



**Minutes of the Extraordinary Meeting of Kirton in Lindsey Town Council held on Wednesday 27<sup>th</sup> January 2021 virtually via PowWowNow at 7pm.**

Members present: Cllr Pat Frankish (Chair), Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Hazel Fox, Cllr Karen Gunn, Cllr Joy Kofoed and Cllr Jack Startin.  
Also present: 6 members of the public and Town Clerk, Neil Taylor-Matson.

*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 meeting prayers were led by Cllr Frankish.

**Public Participation:** No matters were raised.

## MINUTES

- 2101E/01 Apologies for Absence  
a. Apologies were received from Cllr David Garritt.  
b. The Council received the resignation of Cllr Geoff Cossey.  
**RESOLUTION: That a letter of thanks is written to thank Cllr Cossey for his service as a member of Kirton in Lindsey Town Council**
- 2101E/02 Declaration of Interests / Dispensations  
a. No declarations of interest were made with regard to the meeting agenda.  
b. Dispensations were granted to Cllr Frankish to enable her to take part in discussions relating to In Bloom and Neighbourhood Plan without having to declare an interest as a member of the In Bloom and Neighbourhood Plan groups. This decision was made as without the dispensations the number of persons prohibited from participating in any particular business could be so great a proportion of the body transacting the business as to impede the transaction of the business. These dispensations shall expire on the date of Town Council elections in May, 2023.
- 2101E/03 Minutes  
a. The Council considered the minutes of the Extraordinary Full Council Meeting held on 16/12/2020  
**RESOLUTION: That the minutes were duly approved and signed.**  
b. The Council received the draft minutes of the PK Committee Meeting held on 11/01/2021  
c. The Council received the draft minutes of the GP Committee Meeting held on 11/01/2021  
d. The Council received an update from the Clerk regarding tasks and actions, remarking on the number of actions ongoing due to the volume of actions raised at previous meetings and a period of annual leave taken.
- 2101E/04 Report from Ward / North Lincolnshire Councillors  
Ward Cllr Neil Poole attempted to connect to the meeting but no report was received.
- 2101E/05 Mayor & Delegates reports –  
The Council received reports from the Mayor attending meetings on behalf of the Council.  
• Chair's Report/Civic Events – Cllr Pat Frankish  
Vincent Hall Meetings 06/01/2021 and 20/01/2021  
Cllr Frankish noted that work around the Vincent Hall was progressing with NLC and the MOD.  
ERNLLCA Chairs Meeting  
Cllr Frankish noted attending a virtual meeting for Chairs held by ERNLLCA which provided a valuable opportunity to talk with other Chairs about current meeting procedures in line with government restrictions.  
• Councillor and Proper Officer Reports including;  
StreetSports meeting 26/01/2021  
Cllr Fox noted that the virtual meeting including the NLC Active Communities Development Officer and the Town Clerk provided a very interesting insight into the process required around bringing a provision for multisport sessions back to Kirton in Lindsey and felt that it was very positive. Next steps will be taken to the February Promoting Kirton Committee meeting.
- 2101E/06 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. **ACTION: Town Clerk**  
c. The Council considered action required related to the 2020 Poppy Appeal donation.

Signed:

Dated:

**RESOLUTION: That a shortfall of £85.52 remaining from the £800.00 grant notified by the Royal British Legion is donated to the Royal British Legion to make up the agreed £300 donation to the 2020 Poppy Appeal.** ACTION: Town Clerk

ii. Internal Control

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

b. The Council received the 3<sup>rd</sup> Quarter Budget Monitoring Report to 31 December 2020.

c. The Council received the 3<sup>rd</sup> Quarter Budget Monitoring Report for KLASSIC Park.

iii. Precept 2021-2022

a. The Council considered the budgeted grant funding application received from Nutshell.

Cllr Frankish declared an interest and did not vote on this matter.

**RESOLUTION: That grant funding of £500.00 for 2021/22 was approved.** ACTION: Town Clerk

b. The Council reviewed the budget proposal for 2021-2022 and agreed actions required.

The Clerk noted the adjustments made in line with the Finance meeting held 25/01/2021 impacting the Grounds Maintenance and Cemetery Maintenance lines. Additionally, amendments were made to the Cemetery Maintenance and Grants and Donations lines following approval of the budget grant funding. It was noted that Kirton in Lindsey is now no longer eligible for the Council Tax Support Grant (now Community Partnership Funding). Queries were raised over licencing the mower at KLASSIC for grounds maintenance works across the town and concerns raised about the Christmas lighting and festival budget.

**RESOLUTION: That discussion around licencing the mower at KLASSIC are discussed at the next meeting.** ACTION: Town Clerk

**RESOLUTION: That Christmas lighting and festival budget are reviewed.** ACTION: Cllrs

c. The Council considered and agreed the 2021/22 Budget.

**RESOLUTION: That the required budget for 2021/2022 is £103,488.00**

d. The Council considered and agreed the 2021/22 Precept.

**RESOLUTION: That a Precept of £103,488.00 is requested.** ACTION: Town Clerk

Recorded Vote: For – Cllr Frankish, Cllr Boyd, Cllr Cooper, Cllr Kofoed. Against - Cllr Fox, Cllr Gunn, Cllr Startin.

2101E/07

Planning

a. The Council considered the following planning applications:

i. Number: PA/2020/1967

Proposal: Planning permission for the siting of a temporary dwelling in connection with an equestrian business.

Address: land off Ings Road, Kirton in Lindsey, DN21 4BX

**RESOLUTION: That the Clerk submit 'Objection' in response to this planning application, noting serious concerns regarding development outside the development boundary, the change of agricultural land to domestic land, increased traffic this will bring to a rural single track green country lane and the increased flood risk to the surrounding area. If the permission is granted Kirton in Lindsey Town Council request that a condition is applied tying the temporary dwelling to the business and agricultural land.** ACTION: Town Clerk

ii. Number: PA/2021/60

Proposal: Application for determination of the requirement for prior approval for a proposed change of use of an agricultural building to a dwellinghouse (Class 3).

Address: Holly Barn, Nebraska Farm, Ings Road, Kirton in Lindsey, DN21 4BX

**RESOLUTION: That the Clerk submit 'Objection' in response to this planning application, noting serious concerns regarding development outside the development boundary, the change of agricultural land to domestic land, increased traffic this will bring to a rural single track green country lane and the increased flood risk to the surrounding area.** ACTION: Town Clerk

b. The Council received the following decision notifications from North Lincolnshire Council:

i. PA/2020/1558 – CONSENT TO CUT DOWN OR CARRY OUT WORK ON TREES PROTECTED BY A TREE PRESERVATION ORDER – to undertake pruning on an Ash tree identified at T1 within and subject to Tree Preservation (Kirton in Lindsey) Order 1972 at 16 Station Road, Kirton in Lindsey, DN21 4BB

ii. PA/2020/1800 – CONSENT TO CUT DOWN OR CARRY OUT WORK ON TREES PROTECTED BY A TREE PRESERVATION ORDER – to fell five stem sycamore group within and subject to Tree Preservation (Kirton in Lindsey) Order 1971 at Beechcroft Drive, Kirton in Lindsey.

iii. PA/2020/1809 – FULL PLANNING PERMISSION WITH CONDITION ORDER – to erect steel extension to existing brick garage at 10A Station Road, Kirton in Lindsey, DN21 4BB.

iv. PA/2020/1347 – FULL PLANNING PERMISSION for planning permission to replace brickwork and repoint limestone mortar, replace chimney pot and roof tiles and erect a replacement gate at 33 Torksey Street, Kirton in Lindsey, DN21 4PW.

v. PA/2020/1332 – LISTED BUILDING CONSENT for retrospective consent to repair and replace windows at 3 Yew Tree Cottage, East Cross Street, Kirton in Lindsey, DN21 4DT.

- vi. PA/2020/1839 – NO OBJECTIONS – application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009 to re-position two double pole support on a 33kV overhead electric line and attach four stay wires to one double pole structure at Pump House, Station Road, Kirton in Lindsey.

2101E/08

Kirton Regeneration Group

The Council considered updates and agreed any next steps from Regeneration Group meeting actions.

a. Town Car Parking Provision

- The Council discussed and agreed actions required to progress this work. Current progress on surveys and quotations was provided by the Clerk and the request for access to water at the site for percolation tests was noted.

**RESOLUTION: That options for access to water are provided to the contractor for the percolation tests to take place once the utilities search is completed.** ACTION: Town Clerk

b. Vincent Hall

- The Council were updated that this work is tied up in discussion between NLC and the MOD at this time.

c. Resident survey

- The Council discussed and agreed actions required to progress this work.

**RESOLUTION: That Cllr Frankish and Cllr Cooper work together on initial ideas for the Promoting Kirton Committee to develop further, including linking in with matters raised by the Neighbourhood Planning questionnaire.** ACTION: Cllr Frankish/Cllr Cooper

2101E/09

Policies and Procedures

a. The Council reviewed Policy 08: Member Development Policy last approved January 2020.

**RESOLUTION: That this policy is approved without amendment.** ACTION: Town Clerk

b. The Council reviewed Policy 10: Disciplinary Policy last approved May 2019.

**RESOLUTION: That Cllr Startin shares suggested amendments with the Clerk prior to the review of this policy at a future meeting.** ACTION: Town Clerk

2101E/10

Open Spaces

a. The Council received the monthly play park inspection report from Cllr Fox for signature, noting that repairs to the swings had been carried out and the works to the boat were ongoing due to the current weather.

b. The Council received updates regarding a proposal for benches to be placed at Park Hill and Dunstan Hill and agreed any actions required.

**RESOLUTION: That a further quotation for the concrete bases is sought from a local contractor for consideration.** ACTION: Town Clerk

2101E/11

Grove Street Cemetery

The Council considered recommendations received from the General Purposes Committee regarding operation and regulations related to Grove Street Cemetery.

**RESOLUTION: That the regulation regarding surplus soil remains as it is.**

**RESOLUTION: That business working days within the cemetery are Mon-Fri inclusive only unless under prior approval of the Burial Clerk.**

**RESOLUTION: That opening and closing times of the cemetery are sunrise to sunset.**

**RESOLUTION: That further discussion around the operation and regulations is conducted at the next General Purposes Committee meeting.** ACTION: Town Clerk

2101E/12

Allotments

The Council received an update on progress at the allotment site from Cllr Startin.

Cllr Startin reported on information received from the Environmental Health / Pollution Control lead and Environmental Protection Officer at North Lincolnshire Council with the strong recommendation that a soil sampling report is commissioned. The Community Grant funding from North Lincolnshire Council was received for the installation of the water connection for a tap on site.

**RESOLUTION: That three quotes are obtained for the soil sampling report as recommended, and that weed suppressant membrane is installed on site.** ACTION: Town Clerk/Cllr Startin

**RESOLUTION: That North Lincolnshire Council are informed that the Town Council is necessitated to temporarily suspend the installation of the water connection to the site due to the new information received and ongoing research. That a stay of grace is requested regarding the Grant funding due to the exceptional circumstances that the Town Council are dealing with in respect to concerns surrounding the condition of the land.** ACTION: Town Clerk

2101E/13

Town Clerk's Report / Correspondence for Information and Discussion

To receive the Town Clerk's report including correspondence for information and discussion.

Correspondence for Information

a. No items of correspondence were noted as received after the Agenda was published

Correspondence for Discussion

b. Requests for supply of additional parish salt bins; specifically Beechcroft Drive and York Road and note of thanks for supply of the additional bins already across the town.

The Council discussed that both the areas requesting salt bins are unadopted by North Lincolnshire Council and that the York Road area is under a private management company. That the areas are not on hills and bends in the same way that existing salt bins are positioned for.

**RESOLUTION: That additional salt bins are not provided at this time and that the management company for the York Road area should be contacted by the residents for initial assistance.**

*Recorded Vote: For – Cllr Frankish, Cllr Boyd, Cllr Cooper, Cllr Kofoed, Cllr Startin. Against - Cllr Fox, Cllr Gunn.*

c. Concerns regarding flooding at Richdale Avenue (Cllr Gunn)

Cllr Gunn noted that on the Community Facebook page several residents on Richdale Avenue that backs onto the new development have said their gardens have flooded and called for the Town Council to take this forward to North Lincolnshire Council and the developers. Residents were signposted to contact North Lincolnshire Council in order that the concerns can be looked into in full. Without further detail from the affected residents representation by the Town Council is difficult to progress, the support of representations made by residents to North Lincolnshire Council or other relevant authorities can be considered when received.

**RESOLUTION: That residents are signposted to contact the relevant authorities who can look into the matter for them.**

d. NALC Open Letter to All Councillors.

The Open Letter was received and welcomed.

**RESOLUTION: That the contents are taken to the General Purposes Committee for discussion.**

**ACTION: Town Clerk**

e. Climate and Ecological Emergency Bill information from CEE Bill Alliance.

**RESOLUTION: That the Council support this in principle and if the Bill is passed will adhere to it.**

f. Notification of publication of The Good Councillor’s Guide to Community Business.

**RESOLUTION: That costings are sought, and a copy is purchased for the Town Council.**

**ACTION: Town Clerk**

2101E/14 Agenda for next and future meetings

- Holding of the 2021 Annual Town Meeting

2101E/15 Date of next Meeting and Agenda Deadline

a. The Council confirmed the format of the next meeting to continue as an Extraordinary Meeting with the Annual Meeting of the Council to be held in May.

b. The Council confirmed the date and time of the next monthly Town Council Meeting to be, subject to any changes in circumstances, Wednesday 24<sup>th</sup> February 2021 at 7pm.

Agenda items to be submitted prior to Monday 15<sup>th</sup> February.

The meeting closed at 9:12pm

<u>Present:</u>	Cllr Pat Frankish Cllr Billy Boyd Cllr Kathy Cooper Cllr Hazel Fox Cllr Karen Gunn Cllr Joy Kofoed Cllr Jack Startin
<u>Apologies:</u>	Cllr David Garritt