



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council
held on Wednesday 25th January 2023
at the Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Hazel Fox (Chair), Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Pat Frankish, Cllr David Garritt and Cllr Suzanne Stephenson.
Also present: 1 member 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. Cllr Stephenson noted that, particularly with the Holocaust Memorial Day taking place on Friday (27th), non-denominational prayers would be appropriate. Cllrs considered that the prayer was appropriate and welcomed other prayers.

Public Participation: A resident asked the Council for an update on the proposal for a memorial to the Halifax Bomber Crash. Members of the working group agreed a meeting should be arranged to discuss this further.

MINUTES

- 2301/01 Apologies for Absence
Apologies were received from Cllr Joy Kofoed, Cllr Karen Gunn and Cllr Jared Priestley.
- 2301/02 Declaration of Interests / Dispensations
a. No interests were declared.
b. No dispensations were granted.
- 2301/03 Minutes
a. The Council considered the minutes of the Full Council Meeting held 21st December 2022.
RESOLUTION: *That the minutes were duly approved and signed.*
b. The Council received the minutes of the Promoting Kirton Committee Meeting held 9th January 2023.
c. The Council received the minutes of the General Purposes Committee Meeting held 9th January 2023.
- 2301/04 Report from Ward / North Lincolnshire Councillors
Ward Councillor Trevor Foster reported on funding available for an outdoor gym, noting that the Clerk was currently gathering quotes in order to make an application to North Lincolnshire Council and that Julie Reed had secured some s106 monies. A Regeneration Meeting is planned for February for other project updates. The former tip site off Redbourne Mere has started to be cleared, and highway jobs such as pothole repairs and re-lining will commence in spring. North Lincolnshire Council (NLC) will provide grant funding for the Coronation event in May. Cllr Foster reported on the recent refurbishment of the Armed Forces Hub in Scunthorpe and the recent NATs meeting noting a downward trend in reported crimes and the introduction of regular police surgeries in towns and villages. The recent announcement of the new owner for Scunthorpe United was also discussed.
- 2301/05 Mayor & Delegates Reports
The Council received reports from the Mayor, Councillors and Officers attending Civic Events or meetings on behalf of the Council:
Mayor's Report of Civic Events attended – Cllr Joy Kofoed:
No events had taken place.
- Councillor and Officer Reports
 - Community Payback site meeting 03/01/2023 – Cllr Cooper reported on the useful meeting to enable the works to start which are now ongoing. There is potential for further works such as cleaning and repainting the railings outside the library and youth centre building off King Edward Street.
 - CCTV site meeting 05/01/2023 – the Clerk reported on a productive meeting at the library/Green in order to progress a link into the NLC Security Control Centre. This had resulted in the quotation to be discussed later.
 - Gliding Club Airfield Meeting 11/01/2023 – Cllr Stephenson reported on a positive meeting which identified common themes and interests between the Gliding Club, Town Council and tenant farmer to hopefully push forward communications with the landowner.
 - National Assembly – King's Coronation 17/01/2023 – the Clerk reported good attendance of around 100 people at this online meeting to discuss plans. This directly resulted in a press release from Buckingham Palace the following weekend to assist with planning, this information to be taken to Promoting Kirton Committee.
 - Neighbourhood Action Team Ridge 18/01/2023 – Cllr Cooper noted Cllr Foster's earlier update and discussed the need for wider promotion of policing surgeries. Concerns continue around HGVs, with a map of county wide movements still to be drawn up by NLC to encourage even spread through towns and villages.
 - Town Events Working Group 23/01/2023 – Cllr Garritt reported on the small group meeting with Christmas lighting contracts, the Gala, potential for farmers markets and the Coronation all under discussion.

Signed:

Dated:

- 2301/06 Planning
The Council received the following decision notification from North Lincolnshire Council:
i. PA/2022/1724 – FULL PLANNING PERMISSION – a change of use to a takeaway coffee/sandwich shop and internal alterations and replacement frontage at Office and Premise, South Cliff Road, Kirton in Lindsey, DN21 4NP
- 2301/07 Allotments
The Council received a report from the allotments advisory subgroup, including planning for an official opening event, reports of mole activity and works to the tap on the site agreeing any actions required. Tenants are dealing with the mole activity. Concern was noted over the loss of communication with the tenants since the removal of Cllrs from the WhatsApp Group.
RESOLUTION: That works to the tap continue to be progressed. ACTION: Cllr Boyd
RESOLUTION: That the Advisory Subgroup make the plans for an official opening event. ACTION: Advisory Subgroup
RESOLUTION: That the Advisory Subgroup create a new WhatsApp Group to include the Allotment Liaison in order to re-establish communications. ACTION: Advisory Subgroup
- 2301/08 Car Parking Provision
The Council discussed any updates on matters around car parking provision. Cllr Stephenson asked about wider membership of experts for the working group. The Clerk noted communication from a legal team appointed by the landowners to progress the 'subject to contract letter' and that the meeting in mid-February noted by Cllr Foster should provide updates from NLC following the site visit in December.
Cllr Foster and the resident left the meeting.
- 2301/09 Personnel update
The Council received an update from Cllr Cooper, Chair of the Personnel and Disciplinary Committee following their meeting on 20th January. This was a positive meeting with both the Clerk and Assistant Clerk reporting they are comfortable in their current roles and followed a positive annual review of the Assistant Clerk following completion of one year in the role. Approval for iLCA training was given for the Assistant Clerk and annual leave dates discussed with the Clerk for next year.
- 2301/10 Finance
i. Income and Expenditure
a. The Council received notification of accounts paid by the Town Clerk for January and noted the discount on the final bill for the Christmas Lighting secured by the Clerk.
b. The Council approved accounts for payment. The Clerk requested consideration for approval of purchase of the 13th Edition of 'On Local Council Administration', currently available to pre-order at a discounted price of £131.99 including postage and packing (full price £164.99 & £7 p&p)
RESOLUTION: Approval given to pre-order 'On Local Council Administration' at £131.99 ACTION: Town Clerk
c. The Council received an update regarding payment made to Caloo Ltd due to a cheque lost in the post and the cancellation of the second cheque by the bank. A charge of £10 levied to cancel the cheque and £75 good will gesture secured by the Clerk due to failure of processes.
d. The Council received a Community Pot application from LIVES.
RESOLUTION: That grant funding of £240.00 is approved. ACTION: Town Clerk
e. The Council received the 3rd Quarter Budget Checks. No actions noted as required, the Clerk was thanked for preparing the figures and the summary provided.
f. The Council received updates around the UK Shared Prosperity Fund.
RESOLUTION: That applications are completed for Community Coordinator equipment, CCTV and replacement 'Supernova' equipment for the play area. ACTION: Cllr Frankish/Town Clerk
g. The Council noted a interim visit of the internal Auditor arranged for 09/02/2023.
ii. Internal Control
The Council received the December 2022 Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.
- 2301/11 Policies and Procedures
a. The Council reviewed Policy 28: Learning and Development Policy last approved January 2022.
RESOLUTION: That this policy is approved without amendment. ACTION: Town Clerk
b. The Council reviewed Policy 24 Press & Media Policy last approved January 2022.
RESOLUTION: That this policy is approved without amendment. ACTION: Town Clerk
c. The Council discussed a process for 2023/24 grant funding presentations.
RESOLUTION: That grant funding presentations are made at the Annual Town Meeting. ACTION: Assistant Clerk/Town Clerk
d. The Council discussed the deadline and decision-making process for the 2022 Civic Award.
RESOLUTION: That the decision for the 2022 Civic Award is made at the February Promoting Kirton Committee meeting. ACTION: Town Clerk
RESOLUTION: That an item is added to the February 2022 Full Council Meeting Agenda to discuss the timing and process for the 2023 Civic Award. ACTION: Town Clerk

Signed:

Dated:

e. The Council considered information for residents about the 2023 Elections. The Clerk noted that nomination papers would be provided to current Councillors at the February Full Council meeting, one month prior to the nomination period opening.

RESOLUTION: That information about elections is included in the March edition of Kirton First.

ACTION: Town Clerk

RESOLUTION: That two informal information sessions are scheduled for immediately prior to the February Full Council Meeting and Saturday 4th March, sessions to include light refreshments.

ACTION: Town Clerk

f. The Council considered any actions required for Town Council Working group meetings. The requirement for a budget for meeting room hire was noted as working groups do not currently have budgets assigned to them.

RESOLUTION: That a budget of £250 is set aside for working group meetings, however if working groups require a large number of meetings the reasoning for this is to come back to Full Council for approval.

ACTION: Town Clerk/Working Groups

2301/12

Connecting Kirton Report

The Council received feedback from residents following the publication of the report and any update on outcomes from North Lincolnshire Council. This was noted as previously discussed at 2301/10 (f).

2301/13

Open Spaces

a. The Council received the weekly play inspection rota and monthly play park inspection report from Cllr Fox for signature and received an update regarding the play area. The Council discussed the new reporting process and expressed concerns about complexity and time required to administer. Concerns were raised about the swift action required to resolve matters identified in some reporting and the responsibilities for this. The Clerk noted the Me2You swing was the target of anti-social behaviour and required repainting, that the damaged bollard was repaired, queried the requirement for a replacement padlock and the processes agreed with the grounds maintenance contractors to protect the new equipment and surfacing from damage. Quotes were still in progress for the new bench bases.

RESOLUTION: That costs for a replacement padlock for the rear access gate are approved.

ACTION: Town Clerk

RESOLUTION: That costs for paint and a contractor to re-paint the Me2You swing are approved.

ACTION: Town Clerk

RESOLUTION: That research is conducted around the hire of a contractor for urgent repairs or hazardous clearance and the costs of personal protective equipment for the Council to use in comparison.

ACTION: Town Clerk/GP Committee

RESOLUTION: That concerns highlighted in the inspection report are reported to Caloo.

ACTION: Town Clerk

b. The Council discussed the name of play area on the Green.

RESOLUTION: That the play area on the Green is called Kirton in Lindsey Play Area.

ACTION: Town Clerk

c. The Council received the initial quotation for CCTV connectivity.

RESOLUTION: That that quotation is approved in principle with funding to be initially sought through the Prosperity Fund, with the Police & Crime Commissioner fund in March as a back-up alternative.

ACTION: Town Clerk

2301/14

Highways

The Council considered submission of a formal request to NLC Highways for HGV weight restrictions on roads in and out of Kirton in Lindsey.

RESOLUTION: That NLC Highways are asked to put a scheme in place, with evidence provided of a weight restriction scheme in Ferry ward which started in November.

ACTION: Town Clerk

2301/15

Town Clerk's Report / Correspondence for Information and Discussion

The Council received the Town Clerk's report including correspondence for information and discussion.

a. The Council noted correspondence received after the Agenda was published; play area signage quotation, ERNLLCA training information, NALC newsletter, ERNLLCA newsletter and Independent Brigg Train Line Group update.

b. Matters with North Lincolnshire Council – the Clerk noted the report detailed the matters raised with NLC, those completed and those ongoing which would be continued to be updated.

c. MP Christmas local update – noted for information.

d. Play area damage update – noted for information.

e. Town Hall initial response from NLC.

RESOLUTION: That NLC are requested that a 7.5 tonne weight limit is considered for the Market Place as proposed by the Chair of Trustees in initial communication to NLC, with additional consideration for the addition of shorter yellow lines at junctions.

ACTION: Town Clerk

f. Speed monitoring update – noted for information.

g. PA/2022/1999 and PA/2022/1997 – confirmed as called into Planning Committee.

h. Restorative Justice – play area arson – noted for information.

i. Community Payback works – the Clerk noted the need for clearance of tree branches and rock. Paint and materials required for the repainting of the gates and the potential for work to the library railings.

Signed:

Dated:

RESOLUTION: That £150-£250 is approved for the purchase of paint and materials required.

ACTION: Town Clerk

RESOLUTION: That Cllr Foster is asked for the best contact to approach about the proposal for works to the library railings.

ACTION: Town Clerk

j. PCC Funding response – noted for information.

k. PCC Funding survey – noted for information

l. ERNLLCA training information – noted for information.

m. North Notts & Lincs Community Rail Partnership 2022 Report – noted for information.

n. NLC Highways Development Services – PA/2022/1999 response – noted for information.

o. Police Statistics – noted for information.

p. Ings Road / Lane End condition – the Clerk reported the ongoing concerns of residents regarding the condition of the roads and unfilled promises by contractors, using Lane End for access, to resolve matters.

q. Highways responses from NLC.

RESOLUTION: That clarification is provided regarding the locations identified and queried.

ACTION: Town Clerk

r. VANL Newsletter – noted for information.

s. Grimsby Telegraph News reports regarding funding for Barton and Winterton – noted for information.

2301/16

Agenda for next and future meetings

The Council noted items to Agenda for the next or future meetings: none requested.

2301/17

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 22nd February 2023 at 7pm at the Town Hall

NOTE: AGENDA ITEMS BEFORE MON 13th FEBRUARY

The meeting closed at 9:40pm

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

Signed:

Dated: