



**Town Councillors are hereby summoned to attend the Monthly Meeting of  
Kirton in Lindsey Town Council on  
Wednesday 26<sup>th</sup> March 2025**

**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, 20<sup>th</sup> March 2025

## AGENDA

### 2503/01 Apologies for Absence

To receive apologies for absence notified to the Clerk prior to the meeting.

### 2503/02 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.

### 2503/03 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.

### 2503/04 Minutes

a. To approve the minutes of the Full Council Meeting held 26<sup>th</sup> February 2025 ( *fwd 04/03/2025*)

b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 10/03/2025 ( *fwd 13/03/2025*)

c. To receive the draft minutes of the General Purposes Committee Meeting held 10/03/2025 ( *fwd 13/03/2025*)

### 2503/05 Report from North Lincolnshire Council / 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 including litter/dog waste bin at Church Street, 'Churches' signs, road maintenance works (South Cliff Road, North Cliff Road, Redbourne Mere, March Street/Wesley Street).

c. To note arrangements made for testing of residents electric blankets in the town at the Community Café, Thurs 3rd April 2pm to 4pm (& the Kirton Knit Knacks AGM from 1pm)

### 2503/06 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 Town Council – Civic Dinner – 2<sup>nd</sup> March
- Gainsborough Town Council – Civic Service – 16<sup>th</sup> March
- Immingham Town Council – Civic Service – 23<sup>rd</sup> March

#### Councillors and Officers reports

- Neighbourhood Action Team – Ridge / Messingham – 5<sup>th</sup> March (Cllr Cooper)
- North Lincolnshire Council – Civic Dinner - 7<sup>th</sup> March (Cllr Kofoed)
- Scribe/ERNLLCA – Strategic Planning information session – 11<sup>th</sup> March
- Government Digital Service – Geographic Information System software project - 11<sup>th</sup> March
- North Lincolnshire Council - Town and Parish Liaison Meeting – 20<sup>th</sup> March (Cllr Cooper)
- ERNLLCA/YLCA – Talking Tables training – 21<sup>st</sup> March

### 2503/07 KLASSIC (Charity Number 1115978)

To receive an update on the transfer of assets, liabilities and undertakings of the charitable trust to a Charitable Incorporated Organisation (CIO) as agreed in principle at the Extraordinary Meeting held 27<sup>th</sup> November 2024 and agree any actions required.

### 2503/08 Humber and Wolds Rural Action – Rural Housing Project

To receive an update on the Humber and Wolds Rural Action Rural Housing Project and agree any actions required.

### 2503/09 Police & Crime Commissioner funding – CCTV

To receive an update from the Town Clerk on actions required and progress to date following confirmation of the successful application to the Police and Crime Commissioner Community Safety Fund in November 2024.

2503/10 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. (Feb 2025, *fwd 20/02/2025*)
- b. To receive a Community Pot funding application from Town Hall Live (2025/26 budget) and agree any actions required.
- c. To receive any updates regarding potential future funding for the Community Co-Ordinator role and agree any actions required.
- d. To receive an update on asset maintenance, specific to town noticeboards at Cornwall Street and Church Street and agree any actions required.
- e. To approve accounts for payment. (*fwd 20/02/2025*)

ii. Internal Control

- a. To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (Jan 2025, *fwd 20/02/2025*)
- b. To note the transfer of £12,000 from the CCLA deposit fund to the HSBC bank account to cover payments to the end of April as agreed by the General Purposes Committee. The CCLA deposit fund will be topped back up following the first 2025/26 precept payment to maximise interest payments.

2503/11 Planninga. To consider the following planning application:

- i. PA/2024/365 <https://apps.northlincs.gov.uk/application/pa-2024-365> (*fwd 13/03/2025*)  
Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline application PA/2020/588 dated 26/03/2021 for a residential development comprising 79 dwellings, open space and associated infrastructure Amendment: development to comprise of a residential of 79 dwellings, amended planting scheme, 1.5m high close boarded fence with 300mm trellis to boundary with Lane End, footpath link from access road to the public open space, re-orientation of plots 72-74, amended site layout, amended cross sections, amended LEAP and boundary treatment plan, drainage strategy plan and updated BNG report and metric.  
Location: Land off Ings Road, Kirton in Lindsey, DN21 4BX

b. To receive the following decision notifications from North Lincolnshire Council:

- i. PA/2024/1395 – HOUSEHOLDER PLANNING PERMISSION – for alterations to boundary wall to create additional parking and the removal of disused chimney of existing dwelling – 2 St Andrew’s Street, Kirton in Lindsey, DN21 4PJ.
- ii. PA/2024/1480 – CONSENT UNDER TREE PRESERVATION ORDERS - Application to thin, crown lift and remove overhanging branches of a 2 sycamore trees, identified at T3 and T4, subject to and within Tree Preservation (Kirton in Lindsey) Order 1972 – 8A Station Road, Kirton in Lindsey, DN21 4BB
- iii. PA/2024/1454 – REMOVAL/VARIATION OF CONDITIONS – to vary the plans condition of planning application PA/1999/0920 which were added by non-material amendment PA/2024/1365 namely to amend the house type for plot 82, to amend the house designs and reposition plots 83-85 at Plots 82, 82, 84 and 85 Selby Close, Kirton in Lindsey, DN21 4FF.
- iv. PA/2024/1455 – HOUSEHOLDER PLANNING PERMISSION – for extensions and alterations including replacement roof to create first floor at Weardale, 21 March Street, Kirton in Lindsey, DN21 4PL.
- v. PA/2025/36 – HOUSEHOLDER PLANNING PERMISSION – to erect side and rear extension, a porch and replacement garage – Ailsa Craig, 1 Church Street, Kirton in Lindsey, DN21 4BT.
- vi. PA/2025/68 – FULL PLANNING PERMISSION – to install a CCTV camera on the frontage of the Town Hall, 7 High Street, Kirton in Lindsey, DN21 4LZ.
- vii. PA/2025/69 – LISTED BUILDING CONSENT – to install a CCTV camera on the frontage of the Town Hall, 7 High Street, Kirton in Lindsey, DN21 4LZ.
- viii. PA/2025/110 – CONSENT TREE PRESERVATION WORKS – to fell and Acer tree to ground level and reduce and cut back three Ligustrum trees by 40% within Kirton in Lindsey’s Conservation Area at 6 Wesley Street, Kirton in Lindsey, DN21 4PB.

2503/12 Car Parking Provision

To consider car parking provision for the town and consider any actions required following the site meeting with representatives from North Lincolnshire Council highways at the beginning of December.

2503/13 Halifax Bomber Memorial

- a. To receive any update regarding written request from the resident regarding adoption of the Memorial and agree any actions required (*deferred from February*).
- b. To receive notification of costings to add the Halifax Bomber Memorial to the annual town council planting schedule with the current contractor and agree any actions required. (*deferred from February*).

2503/14 Policies and Procedures

- a. To note updates to the model Financial Regulations for local Councils to comply with the latest regulations and agree any actions required. (*fwd 14/03/2025*)
- b. To review Policy 20: Cemetery Risk Assessment last approved March 2024.
- c. To review Policy 23: Play Area Risk Assessment last approved March 2024.
- d. To review Policy 37: Recruitment Policy last approved March 2024.
- e. To consider training courses and non-attendance – *as noted in Learning & Development Policy final decision on this matter is to be decided by P&D Committee* – and agree any actions required.
- f. To fill vacancies following the resignation of Cllrs - vacancies currently exist on the P&D Committee (the remit requires a minimum of four Cllrs); Allotments group (now down to two Cllrs); Community Emergency Plan Committee (now down to two Cllrs), play area inspections and a signatory on the bank mandate (*deferred from December*).

2503/15 Open Spaces

- a. To receive the weekly visual and monthly 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 the suggestion from a resident about Widgit Communication Boards for the park and agree any actions required.
- c. To receive the weekly inspection reports for the outside gym equipment and agree any actions required.
- d. To receive an update regarding the placement of a brass plaque on a bench at KLASSIC Park.
- e. To receive an update following the request from NLC Principle Neighbourhoods Officer to increase cutting schedule FP 253 by 92m and 46m and agree any actions required.
- f. To receive information about maintenance of the Peace Garden at the War Memorial area, including costings to do so and agree any actions required.

2503/16 Grove Street Cemetery

- a. To receive an update regarding work around land registration and agree any actions required.
- b. To receive an update regarding requirements for memorial testing works and agree any actions required.

2503/17 Allotments

To receive any relevant updates and agree any actions required.

2503/18 A Team

To receive an update around actions to mark the retirement of the town A Team charity volunteers and agree any actions required.

2503/19 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. Town Hall Live – Community Grant Application ( *fwd 27/02/2025*)
- c. ERNLLCA – February Newsletter ( *fwd 27/02/2025*)
- d. ERNLLCA – Institution of Occupational Safety and Health Courses information ( *fwd 27/02/2025*)
- e. NLC – Neighbourhood Action Team meeting information (5<sup>th</sup> March) ( *fwd 27/02/2025*)
- f. NLC – By-Election update ( *fwd 04/03/2025*)
- g. Resident – suggestion about Widgit Communication Boards for the park ( *fwd 10/03/2025*)
- h. NLC – News Direct update ( *fwd 10/03/2025; 14/03/2025*)
- i. NLC – Tourism Partnership February update ( *fwd 10/03/2025*)
- j. NLC – Receipt of traffic monitoring data 2023-2024 following request at December onsite meeting
- k. ERNLLCA / LiveWell North Lincolnshire – information about LiveWell resources ( *fwd 10/03/2025*)
- l. Community Vision – March Monthly Update ( *fwd 10/03/2025*)
- m. Rural Services Network – Rural Bulletin ( *fwd 10/03/2025; 13/03/2025; 18/03/2025*)
- n. NLC – Forthcoming meetings timetable
- o. Resident – enquiry about eligibility of an applicant standing for election as Town Councillor
- p. Rural Services Network – Rural Funding Digest ( *fwd 10/03/2025*)
- q. Hedon Town Council – Silver Show invitation (March)
- r. NLC - North Lincolnshire Visitor Economy Bus Routes Feedback Survey ( *fwd 10/03/2025*)
- s. ERNLLCA – HR Newsletter (Chris Moses) ( *fwd 10/03/2025*)
- t. City of Doncaster – Charity Race Night (April)
- u. ERNLLCA – HR & H&S training courses information ( *fwd 10/03/2025*)
- v. Resident – enquiry about memorial plaque at Grove Street Cemetery
- w. ERNLLCA – Reminder about Finance courses ( *fwd 10/03/2025*)
- x. MyCommunityAlert – Humberside Police re parking outside Kirton Lindsey Primary School ( *fwd 10/03/2025*)
- y. Community Vision – March training update ( *fwd 13/03/2025*)
- z. Goodwin Healthcare Services – invitation to Mayor and Civic Award winner to Community Afternoon (April)
- aa. Resident – enquiry about Council discussion of PA/2024/365
- bb. NLC – Town and Parish Liaison agenda information ( *fwd 14/03/2025*)
- cc. BBC Radio Humberside – Make A Difference Awards notification ( *fwd 14/03/2025*)
- dd. ERNLLCA – updates to Model Financial Regulations and Good Councillor's Guide to Finance ( *fwd 14/03/2025*)
- ee. Resident – enquiry about current ownership of former RAF Kirton in Lindsey site
- ff. NLC – Notice of Election – Greater Lincolnshire Combined County Mayoral Election (May)
- gg. Resident – notification of sale of former RAF Kirton in Lindsey site from Newlynn Homes, Kirton in Lindsey, February 2025 contrary to Asset of Community Value status.
- hh. City of Lincoln – Civic Service invitation (April)
- ii. ERNLLCA – Finance training information ( *fwd 20/03/2025*)
- jj. Resident – complaints about verge parking, South Cliff Road
- kk. KLASSIC – Letter regarding budgeted grant and its use ( *fwd 20/03/2025*)

2503/20 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 23<sup>rd</sup> April 2025 at 7pm at the Diamond Jubilee Town Hall.**

**NOTE: Agenda items to be submitted before Friday 11<sup>th</sup> April in line with Standing Orders.**