



Minutes of the Meeting of Kirton in Lindsey Town Council held on Wednesday 26th September 2018 at the Town Hall, High Street, Kirton in Lindsey at 7pm.

Members present: Cllr Joy Kofoed (Chair), Cllr Billy Boyd; Cllr Kathy Cooper (part), Cllr Geoff Cossey (part), Cllr Maggie Davies, Cllr Pat Frankish, Cllr David Garritt, Cllr Karen Gunn (part), Cllr Tony Kidder, Cllr Andrew Kofoed and Cllr Jack Startin.

Also Present: Ward Cllr John England (part), Ward Cllr Trevor Foster (part), Mary Hollingsworth (part); Town Clerk: Neil Taylor-Matson

Prior to the meeting, prayers were led by Cllr Pat Frankish

Public Participation:

Mary Hollingsworth presented an outline of the current plans by the Kirton in Lindsey Society for a folk day in May entitled "This Merry Pleasant Spring – A Lincolnshire Celebration of May". Mrs Hollingsworth outlined events to take place during the day and detailed initial costings, asking the Town Council if it would like to be involved, if it could offer support and if it could provide funding for the marketing costs involved for the event. Town Councillors put questions to Mrs Hollingsworth about the event and thanked her for attending the meeting with the information.

MINUTES

- 1809/01 Apologies for Absence
Apologies for absence were received from Cllr Paul Kelly.
- 1809/02 Declaration of Interests / Dispensations
a. No declarations of interests were made.
b. No dispensations were sought or granted.
- 1809/03 Minutes of Previous Meetings
a. The Council considered the minutes of the Full Council Meeting held on 25th July 2018.
RESOLUTION: That following the amendment to a street name at 1807/7 (v), the minutes were duly approved and signed.
b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 10th September 2018.
c. The Council received the draft minutes of the General Purpose Committee Meeting held 10th September 2018.
- 1809/04 Report from Ward / North Lincs. Councillors
Ward Cllr Trevor Foster gave apologies for Ward Cllr Neil Poole. Cllr Foster reported that the Community Champions nominations are still open until Sunday, NLC has secured £4m from the Greater Lincolnshire Local Enterprise Partnership for continued development of Scunthorpe town centre, that a new footbridge, which will include two lifts, is to be installed at Scunthorpe Railway Station for completion by the end of 2019 and provided a reminder that the rescheduled North Lincolnshire Aviation Festival takes place this Sunday at Skydive Hibaldstow.
Ward Cllr John England provided the Town Council with information about the Safe & Sound Scheme with £100,000 provided to assist elderly people feel safer with grants made available for security items such as door chains, window locks and alarms.
- 1809/05 Mayor's & Delegate's Report (for information only unless specified)
The Council received reports from the Mayor and Councillors attending meetings on behalf of the Council:
- Chair's Report/Civic Events – Cllr Joy Kofoed reported attendance at a meeting between the CCG, GP Practice and NLC which was a positive meeting about future planning for Kirton Doctors Surgery. The Practice Manager is taking the discussion back to the partners for the next steps.
Cllr Kofoed also reported the successful Civic Service held on 02/09/2018 and attendance of the Beverley Town Council Civic Service on 12/08/2018.
 - Cllr Frankish reported attending the West Lindsey Civic Service on 23/09/2018.

Signed:

Dated:

- Cllr A Kofoed reported on the meeting of the allotments committee which raised concerns about the precise location of the land. The Clerk has queried this with the developers agents but not yet received any responses. Cllr Cooper and Cllr Startin attended Messingham allotments for research and have documentation from both Messingham and a council in Norfolk to assist with planning here. The second meeting of the Committee was postponed but is planned to take place prior to the October Full Council Meeting.
- Cllr Startin had prepared a report from the ERNLLCA AGM held on 13/09/2018 which was circulated prior to the meeting and noted.

It was noted that the next NATS meeting will take place on 03/10/2018 and the ERNLLCA District Committee and NLC Town and Parish Meetings will take place on 04/10/2018.

1809/06

Kirton Regeneration Group

The Council received an update from the Kirton Regeneration Group Meeting on 18/09/2018 and considered the following actions;

a. Traffic flow and speed monitoring. NLC Highways have requested a site meeting with Town Councillors to discuss the one-way system and the finer details before the scheme is approved by NLC, providing nominated Councillors and options for dates and times to do this.

RESOLUTION: That Cllrs Cooper, Gunn and Frankish will attend a site meeting with NLC Highways and the Clerk will arrange a suitable time.

ACTION: Town Clerk

b. Historic Market Town Sign for A15. A decision on whether or not to apply for a Historic Market Town sign for the A15.

RESOLUTION: That the application for a sign is completed.

ACTION: Town Clerk

c. Wellbeing Hub. NLC to set up a 'task and finish' sub-group with the Town Council to highlight and discuss the current wellbeing gaps in the town, providing nominated Councillors so that arrangements can be made.

RESOLUTION: That Cllrs Davies, Frankish, Boyd and Gunn form the sub-group.

ACTION: Town Clerk

d. Redbourne Mere – use of land as nature reserve. Full details and decision on whether the Town Council look to take on and manage the land to be decided for the Clerk to be able to update NLC with full details.

RESOLUTION: That further discussion is had at the next meeting of the Promoting Kirton Committee and recommendations are brought back to the October Full Council meeting.

ACTION: Town Clerk

e. Quiet Lane. Alternative options are requested from the Town Council such as speed limits or traffic calming.

RESOLUTION: That Quiet Lane regulations are re-circulated to Councillors, a speed limit of 20mph is sought and that the next meeting of the General Purpose Committee look at this in further detail.

ACTION: Town Clerk

1809/07

Neighbourhood Plan

The Council received an update regarding the Neighbourhood Plan Group.

It was noted that the Area Designation Consultation report has been approved and the decision should be implemented on 28/09/2018. The next meeting of the Neighbourhood Plan Group is planned for October.

1809/08

Open Spaces

a. The Council discussed matters regarding the Grounds Maintenance contract.

RESOLUTION: That the Promoting Kirton Committee thoroughly review and tighten up the contract prior to February and report back to Full Council.

ACTION: Town Clerk

b. The Council discussed matters regarding the Parish Paths Partnership.

The initial grant from NLC had been received and paid to the contractor for the first cut. A second cut was due in the next week. The Council noted interest in the Footpaths Interest Group and the plan to have an initial meeting in October.

ACTION: Town Clerk

c. The Council received the annual and monthly playpark inspection reports and decided actions required.

RESOLUTION: That the grounds maintenance contractor is asked for a

quotation to carry out ground works within the play area.

ACTION: Town Clerk

RESOLUTION: *That Cllr Davies looks at cleaning the play equipment of algae.*

ACTION: Town Clerk

RESOLUTION: *That an expert is asked to look at the gate entrapment.*

ACTION: Town Clerk

1809/09

The Centenary of the End of the First World War

The Council received updates about plans for centenary events including;

a. Traffic management for closing the roads near to the War Memorial for 15 minutes on 11/11/2018.

RESOLUTION: *Cllr A Kofoed to liaise with cadets and traffic management companies.*

ACTION: Cllr A Kofoed

RESOLUTION: *Clerk to notify Humberside Police.*

ACTION: Town Clerk

b. The Council received notification of the NLC Community Grant.

The council noted the successful application for the £250 grant from NLC towards centenary events.

c. The Council made final decisions around the planting of the Oak Tree.

RESOLUTION: *That Cllr Startin and Cllr J Kofoed site and plant the oak tree including the installation of the tree guard with postcrete on a date to be notified to the Clerk.*

ACTION: Cllr Startin, Cllr J Kofoed, Town Clerk

d. The Council received a report with recommendations following the Public Subscription funding for the WWI Centenary bench.

The Council were informed that public subscription funding had exceeded the target of £900 with £1,055 raised by community groups and residents to date.

RESOLUTION: *That arrangements are made for the installation of the bench and the slight adjustment to the position of the bench dedicated to the memory of Ronald and Elsie Stamp, to be covered by the costs of the public subscription funds. Cllr A Kofoed to discuss with local contractor.*

ACTION: Cllr A Kofoed

RESOLUTION: *That those who donated to the fund are invited to take part in a photograph with the bench after installation and that the photograph is displayed in a public place decided by this Council and that a copy is also provided to the Queen's Head.*

ACTION: Town Clerk

RESOLUTION: *That a letter of thanks is written to those who have substantially donated to the fund.*

ACTION: Town Clerk

RESOLUTION: *That an article is written for the next edition of Kirton First thanking the public for their generosity.*

ACTION: Town Clerk

RESOLUTION: *That the wording for the bench plaque should read: "This bench was funded by generous public subscription by the residents of Kirton in Lindsey in Summer 2018 to mark the Centenary of the End of World War I"*

ACTION: Town Clerk

RESOLUTION: *That the Kirton Quizzers and Royal British Legion's request to fund and install a memorial bench near to the War Graves in Grove Street Cemetery is granted if the space requested is available and appropriate.*

ACTION: Town Clerk

e. The Council discussed the plans to clean the railings at the War Memorial, the gates at the cemetery and the signage at the cemetery.

RESOLUTION: *That the In Bloom Group take on these tasks as part of their activities planned for 13th October from 10am and Councillors assist.*

ACTION: Cllrs

Signed:

Dated:

f. The Council received the invitation to the Poppy Cascade event, 12 for 12:30, Wednesday 17th October.

RESOLUTION: Clerk to pass details of those likely to be available to Rev Kath Darby.

ACTION: Town Clerk

g. The Council considered a request from St Andrew's United Church to provide floodlighting for poppy cascade.

RESOLUTION: That the quotation for the fitting of the floodlight and the costs for the electricity over the cascade display period are accepted by the Council.

ACTION: Town Clerk

h. The Council considered a request for a Book of Remembrance.

RESOLUTION: That the Council purchases a Book of Remembrance for the Centenary Events to be placed in St Andrew's United Church.

ACTION: Town Clerk

RESOLUTION: That Cllr A Kofoed gifted £20 to the Town Council for the purchase of the Book of Remembrance.

1809/10

Town Events

a. The Council discussed information received about the planning of a Folk Day in May 2019 and decided any actions required.

RESOLUTION: That the Council contribute to the event by covering the costs outlined for marketing the event and write a letter of support for Kirton in Lindsey Society to assist with their grant funding applications.

ACTION: Town Clerk

RESOLUTION: That the Promoting Kirton Committee discuss this further and consideration is given to including monies in the Promoting Kirton budget from future precept funding for this event.

ACTION: Town Clerk

b. The Council received a report about the planning of the Christmas Festival and agreed any actions required.

RESOLUTION: That Cllr Garritt will approach Station Road Co-Op for selection box donations.

ACTION: Cllr Garritt

RESOLUTION: That Cllr Cooper will approach Scunthorpe supermarkets and Lincolnshire Co-Op for selection box donations.

ACTION: Cllr Cooper

RESOLUTION: That the booking for the Earthbound Misfits for the entertainment at the Christmas Festival is confirmed.

ACTION: Town Clerk

RESOLUTION: That larger baubles are purchased this year for the primary school children to again decorate for display on the town tree.

ACTION: Town Clerk

1809/11

Mayor's Chains of Office and Deputy Mayor's Pendant

a. The Council agreed costs for engraving and cleaning the Mayor's chains of office

RESOLUTION: That the velvet backing on the chains is replaced at a cost of £214.88 nett; that engraving is carried out to update the chains at £2.55 nett per character (£40.50 for 18 characters); that the chains are professionally cleaned at £25-£50 nett; that a fully insured collection service is used at £40 nett with return carriage at £9.75 nett with a total cost, exclusive of VAT, of £355.13.

ACTION: Town Clerk

b. The Council received a report about replacing the ribbon on the Deputy Mayor's Pendant with a chain and agreed actions required.

Cllr Gunn wished it to be recorded that she is against the purchase of a chain as she believes the ribbon is perfectly fine.

RESOLUTION: That a chain donated by Cllr Frankish is kept with the pendant, along with the ribbon, so that the Deputy Mayor can make their personal choice between using the chain or the ribbon going forward.

Cllr Gunn left the meeting.

Cllr Cossey left the meeting.

Signed:

Dated:

1809/12

Grove Street Cemetery

a. Regulations review – The Council received the proposals for the review of the Cemetery Regulations and agreed actions required.

RESOLUTION: That the suggested amendments are made to the Regulations and that the revised version is published, and in addition that such cemetery matters are dealt with by the General Purpose Committee going forward using the devolved authority of that Committee.

ACTION: Town Clerk

b. Repair of bench outside cemetery – the Council considered the quotation received.

RESOLUTION: That the quotation received and circulated is accepted and the bench is repaired as soon as possible.

ACTION: Town Clerk

1809/13

Town Clerk's Report / Correspondence for Information and Discussion

The Council received an update from the Town Clerk.

Correspondence for Information

a. Traffic Monitoring Results – Spa Hill / Cleatham Road it was noted that the information received from NLC was circulated to all Councillors w/c 17/09/2018.

b. NLC Standards Committee Report – available for distribution.

RESOLUTION: Clerk to forward to Cllr Cooper and Cllr Startin.

ACTION: Town Clerk

c. Ongo path – Co-Op – Ongo will look to consider and take this forward with a paving solution in the financial year commencing April 2019.

d. Station Road – Co-Op parking issue – request for update sent to NLC, awaiting response.

e. Additional defibrillators update – the defibrillator for KLASSIC Park is installed, and the one at the Garden Centre was promised for w/c 17th September – to be confirmed.

f. Grove Street lease – the solicitors are still chasing up Cadent for any response or update.

g. TPO application for works to the lime trees on the Green – this was completed and available on the NLC Planning Portal for comment from 12th August – 3rd September and now the decision from NLC is awaited.

h. Surveillance Cameras – Tony Porter – available for distribution, details the responsibilities under the Protection of Freedoms Act 2012 and disclosure of surveillance footage.

i. Best Kept Village and East Midlands In Bloom (EMiB) results – after an appeal about the category Kirton in Lindsey was placed into, the result was joint first place in the Best Kept Village (Large Village) and in addition a Silver Award from EMiB (Large Village) was also received. In Bloom representatives attended the EMiB presentation on 19/09/2018 and will also be representing the town at the CPRE presentations on 26/09/2018.

j. Torksey charity updates – the online banking is now set up as the Pools Close and Torksey Accounts are now merged.

k. Assets of Community Value – the library/youth club building and outside area incorporating the car park are now confirmed listed as Assets of Community Value.

l. ERNLLCA Newsletter (August) - available for distribution.

m. Carnegie UK Trust - New report Remaking British Towns after Brexit - available for distribution.

n. Thank you letters from The Forge & Scunthorpe Samaritans – received following the presentation of the cheques by Cllr Cooper to both for the funds raised as the Mayor's Charities.

Correspondence for Discussion

a. Humber and Wold Rural Action invitation – invitation to join the group with a fee of £25.00 per year

RESOLUTION: That the membership fee is paid.

ACTION: Town Clerk

b. Cyden Homes request – maintenance – “We are about to commence construction of dwellings on our Housing Development located on Station Road consisting of 41 Homes. As part of the scheme the development incorporates sustainable urban drainage features such as a balancing pond and watercourse, we have been asked by Severn Trent Water if the Parish Council would maintain these elements of the drainage network and I write to you to enquire if the council would undertake such works.”

RESOLUTION: That the Town Council do not agree to take on the maintenance of the elements of the drainage network.

ACTION: Town Clerk

Signed:

Dated:

c. ERNLLCA Conference – Friday 23rd November - £90 + VAT per delegate.

RESOLUTION: That Cllr J Kofoed and the Town Clerk attend the conference.

ACTION: Town Clerk

d. Windmill Plantation grit boxes –siting – Truelove Property approached for their assistance offered with the works and will supply the slabs but not install them, local contractor has quoted to complete the works for the four sites.

RESOLUTION: That the quotation received is accepted for the installation of the standing areas for the grit boxes using money from reserves.

ACTION: Town Clerk

e. Hurricane Industrial Park enquiry – Clark Weightman propose to name the road from the B1400 to Hurricane Industrial Park “Hurricane Approach” to retain some heritage which links the town of Kirton in Lindsey with the RAF.

RESOLUTION: That there is no objection to the proposed name Hurricane Approach.

ACTION: Town Clerk

f. Station Road enquiry – Mr & Mrs Odgen, carrying out the development of five properties adjacent to 36 Station Road, have suggested “Paddock Lane” for the road name when the development is completed.

RESOLUTION: That there is no objection to the proposed name Paddock Lane.

ACTION: Town Clerk

g. Gambling Act review - Due to the statutory provisions contained in the Gambling Act 2005 the Statement of Principles is currently being reviewed by NLC. There have been no significant changes and consultation closes on 30 September 2018.

RESOLUTION: That no comments are submitted to the consultation.

h. Purple4Polio request – Brigg Rotary – Invitation to purchase bulbs for the Purple4Polio campaign, 100 crocus corns for £10, the same price as the previous two years.

RESOLUTION: That 200 crocus corns are purchased for the town flower beds.

ACTION: Town Clerk

i. Nic Dakin – correspondence - response re MOD - The response from the MOD regarding the land at the former RAF camp is seen as unsatisfactory and Nic Dakin suggests progressing some expressions of community interest as a way forward.

RESOLUTION: That an application is completed to request that the Officers Mess is listed as an Asset of Community Value.

ACTION: Town Clerk

RESOLUTION: That a reply is written to Nic Dakin thanking him and explaining the action the Town Council has taken in registering Assets of Community Value at the former RAF camp and asking him to keep the Town Council updated on information he receives related to the MOD land.

ACTION: Town Clerk

j. A15 Speed Limit Proposal – follow a temporary trial, NLC are proposing to make the 40mph speed limit on the A15 at a point 1,000m south of Redbourne Mere to the B1205 junction at the boundary of North Lincolnshire Council and Lincolnshire County Council (a distance of approximately 1,400m), permanent and seek consultation with any objections to be submitted in writing not later than 27/09/2018.

RESOLUTION: That a letter is written in support of the proposed retention of the 40mph speed limit.

ACTION: Town Clerk

k. Public Footpath representation – NLC request to withdraw – as the only response to the public consultation, the representation from the Town Council requesting that the signage along footpath 248 is improved would lead to referral to the Secretary of State and as such NLC request that the representation is withdrawn and in return NLC would acquiesce immediately to the Town Council’s wish for improved signposting.

RESOLUTION: That the Town Council withdraw their representation and note the commitment from NLC to carry out improved signage works.

ACTION: Town Clerk

l. Lease of Ash Well – solicitors requirements – Bell Wright & Co require confirmation of the Councillors able and nominated to sign the lease and identification details of those Councillors to be provided to them.

RESOLUTION: That Cllr Frankish and Cllr J Kofoed are authorised by the Council to sign the lease and that those Councillors provide the Clerk with copies of the required identification documents to be passed to the solicitors.

ACTION: Town Clerk

m. Eagles Squadron display – the work by Cllrs Joy and Andrew Kofoed is now completed. A vote of thanks was recorded to Cllrs Joy and Andrew Kofoed for making the display case.
RESOLUTION: That the information for the display case is laminated and the display case handed over to the Kirton in Lindsey Society for display in the Heritage Room of the Town Hall, noting that ownership remains with the Town Council.
ACTION: Town Clerk

Cllr Cooper left the meeting.

n. Police & Crime Commissioner invitation – The Police & Crime Commissioner has expressed interest in speaking at a meeting of the Town Council to discuss any crime or policing concerns in the town but is unavailable to attend the October and November meeting dates.
RESOLUTION: That the Police and Crime Commissioner is invited to speak at the December Full Council Meeting and the visit is promoted to residents who may wish to hear the points discussed.
ACTION: Town Clerk

o. Manchester, Sheffield & Lincolnshire Railway Group - Invitation to 25th Anniversary of Withdrawal of The Weekly Passenger Services, 1st October, 11:45-12:00 Brigg Railway Station – invitation from the Group to support and attend this short event at Brigg Railway Station.
RESOLUTION: That a letter of thanks is written to the Group, and they are notified that if any Councillors are available to attend they will.
ACTION: Town Clerk

1809/14

Planning

a. The Council considered the following planning application:

Application: **PA/2018/1752**

Proposal: Planning permission to erect single storey rear extension (including demolition of existing conservatory)

Site Location: 17 Fairfields, Kirton in Lindsey, DN21 4GA

Applicant: c/o Agent.

RESOLUTION: That the Clerk submits 'No Comment' to this planning application.
ACTION: Town Clerk

b. The Council received the following decision notifications from North Lincolnshire Council:

i. **PA/2018/980** – FULL PLANNING PERMISSION granted – Planning permission to erect a two-storey rear extension at Toulouse, Grayingham Road, Kirton in Lindsey, DN21 4EL.

ii. **PA/2018/1050** – APPROVAL OF RESERVED MATTERS granted – reserved matters pursuant to outline application for the erection of five dwellings and associated garages with all matters reserved for subsequent approval –at Bowling Green, Station Road, Kirton in Lindsey, DN21 4BB

iii. **PA/2017/1199**– OUTLINE PLANNING PERMISSION granted – Outline planning application for up to 302 dwellings with public open space, including demolition of existing buildings, with all matters reserved except for access at RAF Kirton in Lindsey, B1400 from B1398 to B1205, Kirton in Lindsey, DN21 4HZ.

1809/15

Finance

a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972.

b. The Council approved accounts for payment. Cllr J Kofoed declared a personal interest in this item.

RESOLUTION: That the accounts are duly paid. **ACTION: Town Clerk**

c. The Council received the Finance Report with Bank Reconciliations to balance with the bank statements.

1809/16

Agenda for next and future meetings

The Council considered any items to be added to the Agenda for next or future meetings.

RESOLUTION: That the Clerk places a standing item on future agendas listing completed and ongoing tasks and actions. **ACTION: Town Clerk**

RESOLUTION: That the November General Purpose Committee meeting becomes an Extraordinary Full Council meeting to discuss the 2019-2020 budget and precept requirements. **ACTION: Town Clerk**

1809/17

Date of next Meeting

- a. The Council noted that the October Promoting Kirton Committee Meeting will be one hour in duration and the General Purpose Committee Meeting will therefore commence at 7:30pm.
- b. The Council confirmed the date and time of the next Town Council Meeting as (subject to any change in circumstances):

**Wednesday 24th October 2018 at 7pm
in the Town Hall, High Street, Kirton in Lindsey**

The meeting closed at 9:20pm.

Signed:

Dated: