions required.
- 2411/06 Report from North Lincolnshire Ward Councillors
a. To receive the Ward Councillors' Report and to consider any actions arising from the report.
b. To note outstanding matters raised with North Lincolnshire Council and agree any actions required.
- 2411/07 Mayor & Delegates Reports
To receive reports from the Mayor, Councillors and Officers attending Civic Events or meetings on behalf of the Council, to include the following events/meetings which the Clerk was notified of:

Mayor's Report on Civic Events attended – Cllr Hazel Fox:
 - Kirton in Lindsey Remembrance Day Service – 10th November
 - NLC Highways Meeting – 13th November (*cancelled*)
 - In Bloom and KLTC Town Centre Tidy up – 16th November (*cancelled*)
 - Kirton in Lindsey Christmas Festival – 24th November
Councillors and Officers reports
 - ERNLLCA District Committee Meeting – 17th October (Cllr Frankish)
 - NLC Town and Parish Liaison Meeting – 24th October (Cllr Frankish)
 - Messingham/Ridge NAT – 20th November (Cllr Cooper)
- 2411/08 Finance
i. Income and Expenditure
a. To receive notification of accounts paid by the Town Clerk under devolved authority. (*Nov 2024, fwd 21/11/2024*)
b. To receive notice of the Local Government Services Pay Agreement for 2024-25. (*fwd 25/10/2024*)
c. Christmas Festival – for approval of costs (selection boxes) - Mayor in consultation with Town Clerk.
d. To receive the Survey Monkey subscription renewal notice (£320 plus VAT) and consider actions required.
e. To approve accounts for payment. (*fwd 21/11/2024*)

ii. Internal Control
To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.
(*Oct 2024, fwd 21/11/2024*)

- iii. Precept 2025-2026
- a. To consider the Community Co-Ordinator role and potential future funding for this and agree any actions required.
 - b. To receive the revised Budgeted Grant Application from KLASSIC Park (2024-25) and agree actions required.
 - c. To receive a Community Pot application from the Kirton in Lindsey Society and agree actions required
- Budgeted Grant Funding Applications in order of receipt:
- d. To consider the budgeted grant funding application received from 1st Kirton in Lindsey Brownies.
 - e. To consider the budgeted grant funding application received from 1st Kirton in Lindsey Scouts.
 - f. To consider the budgeted grant funding application received from Evergreens.
 - g. To consider the budgeted grant funding application received from Diamond Jubilee Town Hall.
 - h. To consider the budgeted grant funding application received from KLASSIC Park.
 - i. To consider the budgeted grant funding application received from Kirton First.
 - j. To consider the budgeted grant funding application received from Nutshell.
 - k. To consider the budgeted grant funding application received from In Bloom.
 - l. To consider the budgeted grant funding application received from Mini Bloomers.
 - m. To receive and consider the budget planning documentation for 2025-2026 and agree actions required.
- 2411/09 Planning
To receive the following decision notifications from North Lincolnshire Council:
- i. PA/2024/948 – REMOVAL/VARIATION OF CONDITIONS – to vary condition 2 of 1999/0920 to allow for a new road design with one footpath and block paved road – Land off Spa Hill, Kirton in Lindsey.
 - ii. PA/2024/997 – REFUSAL OF PLANNING PERMISSION – to erect a first-floor extension above existing shop to provide two flats, two storey side extension, vehicle parking, cycle parking and bin storage (Amendment to previous refusal Ref. PA/2023/1752) – 11 High Street, Kirton in Lindsey, DN21 4LZ.
- 2411/10 Car Parking Provision
 To consider car parking provision for the town and consider any actions required.
- 2411/11 Allotments
 To receive any relevant updates and agree any actions required.
- 2411/12 A Team
 To consider the retirement of the town A Team charity volunteers and agree any actions required.
- 2411/13 Relief in Need Charity Trustee
 To receive notification of request for a Trustee Representative for this town charity and agree actions required.
- 2411/14 Policies and Procedures
- a. To review Policy 05: Reserves Policy last approved November 2023.
 - b. To review Policy 30: Bio-Diversity Policy last approved November 2023.
 - c. To receive an update about the Local Councils Award Scheme.
 - d. To receive an update on land registry works at the Green and Grove Street.
- 2411/15 Open Spaces
- a. To receive the visual and operational play park inspection reports for signature and consider any updates regarding the play area agreeing any actions required.
 - b. To discuss the play area inspections service level agreement with North Lincolnshire Council and agree any actions required.
 - c. To receive inspection reports for the outside gym equipment and agree any actions required.
 - d. To receive an update regarding the request for a memorial bench to be placed within Grove Street Cemetery and agree actions required.
 - e. To receive and update regarding the schedule for the tree survey safety works.
 - f. To receive updates from North Lincolnshire Council regarding the Public Rights of Way network (Clay Lane).
 - g. To receive clarification on responsibilities related to The Green and agree any actions required.
 - h. To receive information regarding repair costs for the noticeboard at Cornwall Street and agree actions required.
- 2411/16 Town Clerk's Report / Correspondence for Information and Discussion
 To receive the Town Clerk's report including correspondence for information and discussion.
- Correspondence for Information and Discussion
- a. To note any correspondence received after the Agenda was published.
 - b. Community Payback – details regarding change of co-ordinator with contact details
 - c. ERNLLCA/NALC – Local Government Services Pay Agreement 2024/2025 (*fwd 25/10/2024*)
 - d. Royal British Legion – updates from Cllr Kofoed, Mark Lloyd and Cllr Fox
 - e. NLC – options for meeting with officers re car parking solutions (*fwd 25/10/2024*)
 - f. Allotments – request for details of availability/waiting list
 - g. NLC - Tourism Partnership October News (*fwd 25/10/2024*)
 - h. Cemetery – Record Search request (Carter)

- i. NLC – News Direct updates (*fwd 28/10/2024; 04/11/2024; 11/11/2024; 15/11/2024*)
 - j. NLC – PRoW / Clay Lane (*fwd 28/10/2024*)
 - k. Land Registry – update re Green and Market Place works
 - l. Town Hall – response regarding storage solutions (*fwd 28/10/2024*)
 - m. Civic – Mayor of North Lincolnshire’s Christmas Concert (December)
 - n. Grimsby Live – request for details of Remembrance Service plans
 - o. Allotments – request for permission for greenhouse
 - p. Member of the public – reporting of dangerous dog, Hemswell – advised on relevant reporting
 - q. Diamond Jubilee Town Hall – update regarding storage opportunities (*fwd 28/10/2024*)
 - r. Resident – reporting of mud on the roads and paths, Station Road
 - s. ERNLLCA/NALC – Community Safety Case Studies (*fwd 29/10/2024*)
 - t. Community VISION – Monthly update (*fwd 29/10/2024*)
 - u. Rural Services Network – Rural Bulletin (*fwd 29/10/2024; 05/11/2024; 12/11/2024; 19/11/2024*)
 - v. Resident – enquiry about verge grass cutting continuing in winter months
 - w. Resident – concern of rat infestation (*fwd 31/10/2024*)
 - x. Resident – reporting of mud on the footpath, Station Road
 - y. Messingham Parish Council - grounds maintenance contacts assistance request
 - z. ERNLLCA – October Newsletter (*fwd 31/10/2024*)
 - aa. NLC – Rough Sleepers Count 2024 information request
 - bb. NLC – forward notice of next Town and Parish Liaison Meeting for January (*fwd 01/11/2024*)
 - cc. Groundwork – Tesco Stronger Starts Community Grants information for sharing
 - dd. ERNLLCA – Community Governance Review (Parish Councils) Response (*fwd 01/11/2024*)
 - ee. Remembrance – update from Cllr Fox following RBL meeting (*fwd 01/11/2024*)
 - ff. ERNLLCA – details of current DEFRA consultation on hedgerow management (*fwd 04/11/2024*)
 - gg. ICCM – Farewell Flowers - Survey invitation to determine scale of plastic and non-recyclable materials
 - hh. NLC – Tourism Partnership Networking meeting information (*fwd 04/11/2024 and 21/11/2024*)
 - ii. NLC – details of Burial Law workshop to be held 11th December
 - jj. Diamond Jubilee Town Hall – reports on spending of grants awarded (*fwd 05/11/2024*)
 - kk. Rural Services Network – Rural Funding Bulletin (*fwd 07/11/2024*)
 - ll. Station Road Co-Op – notification received unable to support Christmas Festival
 - mm. Burton upon Stather Parish Council – query about HR support KLTC subscribes to
 - nn. NLC – Rural Brown Signs fund information (*fwd 14/11/2024*)
 - oo. NLC – library car park works update
 - pp. NLC – Trade Watch update
 - qq. NLC – Safer Neighbourhoods Newsletter (*fwd 14/11/2024*)
 - rr. NLC – Tourism Partnership Networking Meeting information (*fwd 14/11/2024*)
 - ss. Humber & Wolds Rural Action – November Newsletter (*fwd 14/11/2024*)
 - tt. ERNLLCA – reminder - government consultation on enabling remote attendance & proxy voting (*fwd 14/11/2024*)
 - uu. In Bloom – report on grant funding for 2024
 - vv. Resident – enquiry about boundary matters via Cllr Cooper
 - ww. NLC – Planning Committee items PA/2023/1166 and PA/2022/1997 (*fwd 18/11/2024*)
 - xx. Resident – enquiry about litter bin emptying and large litter bins
 - yy. Broughton Town Council – query about honours boards
- 2411/17 Date of next Meeting and Agenda Deadline
To confirm the date and time of the next monthly Town Council Meeting (subject to any change in circumstances) as: **Wednesday 18th December 2024 at 7pm at the Diamond Jubilee Town Hall.**
NOTE: Agenda items to be submitted before Monday 9th December in line with Standing Orders.
- 2411/18 Exclusion of the Public & Press
To consider the exclusion of the public and press under the provisions of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the matters to be discussed.
- 2411/19 Personnel - Community Co-Ordinator
a. To discuss the probationary period for Community Co-Ordinator and agree any actions required.
b. To receive a reminder regarding staff annual leave.