

**KIRTON IN LINDSEY TOWN COUNCIL
FINANCE, GENERAL PURPOSE AND PLANNING COMMITTEE
MINUTES**

Minutes of the meeting of Kirton in Lindsey Town Council Finance, General Purpose and Planning Committee on Monday 12th October 2015 held at the Town Council Offices, 84a South Cliff Road, Kirton in Lindsey at 7.00pm.

- Present - Councillors Startin, Cooper, Kitchen, Stamford, Layzell (Chair), Cossey
C Neal (Clerk), M Hollingsworth
- FGP15/10 To elect a Chair**
Resolved to elect Cllr Layzell as Chair.
- FGP 15/11 To receive apologies and reasons for absence**
Received from Cllr Frankish.
- FGP15/12 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**
None.
- FGP15/13 To note dispensations given to any member of the council in respect of the agenda items listed below**
None.
- FGP15/14 To approve the minutes of the last meeting as a correct record**
Deferred to the next meeting.
- FGP15/15 To receive a report on Management of Assets and Land and approve any actions**
There had been damage to all of the bins on The Green the previous week, most were being repaired by the contractors but one had disappeared – The Clerk would order a replacement for this. The Clerk and Chair had both received complaints from residents regarding anti-social behaviour incidents and the Clerk had now contacted the Neighbourhood Policing Team three times with no response. She would keep chasing this. **Action: Clerk**
- FGP15/16 To receive the Cemetery report and approve any actions**
There had been no burials. The Cemetery looked in good order. Moles were still causing problems but the contractor had carried out further mole control. A tree outside the cemetery was interfering with power lines, the Clerk would be arranging a site visit with the Ward Officer to look at what should be done regarding this. **Action: Clerk**
- FGP15/17 To review the following policies and procedures for 2015/16:**
- a) Insurance cover
 - b) Complaints procedure
 - c) Publication scheme
 - d) Media Policy
 - e) E-policy
 - f) Asset Register
 - g) Risk Assessments
 - h) Disciplinary Procedure
 - i) Grievance Procedure
 - j) Stall Hire fees for the Christmas Market
 - k) Cemetery Fees
- Resolved** to reconfirm all policies, procedures and fees except the cemetery fees, which required discussion and would be added to next month's agenda

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due to time constraints. Noticeboards to be added to the asset register.

Action: Clerk

- FGP15/18 To consider any items relating to the management and running of the Kirton Klipper**
The August and September figures had not been received as yet, M Hollingsworth had chased these up, and he would also be preparing the annual report shortly.
18.1 To discuss communications received from NLC regarding changes to Klipper route
The Clerk would clarify whether the route will be changed as requested by the Town Council, a logical start time would be the beginning of January. Clarification would also be sought on where the Call Connect bus stopped, and how the Kirton Klipper would connect in with this. There had also been no response given regarding the service extending down to the garden centre.
Action: Clerk
- FGP15/19 To approve a policy for the installation and maintenance of memorial benches**
Resolved to accept with several minor amendments.
Action: Clerk
- FGP15/20 To facilitate an audit of the town's benches**
Resolved for Councillors Cossey and Cooper to audit all the benches within the town and bring back the findings for the Clerk to cost up repairs to be brought back to full council.
Action: Cllrs Cossey, Cooper, Clerk
- FGP15/21 To discuss the procedure for grave reservations**
Refer to full council, Cllr Startin to do notes for distribution.
Action: Clerk
- FGP15/22 To discuss next steps for the Neighbourhood Plan**
It was agreed to refer this back to full council. The Clerk would contact ERNLLCA to see if they knew of anyone who had completed a plan.
Action: Clerk