



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council
held on Wednesday 22nd March 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, Cllr Karen Gunn, Cllr Jared Priestley and Cllr Suzanne Stephenson.
Also present: Ward Cllr Trevor Foster, Assistant Clerk, Cheri Morton and Town Clerk, Neil Taylor-Matson.

Public Participation: No members of the public were present.

MINUTES

- 2303/01 Apologies for Absence
Apologies were received from Cllr Joy Kofoed.
- 2303/02 Declaration of Interests / Dispensations
a. No declarations were declared.
b. No dispensations were granted.
- 2303/03 Minutes
a. The Council considered the minutes of the Full Council Meeting held 22nd February 2023.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council considered the minutes of the Extraordinary Full Council Meeting held 6th March 2023.
c. **RESOLUTION: That the minutes were duly approved and signed.**
d. The Council received the minutes of the Promoting Kirton Committee Meeting held 13th March 2023.
e. The Council received the minutes of the General Purposes Committee Meeting held 13th March 2023.
- 2303/05 Mayor & Delegates Reports
The Council received reports from the Mayor, Councillors and Officers attending Civic Events or meetings on behalf of the Council:
- i. Mayor's Report of Civic Events attended – Cllr Joy Kofoed:
- Barton upon Humber Civic Dinner – 24/02/2023 – updates were not available.
 - North Lincolnshire Council Civic Dinner – 03/03/2023 - updates were not available.
 - Brigg Civic Dinner – 04/03/2023 - updates were not available.
 - Kirton in Lindsey Civic Dinner – 11/03/2023 – Cllr Fox noted a very good event and that Cllr Kofoed had asked for thanks to be extended to the Cllrs who attended and also to the Assistant Clerk & Town Clerk.
 - Barton upon Humber Civic Service – 12/03/2023 - Cllr Fox noted attending on behalf of the Mayor and that it was very well attended with a reading of Pat A Flemming's 'Each Moment is Precious' by Adrian Ellis and by Primary School children on the things they like about Barton.
- ii. Councillor and Officer Reports:
- North Lincolnshire Council (NLC) Elections Briefing – 01/03/2023 – Cllr Cooper noted attending with the Clerk and although there wasn't a great deal of extra information, it was of note at ongoing reviews of elections are taking place and that it is predicted there will be more postal voting due to the introduction of Voter ID at Polling Stations. Cllr Cooper noted a useful conversation about the Community Governance Review which she would provide later in the meeting. Cllr Boyd asked that in future the completion of election nomination papers can be completed by Councillors as a group. The Clerk offered to help facilitate this.

Ward Cllr Trevor Foster entered the meeting.

Cllr Fox asked that Standing Orders be suspended to allow for the Ward Cllrs report.

Standing Orders were suspended.

- 2303/04 Report from Ward / North Lincolnshire Councillors
Ward Councillor Trevor Foster reported that permission was granted for the cleaning and painting of the library railings following the previous request for Community Payback to carry out this work. Conditions were that the colour is to remain the same and that Health & Safety considerations are put into place. Cllr Cooper queried the provision of the paint materials to carry out this work, Cllr Foster advised he would look into this. Cllr Foster confirmed that s106 monies were confirmed for the costs of the outdoor gym equipment provision for KLASSIC Park and that he had discussed with the representatives at the recent consultation for the proposed development at the former RAF site the interest of the Doctor's Surgery Practice Manager in taking over one of the existing buildings to expand the surgery practice. Lengthy discussion followed about the specific building of interest and it was clear that differing information was provided to different people about this. Cllr Foster noted that if this was to happen it would be a very good thing.

Standing Orders were reinstated.

Signed:

Dated:

2303/05

Mayor & Delegates Reports

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

ii. Councillor and Officer Reports:

- LandIS Pre-Planning Public Consultation – 06/03/2023 – It was noted that Cllr Kofoed, Cllr Fox, Cllr Boyd, Cllr Cooper, Cllr Frankish, Cllr Garritt, Cllr Priestley and Cllr Stephenson had all attended.
- HTC Construction meeting – 09/03/2023 Cllrs Kofoed, Cooper, Frankish, Garritt and Stephenson - Cllr Garritt and Cllr Frankish noted that it was a useful opportunity to meet this team, with a lot of detail discussed which is not yet in the public domain, including plans for both housing and retail units. Town Council representatives let it be known that housing on the site would not be welcomed by the town, however working with HTC Construction to ensure any design is as good as possible is important for the wider benefit of the town, with open spaces and areas for recreation included. Cllr Stephenson noted that the representatives had advised they had exchanged contracts and were near to completion of the purchase. The Clerk noted that NLC were notified that urgent movement was needed around the options for the former gym building, but that no response was yet received back. Once information is confirmed and in the public domain, updates can be provided to the public.
- 1st Kirton in Lindsey Brownies – 20/03/2023 – Cllr Kofoed/Cllr Fox - Cllr Fox reported on a very useful visit including the Mayor and Clerk, with the Brownies set the task of outlining their local issue priorities with a wide range of items including global warming, litter, health care and cost of living expressed. They were then tasked with working out solutions to the issues they had identified. Two runners up in the dog fouling competition were presented with prizes by the Mayor. The group are keen to be involved in litter picking and planting of bulbs around the town.
- Events Working Group – 20/03/2023 – The Assistant Clerk reported that the meeting had focused on Coronation event planning, with the idea of a memory wall using photos to create the face of the King. The proposed Kirton's Got Talent competition is to be postponed due to lack of interest and the focus will now be on family bingo on the Saturday. The BBC has confirmed that licencing will be waived for the event and the Town Hall have confirmed they are happy to screen this, if there is interest. Competitions will run on the Sunday during the Picnic on The Green and the Pop-Up Market will extend out onto the Green as well as running as usual in the Town Hall. The Coronation grant application to NLC was successful for £250.00, however this will not cover the costs of the events but stall and vendor income should help the event break even. There was also a brief discussion about the Christmas Lights due to delays with receiving back quotations. The Gala is to be combined with the 10 Year KLASSIC Park anniversary event. Cllr Stephenson requested that the pudding competition proposed by the Tourism Group is re-considered to link in with the 10 Year Anniversary.

2303/06

Financei. Income and Expenditure

- a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972. (March 2023)
 - b. The Council received the annual membership renewal invoice from East Riding and Northern Lincolnshire Local Council Association.
RESOLUTION: That the membership renewal is paid. **ACTION: Town Clerk**
 - c. The Council received the membership renewal information from Campaign for the Protection of Rural England.
RESOLUTION: That the membership renewal is paid at the previous rate. **ACTION: Town Clerk**
 - d. The Council approved accounts for payment. **ACTION: Town Clerk**
 - e. The Council considered Officer/Councillors attendance at National Association of Local Councils Emergency Planning online training.
RESOLUTION: That Cllr Frankish and the Town Clerk are approved to attend. **ACTION: Town Clerk**
 - f. The Council received updates around the UK Shared Prosperity Fund. The Clerk noted no further updates were received about progressing the successful funding for CCTV nor about the result of the application for the Supernova funding. The next round of funding for Police and Crime Commissioner grants was now live, with the initial expectation that the CCTV funding would need to be reapplied for. However, Cllr Fox noted a scheme in Torfaen to discourage anti-social behaviour and encourage greater community cohesion which could be good for this community. Cllr Gunn noted that care needs to be taken around safeguarding.
RESOLUTION: Cllr Fox to draw up a plan for a similar scheme for consideration at the next meeting. **ACTION: Cllr Fox**
 - g. The Council received updates regarding funding from North Lincolnshire Council for outside gym equipment. The Clerk noted after lengthy discussions with the s106 officers at NLC on Friday last week and Tuesday, they had confirmed the full grant funding of £25,000 would be provided for the equipment, following initially only approving £19,351. The Leader, Cllr Rob Waltham had also contacted the Mayor by phone this morning to confirm this.
- ii. Internal Control
 - a. The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (February 2023)
 - b. The Council noted and received the updated format of the January 2023 Finance Report.
 - c. The Council received the 3rd Quarter checks for KLASSIC Park. Cllr Fox requested if future reports could contain more detail. Further information to be provided to the Assistant Clerk about this request for ratification by the Council.

Signed:

Dated:

- 2303/07 Planning
 a. The Council received the following planning applications from North Lincolnshire Council for consideration:
PA/2023/302
 i. Proposal: Planning permission to install a dropped kerb.
 Location: 40 South Cliff Road, Kirton in Lindsey, DN21 4DX.
RESOLUTION: That the Clerk responds "No Comment" to this planning application. **ACTION: Town Clerk**
- ii. PA/2023/339
 Notice of intention to fell 4 groups of multi-stem sycamore trees, within Kirton in Lindsey's Conservation Area.
 Location: Office and Premise, South Cliff Road, Kirton in Lindsey, DN21 4NP.
RESOLUTION: That the Clerk responds that the Town Council neither supports nor objects to this planning application but notes that no reason is given for the removal of the trees and that if trees are felled it would like to recommend they are replaced with native trees. **ACTION: Town Clerk**
- 2303/08 Car Parking Provision
 a. The Council received any updates on matters around car parking provision. The Clerk reported no response back from NLC after providing the specification and planning permission document and requesting progress on a meeting. Cllr Fox recommended that the working group begin to get quotations from suitably qualified cost consultants with the relevant indemnity to prepare a budget for the project which can then be presented to residents for public consultation.
RESOLUTION: That quotations are obtained in line with the specification. **ACTION: Working Group**
- b. The Council considered making an enquiry to NLC regarding the number of disabled badge holders in the town, as requested for discussion by Cllr Boyd. The Clerk advised that the request had already gone to NLC for the car park markings in the library car park to be repainted.
 Cllr Fox asked that Standing Orders be suspended for the Ward Cllr to speak.
 Standing Orders were suspended.
 Ward Cllr Foster noted that he was aware the repainting of the markings was on the work schedule at NLC.
 Standing Orders were reinstated.
RESOLUTION: That the Clerk makes an enquiry to NLC requesting the number of disabled badge holders in the town, noting the request is not for confidential information under data protection restrictions, but is for a number. **ACTION: Town Clerk**
- c. The Council considered the experimental one-way system in the Market Place and decided on the options provided by NLC Highways and Neighbourhoods Technical Support Team.
RESOLUTION: That the Town Council support the retention of the one-way system. **ACTION: Town Clerk**
- d. The Council received the Electric Vehicle (EV) Charging Points survey from North Lincolnshire Council.
RESOLUTION: That the Clerk completes the survey requesting charging points for the library car park. **ACTION: Town Clerk**
- 2303/09 Allotments
 The Council received a report from the allotments advisory subgroup, including planning for an official opening event, requests from plot holders and works required on the site. Cllr Boyd confirmed that the official opening event would be on Saturday 22nd April at 10:30am and carried out by the President of the National Allotment Society. A gazebo and table were requested for the event. A request was received from the tenant of Plot 3 for permission to plant dwarf fruit trees and a climbing rose.
 Cllr Fox asked that Standing Orders be suspended for the Ward Cllr to speak.
 Standing Orders were suspended.
 Ward Cllr Foster noted that from his experience there were no issues with trees on allotment plots.
 Standing Orders were reinstated.
 The Clerk requested confirmation for the position of the permanent allotments signage and updated the Council on the potential of Anglian Water moving the water meter to the right-hand side away from the vehicular entrance to the site. The meter was uncovered and a reading provided reducing the billing. A quotation was received for extending the fencing from the gate on the right-hand side to further secure the site.
RESOLUTION: That a gazebo and table are provided for the opening event. **ACTION: Assistant Clerk**
- RESOLUTION: That the requests for Plot 3 are authorised in line with the policy document with dwarf fruit trees to be planted in tubs.** **ACTION: Town Clerk**
- RESOLUTION: That the permanent signage is to be installed to the left of the entrance, and NLC Highways permission sought.** **ACTION: Town Clerk**
- RESOLUTION: That the quotation from Platers is approved for extending the fencing, funding to come from Reserves.** **ACTION: Town Clerk**
- 2303/10 Policies and Procedures
 a. The Council reviewed the Cemetery Risk Assessment last approved March 2022.
RESOLUTION: That the risk assessment is approved without amendment. **ACTION: Town Clerk**
- b. The Council reviewed the Play Area Risk Assessment last approved March 2022.
RESOLUTION: That with an amendment to include NLC responsibilities around clearance of

hazardous materials, the risk assessment is approved.**ACTION: Town Clerk**

c. The Council reviewed Policy 08: Member Development Policy last approved April 2022. Cllr Cooper noted the requirement in the policy for an annual training needs self-assessment for Members to form the basis of a training plan linked to the Council objectives and that all Members are to actively participate in training and development. Cllr Cooper noted concern that some members undergo very little or no training and that this may be an issue particularly for newer councillors who should be undergoing basic training on Being a Councillor. Cllr Gunn noted that it was difficult for Councillors working full time to attend daytime training courses. Cllr Stephenson commented that online training provision is difficult for those with poor internet connections and often training provision is at short notice. Cllr Fox noted that ERNLLCA provide a wide range of training at different times which is circulated with their newsletter by the Clerk and provides forward notice through the year. Cllr Frankish noted that training attended was previously published by the Council along with the attendance register.

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

d. The Council considered information for residents about the 2023 Elections. The lack of interest in the two sessions run by the Town Council were noted with no further action required.

e. The Council considered the 2017 North Lincolnshire Council Community Governance review and the reduction of Kirton in Lindsey Town Councillors from 14 to 9, as requested by Cllr Cooper. Cllr Cooper noted the clarification received at the NLC Elections Briefing about petitioning for a Community Governance Review to increase the number of Councillors for Kirton in Lindsey Town Council. This could be 18 months after the previous review, not five years as previously advised. Support from 10% of the population would be required, and it was considered that if the facts were presented; that Councillors are volunteers from the community and the continued expansion of the town through housing developments since the reduction of numbers, support was expected to be likely.

RESOLUTION: That this continues to be a matter for research for after the 2023 Election.**ACTION: Cllr Cooper/Town Clerk**

2303/11

Open Spaces

The Council received the visual and monthly play park inspection reports for signature and received updates regarding the play area. The latest inspection was noted as an improvement, but continued graffiti and vandalism was disappointing. Insurance providers to be queried on frequency of inspections. NLC operatives have offered to adjust the seat on the aerial runway, costings awaited. Information was also provided from NLC operatives that the You&Me swing from KOMPAN was a replacement for one which was damaged in a similar way and that they consider the product to be poor quality. The two new benches are now installed. Caloo are to carry out remedial works to the Tower Slide, Agility Trail and Roundbout, with an engineer visit to be scheduled.

RESOLUTION: That the Clerk queries with the insurance provider about weekly and calendar monthly inspections.**ACTION: Town Clerk****RESOLUTION: That costings are continued to be chased from NLC for an agreement to be put into place.****ACTION: Town Clerk**

2303/12

Town Clerk's Report / Correspondence for Information and Discussion

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

a. Correspondence received after the Agenda was published. The Clerk noted the Public Spaces Protection Order for Scunthorpe and Brigg distributed to all Councillors due to the short time for responses.

b. Matters with North Lincolnshire Council. The Clerk noted the long list of outstanding queries currently sitting with NLC and awaiting responses.

c. NNLCRP Lincoln Area Meeting 6/03/2023 invitation – noted for information.

d. ERNLLCA Newsletter February – noted for information.

e. Visit North Lincolnshire Partnership update February Newsletter. Cllr Stephenson noted the response back from NLC about the short notice of items on the February newsletter and asked that the Clerk be instructed to write back asking that earlier notification is given of networking meetings and that if a calendar of networking meetings for 2023 is available that this be provided.

RESOLUTION: That the Clerk be instructed to write back asking for a copy of a calendar of networking meetings for 2023.**ACTION: Town Clerk**

f. Resident – cemetery concerns discussed with Cllr Fox/Clerk. Cllr Fox reported that the matter as satisfactorily resolved by the Clerk after contacting the resident to discuss their concerns.

g. NATRidge – Events and Campaigns information – noted for information.

h. ERNLLCA - March Newsletter Civility and Respect Project – noted for information.

i. CPRE – Newsletter – noted for information.

j. VANL – Newsletters – noted for information.

k. NALC – Newsletters – noted for information.

l. Volunteer Hub February Newsletter – noted for information.

m. Fuelled Programme – request for support. Cllr Frankish noted that the Methodist Circuit were looking into supporting this.

n. HTC Construction – former RAF proposals – noted for information.

o. VANL – Funding Fair Wed 29th March – noted for information.

p. Land and Infrastructure Services (LandIS) – Listed buildings information. Cllr Stephenson noted her telephone discussion with Tracie Seals at LandIS and the offer for 2-3 members of the Council to inspect the Ops Room listed building. Concern was raised about the safety of this due to potential asbestos. LandIS acquire land in order to clean it and aim to sell it on in sections to builders subject to getting the necessary planning permission. Discussion

Signed:

Dated:

around the Control Tower, due to its different ownership was to be discussed at the next Promoting Kirton Committee meeting.

RESOLUTION: That Cllr Stephenson directs Tracie Seals to make arrangements via the Clerk.

ACTION: Cllr Stephenson/Town Clerk

- q. Police & Crime Commissioner – Community Response Fund Pilot information – noted for information.
- r. ERNLLCA – Open Spaces Society – Guide to Protection of Open Spaces and Paths – noted for information.

2303/13

Agenda for next and future meetings

The Council noted items to Agenda for the next or future meetings:

- Request re publication of car parking project costings to date – Cllr Boyd. The Clerk advised the Town Council financial information was already published.

2303/14

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 26th April 2023 at 7pm at the Town Hall

NOTE: AGENDA ITEMS BEFORE MON 17th APRIL

It was noted that the Annual Town Meeting will be held on Wednesday 11th April at 6pm in the Town Hall

The meeting closed at 9:00pm

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