



**Minutes of the Meeting of Kirton in Lindsey Town Council
Promoting Kirton Committee held on Monday 12th June 2023
at the Town Hall, High Street, Kirton in Lindsey at 6.30pm.**

Members Present: Cllr Suzanne Stephenson (Chair), Cllr Hazel Fox, Cllr Karen Gunn, Alison Birkett, Olive Ovington and Victoria Rumary.
Also present: Assistant Clerk: Cheri Morton, Town Clerk: Neil Taylor-Matson.

MINUTES

- PK2306/01 Election of Chair
The Committee received nominations and elected a Chair for the meeting.
Cllr Fox nominated Cllr Stephenson and this was seconded. All voted in favour.
RESOLUTION: That Cllr Stephenson is elected as Chair for the meeting.
- PK2306/02 Election of Members
The Committee received nominations and elected any members to the Committee. Martin Hollingsworth, Alison Birkett, Olive Ovington and Victoria Rumary were nominated and elected as non-voting members of the Committee.
RESOLUTION: That Martin Hollingsworth, Alison Birkett, Olive Ovington and Victoria Rumary are elected as non-voting members of the Committee. **ACTION: Town Clerk**
- PK2306/03 Apologies
Apologies were received from Cllr Kathy Cooper, Cllr Pat Frankish, Cllr David Garritt and Martin Hollingsworth.
- PK2306/04 Declaration of Interests / Dispensations
a. No interests were declared.
b. No dispensations were granted.
- PK2306/05 Public Participation
No members of the public were present.
- PK2306/06 Minutes of the Previous Meeting
The Committee considered the Minutes of the PK Committee Meeting held on 17th April 2023.
RESOLUTION: That the Minutes be signed as a true and accurate record.
- PK2306/07 Committee Remit
The Committee considered reviewing the current Committee structure and Committee Remit. Cllr Stephenson had prepared a proposal for amendments to the remit and shared copies of this with members. This was discussed and approved with amendments. The structure of the Committee was discussed and it was agreed that the Tourism Working Group will convene as required with members interested in specific items for research and development to be brought back to the Committee and the Events Working Group will convene as required with members interested in specific events for research and development to bring recommendations back to the Committee.
RESOLUTION: That the agreed proposal is to be taken back to the June Full Council meeting. **ACTION: Town Clerk**
- PK2306/08 Town Achievements
The Committee received information from residents about their achievements. This was discussed and agreed the information should be added to the noticeboard. It was also agreed that residents should be invited to share their news about major achievements, awards and events going on in the town for possible publication.
- PK2306/09 Tourism
a. Cllr Stephenson provided an update on the working group noting the earlier discussion around Committee structures. The Clerk noted the update from the Best Coronation Frontage Competition with the winners The Old Butchers Bistro (Business) and 4a Spa Hill (Residential).
b. Cllr Stephenson put forward a proposal that the Best Kept Frontage Competition becomes an annual autumn competition to run in the same way as previously with expected budget requirements of £36 per year.
RESOLUTION: That the proposal is agreed for the Best Kept Frontage Competition to become an annual autumn event.
RESOLUTION: That the proposal is taken to the next Full Council meeting for consideration of the budget requirement of £36 per year. **ACTION: Town Clerk**

Signed:

Dated:

KIRTON IN LINDSEY TOWN COUNCIL - PROMOTING KIRTON COMMITTEE MINUTES

PK2306/10

Town Events

The Committee discussed information and actions required at this time regarding Town Events:

- Town Events Working Group recommendations:
- Summer Gala – the Assistant Clerk updated the committee noting the recommended stall fees of £25 for businesses with their own stall, £40 for businesses with a hired stall and Community Groups and Charities a suggested £15 donation. First Aid through AG Medical at £175 for two responders and PA costs via G Morgan expected to be the same as for the Coronation and Christmas Festival at £350. Market Consent application costs £10 with a charity donation to be made to KLASSIC. KLASSIC hire for the event would be £75. The Women’s Institute were invited to book a stall to run refreshments from the kitchen with tables inside to raise funds for themselves. The risk assessment was presented and approved. Promotional materials were discussed to advertise the event.
- **RESOLUTION: *Costing recommendations approved including stall fees, First Aid provision, PA, Market Consent and charity donation, hire of KLASSIC.*** **ACTION: Assistant Clerk**
- **RESOLUTION: *That the event risk assessment be approved.*** **ACTION: Assistant Clerk**
- **RESOLUTION: *That the recommendation for banners for promotion was not approved and the focus on promotion should be through social media.*** **ACTION: Assistant Clerk**
- SportsZone – The Assistant Clerk gave an overview of the attendance at sessions so far and the move from KLASSIC back to the Green which had so far improved attendance but concern was raised with the ad-hoc availability of the professional coach. Publicity and promotion were discussed with the recommendation put forward for a banner to be placed on the library railings and a feather flag for display during sessions.
- **RESOLUTION: *That the recommendation for banners and a feather flag are not approved and that direct communication is made to all schools within the local catchment area and social media promotion continues.*** **ACTION: Assistant Clerk**
- Coronation – The Clerk gave an update on the costs for the event which was not budgeted for. Expenditure came in at £666 with income of £598.90 – a huge achievement by the Assistant Clerk considering no budget was provided. A donation to a local charity was required due to the conditions of the Market Consent application.
RESOLUTION: *That a donation of £20 is given to the Diamond Jubilee Town Hall which is to be ringfenced for their Food Aid project.* **ACTION: Town Clerk**
- Christmas Lights – The Assistant Clerk reported the recommendation for the lighting contract to be awarded to Blachere Illumination due, in part to their eco credentials, with the three quotations obtained all coming in around the same value.
RESOLUTION: *That a three-year Christmas lighting contract is awarded to Blachere Illumination.* **ACTION: Assistant Clerk**

PK2306/11

Open Spaces

a. The Committee deferred discussion of In Bloom matters to the next meeting as no representatives were present.

b. The Committee deferred the review of flower beds which fall under the Town Council grounds maintenance contract to the next meeting as no In Bloom representatives were present.

RESOLUTION: *That a list of the locations of all flower beds is circulated to all members and included with the supporting documentation for the next meeting.* **ACTION: Town Clerk**

c. The Committee received an update on the request to North Lincolnshire Council for the retention and maintenance of the highway fingerposts – the Clerk noted that a further update/confirmation is still awaited.

d. The Committee received an update on the consideration of the development of a town map for visitors and residents and reviewed the quoted costs.

RESOLUTION: *That a draft design is prepared and circulated for review.* **ACTION: Town Clerk**

e. The Committee received the results of the Unnamed Paths Survey (circulated via Kirton First and online) and noted the additional recommendation for recognition of the cut-through from East Dale Drive to Station Road with a heritage link to the former First and Last public house and the information from North Lincolnshire Council regarding options for registration of unnamed paths.

RESOLUTION: *That North Lincolnshire Council are asked to add the details for the unnamed paths Duck Lane, Vicarage Lane, Gas House Passage and First and Last Lane to both the definitive map and list of streets.* **ACTION: Town Clerk**

PK2306/12

Agenda for next and future meeting

- Cllr Gunn – Halloween event
- In Bloom updates deferred at this meeting.

PK2306/13

Date of next Meeting and Agenda Deadline

The Committee confirmed the planned date and time of the next Promoting Kirton Committee meeting is Monday 10th July 2023 at 6.30pm, with Agenda items requested prior to Friday 30th June.

Signed:

Dated: