



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council held on  
Wednesday 24<sup>th</sup> November 2021  
at the Town Hall, High Street, Kirton in Lindsey at 7:00pm.**

Members present: Cllr Pat Frankish (Chair), Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Hazel Fox, Cllr David Garritt, Cllr Karen Gunn, Cllr Joy Kofoed and Cllr Suzanne Stephenson (part).  
Also present: Two residents (part) plus Town Clerk, Neil Taylor-Matson.

Prior to the meeting prayers were led by Cllr Frankish.

**Public Participation:**

A resident suggested that Mr Cross is commemorated with a plaque as acknowledgement for donating the land which became the Green and the location of the War Memorial.

A resident expressed concerns about the bus routes, specifically the weight and speed of the buses through the narrow streets in the lower section of the town and the potential dangers to the public and damage to property this is causing.

The Council thanked the residents for attending the meeting and putting these matters forward.

**MINUTES**

2111/01 Apologies for Absence

Apologies were received from Ward Councillors Neil Poole, Trevor Foster and John England. The resignation of Cllr Lawrence was noted as information received after the agenda was published.

2111/02 Declaration of Interests / Dispensations

a. Personal interests were declared by Cllr Garritt for 2111/06 i (a); Cllr Cooper for 2111/06 iv (e); Cllr Fox for 2111/06 iv (a), Cllr Gunn for 2111/06 iv (a) and Cllr Frankish for 2111/06 iv (a), (b) and (e).  
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.

2111/03 Minutes

a. The Council considered the minutes of the Full Council Meeting held on 27<sup>th</sup> October 2021.

**RESOLUTION: That the minutes were duly approved and signed.**

b. The Council received the draft minutes of the P&D Committee held 8<sup>th</sup> November 2021.

c. The Council received the draft minutes of the Promoting Kirton Committee held 8<sup>th</sup> November 2021.

d. The Council received the draft minutes of the General Purposes Committee held 8<sup>th</sup> November 2021.

e. The Council received an update from the Clerk regarding tasks and actions, noting four ongoing actions from the twenty-two actions allocated in October, around Larkfleet Homes, Local Council's Award Scheme, Church St conker tree and fly tipping. Three of these items are included on the agenda for a further update, with the conker tree to be on the next Promoting Kirton Committee agenda.

The Clerk also updated the Council on ongoing actions regarding Land Registry project work to take place between January and Easter 2022, salt bin servicing from North Lincolnshire Council (NLC) and the pedestrian crossing at South Cliff Road. The Council will be part of a pilot project with Land Registry to ensure all land owned is properly registered, green salt bins will be filled once and any refilling will be after the prioritisation of yellow salt bins and NLC are to enhance the signage on the approach to the pedestrian crossing to give more warning to drivers as they approach the crossing. The Clerk was requested to circulate the snow warden advice to all Councillors and Cllr Boyd suggested snow wardens monitor the green salt bins so that refilling can be coordinated from salt heaps.

**ACTION: Town Clerk**

2111/04 Report from Ward / North Lincolnshire Councillors

a. A written report from Ward Cllr Trevor Foster: North Lincs Council personnel are still primarily working from home due to the pandemic. The Covid numbers in North Lincolnshire are currently slightly above the national average. Hospital admissions are high. 9 out of 10 of the specialist Covid beds are currently occupied and contingency plans are in place for patients to be admitted out of county should it become necessary. Almost all the Covid admissions are patients who have not been vaccinated. Care Homes staff Covid cases are slowly rising. The take up of vaccinations for Care Home staff is worryingly low. It is essential to continue the campaign to encourage as many people as possible to be vaccinated in order to protect themselves and anyone they may come in contact with.

We wish you well in your deliberations on the excluded items topic on your agenda and look forward to receiving a positive outcome.

b. The Council considered any actions arising from the report. Disappointment was again noted with no Ward Cllrs in attendance at the meeting with three available within the Ward. The Covid update was appreciated and noted with concern, however other matters impacting the town could also have been covered by an attending Ward Cllr.

**RESOLUTION: That a letter is sent to Ward Cllrs expressing disappointment in their not attending**

Signed:

Dated:

meetings of the Town Council.

ACTION: Town Clerk

2111/05

Mayor & Delegates reports –

The Council received reports from the Mayor, Councillors and Proper Officer attending meetings or events on behalf of the Council.

- Chair's Report/Civic Events – Cllr Pat Frankish

- North East Lincolnshire Civic Charity Event 30<sup>th</sup> October – Cllr Frankish reported attending this event at the Town Hall in Grimsby and commented on the band performance and huge raffle of around fifty prizes.
- North Lincolnshire Civic Service 7<sup>th</sup> November – Cllr Frankish noted this event held at Barrow, and useful meetings with other Councils and discussions of plans for holding Christmas events.
- Winterton Civic Service 21<sup>st</sup> November – Cllr Frankish noted that this event was postponed due to the rising Covid infection rates in the area.
- NLC Special Town & Parish Liaison Meeting 18<sup>th</sup> November – Cllr Frankish and the Clerk noted attending this meeting which was unusually only open to Chairs and Clerks, with topics covered including modernising planning communications, environmental and strategic planning, community litter picking, winter plan and salt bins, grass cutting devolution, Queen's Jubilee and In Bloom grant funding opportunities; Best practice examples from Brigg & Messingham and proposed next steps for devolution.

- Councillor and Proper Officer Reports

- Town Survey results publication

The Clerk noted that the survey results which were due to be included as a supplement with the current edition of Kirton First were not printed due to an error at the printers. The recommendation from Kirton First was that the results could now instead go out with the January edition. The Clerk noted this would be almost six months after the closure of the survey.

**RESOLUTION: That the survey is distributed with Kirton First in January and also includes the results of the sports survey.**

ACTION: Cllr Frankish/Cllr Garritt

2111/06

Financei. 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

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 2<sup>nd</sup> Quarter checks for KLASSIC Park.

iii. External Control

The Council received the Internal Auditor's interim report and considered the recommendations made. The Council noted the good work of the Clerk in securing another excellent report from the auditor.

iv. Precept 2022-2023

- a. The Council considered the budgeted grant funding application received from Diamond Jubilee Town Hall.

**RESOLUTION: That grant funding of £2,750.00 for 2022/23 was approved.**

- b. The Council considered the budgeted grant funding application received from Kirton First.

**RESOLUTION: That grant funding of £1,200.00 for 2022/23 was approved.**

- c. The Council considered the budgeted grant funding application received from Evergreens.

**RESOLUTION: That grant funding of £850.00 for 2022/23 was approved.**

- d. The Council considered the budgeted grant funding application received from Guides.

**RESOLUTION: That grant funding of £500.00 for 2022/23 was approved.**

- e. The Council considered the budgeted grant funding application received from Kirton in Lindsey In Bloom.

**RESOLUTION: That grant funding of £1,500.00 for 2022/23 was approved.**

- f. The Council considered the budgeted grant funding application received from Kirton Call.

**RESOLUTION: That grant funding of £1,825.00 for 2022/23 was approved.**

- g. The Council considered the budgeted grant funding application received from KLASSIC.

**RESOLUTION: That grant funding of £2,000.00 for 2022/23 was approved.**

- h. The Council reviewed the budget proposal for 2022-2023 and agreed actions required. The Clerk gave an overview of parts of the budget and noted revisions now required in areas including grants and funding. The Council discussed the earmarked and general reserves holdings.

**RESOLUTION: That revisions are made to the proposal and brought back to the next meeting in December.**

ACTION: Town Clerk

**RESOLUTION: That the Survey Monkey subscription is renewed for online survey provision costing £384.00.**

ACTION: Town Clerk

Signed:

Dated:

2111/07

Planninga. Local Plan

The Council discussed the North Lincolnshire Council Local Plan Stage 4 Publication Draft and the recommendations from the General Purposes Committee, agreeing actions required.

**RESOLUTION: That the four recommendations of the General Purposes Committee listed below are submitted to the consultation.**

- **To clarify that housing allocation for Kirton in Lindsey should include the 302 houses with planning approval at the former RAF base as this would meet aims to join up areas of the town (soundness).**
- **That the Cemetery should be classified as a cemetery and not 'open green space' (soundness).**
- **That land at Ings Lane with outline planning approval should not be included within the development boundary in case the approval lapses (soundness)**
- **To comment on the concern raised by the use of 'Should' throughout the document (soundness).**

ACTION: Town Clerk

b. The Council received the following planning application for information only:

PA/2021/1989

Proposal: Application to determine if prior approval is required for a proposed larger home extension.

Address: 26 Mill Lane, Kirton in Lindsey, DN21 4DY.

c. The Council received the following decision notification from North Lincolnshire Council:

PA/2021/619 – FULL PLANNING PERMISSION - Planning application to vary condition 2 of PA/2017/389 namely to re-organise plots 1, 89, 90 and 91 at land off Station Road, Kirton in Lindsey.

d. Larkfleet Homes

The Council received an update from the Clerk regarding this housing development off Station Road. The boundary of the development was obtained from Land Registry by Cllr Fox, and the Clerk has approached Larkfleet Homes directly for information about the ownership of the boundary hedge and its future maintenance. If further Land Registry was to be carried out to determine the ownership of the hedge, the Clerk requested assistance in carrying out this process due to the time likely to be involved.

**RESOLUTION: That the land registry searches are not pursued further at this time.**

e. Cottam Solar Project

The Council received information about the current consultation and agreed any actions required.

**RESOLUTION: That the Council responds to the consultation noting that it supports renewable energy sources but any large infrastructure installation must be done in a way that is sympathetic to the local environment and landscape and takes into account the current work with Natural England to extend the boundary of the Lincolnshire Wolds Area of Outstanding Natural Beauty.**

ACTION: Town Clerk

**RESOLUTION: That the Gliding Club are informed of the consultation.**

ACTION: Town Clerk

**RESOLUTION: That information about the consultation is published online to make residents aware.**

ACTION: Town Clerk

Cllr Stephenson left the meeting.

2111/08

Policies and Procedures

a. The Council reviewed Policy 05 – Reserves Policy last approved December 2020.

**RESOLUTION: That the Policy is amended to read 'The Council will typically hold four months expenditure as a general reserve' and is then approved.**

ACTION: Town Clerk

b. The Council reviewed Policy 25 – Social Media Policy last approved November 2020.

**RESOLUTION: That the review of this policy is deferred until the next meeting.**

ACTION: Town Clerk

c. The Council discussed the requirements of the Local Council Award Scheme – Quality Status and agreed any actions required.

**RESOLUTION: That the discussion is deferred until the next meeting.**

ACTION: Town Clerk

d. The Council discussed Councillor numbers following the implementation of the NLC Community Governance Review and agreed any actions required.

**RESOLUTION: That Cllr Cooper continues to look into information about this matter to bring back to the next meeting.**

ACTION: Cllr Cooper

e. The Council discussed publishing recordings of Council meetings or live streaming meetings as raised at the June 2021 meeting, and agreed any actions required.

**RESOLUTION: That Cllr Fox continues to look into information about this matter to bring back to the next meeting.**

ACTION: Cllr Fox

2111/09

Open Spaces

a. Cllr Fox presented the monthly inspection report for November, noting that the same concerns are recurring, with damage, equipment getting tired and minor vandalism. The Council noted the report as received. The play area development group noted progress with meeting with representatives from play equipment specialists to develop plans and costs which then be taken to the formal tender process.

ACTION: Town Clerk

Signed:

Dated:

b. The Council considered the one-year planting contract in preparation for review and any actions required for March 2022.

**RESOLUTION: That the planting contract is approved to continue across the three-year term.**

**ACTION: Town Clerk**

2111/10

Allotments

The Council received an update on progress at the allotment site from the Clerk. The Clerk has completed four training sessions around allotments. This has also provided access to discounted membership with the National Allotment Society. Receipt of the formal report from the contaminated land survey shows no contamination on site. Costs for the survey to be covered by grant funding from NLC. Work to install the water supply to the site has now started. The resignation of Cllr Lawrence creates a need for the reformation of the Allotments Working Group.

**RESOLUTION: That annual membership of the National Allotment Society is applied for with the discount.**

**ACTION: Town Clerk**

**RESOLUTION: That Cllr Cooper, Cllr Kofoed and Cllr Frankish assist as the Allotment Working Group.**

**ACTION: Cllrs Cooper, Kofoed & Frankish**

2111/11

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. The Clerk noted correspondence received after the Agenda was published; resignation of Cllr Lawrence; Budgeted Grant application from the Scouts; Planning decision notice PA/2021/1343; residents concerns over Ings Road parking, Police & Crime Commissioner Police & Crime Plan 2021-2025.

Correspondence for Discussion

b. Environmental Permitting (England and Wales) Regulations 2016 Consultation

**RESOLUTION: That the Council responds that it is not qualified to answer the questions within the consultation, however has concerns if the results of the consultation will impact on the running of the town cemetery.**

**ACTION: Town Clerk**

c. Northern Battle of Britain Memorial

**RESOLUTION: That the request for donation is declined at this time.**

**ACTION: Town Clerk**

d. Town Bus routes. The Council considered the concerns raised by the resident concerning this matter.

**RESOLUTION: That the Council writes to Stagecoach and North Lincolnshire Council Highways suggesting a review of the current bus routes through the town, offering to provide a walk through to highlight concerns and alternatives and stressing the strong argument for the use of smaller buses.**

**ACTION: Town Clerk**

**RESOLUTION: That the Council writes to North Lincolnshire Council requesting a review of on street and verge parking throughout the town.**

**ACTION: Town Clerk**

e. Fly tipping update. Cllr Cooper and the Clerk updated the Council on the work to have the fly tipping cleared from private land at former site of Gleadell's Mill. Legal action from North Lincolnshire Council is still in progress following a site visit and a lack of progress from the landowner.

f. Annual leave information. The Council noted and approved the annual leave dates for the Clerk.

2111/12

Agenda for next and future meetings

- Social Media Policy review
- Local Council's Award Scheme
- On street and verge car parking concerns

2111/13

Date of next Meeting and Agenda Deadline

The Council confirmed the date and time of the next monthly Town Council Meeting to be, subject to any changes in circumstances including changes to legislation and public health restrictions, Wednesday 22<sup>nd</sup> December 2021 at the Town Hall from 7pm. Agenda items to be submitted to the Clerk prior to Monday 13<sup>th</sup> December.

2111/14

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Council considered the exclusion of the public and press due to the confidential nature of the item to be discussed.

**RESOLUTION: That the public and press be excluded.**

2111/15

Purchase of Vincent Hall

Motion: "That Kirton in Lindsey Town Council agrees to assume ownership of the Vincent Hall and adjoining car park for the benefit of the town and surrounding area by facilitating the provision of sports facilities. The funds for the purchase will be made available from North Lincolnshire Council."

**RESOLUTION: Motion carried.**

**ACTION: Town Clerk**

The meeting closed at 9:10pm

Signed:

Dated: