



Minutes of the Meeting of Kirton in Lindsey Town Council held on Wednesday 28th November 2018 at the Town Hall, High Street, Kirton in Lindsey at 7pm.

Members present: Cllr Joy Kofoed (Chair), Cllr Billy Boyd; Cllr Geoff Cossey, Cllr Pat Frankish, Cllr Andrew Kofoed and Cllr Jack Startin.
 Also Present: Ward Cllr Trevor Foster (part), Ward Cllr John England (part), Tony Kitchen, Martin Eccles; Town Clerk: Neil Taylor-Matson

Public Participation:

Martin Eccles thanked the Council for the support offered to KLASSIC and advised that the Trustees are still unable to price the work within their budget and they are informing funders that they will continue to seek best value for money in the new year and until planning permission expires in May 2020. Ward Cllr Poole has been approached to look to roll NLC funding over to 2019/2020.

MINUTES

- 1811/01 Apologies for Absence
 Apologies for absence were received from Cllr Maggie Davies, Cllr Kathy Cooper, Cllr David Garritt, Cllr Karen Gunn, Cllr Tony Kidder and Ward Cllr Neil Poole.
- 1811/02 Declaration of Interests / Dispensations
 a. Cllr Cossey declared a non-pecuniary interest in 1811/12 iv (g) & (i); Cllr Frankish declared an interest in 1811/12 iv (g), (h) & (i) and Cllr J Kofoed declared an interest in 1811/12 i (d)
 b. No dispensations were sought or granted.
- 1811/03 Minutes of Previous Meetings
 a. The Council considered the minutes of the Full Council Meeting held on 24th October 2018.
RESOLUTION: That the minutes were duly approved and signed.
 b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 12/11/2018
 c. The Council received the draft minutes of the Extraordinary Council Meeting held 12/11/2018
 d. The Council received the Clerk's tasks and actions update. Cllr Startin expressed concern at the volume of tasks and actions noting that 53 tasks are ongoing and 33 tasks are yet to be started and asked that Cllrs be aware of the amount of work tasked to the Clerk and for a meeting of the P&D Committee review the workload.
RESOLUTION: That the tasks and actions will be reviewed at the next meeting of the P&D Committee in January 2019
- 1811/04 Report from Ward / North Lincs. Councillors
- Ward Cllr Trevor Foster gave apologies for Cllr Poole and reported on his notification of a £900 Winter In Bloom grant to Kirton in Lindsey Town Council.
 - 96% of street lighting works now completed to move to LED lighting and wooden posts now to be started on.
 - North Lincolnshire Economic Growth Plan launched – an initiative to improve the local economy with the concepts: Establish a free trade zone and new port on the South Humber bank; grow the manufacturing and engineering supply chain hub; support the growth and diversification of the Humber chemical and energy cluster; improve east to west rail connectivity; transform north to south road network connectivity; overcome barriers to growth including improving superfast broadband coverage and 4G and 5G phone coverage, expand and improve skills and employment using devolved skills budgets; develop the University Campus North Lincolnshire to help increase higher level skills, town centre and market town regeneration and seek recognition for the North Lincolnshire Wolds as an area of outstanding natural beauty. This will see £721 million pumped into the North Lincolnshire economy.
 - Noted the invite sent to Kirton in Lindsey Town Council to attend the Kirton Quarry Gainsthorpe Road Liaison Group meeting.
 - Cllr Joy Kofoed thanked the Ward Cllrs for the road resurfacing works carried out in the town.

Signed:

Dated:

1811/05

Mayor's & Delegate's Report (for information only unless specified)

a. 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 the ERNLLCA Conference 23/11/2018; the NLC Tourism Partnership Engagement Event 28/11/2018 and the Christmas Festival on 25/11/2018.
- Cllr Frankish reported attending the Grass Cutting Devolution Meeting 15/11/2018 which was positive with the potential to move forward with two contractors; that the next Neighbourhood Planning meeting is to be held tomorrow night, 29/11/2018 with plenty of interest from new voices within the town and confirmed the next NATS meetings to be 16/01/2019 and 01/05/2019.
- Cllr Startin had provided reports from the ERNLLCA District Committee and Town and Parish Liaison Meetings 04/10/2018, and reported attending a Community Led Housing Roadshow at Grimsby on 26/11/2018 which was actually directed more to district council level and above.
- The Clerk noted the additional Town and Parish Liaison Meeting tomorrow, 29/11/2018 regarding Winter Service and the Speedwatch scheme clashed with the Neighbourhood Plan meeting which Cllr Startin and the Clerk were to attend and Cllr Davies unavailable.

b. The Council noted changes in Town Council representation due to the resignation of Cllr Kelly from the Council and of Cllr Cooper from the Allotments Committee. It was noted that a resident had shown interest in joining the Allotment Committee and was to be kept up to date.

1811/06

Kirton Regeneration Group

The Council received an update from the Kirton Regeneration Group representatives and discussed matters and actions.

a. Redbourne Mere nature reserve proposal

The Clerk will submit a formal request as soon as possible.

RESOLUTION: Town Clerk to action as soon as possible.

ACTION: Town Clerk

b. Land known as Squatters

Action that the Town Council are to approach Tighes directly with specific interest in land for car parking provision.

RESOLUTION: That Cllr Frankish and the Town Clerk will arrange an initial informal chat.

ACTION: Cllr Frankish/Town Clerk

c. Planning for future parking

The Council discussed future parking requirements and agreed the Town Council needed to be ready for increased demand.

1811/07

Open Spaces

a. The Council discussed the Grounds Maintenance contract and decided if new tenders were to be sought for 2019-2020 onwards or whether the contract is to remain with the current contractors for the next two years.

RESOLUTION: That the contract is to remain with Burley's for the next two years.

b. The Council considered any decisions required from the meeting of the Trustees of The Green and The Market Place 28/11/2018.

The meeting was cancelled as residents were unable to attend. No action required.

c. The Council discussed the North Lincolnshire Council In Bloom Winter Funding grant funding offer.

RESOLUTION: That the grant funding would be applied for and equipment, plants, compost and feed purchased for the In Bloom initiative.

ACTION: Town Clerk

d. The Council received a quotation for repairs to the library railings and agreed actions required. The Ward Councillors were asked for assistance as the railings are NLC property.

RESOLUTION: That the Clerk forward details of discussions and requests to Cllr John England for review.

ACTION: Town Clerk

e. The Council received the monthly play park inspection report from Cllr Davies and decided any actions required. It was noted that the play equipment continues to age and this needs to be factored into the budget for 2019-2020.

ACTION: Town Clerk

Signed:

Dated:

f. The Council agreed actions required regarding the Allotments land.

RESOLUTION: That Cllr A Kofoed and Cllr Startin will mark out the land on 01/12/2018 and feedback further actions required with an action plan.

ACTION: Cllr A Kofoed and Cllr Startin

1811/08

Policies

The Council reviewed the Health & Safety Policy, last approved May 2018

RESOLUTION: That this Policy requires no amendments.

ACTION: Town Clerk

1811/09

Town Clerk (Contract)

a. The Council received a report from Paul Kelly regarding recommendations for the Clerk's pension arrangements and agreed on proposals.

RESOLUTION: That the report proposal is approved with effect from today's date.

ACTION: Town Clerk

b. The Council considered an ergonomic office assessment for the Town Clerk and agreed actions required.

RESOLUTION: That Cllr J Kofoed undertakes an ergonomic office assessment and reports back with quotations to the P&D Committee.

ACTION: Cllr J Kofoed

Ward Cllrs Foster & England leave the meeting.

1811/10

Town Clerk's Report / Correspondence for Information and Discussion

The Council received the Town Clerk's report including correspondence for information and discussion.

Correspondence for Information

a. Thank you card from Rev Kath Darby for assistance with the St Andrew's United Church poppy cascade – note from Youth Club that it attracted positive youth attention to church.

b. ERNLLCA October newsletter - noted as available for distribution.

c. Confirm attendance of the Police and Crime Commissioner at the December Full Council Meeting.

d. Crime and Anti-social behaviour reports – Humberside Police - noted as available for distribution.

Correspondence for Discussion

e. Glanford & Lindsey Lions Wishing Well proposal - further information.

RESOLUTION: That the Lion's are thanked for the further information and to inform them that the newly formed Neighbourhood Plan group will consider the proposal at a future date and get back to them.

ACTION: Town Clerk

f. Consideration of annual wreath for Manton memorial in addition to Town War Memorial.

RESOLUTION: That a wreath is also placed by the Town Council from the townspeople of Kirton in Lindsey at the Manton memorial on the date of each Remembrance service.

ACTION: Town Clerk

g. Charity Commission advice– removal of chain link fencing between The Green and The Garden of Edward Elmhirst Duckering.

RESOLUTION: That quotations for new markers to be placed at either end of the area are sourced and quotations for the old posts to be removed are also sought.

ACTION: Town Clerk

h. Two letters from NLC regarding 94 bus services

RESOLUTION: That local publicity appears the way forward, Cllr Cossey to produce article for Kirton First linking in with Martin Hollingsworth.

ACTION: Cllr Cossey

i. SLCC Training and Networking Tuesday 4th December, Cave Castle, £20 + travel (bridge)

RESOLUTION: That the Clerk attend the training and networking event.

ACTION: Town Clerk

j. Update on the trees planted by the Town Council within Grove Street Cemetery

It was noted that all three mountain ash whips were removed from the area planted and dumped in the composting area. Cllr Cooper is checking their viability in pots at the present time.

RESOLUTION: That staking and labelling is considered when they are replanted into the cemetery boundary.

ACTION: Town Clerk

Signed:

Dated:

k. MOD response regarding Rapier Barracks

RESOLUTION: That the offer of a joint visit to view the gymnasium building is taken up. **ACTION: Town Clerk**

l. Suggestion for development of an illustrated town map

RESOLUTION: That the offer is explored and NLC are also approached for any opportunities they could assist with. **ACTION: Town Clerk**

m. Minutes from the North Notts and Lincs Community Rail Partnership West Lindsey Area Group and notice of continued strikes affecting the Saturday only service at Kirton in Lindsey Railway Station.

RESOLUTION: Noted as received.

n. AVC application – Notice of unsuccessful application for Officers Mess.

RESOLUTION: Noted as received.

o. Precept and Discretionary Support Grant 2019/20 notification from NLC

RESOLUTION: Noted as received.

1811/11

Planning

a. The Council discussed the windows at the library and youth centre building and decided any actions required.

RESOLUTION: That despite disappointment with the situation, the Town Council are unable to make representation on this matter.

b. To consider the following planning application:

Application: **PA/2018/2187**

Proposal: Planning permission for change of use from mixed use (public house and residential) to sole residential use.

Site Location: Royal Oak Inn, 8 Church Street, Kirton in Lindsey, DN21 4PN

Applicant: Mr AJ Burnett

RESOLUTION: That the Clerk submits "Support" for this application noting that the building is in an otherwise residential area and that the Council are pleased that it will be occupied again after laying empty for a number of years.

ACTION: Town Clerk

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

i. **PA/2018/632** – REFUSAL OF FULL PLANNING PERMISSION – Planning permission to create a storage lagoon for liquid food industry waste and digestate, Land north of B1400 and along track adjacent to Cranwell Close, Kirton in Lindsey.

ii. **PA/2018/917** – OUTLINE PLANNING PERMISSION – Outline application to erect a detached bungalow with means of access not reserved for subsequent approval, Land adjacent to 35 South Cliff Road, Kirton in Lindsey, DN21 4NR.

iii. **PA/2018/1733** – FULL PLANNING PERMISSION – Planning permission for the demolition of a rear conservatory and side balcony, and to erect a two storey rear extension with single storey walk in balcony to the side with roof terrace above at Lautrec, Grayingham Road, Kirton in Lindsey, DN21 4EL.

iv. **APPEAL - PA/2018/496** – APPEAL DISMISSED – Application for determination of the requirement for prior approval for a proposed change of use of Agricultural Building to a Dwellinghouse (Class 3) at The Elms, 33 Moat House Road, Kirton in Lindsey, DN21 4DD.

1811/12

Finance

i. Income and Expenditure

a. The Council discussed the Mayoral Allowance and what expenditure should be included.

RESOLUTION: That the wording of the 1972 Local Government Act is sufficient.

b. The Council considered the continuation of the pest control contract at the cemetery.

RESOLUTION: That the contract is continued.

ACTION: Town Clerk

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

d. The Council approved accounts for payment.

RESOLUTION: That the accounts are duly paid.

ACTION: Town Clerk

Signed:

Dated:

ii. Internal Control

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

iii. External Control

a. The Council received the External Auditors report dated 07/11/2018 and noted the recommendations made.

b. The Council considered the recommendation of an interim internal audit in December 2018
RESOLUTION: That an interim audit takes place in December 2018.

ACTION: Town Clerk

iv. Precept 2019-2020

e. The Council received recommendations regarding allotments and play equipment for budget / precept planning. It was noted that aging park equipment and allotment infrastructure will need to be part of the 2019-2020 budget.

ACTION: Town Clerk

f. The Council considered the grant funding application received from Kirton Call

RESOLUTION: That Grant Funding of £2000 for 2019/20 was approved.

g. The Council considered the grant funding application received from Kirton First

RESOLUTION: That Grant Funding of £1,200 for 2019/20 was approved.

h. The Council considered the grant funding application received from Diamond Jubilee Town Hall

RESOLUTION: That Grant Funding of £2,300 for 2019/20 was approved.

i. The Council considered the grant funding application received from In Bloom

RESOLUTION: That Grant Funding of £2,000 for 2019/20 was approved.

j. The Council considered the grant funding application received from Evergreens

RESOLUTION: That Grant Funding of £750 for 2019/20 was approved.

k. The Council considered the grant funding application received from Trent Valley Gliding Club

RESOLUTION: That Grant Funding of £1,500 for 2019/20 was approved.

l. The Council noted that LIVES will submit a grant funding application prior to the December meeting.

1811/13

Agenda for next and future meetings

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

- **Promotion of the town defibrillators**

ACTION: Town Clerk

1811/14

Date of next Meeting

The Council confirmed the date and time of the next scheduled Town Council Meeting as (subject to any change in circumstances):

**Wednesday 19th December 2018 at 7pm
 in the Town Hall, High Street, Kirton in Lindsey**

The meeting closed at 8:48pm.

Signed:

Dated: