



Minutes of the Meeting of the Kirton-in-Lindsey Town Council Held at the Town Hall, High Street, Kirton-in-Lindsey On Wednesday 27th July 2022 at 7.00pm

Members present: Cllr Joy Kofoed (Chair) Cllr Hazel Fox, Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Pat Frankish, Cllr Karen Gunn, Cllr Suzanne Stephenson and Cllr David Garritt.
Also present: 3 members of the public and Cllr Rob Waltham (NLC)

Prior to the meeting prayers were led by Cllr Frankish.

Public Participation:

A member of the Public requested clarification and suggested amendments to the Allotments Tenancy Conditions. Public footpath between March Street and Queen Street has weeds and leaves which have not been attended due rendering it a slip hazard and requested information on group responsible for upkeep. Suggested swings at the Play Area would benefit from moving to an alternative location or removal due to anti-social behaviour. Bins would benefit from being moved away from the entrance due to wasps. Railing height would benefit by being heightened and gates locked after dark. Requested information on position of Neighbourhood Plan. Requested information of licence granted for One Stop, Market Place. Requested information on acquisition of Vincent Hall. Requested information on unsafe memorials in the Cemetery, length of time taken and alternative means of rectifying (suggested Scotter as an example). A full list of items will be forwarded to the Clerk to respond. Councillors answered questions and provided information where appropriate.

A member of the public handed Cllr Kofoed a letter to read regarding the Halifax Bomber Memorial regarding the disappointment felt at the lack of communication from the Council and the continued stalling. Cllr Kofoed read to those present. Councillors answered questions and Cllr Kofoed advised the Resident, The Town Clerk would respond in writing.

MINUTES

- 2207/01 Apologies for Absence
Apologies were received from Cllr Priestley and Town Clerk Neil-Taylor Matson (illness).
In the absence of the Town Clerk, Cllr Fox agreed to take the minutes.
- 2207/02 Declaration of Interests / Dispensations
Cllr Stephenson declared an interest in 2207/13 (g). Cllr Fox, Cllr Gunn and Cllr Frankish declared interest in 2207/10 (ii).
Cllr Kofoed reminded all Councillors to check their Declarations of Interest were full and correct and to inform the Clerk of any amendments required. The Clerk sent thanks to those who had responded to date and requested those remaining do so without delay.
- 2207/03 Minutes of previous meetings
a. The Council considered the minutes of the Full Council Meeting held 22nd June 2022.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council received the draft minutes of the Personnel and Disciplinary Committee held 7th July 2022.
c. The Council received the draft minutes of the Promoting Kirton Committee held 11th July 2022
d. The Council received the draft minutes of the General Purposes Committee held 11th July 2022
e. The Council received an update from the Clerk regarding tasks and actions.
- 2207/04 **Resolution:** Standing orders are suspended to allow the Ward Councillor to report.
Report from Ward / North Lincolnshire Councillors
a. Cllr Trevor Foster provided the following prior report:
*"Unfortunately I am unable to attend this meeting as I am self-isolating prior to my holidays, however I have submitted a Ward Report:-
NLC is now in recess. All essential services will continue as normal but very few committees will sit in the interim.
The Kirton Airfield memorial is no longer being installed as part of an ornamental verge and permission has been obtained from NLC prior to the installation on August 7th. Update on pothole machine acquisition. A machine has been ordered but there is a one year lead time so in the interim a machine is being hired, complete with experienced operatives, for the 6 month pothole season. An art exhibition, including works by Banksy, Damien Hurst and Tracey Emin, at the 20-21 Visual Arts Centre is running until November 5th and is free to North Lincs residents. Still plenty of time to submit nominees for the 15 Community Champion awards. Closing date is September 30th."*

Signed:

Dated:

Cllr Rob Waltham attended the meeting and provided a comprehensive report on activities at North Lincolnshire Council and the surrounding Town and Parish Councils including: Free school meals and swimming activity initiatives for families on low incomes, Community Champions nominations closing date of 30th September, with the award Ceremony expected to be 24th November. Zero tolerance litter strategy implemented with 2,000 individuals fined £100, and court action undertaken for those with fines outstanding. The development of an online Directory (Live Well North Lincolnshire) providing support groups and details of activities. The Levelling Up Fund is anticipated to be channelled into smaller pots which can be applied for. Those who have already applied will be informed when to submit further for anticipated distribution in September. Winterton have begun a uniform exchange initiative. A review of bin provision had been completed and 10ltr bins are being provided as replacements where necessary. Monies are available for tree planting. Libraries are being encouraged to provide a "safe place" for those who feel unsafe, vulnerable or at risk, similar to the "Ask for Angela" initiative. Electric cycles and scooters available where there is no frequent bus service and these are available to Kirton-in-Lindsey Residents.

b. Cllrs took the opportunity to request clarification from Cllr Waltham regarding York Road and A15 layby bins. Cllr Waltham advised layby bins are emptied once or twice a day, however motorists use the bins as an opportunity to empty their vehicles even if it is clear the bin is already at capacity. As an aside, Cllr Waltham advised less than 1% of North Lincolnshire waste goes to landfill. Waste is used to generate energy, for example at Stallingborough.

2207/05 Kirton-in-Lindsey Residents – Camp Directors Concerns

No representatives from the York Road Camp Directors were present, however Cllrs requested clarification from Cllr Waltham on York Road and whether it could be adopted by NLC. Cllr Waltham advised the road is presently owned by the MOD, however Holly Mumby-Croft MP is engaged in assisting with the potential purchase of Vincent Hall and should come to fruition, NLC would, subject to conditions being met, be prepared to adopt the road. Negotiations between NLC and the MOD have been protracted with electricity provision being one of the issues. Land adjacent cannot be sold for housing without complex conditions being met.

Resolution: Standing orders are reinstated.

Cllr Kofoed gave an update of the Kirton-In-Lindsey Residents Camp meeting and issues discussed. Cllr Stephenson suggested they check their Land Registry documents, as there may be covenants in place. It was suggested the Residents should obtain legal advice as a group and consider crowd funding to raise necessary monies required.

Resolution: Town Clerk to write to Group with recommendations

Action: Town Clerk

2207/06 Highways

a. Concerns from Residents regarding the one-way system in place along Traingate and the inadequate signage were discussed. Cllr Fox advised there are signs prohibiting for instance, left turn from East Cross Street onto Traingate, however should a motorist miss those signs, there are no further road markings, no-entry or one-way signs to warn motorists they are proceeding down a one-way street.

Resolution: Town Clerk to write to NLC highways requesting further signage.

Action: Town Clerk

b. Cllrs acknowledged notification of the consultation period regarding proposed traffic regulation order for the Junction of Dunstan Hill/Dunstan Villas/West Cross Street and had no further comments to make at this time.

2207/07 Councillor and Proper Officer Reports

The Council received reports from Councillors and Officers attending meetings on behalf of the Council:

- NLC Tourism Partnership 28th June – Cllr Stephenson advised work is ongoing and a further update will follow

Resolution: Standing orders are suspended

Cllrs requested clarification from Cllr Waltham, if the Operations Tower at the former RAF Kirton-in-Lindsey airfield was registered as an Asset of Community Value. It was confirmed as not.

Resolution: Standing orders are reinstated.

- Halifax Bomber Memorial update meeting 28th June – Cllr Gunn advised meeting had taken place and suggested Council should offer better updates and support to the Resident.
- Allotments Working Group 28th June – Cllr Kofoed advised work ongoing and further updates would be advised at 2207/09(a)
- Duke of Edinburgh Volunteers 29th June – Cllr Garritt and Cllr Fox informed of the enthusiasm of the young volunteers and expressed grateful thanks to them for the work undertaken. Cllr Frankish advise In Bloom Group have a supply of spare litter picking equipment which they would be glad to share with the volunteers as they

Signed:

Dated:

have expressed an interest in becoming involved with litter picking around the Town. Street sign cleaning would be welcome and Cllrs asked that the Town Clerk write to thank the group.

Action: Cllr Frankish/Town Clerk

- Kirton Camp Directors Meeting 5th July – This had previously been discussed earlier in the meeting.
- Personnel and Disciplinary Committee 7th July – Cllr Cooper advised Working Groups should conduct their own research and administration and should not request the Town Clerk to undertake tasks on their behalf without the agreement of Full Council. The purpose of Working Groups was to take some of the burden from the Town Clerk and should operate without involving the Clerk except in cases of procedural advice or matters requiring ratification at Full Council. Cllr Cooper requested the Member Officer Protocol has been approved by the Committee and requested Cllrs approve its implementation without delay. Cllr Gunn has offered resignation from the Committee with immediate effect and Cllr Cooper nominated Cllr Fox to step in as a replacement.
Resolution: Cllr Fox replaces Cllr Gunn as a member of the Committee.
- NLC Tourism follow up 13th July – Cllr Stephenson advised report had previously been distributed, and had no further updates at this time.
- ERNLLCA District Committee 12th July – Cllr Frankish confirmed attending and advised all existing Officers had been re-elected and new Officer Tom Clay presided. Issue about Cllr numbers will not be addressed by NLC until boundary changes are finalised.
- NLC Tree Officer site visits 15th July – Cllr Frankish advised attended and met with Andrea Brocklebank. The Ash Tree will be removed in due course due to dieback. This has been assigned as high priority. The Sycamore tree will remain, however the ivy will be removed. The Conker Tree is in a poor condition and will also be removed in due course. Andrea has recommended a Liquid Amber Tree is planted in the gap between the two trees to be removed to begin growing prior to the other trees being removed. Cllr Frankish requested all Councillors familiarise themselves with the visual aspects of such a tree. Cllr Gunn suggested an alternative could be a Christmas Tree (Spruce, Fir, etc.). It was agreed this could be discussed at the next PK or Events Working Group meeting.

2207/08

Finance

i. Income and Expenditure

- a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972. Wording amendment was noted as requested by Cllr Kofoed.
- b. The Council approved accounts for payment. The SLCC membership for the Assistant Clerk was approved in principle; however Cllrs requested this be added to the September Full Council Agenda for formal approval. **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 Report including Financial Report from the Connecting Kirton Project. No decision was made on publication to Residents or discussion and presentation at the September Full Council Meeting.
- c. The Council received the 1st Quarter Budget Monitoring Report. No actions required.
- d. The Council received the Quarter Checks for Klassic Park. No actions required.

2207/09

Projects

- a. Cllr Kofoed provided an update on progress at the Allotments. Approval was requested for a digger at £70, aggregate at £300 and 10 x plastic sheds. Further amendments will be considered on the Tenancies Terms and Conditions at point 25 (adherence to regulations) and point 39 (cost of replacement sheds) and Allotment Tenancy Agreement point 7.2. Cllr Kofoed will review and make any amendments required.
Resolution: Expenditure is approved. Terms and Conditions and Tenancy Agreement approved with amendments.
- b. Cllr Waltham had previously updated the meeting on any progress with Vincent Hall.
- c. Car Park. Cllr Frankish advised there were no further updates from NLC in writing regarding costings to provide a budget. Item will be deferred to September Full Council Meeting.

2207/10

Planning

The following decisions from North Lincolnshire Council were noted:

- i. PA/2022/579 – FULL PLANNING PERMISSION – to erect a two-bay oak-framed double garage with adjoining storage buildings at Nebraska Farm, Ings Road, Kirton in Lindsey, DN21 4BX.
- ii. PA/2022/949 – LISTED BUILDING CONSENT – to restore two prison doors and display within the Town Hall at Town Hall, 7 High Street, Kirton in Lindsey, DN21 4LZ

Signed:

Dated:

a. To review and consider amendments to Policy 07 Councillor/Officer Protocol. The policy is not approved and is deferred to September Full Council meeting. Cllrs will advise Town Clerk of issues, in particular final line of point 8.5 which had not been removed. It was discussed that this policy should be considered earlier in the next Agenda.

Resolution: Policy will be added to September Full Council Agenda and discussed earlier in the meeting

Action: Town Clerk/All Councillors

b. To review Policy 30 – Bio-Diversity Policy last approved June 2021

Resolution: Approved with no amendments.

c. To review Policy 09 – Grievance Policy last approved July 2021

Resolution: Approved with no amendments

d. To review Policy 26 – Complaints Policy last approved July 2021

Resolution: Approved with no amendments

e. Greener Future Scheme – No meeting of the Group had been able to take place, therefore no updates were available.

f. Membership of the P&D Committee had been discussed at 2207/07. Cllr Gunn requested removal from the Play Area Working Group Membership.

Resolution: Cllr Gunn is removed.

g. Motion: Cllr Stephenson:

“Every major infrastructure project now and in the future involving acquisition of property should have a formal review as to a timetable for viability after a period of 12 months has elapsed and that should include current projects. On each project of this nature KLTC should give a date by which a project might be considered to be no longer viable.”

After discussion it was agreed, final sentence should be removed.

Resolution: Motion carried with amendment.

a. Cllr Fox presented the 4 weekly Play Area Inspection Report noting the loose step pads and see-saw have rectified themselves as the weather has cooled. Darren Saxby has repaired the sign on the rear gate and met with Cllr Fox to assess the damage to the swings. The Clerk had cable tied one broken swing to the frame, however the other swing was also now broken. Cllr Fox was concerned both swings are now out of service and children are on school holidays. Cllr Fox enquired if Council was permitted to approve repairs in the absence of the Clerk in such exceptional circumstances. Councillors agreed it was not desirable to leave the swings as they were and approved Cllr Fox to liaise with Darren Saxby to facilitate repairs. There were no other updates from the Play Area Working Group.

Resolution: Cllr Fox to contact Darren Saxby to organise repairs.

b. Cllr Fox advised Councillors, neighbouring Councils have expressed interest in joining with Rospa training on-site and the required 10 Delegates can be achieved. Cost per delegate reduces from £362 to £278 due to this. Cllrs agreed it would be beneficial for Cllr Fox and Cllr Priestley to attend.

Resolution: Cllr Fox and Priestley to attend.

c. Grass Cutting Devolution Scheme. This item deferred to September Full Council Meeting

d. Parish Paths Partnership. Town Clerk had advised prior to the meeting, NLC have requested details of audits confirming standards of grass cutting. It is suggested the Footpaths Interest Group with inputs from Residents who currently walk the paths could be asked to assist with photographs and grid references. Could possibly link in with the WI walking Group.

Resolution: Town Clerk to prepare article for Kirton First September Edition

Action: Town Clerk

Correspondence for Information received and noted.

Correspondence for Discussion:

d. Humberside Fire Authority Fire Reform White Paper Consultation. Several Councillors have responded privately.

e. Community Champions NLC. Cllrs requested to email Town Clerk with proposed nominations and supporting information.

f. Lincolnshire Minerals and Waste Local Plan. Cllrs agreed no discussion required.

g. NALC Short Term Holiday Lets Policy Consultation. Cllrs agreed not applicable to Town.

h. Trees with TPOs letter from Resident and subsequent NLC response. Cllrs noted the difficulties experienced by the Resident; however felt it was a private matter which the Council had no powers to assist with. It was recommended the Resident should take legal advice. It was agreed, the Town Clerk write to the Resident advising the Town Council have no powers to intervene and recommend Resident seeks legal advice.

Resolution: Town Clerk to write to the Resident

Action: Town Clerk

i. Fusion for business offer. Agreed this should be displayed on the Town Notice Board

Action: Town Clerk

j. Kirton First matters:

CLlr Frankish declared an interest and did not take part in discussions.

Best Kept Frontage article. Article written by Cllr Stephenson was approved.

Resolution: The Clerk to contact Kirton First to place the article in the September edition **Action: Town Clerk**
Cllrs discussed suggestion of part of Council Report each issue including a survey page. This was supported and approval was agreed to begin with the Scarecrow Survey in the next edition.

Resolution: Town Clerk to include surveys in each edition commencing with Scarecrow Survey. **Action: Town Clerk**
Black Spots article (July) was discussed. It was agreed, anonymous article was not clear in references to "The Council" and this can lead to misunderstandings. Town Clerk is requested to write to Kirton First, reminding mention of roles of KLTC and NLC should be clear and to be mindful, facts must always be thoroughly checked.

Resolution: Town Clerk to write to Kirton First. **Action: Town Clerk**

k. Queens Head Letter from Resident. Cllrs agreed it was not appropriate for Council to comment, as facts could not be verified and allegations are hearsay. Residents should report such matters to the Police. The Neighbourhood Action Team will discuss at their next meeting. Cllr Gunn and Cllr Frankish are unable to attend. Cllr Cooper will attend. Resident will also be advised to write to the Licencing Committee.

Resolution: Town Clerk to write to Resident. **Action: Town Clerk**

l. Donation of assets, 30 chairs from RAF. Decision to be deferred until Town Clerk can confirm if there exists space in the Town Council storage.

Resolution: Cllrs agreed to extend meeting

m. Airfields of Britain Memorial Sunday 7th August. Cllr Fox confirmed attendance to represent the Town Council. All Cllrs reminded of invitation to attend. Cllr Boyd requested details. Cllr Fox to forward information to Cllr Boyd.

Action: Cllr Fox

n. Cllrs were reminded of the Annual Leave of the Town Clerk and Assistant Clerk. Details were duly noted.

2207/14

Mayor's Report

Platinum Jubilee Event (Station Road Co-op 26th June). Cllr Fox attended representing the Town Council. Several stalls had cancelled due to the weather, however staff members reported a steady stream of visitors and overall the even was a success with monies raised for good causes.

Brigg Civic Service 3rd July. Cllr Fox attended representing the Town Council. Reported an enjoyable event. Brigg Singers provided entertainment and an afternoon tea was served in the Café Courtyard.

Mayor's chosen charity for 2022/2023 was discussed. Cllr Kofoed advised her preferred charity for her term in office was to be Classic Park and the development of a 4g pitch, benches and adult gym equipment.

2207/15

Agenda for next and future meetings

No items requested

2207/16

Date of next Meeting and Agenda Deadline

Confirmation of date and time of the Annual Town Council Meeting (subject to any change in circumstances) as:

Wednesday 28th September 2022 at 7pm at the Town Hall

NOTE: AGENDA ITEMS BEFORE MON 19th SEPTEMBER

Meeting closed at 21.39pm

Present:	Cllr Joy Kofoed
	Cllr Hazel Fox
	Cllr Billy Boyd
	Cllr Kathy Cooper
	Cllr Pat Frankish
	Cllr Karen Gunn
	Cllr Suzanne Stephenson
	Cllr David Garritt
Apologies:	Cllr Jared Priestley

Signed:

Dated: