

**Minutes of the Annual Meeting of Kirton in Lindsey Town Council on Tuesday 19<sup>th</sup> May 2015  
at the Town Hall, Kirton in Lindsey at 7.00pm**

**Present -** Councillors: Startin, Kitchen, Layzell, Cossey, Stamford, A Kofoed, J Kofoed, Frankish, Thickett, Cooper, Boyd  
C Neal (Clerk)

- 1) **15. To elect the Chair/Mayor for the Council Year 2015/16**  
Cllr Startin proposed Cllr Cooper, seconded by Cllr Layzell, Cllr Boyd proposed Cllr J Kofoed, seconded by Cllr Frankish. Five votes were given for each candidate. The Chair used his casting vote and it was **resolved** to elect Cllr Cooper for 2015-16.  
The Mayor signed her Declaration of Acceptance of Office.
- 2) **15. To elect the Deputy Chair for the Council Year 2015/16**  
Cllr Stamford proposed Cllr Startin, seconded by Cllr Kitchen, Cllr Boyd proposed Cllr J Kofoed, seconded by Cllr Frankish. It was **resolved** to elect Cllr Startin.
- 3) **15. To confirm that notice of business has been given in accordance with the Local Government Act 1972**  
It was confirmed that notices had been circulated as appropriate.
- 4) **15. To receive apologies and reasons for absence**  
Received from Cllr Tyzack and Cllr Davies.
- 5) **15. To record declarations of interest by any member of the council in respect of the agenda items listed below .Members declaring interests should identify the agenda item and type of interest being declared**  
Cllr Startin and Cllr Kitchen declared an interest in item 19.15. Cllr Frankish declared an interest in item 14.3 Torksey Charity.
- 6) **15. To note dispensations given to any member of the council in respect of the agenda items listed below**  
None.
- 7) **15. To confirm the minutes of the meeting of 22<sup>nd</sup> April 2015 as a true and correct record**  
**Resolved** to approve as correct record.
- 8) **15. To note the Clerk's report on on-going issues. Updates are for noting and discussion only and any updates requiring further resolutions will be placed on subsequent Full Council or Committee agendas**  
Noted. The Clerk was asked to chase up the matter of the formal complaint asking that the council are not happy with the response to their query, asking who legal advice was sought from and where the money for allotments is being held. The Clerk would also chase up the school safety zones and the play area with the Ward Members.
- 9) **15. To note the minutes and discuss matters relating to the following committees**  
**9.2 Promoting Kirton Committee minutes for noting**  
Noted.  
**9.2 Finance and General Purposes Committee minutes for noting**  
Noted.
- 10) **15. To receive Delegates reports, and reports from Councillors and Clerks on any meetings or events attended**  
Cllr Stamford had attended the Lions charter ball, they had awarded an additional £100 to the Mayor's Charity MIND.  
  
The local policing report was given as follows:  
Recorded crimes in April 2015  
1 x Theft of a motor vehicle  
1 x Theft (other)  
1 x Criminal damage  
  
In addition police were called about four suspicious incidents. They were also called after a sudden death, and when a young man was threatening suicide. A complaint about noise was referred to the local authority.
- 11) **15. To receive any updates on the former RAF Camp**  
Nothing further to report at present. A large paintballing event had been organised at the camp for September, concerns had been raised by some residents, but the event had already been approved by the owners and NLC.

- 12) 15. **To review the terms of reference of committees**  
**Resolved** to reconfirm terms of reference for committees.
- 13) 15. **To receive nominations for election to the following Committees:**
- 13.1 **Promoting Kirton Committee**  
**Resolved** to elect Councillors Kitchen, Frankish, Stamford
- 13.2 **Finance, Planning and General Purpose Committee**  
**Resolved** to elect Councillors Kitchen, Layzell, Cossey, Thickett and Tyzack.
- 13.3 **Community Emergency Plan Committee**  
**Resolved** to elect Councillors Layzell, A Kofoed, J Kofoed, Frankish and Kitchen.
- 13.4 **Personnel and Disciplinary Committee**  
**Resolved** to elect Councillors Startin, Kitchen, Layzell.
- 13.5 **Charities Committee**  
**Resolved** to elect Councillors Stamford, Frankish, A Kofoed, Layzell, Kitchen.
- 14) 15. **To receive nominations for the election of representatives to the following external bodies:**
- 14.1 **Kirton in Lindsey Actively Supporting Sport in the Community (KLASSIC)**  
**Resolved** to elect Councillors Kitchen and Layzell.
- 14.2 **Diamond Jubilee Town Hall Trustees(DJTH)**  
Deferred to the next meeting.
- 14.3 **Torksey Charity**  
**Resolved** to elect Cllr Thickett, one place to be filled at the next council meeting.
- 14.4 **Play Area Weekly Inspectors**  
**Resolved** to elect Cllr Kitchen, one place to be filled at the next council meeting.
- 14.5 **NATS**  
**Resolved** to elect Cllr Kitchen, one place to be filled at the next council meeting.
- 14.6 **Allotments Society**  
**Resolved** to elect Cllr A Kofoed and Cllr Startin.
- 14.7 **Voting delegates for ERNLLCA district Committee**  
**Resolved** to elect Cllr Startin and Cllr Layzell.
- 15) 15. **To reconfirm Standing Orders**  
**Resolved** to reconfirm standing orders with any queries to be brought to the Clerk.
- 16) 15. **To re-confirm financial regulations**  
**Resolved** to reconfirm financial regulations.
- 17) 15. **To delegate responsibility to the Finance, Planning and General Purpose Committee to review all policies and procedures, insurance, risk assessments, asset register and fees for 2015/16**  
**Resolved** to delegate responsibility to the FGP committee for annual reviews.
- 18) 15. **Financial matters:**
- 18.1 **Income and Expenditure**
- 18.1a **To approve the April Finance Report, as reconciled to the bank statements at 8<sup>th</sup> May 2015, to be signed by the Chair**  
**Resolved** to approve, signed by the Chair.
- 18.1b **To approve the schedule of accounts for payment, to be signed by two councillors and the Clerk**  
**Resolved** to approve all accounts for payment, the schedule was signed.
- 18.2 **Internal Control**
- 18.2a **To note bank balances as of 8<sup>th</sup> May 2015, to be signed by the Chair**
- |                         |            |
|-------------------------|------------|
| Community Account       | £6,899.03  |
| Business Notice Account | £90,795.76 |
- Noted and signed.

- 19) 15. **To consider a request for funding from the Community Pot from Kirton Archery Club**  
Councillors Startin and Kitchen withdrew for this item. **Resolved** to award £300 to the archery club.
- 20) 15. **To receive and action the internal auditor's report for the financial year 2014/15**  
**Resolved** to accept the auditor's report, with matters arising to be actioned as appropriate.
- 21) 15. **To approve the Annual Accounts and Annual Return to the Audit Commission for 2014/15**  
**Resolved** to hold an extraordinary meeting to approve the annual return. **Resolved** to approve the annual accounts.
- 22) 15. **To confirm the dates of all meetings for the Council Year 2015/16 and set dates for Civic Functions**  
Noted. Dates for Civic functions would be set by the Clerk and Mayor outside of the meeting.