

Minutes of the Monthly Meeting of Kirton in Lindsey Town Council on Wednesday 22nd July 2015, held at the Town Hall, High Street, Kirton in Lindsey, DN21 4LZ at 7.00pm.

Councillors present: K Cooper (KC) - Chair, J Startin (JS) – Vice Chair. B Tyzack (BT), J Kofoed (JK), S Layzell (SL), S Stamford (SS), P Frankish (PF) - taking minutes.

10 members of the public attended and raised issues about Ings Road traffic hazards, development of the First and Last as a Co-op, and concerns about the possibility of fracking occurring in the locality.

MINUTES

Item number	ITEM	Action by, & when.
15/16. 55	<p>To receive apologies and reasons for absence.</p> <p>M.Davies (unwell), A.Kitchen (unwell), G.Cossey (holiday), J.Thickett (holiday), A.Kofoed (work), B.Boyd (work). Ward members Poole and Foster also sent apologies.</p>	
15/16. 56	<p>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.</p> <p>JS: 64.2 and 64.3 JK: 72.</p>	
15/16. 57	<p>To note dispensations given to any member of the council in respect of the agenda items listed below.</p> <p>None.</p>	
15/16. 58	<p>To confirm the minutes of the previous meeting as a true and correct record.</p> <p>Amendments: 15/16.27 BT apologies were given; 15/16.31 SL was present on 8th June. With these amendments, prop JS, sec SS, 24th June approved. Prop JS, sec JK, 29th June approved.</p>	
15/16. 59	<p>On-going issues. Updates are for noting and discussion only - any updates requiring further resolutions will be placed on subsequent Full Council or Committee agenda.</p> <p>Summary sheet provided</p> <p>Allotments – SS reported no response</p> <p>Cemetery, KC and JS will pursue</p> <p>Molds- AK has enquired. Quote was sent last year. This will be sought.</p> <p>Website _ GC making progress</p> <p>Pension scheme – to wait</p> <p>Annual return- done</p> <p>Unpaid bills TH –JS will check bank statements</p> <p>Playground (Primary School) KC corresponded with Rob Waltham at NLC. No progress yet.</p> <p>Clerk cover –to discuss later</p> <p>Mandate – form available at meeting</p> <p>Contingency plan – to discuss alter on the agenda</p>	
15/16. 60	<p>To note the minutes of the following committees:</p>	

60.1 60.2	Promoting Kirton Committee – not available Finance, General Purpose & Planning Committee – was cancelled	
15/16. 61	To receive reports from delegates, Councillors and the Clerk on any meetings or events attended. JS attended NLC Civic Service. JS, SL and MD attended ERNLLCA training. PF and MD attended NLC Induction training.	
15/16. 62	To receive reports from Ward Councillors. No ward Cllrs present	
15/16. 63	To appoint councillors to the following committees & bodies: 63.1 Promoting Kirton Committee - 2 more required [currently: Cllrs, Frankish, Kitchen & Stamford]; MD and SL added 63.2 Diamond Jubilee Town Hall (DJTH) Trustees - 1 required [currently none]; MD - prop KC, sec JK & resolved. 63.3 Torksey Charity - 1 more required [currently Cllr Thickett]; BT - prop JS, sec JK & resolved. 63.4 Play area inspectors - 1 more required [currently : Cllr Kitchen] - no volunteers. 63.5 Neighbourhood Action Team (N.A.T.): 1 more required [currently: Cllr Kitchen] KC, prop JS, sec SS & resolved. (need to clarify communication with NAT)	
15/16. 64	To approve the following payments: 64.1 Reimburse Julia Melling for the purchase of 2 Gala notices (£90). Prop KC, sec JK, resolved to pay 64.2 Reimburse Cllr Startin for the purchase of 2 MDF boards & a roll of lining paper – used to make ‘What’s On’ notice boards for the Gala (£10.67). 64.3 Reimburse Cllr Startin for 5 litres of petrol – re-fuelling generators at the Gala (£5.00) Prop SS, sec JK, & resolved to pay Cllr Startin the two amounts above.	SS & BB (to sign cheque) SL or TK
15/16. 65	Cemetery Fees – discussion on clarification, as requested by Mr Atkin, & decide on what action to take. Prop KC, sec JK that 10 years should read 50 years on the list if fees. Mr Atkin can pay £125 (purchase fee) plus £250 (interment fee) and be given a Deed which will secure his plot and right to burial. Resolved. Maintenance issues within the cemetery. Prop JK, sec KC to have a cemetery meeting very soon to discuss and resolve outstanding issues. Resolved	JS
15/16. 66	Medallion for the Mayor’s Consort – for discussion & decision (Cllr Cooper). Prop SL, Sec BT and resolved that the Council purchase a Consort medallion to be interchangeable with the Mayoress medallion.	KC
15/16. 67	To discuss issues arising from the absence of the clerk, & to decide what action to take, including, but not exclusively, the following: Staffing of the Office; Invoice processing & making payments; Burials / Cemetery;	

	<p>Kirton in Bloom; East Midlands in Bloom; Christmas Market; Summer Gala; Employment of a locum Clerk; Sickness policy.</p> <p>Meeting agreed to move this item to after 76.</p>	
15/16. 68	<p>Ings Lane – cars being driven too fast (raised by a member of the public) – for discussion on what action to take & a decision to be made. [Cllr Startin] Prop JS, sec JK, that KC and JS write to NLC Highways dept. and ask for a review of traffic management in Ings Lane. Since KLASSIC Park has been open there have been major problems with speeding and inconsiderate driving. It is outside the 30 limit & therefore the national limit (60mph) applies.</p>	KC & JS
15/16. 69	<p>Double yellow, no parking, lines on South Cliff Road alongside the former RAF camp – for discussion on what action to take & a decision to be made. [Cllr Startin] Prop JS, but no seconder, therefore motion failed.</p>	
15/16. 70	<p>To resolve to write to North Lincolnshire Council to ask for the previous route for the Kirton Klipper that took in only the town to be reinstated (due to there having been, to date, no journeys to or from Hibaldstow or Redbourne). [Cllr Startin] Prop JS, sec SS that a letter be written to NLC asking for the Klipper route to be reinstated for KL only. Resolved.</p>	KC
15/16. 71	<p>To resolve whether or not to have a Council meeting in August. [Cllr Frankish] <i>(Usually there is no full Council meeting in August, any urgent payments being dealt with by the FGP&P Committee).</i> Resolved to hold a meeting in August on Wednesday 26th, prop JS, sec KC.</p>	
15/16. 72	<p>To receive, & discuss, a letter from Aimee Dalton. Requests for financial help for equipment needed to attend dance college. Individual financial support not available from KLTC. Prop BT, sec SS, to write to advise that the Endowment Fund, the Lions and the Torksey Charity may be sources of support. Resolved</p>	JS
15/16. 73	<p>Planning Matters: To note the following applications <u>granted</u>: None.</p>	
15/16. 74	<p>Planning Matters: To note the following applications <u>received</u>: None, but was noted that perhaps they need to be secured from the website.</p>	
15/16. 75 75.1	<p>Financial matters: Income and Expenditure. Prop KC, Sec JK to repay Cllr AK for stakes purchased for the roadside Gala signs at a cost of £22.68. Resolved</p>	SS & BB (to sign cheque)

75.2	Internal Control – reconciliation of the bank statements.SL and AK will look into this.	SL & TK
75.3	Payment of the Clerk’s salary – discussion & decision on changing to 12 equal payments once a month as opposed to the current method based on the actual number of work days in the month. Prop JS, sec SS that the clerk be paid equal amounts each month on the 28 th of the month. Resolved.	Clerk
15/16. 76	To note the date of the next scheduled meeting as Wednesday 23rd September 2015, at 7pm, in the Town Hall and, dependant on the outcome of item 15/16.71. Resolved.	
Prop KC, sec JS, that the meeting to continue past 9pm if necessary (as per standing order 1y). Resolved.		
15/16. 67 inserted here by prior vote.	<p>In the absence of the clerk the following issues raised:</p> <ol style="list-style-type: none"> 1. Staffing the office: office to be left with notice on the door, phone diverted to KC, website updated with current situation, KC to collect post, KC and SS to check info on laptop, update, back-up and check information. 2. Invoice processing and making payments: JS has been shown the procedure. Written instructions to be given to SL and AK, temporary financial officers. JS to oversee. 3. Cemetery/ Burials. JS to look after 4. Kirton in Bloom: Not this year, resurrect next year. PK agenda for action 5. East Midlands in Bloom: PK agenda. Aim to enter in 2017 6. Christmas Market: In hand with PK 7. Summer Gala: In hand with PK. Needs more public involvement. PK to put piece in Kirton First and try to establish a group. 8. Employment of a locum clerk: KC to write to local councils to see if anyone has any spare capacity to help out. 9. Sickness Policy: P&D to look into this. JS will look at NLC policy for guidance and bring recommendation to September Council. 	<p>KC & SS</p> <p>JS, SL & TK</p> <p>KC</p> <p>JS</p>
15/16. 77	<p>To vote to exclude the Public & the Press for item 15/16.78 due to the probable personal & confidential nature of the subject of the following item.</p> <p>Prop JS, sec SL, and resolved to exclude members of the public and press</p>	
15/16. 78	<p>To receive information about the absence of the Clerk, discuss any actions required & take decisions.</p> <p>Cllrs were informed of the situation. The clerk remains on sick leave for the time being.</p>	

Meeting closed at: 9.10 p.m.