



**Minutes of the Meeting of Kirton in Lindsey Town Council
Promoting Kirton Committee on Monday 12th October 2020
held virtually via PowWowNow at 6.30pm.**

Members Present: Cllr Kathy Cooper (Chair), Cllr Geoff Cossey, Cllr Hazel Fox, Cllr Pat Frankish, Cllr Karen Gunn and Martin Hollingsworth.

Also present: One member of the public, Town Clerk: Neil Taylor-Matson and Assistant Clerk: Sarah Gillingham.

This meeting was held virtually in line with the temporary powers enabled by Section 78 of the Coronavirus Act 2020, enacted 25th March 2020. Members of the public were provided with details of how to join the meeting via the published Agenda and online.

Public Participation: No matters were raised.

MINUTES

- PK2010/01 Apologies
No apologies were received.
- PK2010/02 Declaration of Interests / Dispensations
a. No declarations of interest received.
b. A dispensation was granted to Cllr Frankish to enable her to take part in discussions relating to In Bloom without having to declare a personal interest as a member of the In Bloom Group. This decision was made as without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business. This dispensation shall expire on the date of Town Council elections in May, 2023.
- PK2010/03 Minutes of the Previous Meeting
The Committee considered the Minutes of the PK Committee Meeting held on 14th September 2020.
RESOLUTION: That the Minutes be signed as a true and accurate record.
b. The Committee received an update from the Clerk regarding tasks and actions, noting 7 outstanding actions from previous meetings and that these were regarding long term actions.
- PK2010/04 Town Events
The Committee discussed actions required at this time regarding Town Events:
- Remembrance Sunday – November 8th 2020 - update from Royal British Legion branch that a last minute meeting will be held at the end of October to make final arrangements for marking Remembrance Sunday in 2020. Details will follow once that meeting has taken place.
NLC and Humberside Police have confirmed that no road closures will be authorised to prevent encouraging the gathering of crowds and Humberside Police ask that risk assessments, identifying the exemptions from public health legislation, are provided by organisers of the events if public Services are to be held. NLC & Humberside Police advised that the Royal British Legion branch are organisers of the event and not the Town Council. Humberside Police have further advised that the Royal British Legion have informed branches that events should be organised through City, Town and Parish Councils only as they are not allowing them to use their Public liability insurance for events and that their members should not take part in any road closures/ stewarding or marshalling. This unusual information is queried and awaiting official confirmation.
Wreaths for Kirton in Lindsey and Manton memorials collected by the Town Clerk and passed to the Mayor. Timing points for the social distanced laying of wreaths at Kirton in Lindsey to be advised by the Royal British Legion. Donation to the Poppy Appeal to be discussed at the October Full Council Meeting.
 - Christmas Activities - The Assistant Clerk and Town Clerk both provided updates on the planning stages of the different activities planned for the period 12th November to 12th December.
RESOLUTION: That donations for prizes for the trails are continued to be sought from local supermarkets and shops. **ACTION: Assistant Clerk/Town Clerk**

Signed:

Dated:

RESOLUTION: *That there is a 'Christmas Trail' and a 'Children's Christmas Trail'*

ACTION: Assistant Clerk

RESOLUTION: *That the online quiz is held from 4pm on Sunday 29th November.*

ACTION: Town Clerk

RESOLUTION: *That a list of nominees for the Christmas Lights competition is provided on Monday 14th December so that winners can be decided at the Full Council Meeting on Wednesday 16th December.*

ACTION: Town Clerk

RESOLUTION: *That all activities are promoted through all means available including noticeboards, Kirton First, website and social media.*

ACTION: Assistant Clerk/Town Clerk

- StreetSports provision – The Clerk updated the Committee on feedback which shows interest from residents and that further information and invitation to register will be included in Kirton First in November. Launch is pencilled in for Easter 2021. The Clerk noted correspondence from the Active Communities Development Officer at NLC regarding funding applications deadlines required for Easter 2021; the potential activity locations; gathering together the evidence base; identifying volunteers that might be interested in supporting sessions to make them sustainable; the interest shown by Hibaldstow in a similar scheme and the potential for funding winter provision, indoors, via Satellite Club funding.

RESOLUTION: *That the Clerk continues to engage with the Active Communities Development Officer to progress the provision.*

ACTION: Town Clerk

PK2010/05

In Bloom

a. The Committee received an update from the In Bloom Group; the tidying of the Market Place has started; winter planting is ordered and due to arrive soon; top tiers of the planters in the Market Place will be removed soon to ease maintenance access and new planters are ordered for the library car park. Litter picking work is reduced due to the social distancing and Rule of 6 public protection legislation and it was noted that the increase in littering due to this is of concern.

b. The Clerk updated the Committee on the meeting with the contract manager from the Grounds Maintenance team. The focus over the next few weeks will be on maintenance of the flower beds with pruning of the perennials; planting of winter bedding and hopefully the digging and preparing of the new In Bloom bed outside GG Steels. Going forward, the contract will be split between grass cutting and flower beds and tenders invited in preparation for March 2021 – tenders to include a presentation to the Council and testimonials.

RESOLUTION: *That neighbouring Councils are asked which companies they currently use.*

ACTION: Town Clerk

RESOLUTION: *That In Bloom provide dimensions and location for the GG Steels flower bed following their meeting to be held on 20th October.*

ACTION: In Bloom members

c. The Committee received updates regarding the Traingate Project and considered current actions required.

The Clerk noted the successful appeal to residents with donations provided exceeding the initial amount sought (£886 sought; £977 gifted). Tony Bartlett is keen to raise additional funds for the remaining Wormwood Hill projects. The work is moving on quickly, and the Mayor laid a brick inscribed “2020” on 6th October. The sculpture of the ploughman is likely to be the last element but it is in progress with the artist. The Clerk reported information from the Kirton in Lindsey Society of their offer to Tony Bartlett of a donation of £200 to cover the cost of three information plaques for the plinth.

RESOLUTION: *That Cllr Frankish contacts NLC to chase up the discussions from March around management of the water issues at the site and the potential tree works prior to further projects starting at the site.*

ACTION: Cllr Frankish

RESOLUTION: *That any further projects at the area are taken to public consultation prior to final development and that this includes speaking directly with the neighbouring residents.*

ACTION: Committee Members

PK2010/06

Assets

The Committee received an update from the Clerk regarding street furniture and associated assets around the town, including litter bin costings and the proposal for heritage information boards.

The Clerk advised that work on the heritage information boards had not progressed due to the demands of other matters.

The Clerk however noted a meeting with NLC Street Cleaning regarding current litter and dog bin provision, and that a review of current usage is now underway.

Signed:

Dated:

Additional bin installations will come with additional costs from NLC to cover emptying rounds. There is the potential to move one dog bin from South Cliff Road (where there are currently two close together) to Redbourne Mere to meet residents requests for provision in that area.

The old wooden barrel style bins are noted by NLC as end of life and on a list for removal rather than replacement due the awkward locations and space limitations. This is not imminent and will be over an undefined time period.

The litter bin to be installed near the bench on South Cliff Road is on a to-do-list at NLC.

The new bins for the Green are ordered and in production to fit the 'seagull flaps'. A contractor has quoted for the installation and removal of the current bins once they arrive and has storage space to hold the new bins until they are in place.

Town Hall Passage lighting back is on the agenda with NLC after a chase up by the Clerk and hopefully progress on this will be seen before winter sets in.

RESOLUTION: That the dog bin identified is moved from South Cliff Road to Redbourne Mere.
ACTION: Town Clerk

PK2010/07 Policy/Procedure

a. The Committee received updates regarding the management of KLASSIC Park.

The Clerk noted the Assistant Clerk's work on updating the KLASSIC information page for Kirton First and work on the development of booking forms. The Assistant Clerk explained about booking forms with associated terms and conditions which will be reviewed annually with regular users and new forms of booking taking the place of parties and social activities such as flu clinics, interview spaces and the youth club. Users are enquiring about the potential for provision of wi-fi access at the building.

RESOLUTION: That the booking form and terms and conditions continue to be developed.

ACTION: Assistant Clerk

RESOLUTION: That internet access and wi-fi provision are costed for further discussion.

ACTION: Assistant Clerk

Martin Hollingsworth left the meeting.

b. The Committee received updates the concept of welcome information / letter for new residents.

The Clerk updated the Committee on the development of the free website and presented a selection of prepared pages from the work in progress. Positive responses were given to the progress made and look of the site.

RESOLUTION: That development continues ready to launch the website as soon as possible.

ACTION: Town Clerk

RESOLUTION: That Severn Trent Water details are added to the Utilities section.

ACTION: Town Clerk

PK2010/08 Agenda for next and future meeting

The Committee made note of any items for the agenda for the next or future meetings.

RESOLUTION: No items requested at this time.

PK2010/09 Date of next Meeting and Agenda Deadline

The Committee confirmed the date and time of the next Promoting Kirton Committee meeting as 9th November 2020 at 6:30pm, with Agenda items requested prior to Friday 30th October.

The meeting closed at 7:30pm

<u>Present:</u>	Cllr Pat Frankish
	Cllr Kathy Cooper
	Cllr Geoff Cossey
	Cllr Hazel Fox
	Cllr Karen Gunn
	Martin Hollingsworth
<u>Absent:</u>	Cllr David Garritt

Signed:

Dated: