



**Minutes of the Meeting of Kirton in Lindsey Town Council  
Promoting Kirton Committee on Monday 14<sup>th</sup> September 2020  
held virtually via PowWowNow at 6.30pm.**

Members Present: Cllr Pat Frankish (Chair), Cllr Geoff Cossey Cllr David Garritt, Cllr Hazel Fox, Cllr Karen Gunn.

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 25<sup>th</sup> March 2020. Members of the public were provided with details of how to join the meeting via the published Agenda and online.*

Prior to the start of the meeting Cllr Pat Frankish was elected temporary Chair in place of Cllr Kathy Cooper.

Public Participation: No matters were raised.

## MINUTES

- PK2009/01 Apologies  
Apologies for absence were received from Cllr Cooper (holiday), Alison Birkett and Martin Hollingsworth.
- PK2009/02 Declaration of Interests / Dispensations  
a. Cllr Cossey declared an interest regarding In Bloom matters (PK2009/05).  
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.
- PK2009/03 Minutes of the Previous Meeting  
The Committee considered the Minutes of the PK Committee Meeting held on 9<sup>th</sup> March 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 8 outstanding actions from previous meetings.
- PK2009/04 Town Events  
The Committee discussed actions required at this time regarding Town Events:
- Remembrance Sunday – November 8<sup>th</sup> 2020 – The Clerk gave an update of the Royal British Legion's plans as at 07/09/2020 however noted that these may be revised given the Rule of 6 which came into law today (14/09/2020) and was announced after that update. It is expected that there will be a reduced and socially distanced service with capacity for the laying of wreaths and donations towards the Poppy Appeal. Road closures are requested but can be cancelled with no cost penalties should they be unnecessary.
  - Christmas Festival – planned for November 29<sup>th</sup> 2020  
The Committee discussed the concerns around the continuing public health emergency, and it was unanimously agreed that the event could not go ahead as it has in previous years.  
**RESOLUTION: That the lighting contract is fulfilled but no switch-on event is to take place.** ACTION: Town Clerk  
**RESOLUTION: That the Primary School children create their own baubles for the town tree as they have shown interest in continuing this tradition.** ACTION: Town Clerk  
**RESOLUTION: That a Trail is organised for residents to take part in as family groups.** ACTION: Town Clerk/Assistant Clerk  
**RESOLUTION: That the Christmas Lights Competition is held as in previous years.** ACTION: Town Clerk/Assistant Clerk  
**RESOLUTION: That a Community Christmas Quiz is held online, linking in with Cath Delsignore.** ACTION: Town Clerk /Assistant Clerk

Signed:

Dated:

**RESOLUTION: That local businesses, organisations, charities and groups who may have attended the festival event with stalls are promoted online to encourage people to shop local for Christmas gifts and support the local clubs and charities.**

**ACTION: Town Clerk /Assistant Clerk**

- StreetSports provision – The Clerk updated the Committee on a meeting held with Sean Clixby to discuss his continued interest in providing a community sports activity for local children as a replacement to the Streetsports provision which was withdrawn from Kirton in Lindsey in October 2019.

**RESOLUTION: That local interest is gauged through promotional information.**

**ACTION: Town Clerk /Assistant Clerk**

PK2009/05

In Bloom

- The Committee received an update from the In Bloom Group; noting plants for the winter planting in the Market Place and Library car park planters were ordered and that the top tier will be removed from the Market Place planters as they are too high to maintain. Sponsorship is in place for the new flower bed outside GG Steels on Station Road, this just needs to be dug out. Following the item in Kirton First about litter picking some more volunteers have come forward and some extra people have also joined the In Bloom Committee. Litter picking equipment was distributed to some volunteers in preparation for small socially distanced groups to carry out picks in their own time during the Great British September Clean.
- The Committee considered the current schedule of works for the grounds maintenance contract in preparation for the renewals of contract in 2021, including the length of contracts.

**RESOLUTION: That the contract is split between the grass cutting and flower bed planting maintenance areas to create two contracts.**

**ACTION: Town Clerk**

**RESOLUTION: That businesses are invited to tender for either or both of the contracts.**

**ACTION: Town Clerk**

**RESOLUTION: That the contracts remain three years in length.**

**ACTION: Town Clerk**

- The Committee received an update on the development of a footpath between East Dale Drive and Station Road Co-op. It was noted that overall people were pleased with the new provision, although some residents had approached one Cllr about their dislike of the aesthetic of the safety handrail.
- The Committee received the CPRE Best Kept Village Results and decided on any action required. The disappointing but unsurprising result was noted with the huge impact the global pandemic had on the volunteers who would usually tend the community flower beds and carry out litter picks. The grounds maintenance contract also had to focus solely on grass cutting due to reduced manpower and social distancing requirements. It is hoped that the community can be encouraged to further assist with the maintaining of community flowerbeds for next year and that a better result will be achievable.
- The Committee received updates regarding the Traingate Project and considered current actions required.

The Clerk reported on the shortfall in funding:

- Total costs of the project quoted of £12,540.94;
- Total funding requested from the Sustainable Development Fund (SDF) at NLC of £11,286.85;
- Total funding agreed by the SDF – of £10,000.00;
- Town Council's 10% contribution being £1,255.00;
- and a donation received from the A Team following the approach of Tony Bartlett of £400.00.
- Outstanding funding amount / shortfall – £885.94.

The Clerk further reported on a discussion with Tony Bartlett 10/09/2020 – he is very concerned about shortfall and feels the Town Council should approach groups and organisations, particularly those who offered support for the project, to assist with funding to meet the shortfall as he has contributed the idea, and sought local trades to provide low cost materials and labour for the project. Tony believes that the Town Council is best placed to approach other organisations to contribute funding. Tony has also asked why no councillors have approached him in person or via the phone to ask him how the project is progressing or to show interest in the project.

Cllr Frankish noted that In Bloom were providing a contribution to purchase the bricks for the project.

**RESOLUTION: That an article is published in the next edition of Kirton First to ask the community to support the project and help raise the outstanding sum.**

**ACTION: Town Clerk**

- The Committee received updates regarding Wormwood Hill Amenity Land.

Cllr Frankish updated the committee to confirm legal paperwork was now completed and that the conversation in March with North Lincolnshire Council regarding the management of the water at the site

needed to be revisited prior to any further works beginning with landscaping of the area.

**ACTION: Cllr Frankish**

PK2009/06

Assets

The Committee discussed actions required regarding street furniture and associated assets around the town, including litter bin costings and the proposal for heritage information boards.

**RESOLUTION: *The increased costs for the purchase of the 8 x Albion 120L bins as quoted by Marshalls is agreed and arrangements are made for installation costs.***

**ACTION: Town Clerk**

**RESOLUTION: *That the Clerk continues to work with Kirton in Lindsey Society on proposals for heritage information boards to develop further detail and costings.***

**ACTION: Town Clerk**

PK2009/07

Policy/Procedure

a. The Committee considered urgent actions required regarding the management of KLASSIC Park. The briefing paper prepared by the Assistant Clerk was discussed which outlined concerns around the need for clear guidance on delegation and accountability for activities around KLASSIC Park, particularly in relation to the changing requirements to combat COVID-19.

**RESOLUTION: *That Cllr Frankish meets with the Assistant Clerk and Town Clerk on 15/09/2020 to discuss and move this forward.***

**ACTION: Town Clerk/Assistant Clerk/Cllr Frankish**

b. The Committee developed the concept of welcome information / letter for new residents. The Clerk updated the Committee on the development of the idea as a free website due to the quantity of information which would need to be included, but that a paper version for those who requested it could still be provided. This is a work in progress which residents have shown support for via online comments.

**ACTION: Town Clerk**

PK2009/08

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.***

PK2009/09

Date of next Meeting and Agenda Deadline

The Clerk clarified the position with national guidance for holding Council meetings and requested a democratic decision on following of the guidance to continue to hold meetings online at this time.

**RESOLUTION: *That the guidance is followed and meetings are continued to be held online at this time.***

**ACTION: Town Clerk**

The Committee confirmed the date and time of the next Promoting Kirton Committee meeting as 12<sup>th</sup> October 2020 at 6:30pm, with Agenda items requested prior to Friday 2<sup>nd</sup> October.

The meeting closed at 7:35pm

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

Signed:

Dated: