



**Minutes of the Meeting of Kirton in Lindsey Town Council held on
Wednesday 27th February 2019
at the Town Hall, High Street, Kirton in Lindsey at 7:00pm.**

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

Also Present: 3 members of the public and Town Clerk: Neil Taylor-Matson

Prior to the meeting prayers were led by Cllr Frankish.

Public Participation:

Tony Bartlett addressed the Council to note that the minutes displayed on the noticeboard were printed in a very small font and too low down. The Clerk explained that there is very limited space in the noticeboards and the Council are currently in the process of having a number of noticeboards refurbished to provide more viewing space within them. The Clerk also directed members of the public to view minutes online.

MINUTES

- 1902/01 Apologies for Absence
Apologies for absence were received from Cllr Andrew Kofoed.
- 1902/02 Declaration of Interests / Dispensations
a. No declarations of interest were made.
b. No dispensations were sought or granted.
- 1902/03 Minutes
The Council considered the minutes of the Full Council Meeting held on 23/01/2019.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 11/02/2019.
c. The Council received the draft minutes of the General Purpose Committee Meeting held 11/02/2019.
d. The Council received the draft minutes of the Personnel & Disciplinary Committee Meeting held 21/01/2019.
e. The Council received an update from the Clerk's regarding tasks and actions, with 6 actions outstanding from January, and 56 actions ongoing from meetings prior to January broken down to 26 from Full Council meetings, 10 from the Community Emergency Plan, 15 from Promoting Kirton, 4 from General Purpose and 1 from Personnel and Disciplinary.
- 1902/04 Report from Ward / North Lincs. Councillors
No Ward Councillors were present at the meeting, however Ward Cllr Neil Poole had sent through the points noted by the Mayor at 1902/08 (d).
- 1902/05 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 the Civic Dinner held on 02/02/2019 had been a really good night with £1,200 raised for the charities and good feedback had been received from guests.
 - Cllr Joy Kofoed also noted attendance at the Fire Station visit on 09/02/2019 with a tour of the newly extended premises, the availability of a meeting space at no charge for community groups and notice of a planned open day in March which the Council hope to assist with promoting online and in noticeboards.
 - Cllr Startin reported attendance at the Town and Parish Liaison Meeting on 24/01/2019 and noted his written report circulated with the Agenda.
 - Cllr Frankish reported on the Neighbourhood Plan meeting held on 31/01/2019 with the focus on preparations for the 28/03/2019 drop in at the Town Hall to gather views of the public and noted it is likely to be two years before the referendum stage of the

Signed:

Dated:

process and so it is still a very open book with plenty of time for ideas to be brought to the table. Cllr Startin commented on the good placement of an article in the current copy of *Gainsborough Life* magazine promoting the event.

1902/06

Council Meeting dates

a. The Council considered changing the March 2019 meeting date to enable representation at the Town and Parish Liaison Meeting on 27/03/2019.

RESOLUTION: That the Town Council meeting date remains unchanged for 27/03/2019.

b. The Council considered the meeting date of the May 2019 meeting to meet the requirements following the election on 02/03/2019.

RESOLUTION: It was confirmed that the proposed meeting date meets the requirements to be held within 14 working days after the day on which the Councillors are elected to office.

1902/07

Town and Parish Council Elections – 02/05/2019

a. The Council noted the availability of nomination packs for candidates.

b. The Council discussed the Committee Structure for 2019/2020 following the reduction in Councillor numbers. There is a concern that the reduction in numbers would put pressure on the functioning of the Committees, however if membership of five Councillors was sought this should work.

c. The Council noted the criteria for enabling this Council to use the General Power of Competence, with a view to confirming this after the elections in May.

1902/08

Kirton Regeneration Group

The Council received an update on, and agreed next steps regarding, actions from the meeting of the Regeneration Group on 22/01/2019 including;

a. Car parking provision updates and the consideration of a Public Works Loan.

The Clerk had circulated a link to documentation about Public Works Loans for Councillors to read in order to inform them on the terms and conditions of Public Works Loans, as an option for the purchase of land for car parking provision.

RESOLUTION: In response to Tighes query over the intention to provide free or charged car parking, the Council confirmed that it only sought to provide free car parking, subject to receiving suitable planning permission from North Lincolnshire Council.

ACTION: Town Clerk

b. Vincent Hall updates and management plan.

i. Motion – Cllr Jack Startin: ‘That this Council writes formally to North Lincolnshire Council (NLC) to express this Council’s desire for NLC to acquire the former MoD gymnasium, including the adjoining car park, & also to express that it is the desire of this Town Council to manage the building, for the benefit of the residents of the town, should NLC acquire it’.

RESOLUTION: That the formal notification is written to NLC.

ACTION: Town Clerk

ii. Motion – Cllr Jack Startin: ‘That this Council produces, as soon as possible, a written plan, including costings of all elements (of those known at the time), of how it would bring the former MoD gymnasium back in to use & how it would manage the building in the event that the Town Council takes on the management of that building, however it has been acquired’.

RESOLUTION: That a small working group of Cllr Startin, Cllr Frankish and Cllr Boyd prepare the plan. ACTION: Cllrs Startin, Frankish & Boyd

c. Library car park signage (King Edward Street and Market Place)

The Council discussed the removal of the sign from the gate to the library car park on King Edward Street by NLC with the wooden base left in situ. Councillors will report any comments to the Clerk prior to the next Regeneration Meeting on 05/03/2019. The Council discussed the proposal for signage in the Market Place to highlight additional parking at the library along with other places of interest such as the Town Hall and doctors surgery.

RESOLUTION: That the Promoting Kirton Committee consider the addition of signage in the Market Place.

ACTION: Town Clerk

d. Japanese knotweed on Redbourne Mere. The Council noted the response from NLC

“Regarding the knotweed...as the plant dies back over winter it would not be spreading seeds at this time and generally the plant does not seed in this country. We will nonetheless be able to assess its growth rate and plan its eradication though this needs to be undertaken during the growing season and can take many years of treatment to remove fully.”

Cllr J Kofoed noted that Ward Cllr Poole had provided the following update prior to the meeting – “The land on Redbourne Mere is in the process of been valued (asset of the Council). When completed a decision will be taken. The bus stop at the camp is been costed.”

e. Other actions

Dropped kerbs. The Clerk requested any additions from Councillors for the list of areas missing dropped kerbs in order that a completed list was available at the next Regeneration Meeting on 05/03/2019.

1902/09

Policies

a. The Council reviewed the Town Council Press & Media Policy, last approved May 2018.

RESOLUTION: That this Policy requires no amendments.

ACTION: Town Clerk

b. The Council reviewed the Town Council Member Development Policy, last approved May 2018.

RESOLUTION: That this Policy requires no amendments.

ACTION: Town Clerk

1902/10

Open Spaces

a. The Council received the draft highway verges grass cutting contract and confirmed amendments or additions prior to distribution to the contractor.

RESOLUTION: That this draft requires no amendments and is to be distributed to the Contractor for signing.

ACTION: Town Clerk

b. The Council received the monthly play park inspection report from Cllr Davies for signature and agreed any actions required.

It was noted that one the swings is damaged and needs removal for safety.

RESOLUTION: That Cllr Kitchen removes the swing in the morning and costings are sought for the repair.

ACTION: Cllr Kitchen

c. The Council received the quotation from the grounds maintenance contractor for repairs to the play boat equipment and agreed actions required.

RESOLUTION: That the quotation is accepted and the Contractor informed.

ACTION: Town Clerk

d. The Council received the quotation from Kompan for replacement parts to the Super Nova equipment and agreed actions required.

RESOLUTION: That due to the non-urgent state of repair required, the repairs are pended until the next financial year, whilst funding streams to raise the required funds are researched.

ACTION: Town Clerk/Councillors

1902/11

Allotments

a. The Council received updates on progress at the allotment site.

The Clerk reported the tree felling is scheduled for the end of this week.

Cllr Startin reported action 1901/10 – marking out of the allotment area had been completed by the Allotment Working Group.

b. Motion – Cllr Jack Startin: “That this Council confirms that the body often referred to as the Allotments Committee is in fact a Working Group of the Town Council & furthermore empowers the Group to do all that is necessary to get the allotments up & running as soon as possible, including using monies allocated to it by the Town Council from earmarked reserves, & to co-opt onto the Group a couple of people from the allotment waiting list, & that the Group elects a leader & empowers that person to make direct contact with the agents of the former owners of the land, & others, as necessary, & that the leader reports back progress, including monies spent, to the Town Council each month’

RESOLUTION: That the Council agrees this motion.

ACTION: Allotments Working Group

1902/12

Dog fouling

The Council discussed recent concerns about dog fouling the footpaths and recreational areas of the town and agreed actions required.

RESOLUTION: That the Clerk posts details of the reporting mechanism on social media.

ACTION: Town Clerk

RESOLUTION: *That the Youth Club members are invited to design a poster for the next edition of Kirton First.* **ACTION: Town Clerk**

1902/13

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. ERNLLCA January Newsletter – noted as available for distribution
- b. MP Nic Dakin Newsletter February 2019 - noted as available for distribution
- c. Noticeboards at York Rd and the Market Place – noted that the Clerk currently has keys to these two noticeboards.
- d. NLC Speed limit review implementation from 01/03/2019 (Amendment 12) – noted that the objection from the Town Council was not upheld and all the amendments will take effect.
- e. Humber Emergency Planning Service – Community Emergency Plans request – noted that a request for the up to date plan was made and the planning for a test of the plan is in hand.
- f. Updates from MoD re RAF Kirton in Lindsey – noted the replies from the MoD provided by Nic Dakin MP.
- g. Torksey Charity update from the Charity Commission – noted that the request to change the Objects was accepted and will take effect from 25/03/2019.
- h. Conclusion of interim audit 28/02/2019 – noted that the auditor will return to complete the interim review tomorrow.

Correspondence for Discussion

- i. LCC Minerals consultation

RESOLUTION: *That a letter of thanks is sent for requesting the view of this Town Council but that it has no comments to make.* **ACTION: Town Clerk**

- j. NLC Local Government (Misc. Provisions) Act 1982 – Sex Establishment Policy review

RESOLUTION: *That this Town Council has no comments to make.*

ACTION: Town Clerk

- k. NLC/PSMA Ordnance Survey mapping agreement request.

RESOLUTION: *That the agreement is signed up to.*

ACTION: Town Clerk

- l. King Edward Street electrical distribution box.

RESOLUTION: *That NLC are asked to provide the documentation confirming the ownership of the distribution box and contents.*

ACTION: Town Clerk

- m. SLCC Branch meeting 27/02/2019.

RESOLUTION: *That approval to attend with the associated costs of £15 plus travel and bridge expenses is granted.*

ACTION: Town Clerk

- n. CPRE membership renewal

RESOLUTION: *That the membership renewal of £36 is paid along with the In Bloom entry fee of £25.*

ACTION: Town Clerk

- o. ICO membership renewal. It was noted that the £35 renewal fee is due on 28/03/2019.

- p. NLC Tourism Partnership Launch invitation - Friday 8 March 2-4pm.

RESOLUTION: *Cllr Davies will attend to represent this Town Council.*

ACTION: Cllr Davies

1902/14

Planning

- a. The Council considered the following planning applications:

i.

Number: PA/2018/2472

Proposal: AMENDED PLANS - Planning permission to erect a two-storey side extension to dwelling.

Site: 26 Richdale Avenue, Kirton In Lindsey, DN21 4BL

Applicant: Ms Rebecca Pearson

[Extension for comment agreed by planning officer]

RESOLUTION: *That the Clerk submits "No Comment" in response to this planning application.*

ACTION: Town Clerk

ii. Number: PA/2019/241
 Proposal: Planning permission to construct an equine exercise area.
 Site: Church View Farm, Grayingham Road, Kirton In Lindsey, DN21 4EP
 Applicant: Mr Kevin Woodhouse
RESOLUTION: That the Clerk submits “No Comment” in response to this planning application. **ACTION: Town Clerk**

iii. Number: PA/2019/242
 Proposal: Planning permission for a single-storey rear extension and two-storey side extension.
 Site: 10 Mill Lane, Kirton In Lindsey, DN21 4DY
 Applicant: Ms Samantha Lee
RESOLUTION: That the Clerk submits “No Comment” in response to this planning application. **ACTION: Town Clerk**

iv. **noted the amended description:**
 Number: PA/2018/2514
 Proposal: **AMENDED DESCRIPTION** – Planning permission for the erection of five dwellings and associated garages.
 Site: Bowling Green, Station Road, Kirton In Lindsey, DN21 4BB
RESOLUTION: That the Clerk submits “No Comment” in response to this planning application. **ACTION: Town Clerk**

b. The Council received the following decision notification from North Lincolnshire Council: **PA/2018/2345** – FULL PLANNING PERMISSION – Application to vary conditions 2 & 15 of PA/2017/511 (for the erection of 16 affordable dwellings) namely to (condition 2) amend site layout for amended access road layout, amended parking bays, new patios, removal of permeable paving, installation of new windows and (condition 15) to increase discharge from the site to 5 litres/second at any time at land adjacent Maple Lee, Gainsborough Road, Kirton in Lindsey.

1902/15

Finance

i. Income and Expenditure

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

b. The Council approved accounts for payment.

RESOLUTION: That the accounts be duly paid.

ACTION: Town Clerk

ii. Internal Control

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

1902/16

Agenda for next and future meetings

Items requested:

Planning application for additional car parking provision.

1902/17

Date of next Meeting and Agenda Deadline

To confirm the date and time of the next Town Council Meeting as (subject to any change in circumstances):

**Wednesday 27st March 2019 at 7pm
 at the Town Hall, High Street, Kirton in Lindsey**

1902/18

Exclusion of the Public & Press

The Council considered the exclusion of the public and press under the provisions of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the matters to be discussed.

RESOLUTION: That the public and press be excluded.

1902/19

2019 Civic Award

The Council considered nominations for the 2019/20 Civic Award, the nominees being:

- Mary Hollingsworth
- Cath Delsignore
- Jane Benfell
- Kath Darby
- Tim Corlett
- Pauline Brumpton
- Rachel Collin
- Tony Bartlett

RESOLUTION: *The recipient of the 2019 Civic Award was chosen and will be duly notified and presented with the Civic Award prize.* **ACTION:** Town Clerk

<u>Present</u>	Cllr Joy Kofoed Cllr Pat Frankish Cllr Billy Boyd Cllr Kathy Cooper Cllr Geoff Cossey Cllr Maggie Davies	Cllr Hazel Fox Cllr Karen Gunn Cllr David Garritt Cllr Tony Kitchen Cllr Jack Startin
<u>Apologies</u>	Cllr Andrew Kofoed	
<u>Absent</u>	Cllr Tony Kidder	

Signed:

Dated: