



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council held on
Wednesday 26th October 2022
at the Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Joy Kofoed (Chair), Cllr Hazel Fox, Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Pat Frankish, Cllr David Garritt, Cllr Jared Priestley, and Cllr Suzanne Stephenson (part).

Also present: 2 members of the public (part), Ward Cllr Trevor Foster (part) Assistant Clerk, Cheri Morton and Town Clerk, Neil Taylor-Matson.

Prior to the meeting prayers were led by Cllr Frankish.

Public Participation:

A member of the public spoke about a request for the siting of a greenhouse at the allotments and provided details about the request which was noted for consideration at 2210/07 on the agenda.

MINUTES

- 2210/01 Apologies for Absence
Apologies were received from Cllr Karen Gunn.
- 2210/02 Declaration of Interests / Dispensations
a. Cllr Cooper declared a personal interest in item 2210/08 a; Cllr Frankish declared a personal interest in item 2210/12 c.
b. No dispensations were granted.
- 2210/03 Minutes
a. The Council considered the minutes of the Full Council Meeting held 28th September 2022. Cllr Fox highlighted two inaccuracies in the minutes which were amended for countersignature.
RESOLUTION: That with the two amendments the minutes were duly approved and signed.
b. The Council received the minutes of the Personnel & Disciplinary Committee Meeting held 7th October 2022.
c. The Council received the minutes of the Promoting Kirton Committee Meeting held 10th October 2022.
d. The Council received the minutes of the General Purposes Committee Meeting held 10th October 2022.
e. The Council received an update on North Lincolnshire Council (NLC) outstanding actions. The Clerk noted 13 remaining outstanding actions lodged with NLC and further contact with the Leader of NLC with the assurance that updates would be provided from the relevant departments prior to this meeting taking place. No updates were yet received. Cllr Stephenson noted that in addition, work around the listed assets at the former RAF base was also outstanding. The Clerk noted that a Regeneration Meeting was now arranged and this may be the best forum for raising these matters for attention. The Clerk also reported on the litter bin replacement programme with new bins now sited at Ings Road, Grove Street and St Andrew's Churchyard. The Ings Road bin replacement was assisted with direct correspondence from a resident to NLC and copied into the Town Council.
RESOLUTION: That the Clerk writes to NLC requesting updates and for the matters to be included on the agenda for the next Regeneration Meeting to be held in mid-November.
ACTION: Town Clerk
f. The Council received an update from the Personnel & Disciplinary (P&D) Committee Meeting. Cllr Fox, Cllr Frankish and Cllr Cooper declared personal interests in relation to the Town Hall and did not take part in the discussion related to the Town Hall.
The Council received a proposal from the Town Hall for costings for the Assistant Clerk to utilise the Heritage Room one day a week. Cllr Cooper updated the Council on proposals from the P&D Committee for the distribution of correspondence for meetings throughout the month rather than all in one with the monthly meeting agendas. The Council discussed the labelling of emails by the Clerk as 'not for discussion except at [relevant] meeting'; 'no response required' and 'please respond'.
Cllr Cooper proposed that the Town Clerk and Assistant Clerk are remunerated for the two additional bank holidays in 2022-23. This was unanimously approved.
RESOLUTION: That the Town Hall are asked to consider a reduction in the proposed charges for the use of the Heritage Room from £100 per month down to £80. **ACTION: Town Clerk**
RESOLUTION: That documents are distributed by the Clerk to Councillors throughout the month and no longer all in one with the agenda for monthly meetings. **ACTION: Town Clerk**
RESOLUTION: That the distribution of documents by the Clerk are labelled to indicate 'no discussion', 'no response required' or 'response required'. **ACTION: Town Clerk**
RESOLUTION: That the Town Clerk is remunerated for the two additional bank holidays in 2022-23. **ACTION: Town Clerk**
RESOLUTION: That the Assistant Clerk is remunerated for the two additional bank holidays in 2022-23. **ACTION: Town Clerk**

Signed:

Dated:

2210/04

Report from Ward / North Lincolnshire Councillors

Ward Cllr Trevor Foster provided an update to the meeting, noting that he had received an update from the Leader of NLC regarding the 13 outstanding issues raised by the Town Council. Cllr Foster briefly noted each update in turn with the full details to be forwarded on to the Clerk. The Council thanked Cllr Foster for providing these updates. Cllr Foster reported that the Leader of NLC had confirmed fracking would be strongly opposed in the North Lincolnshire area, however also noted Prime Minister Rishi Sunak's statement bringing back the fracking ban earlier in the day. Cllr Foster reminded the Council that the deadline for Winter/Spring In Bloom funding applications was November 14th.

Cllr Stephenson asked Cllr Foster about the progress on work around the listed assets at the former RAF site.

Cllr Boyd asked Cllr Foster about any progress with community funding opportunities for the town from KCOM.

Cllr Stephenson asked Cllr Foster about any progress from KCOM with provision of internet connectivity to outlying areas of the town.

Cllr Kofoed asked Cllr Foster about the provision of wheely bins for KLASSIC Park.

Cllr Frankish asked Cllr Foster about permissions to plant daffodils in the highways verges, with no response received back from a query submitted to the online portal and the Ridge Ward Officer. The Council thanked Cllr Foster and for attending.

RESOLUTION: That the update from Ward Cllr Trevor Foster is circulated to all Councillors by the Clerk. ACTION: Town Clerk

RESOLUTION: That outstanding matters are asked to be added to the Regeneration meeting agenda. ACTION: Town Clerk

2210/05

Councillor and Proper Officer Reports

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

- Councillor and Proper Officer Reports

- NLC Town & Parish Liaison – 29th September (Town Clerk)

The Clerk reported on the meeting, noting the three matters presented were the new 'permanent pothole patching machine': devolution opportunities and a precept setting process and timescales update. The Clerk also reported on a further update following enquiries with NLC that these meetings will no longer be only open to the Chair and the Clerk but all members will be entitled to attend.

RESOLUTION: That enquiries are again made about the devolution of sign cleaning and further information brought back to the Council for consideration. ACTION: Town Clerk

- ERNLLCA Chairmanship training – 4th October (Cllr Kofoed/Cllr Fox)

Cllr Fox noted that the training was useful and well run by ERNLLCA.

- Halifax Bomber Memorial proposal – 10th October (Cllrs Fox, Frankish & Garritt)

- Cllr Garritt noted a small working group was now formed to push forward the project with Mr Bartlett. Site visits to potential locations had taken place but not all members of the group had been able to attend due to a spur of the moment chance in good weather. Cllr Kofoed asked if the Royal British Legion were involved and recommended that they should be. Members of the group are acting in their personal capacities, not as Councillors.

2210/06

Financei. Income and Expenditure

a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972 (October 2022).

b. The Council approved accounts for payment. The cheque for the toddler section of the play area was signed for release only when the area is signed off as completed as agreed. ACTION: Town Clerk

c. The Council considered and agreed the annual donation to the Poppy Appeal.

RESOLUTION: That a donation of £300 is made to the appeal on behalf of the town. The cheque was signed for release on Remembrance Sunday. ACTION: Town Clerk

ii. Internal Control

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

b. The Council received the 2nd Quarter Budget Monitoring Report and noted thanks to the Clerk for its preparation.

c. The Council received the Internal Auditor's interim report for 2022-23, considered the recommendations made and agreed the required action plan. Cllr Stephenson noted concern at wording in the report regarding the Torksey Charity and asked that this be clarified with the auditor.

RESOLUTION: That the action plan agreed is included in the meeting minutes.

ACTION: Town Clerk

RESOLUTION: That the Clerk discusses the Torksey Charity further with the auditor and an update about the ongoing work around the Torksey Charity is brought to the next Charity Trustees meeting. ACTION: Town Clerk

Signed:

Dated:

Interim Internal Audit Action Plan 2022-23

Recommendation	Brief comment	Action	Timescale
1. All Council payments and reimbursements should be supported by either an invoice or receipt. (Moderate)	This is general practice and one missing invoice/receipt was discovered relating to £25.95 for the Connecting Kirton project Platinum Jubilee costs.	That all Council payments and reimbursement will be supported by either an invoice or receipt. Internal control will confirm.	Immediate – October 2022
2. The VAT element of all VAT invoices and receipts should be recorded in the cash book for inclusion in the VAT reclaim from HMRC. (Moderate)	This is general practice and three payments had not had the VAT identified in the cash book ahead of preparation and submission of a VAT reclaim. These were £55.43 for paint supplies, £11.26 for Connecting Kirton costs and £4 for Connecting Kirton costs. These are now recorded in the cash book ahead of the preparation and submission of a VAT reclaim.	That the VAT element of all VAT invoices and receipts will be recorded in the cashbook for inclusion in the VAT reclaim from HMRC and that increased diligence by the Clerk and internal control counterchecks by the Council will be put into place.	Immediate – October 2022
3. All charges, or any remission of fees or charges, should be authorised and recorded in the Council's minutes. As recommended last year, all fees and charges must be formally minuted by the Council. This is necessary to enable me to certify to the external auditor that "Expected income was fully received, based on correct prices." (Major)	The Council were made aware of the recommendations and their responsibilities following the internal auditor's reports received November 2021 and April 2022. See 4, 6 & 7.	That all charges, or any remission of fees or charges will be authorised and recorded in the Council's minutes. All fees and charges will be formally minuted by the Council. Councillors reminded of this responsibility.	Immediate – October 2022.
4. I am required to certify to the External Auditor that "Expected income was fully received, based on correct prices, properly recorded and promptly banked." To enable me to do this, the Community Sports Register should be made available at the time of audit to enable the income received to be examined and checked against the number of people attending the sessions. (Major)	The community sports sessions "SportZone" are looked after by the Assistant Clerk and a copy of the weekly register of attendance kept by the professional coach is held by the Assistant Clerk; a copy will be made available to the auditor for cross reference checks. It is a requirement that the Council sign off the fees for these sessions on an annual basis.	The Community Sports Register is maintained and will be made available at the time of audit to enable the income received to be examined and checked against the number of people attending the sessions.	Immediate - The register is maintained and available. October 2022.
5. An Allotment Register should be established prior to the commencement of the 2023/24 financial year. (Moderate)	This is in progress but was not completed in time for this interim audit due to current workload and demands on the Clerk's time. The register will be finalised shortly and made available to the auditor.	An Allotment Register is to be established prior to the commencement of the 2023/24 financial year.	Immediate - The register is now established. October 2022.
6. The spreadsheet that identifies the receipts and payments in respect of the Mayor's charitable events should also identify the dates and reference numbers from the cash books for the years that comprise the Civic year. This will then facilitate both reconciliation for the Council and the independent audit of these funds. (Moderate)	The 2019-2022 record was put together without dates and reference numbers from the cash books, however the record developed in 2022 which is ongoing had already included dates for cross referencing. The Clerk agrees adding in the reference numbers from the cash books will further increase the cross checks and this is now ongoing work.	The spreadsheet that identifies the receipts and payments in respect of the Mayor's charitable events will also identify the dates and reference numbers from the cash books for the years that comprise the Civic year.	Immediate - Dates and payment/receipt references are now added to this spreadsheet as advised by the auditor. October 2022.
7. All audit reports should be reviewed by Council and an action plan drawn up, with a timeline for the completion of any recommendations to ensure that any control issues are actioned prior to the certification of the Internal Audit Report on the AGAR. The action plan should be included in the Council's minutes. (Major)	A record of audit recommendations is prepared by the Clerk and presented to the Council with each report received. This includes information about the recommendations and action agreed by the Council. It is a requirement that the Council agree actions and a timeline for the completion of them which can then be included in the minutes.	All audit reports will be reviewed by Council and an action plan drawn up, with a timeline for the completion of any recommendations to ensure that any control issues are actioned prior to the certification of the Internal Audit Report on the AGAR. The action plan will be included in the Council's minutes.	Immediate - The audit report was reviewed at the October Full Council meeting, an action plan was drawn up at that meeting and is included in the minutes of the meeting. October 2022.
8. As a matter of some urgency, the Council	The agreement for the remission of	The Council will minute	The remission of

Signed:

Dated:

should minute confirmation of the remission of the 2022/23 allotment rents and figures for the reduced fees payable for Christmas lights switch-on stall bookings. This must be done prior to the financial year-end to enable me to provide a positive response to the income control objective on the 2022/23 Audit Certificate on the AGAR. (Major)	2022/23 allotment rents and the figures for the reduced fees payable for the Christmas lights switch-on stall bookings will be minuted by the relevant meetings.	confirmation of the remission of the 2022/23 allotment rents and figures for the reduced fees payable for Christmas lights switch-on stall bookings. This will be done prior to the financial year-end.	the 2022/23 allotment rents to be minuted under Allotments on the Full Council agenda; the figures related to the Christmas lights switch-on stall bookings will be minuted by the Promoting Kirton Committee. November 2022.
9. The Council's records in respect of the Torksey Trust transactions during the year should be completed prior to the year-end audit. (Moderate)	This is in progress but was not completed in time for this interim audit due to current workload and demands on the Clerk's time. The records will be updated shortly and made available to the auditor at year-end.	The Council's records in respect of the Torksey Trust transactions during the year will be completed prior to the year-end audit. Council reminded of the workload on the Clerk.	Immediate – the records are now up to date. October 2022.
10. If the Council wishes to re-charge the KLASSIC Trust the cost of the Assistant Clerk's time spent on Trust duties, the income the Council receives from the Trust when it is invoiced, should be credited to the staff cost column in the cash book and not added to the income spreadsheet in the cash book. This methodology, of netting the income and expenditure, will have the effect of excluding Trust Fund income and expenditure from the Council's records, and hence the AGAR. (Moderate)	This information is for Council consideration and for action by the Clerk dependent on the decision of the Council on how to proceed.	Noted for consideration.	Any decision to be confirmed by the Council and minuted prior to the end of the financial year.

d. The Council noted the change in deadline for precept setting and received and considered the initial budget proposal for 2023-2024, agreeing actions required. The timescale for setting the precept for 2023-24 is brought forward one month by NLC and initial information was provided to the meeting about the prospective budget for 2023-24. The Clerk noted the need for the Council to consider carefully future projects which need to be costed into the budget, the inclusion of a section in the budget for the allotments, the revision of Christmas Festival headings and categories, the viability of SportsZone activities, Civic event costs, reserves, cemetery fees and any other matters of concern they have. The Clerk advised that budget setting for 2023-24 should be the focus of the November General Purposes and Full Council meetings to meet the deadline. No matters were raised by Councillors.

2210/07

Allotments

The Council received updates from the allotments, agreeing any actions required and considered requests from tenants:

- To receive a request for the siting of a greenhouse (12ft x 8ft area with 8ft apex) on plot 4;
- To receive a request for works to be carried out to the tap and tap cabinet;
- To receive an update on signage and other works required.

The Council discussed the permissions required for the siting of structures on the allotment site and the requirement to refer back to the advice received from NLC. The Clerk queried the position regarding the working group, the actioning of tasks and the management of the allotments. The meeting was suspended so that Ward Cllr Foster could explain the position at Messingham Parish Council which has an allotments sub-committee. A member of the public noted as a point of order that the allotment tenants were not yet set up with works on site required of the Town Council outstanding. The Clerk noted a further request from tenants that the speed limit is reviewed along the B1400 due to families accessing the allotment site on foot.

RESOLUTION: That Cllr Frankish reviews the permissions required for the siting of structures on the allotment site.

ACTION: Cllr Frankish

RESOLUTION: That an Allotments Sub-committee is formed comprising Cllr Frankish, Cllr Boyd and Cllr Kofoed.

RESOLUTION: That works required to the tap and tap cabinet continue to be explored.

ACTION: Cllr Boyd

RESOLUTION: That the speed limit review is considered under 2210/11 Highways.

ACTION: Councillors

RESOLUTION: That the Allotments Sub-committee arrange a meeting and progress any outstanding matters.

ACTION: Allotments Sub-committee

Signed:

Dated:

2210/08

Planning

a. The Council considered the following planning application:

PA/2022/1669

Proposal: Planning permission for a garage conversion and to erect single-storey in fill front extension.

Location: 11 South Dale Close, Kirton in Lindsey, DN21 4BS.

RESOLUTION: That the Clerk responds to this planning application with "No Comment".

ACTION: Town Clerk

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

PA/2022/1504 – CONSENT TO CARRY OUT WORKS TO TREES IN A CONSERVATION AREA – to fell a

sycamore and prune a Privet hedge, both within Kirton in Lindsey's Conservation area at 6 Wesley Street, Kirton in Lindsey, DN21 4PB.

2210/09

Policies and Procedures

a. The Council reviewed Policy 13 – Child Protection last approved October 2021. The Clerk noted minor amendments to text highlighted by Cllr Fox.

RESOLUTION: With the corrections to the grammatical errors noted by Cllr Fox, the policy is approved.

ACTION: Town Clerk

b. The Council reviewed Policy 14 – Safeguarding Adults last approved October 2021.

RESOLUTION: That this policy is approved without amendment.

ACTION: Town Clerk

c. The Council considered the request for additional information required by NALC from ERNLLCA regarding the motion put to the ERNLLCA AGM in 2021 and agreed actions required.

RESOLUTION: That it is pointed out that the proposal is for new policy development.

ACTION: Town Clerk

d. The Council considered winter service provision from NLC, noting that salt bins require checking and the provision of information for nominated snow wardens. Cllr Kofoed noted that she awaits further updates from NLC regarding authorised farmers. The Clerk had received updates from NLC regarding the replacement of the salt bin at the junction of Queen Street and Wesley Street and the adjustment of the position of the salt bin at junction of Church Street and Spa Hill. A request is with NLC to top up the town's salt reserves for the winter season. Cllr Fox asked that snow wardens are allocated salt bins around the town to have responsibility for monitoring. The Clerk reminded the Council that yellow salt bins are always priority bins and green bins are always secondary. Further guidance will be distributed to snow wardens when updates are received from NLC.

RESOLUTION: That the Clerk distributes the salt bin list to all snow wardens for allocation of responsibilities.

ACTION: Town Clerk

e. The Council received a reminder about the submission of agenda items. The Clerk reminded Councillors that the date of the next meeting and the deadline for agenda items is noted as the last item on each meeting agenda. The deadline allows time for queries to be resolved prior to publication of the agenda and it is always recommended that when submitting agenda items that the Councillors proposed resolution is also given.

2210/10

Open Spaces

a. The Council received the weekly play inspection rota reports for signature and agreed any actions required. No monthly inspection was required as the play equipment is not currently available due to development works. The weekly play inspection rota was signed off. No concerns were raised.

b. The Council received an update regarding the play area development works and agreed any actions required including:

- funding
- signage
- benches
- opening day / media releases
- and CCTV.

Cllr Garritt noted that the play area development group were planning to inspect the play area tomorrow at 12:30 and invited all other Councillors to be involved in this. The Clerk noted a requirement to consider screening costs for one resident of King Edward Street due to the proximity of new play equipment to their property.

RESOLUTION: That alternative costs are sought for new signage for the play area to compare with the Caloo quotation and to be within the budget of £300. Companies who have provided town heritage signs should be approached and the best value is to be sought.

ACTION: Town Clerk

The meeting was suspended. A member of the public gave thanks to the Council for their consideration of all matters relating to the town and explained the experience of attending a meeting for the first time had proved to be an eye opener.

The Council thanked the resident for attending and he left the meeting.

RESOLUTION: That two wheelchair accessible picnic tables with extended top are purchased at £455.00 plus VAT each, and that quotations for concrete bases for the same are sourced with a budget to come in under £1000.

ACTION: Town Clerk

RESOLUTION: That the Mayor works with the Town Clerk on a quotation for media releases.

ACTION: Town Clerk

RESOLUTION: That NLC are approached for assistance with CCTV provision, in line with that already in place for other towns across North Lincolnshire as recommended by Humberside Police.

ACTION: Town Clerk

c. The Council considered a resolution giving Julie Reed, Office of Holly Mumby-Croft MP, permission to act on the

Signed:

Dated:

Town Council's behalf in writing funding bids and sharing relevant data to do so in order to further progress adult/teen outdoor gym equipment for the town. Cllr Kofoed did not take a vote on this matter.

RESOLUTION: *The Council agreed this should only be for drafting funding bids and for the Town Council to retain full autonomy regarding applications, submission and agreements.*

ACTION: Town Council

Cllr Stephenson left the meeting.

Standing Orders relating to the length of the meeting were suspended with 10 further minutes agreed to complete the remainder of the meeting.

d. The Council received an update regarding the request from a resident for a bench to be sited outside Station Road Co-Op and agreed any actions required. The Clerk noted that the Co-Op advised they would not be looking to replace the bench themselves due to concerns with anti-social behaviour, congregating youths and associated complaints received from concerned neighbours. The Clerk was also advised that the Co-Op would not consider dropping the kerb at the end of the footpath from East Dale Drive as it would result in the loss of a car parking space of which there is limited provision already.

2210/11

Highways

a. The Council received an update from North Lincolnshire Council regarding one-way systems in the town.

RESOLUTION: *That the Council supports these improvements to the one-way systems.*

ACTION: Town Clerk

b. The Council considered the following matters raised by Cllr Kofoed:

- White lines on highway along South Cliff Road;
- Redbourne Mere 50mph request;
- Request for 'lorries turning', 'concealed entrance' or 'horses' signs along Redbourne Mere;
- Request for double yellow lines along Dunstan Hill;
- Request for signage for KLASSIC Park;
- Request resurfacing works along the A15 from turning off the B1398 towards Scunthorpe.

RESOLUTION: *That all these matters are put forward to NLC for consideration.*

ACTION: Town Clerk

RESOLUTION: *That the request for a disabled parking bay in the Market Place is asked to be placed on the Regeneration meeting agenda.*

ACTION: Town Clerk

c. The Council discussed concerns highlighted by residents about highway matters of concern and agreed any actions required. Cllr Kofoed requested that the lack of street lighting down Ings Road is raised with NLC.

RESOLUTION: *That this matter is put forward to NLC along with the matters noted above.*

ACTION: Town Clerk

2210/12

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. The Clerk noted a number of items received but due to the time constraints remaining, highlighted only that two planning applications; PA/2022/1408 (Grayingham Road) and PA/2021/1251 (Windmill Way) were to be heard by NLC Planning Committee on Wednesday 2nd November at 2pm. Other items will be circulated to Councillors by the Clerk.

Correspondence for Discussion

b. Anglian Water – Lincolnshire Reservoir public consultation (Cllr Fox) – for information.

c. St Andrew's United Church – invitation to take part in 2022 Christmas Tree Festival

RESOLUTION: *That the Council do not submit an entry, however, offer to assist with judging.*

ACTION: Town Clerk

d. Allison Homes – Defibrillator

RESOLUTION: *That the Clerk responds noting that the maintenance and responsibilities for the town defibrillators sits with NLC, and that units must be included on both The Circuit and HeartSafe national databases.*

ACTION: Town Clerk

e. MP – Energy Support update newsletter - *available for distribution*

f. ERNLLCA – September newsletter - *available for distribution*

g. VANL – Newsletter - *available for distribution*

h. NLC – Elections May 2023 initial notification. The Clerk noted further information and application packs are likely to be available from January and will be shared as soon as they are made available.

i. Remembrance Day – road closures & wreaths. The Clerk noted road closures are booked and confirmed and two wreaths, one for Kirton in Lindsey and one for Manton, provided by the Royal British Legion were passed to the Mayor.

j. Town Hall – power cut planning information. Information was provided regarding the rota load disconnection plan in case of scheduled power cuts through the winter; this may impact towards the end of the working day and also possibly evening meetings. Further information will be provided as it comes through.

k. NLC – Libraries update. A meeting of volunteers who are keen to support the library opening hours is now arranged with the NLC libraries team to take place next Thursday afternoon.

RESOLUTION: *That the Town Council covers the costs of one hours Town Hall hire for this meeting to take place.*

ACTION: Town Clerk

Signed:

Dated:

l. Community Payback works. The Clerk noted these were due to begin today, but are slightly delayed due to administration complications.
 m. NLC – Community Champions nominations. The Clerk noted eight nominations for the town were submitted and two were successful; Wayne Eynon and Victoria Rumary. Four complimentary tickets were provided to the Town Council in recognition of the nominations.

RESOLUTION: *That the tickets were split between Cllr Cooper and Cllr Frankish to attend the ceremony.* **ACTION: Town Clerk**

2210/13 Mayor’s Report (for information only unless specified)

The Council received reports from the Mayor attending meetings on behalf of the Council including:

- Chair’s Report/Civic Events – Cllr Joy Kofoed
- Winterton Civic Service – 16th October – Cllr Kofoed noted this was small and friendly with plenty of parents and children but few Councillors.
- North Lincolnshire Council Civic Service – 23rd October - Cllr Kofoed noted this was an impressive spread including a hog roast.
- Humberside Police Surgery – 25th October – Cllr Kofoed noted this was well attended by residents and should encourage further surgery events for the town. The police have pleaded that residents report anti-social behaviour and non-urgent crime through to 101 as very little of concern currently appears to be getting reported for the policing statistics.

RESOLUTION: *That residents are reminded to report all anti-social behaviour and crime through to the police.* **ACTION: Councillors and Town Clerk**

2210/14 Agenda for next and future meetings

The Council noted no items to Agenda for the next or future meetings.

2210/15 Date of next Meeting and Agenda Deadline

The Council confirmed the date and time of the next Monthly Town Council Meeting (subject to any change in circumstances) as:

Wednesday 23rd November 2022 at 7pm at the Town Hall

NOTE: AGENDA ITEMS BEFORE MON 14th NOVEMBER

The meeting closed at 9:55pm

<u>Present:</u>	Cllr Kofoed
	Cllr Boyd
	Cllr Cooper
	Cllr Fox
	Cllr Frankish
	Cllr Garritt
	Cllr Priestley
	Cllr Stephenson (part)
<u>Apologies:</u>	Cllr Gunn