



**Minutes of the Meeting of Kirton in Lindsey Town Council
Promoting Kirton Committee held on Monday 10th July 2023
at the Town Hall, High Street, Kirton in Lindsey at 6.30pm.**

Members Present: Cllr Suzanne Stephenson (Chair), Cllr Kathy Cooper, Cllr Adam Delsignore, Cllr Pat Frankish, Cllr Hazel Fox, Alison Birkett, Martin Hollingsworth and Victoria Rumary.
Also present: Assistant Clerk: Cheri Morton, Town Clerk: Neil Taylor-Matson.

MINUTES

- PK2307/01 Election of Members
The Committee received nominations and elected any members to the Committee. Cllr Adam Delsignore was nominated and elected as a voting member of the Committee.
RESOLUTION: That Cllr Adam Delsignore is elected as a voting member of the Committee.
ACTION: Town Clerk
- PK2307/02 Apologies
Apologies were received from Cllr David Garritt, Olive Ovington and Cllr Karen Gunn.
- PK2307/03 Declaration of Interests / Dispensations
a. Interests were declared in item 2307/07 by Cllr Cooper, Cllr Frankish and Martin Hollingsworth.
b. No dispensations were granted.
- PK2307/04 Public Participation
No members of the public were present.
- PK2307/05 Minutes of the Previous Meeting
The Committee considered the Minutes of the PK Committee Meeting held on 12th June 2023.
RESOLUTION: That the Minutes be signed as a true and accurate record.
- PK2307/06 Town Events
The Committee discussed information and actions required at this time regarding Town Events:
- Town Events Working Group the Assistant Clerk noted the group had met to finalise planning for the Summer Gala.
 - Summer Gala – the Committee noted thanks to the Assistant Clerk in the planning and organisation of a successful event, noting that it ran very smoothly and was only hampered by stormy weather. It was also noted, with thanks, that the Town Clerk attended all day and assisted the Assistant Clerk with the set up and take down of the event along with other volunteers. Comments were noted from some residents and businesses about disappointment at the choice of location, but it was pointed out it was a joint event to also mark the 10th Anniversary of KLASSIC Park. Cllr Stephenson suggested lessons should be learned regarding location, providers and attractions. It was also noted that additional help is always needed with the set up and take down of these events. The consideration of how to involve local businesses was noted, with joint working and future discussions and involvement in planning strongly recommended. The Assistant Clerk noted a late revision to stall costings to increase take up of £15 for businesses / £20 including gazebo hire and £10 for community groups/charities. Income and expenditure was reported with the charity donation to KLASSIC Park agreed at £20. It was recommended that the approach for future Gala events is considered, whether or not it is a community event for the community benefit.
The Town Clerk noted the current gazebo covers and the potential for replacing the covers with coloured material and/or Town Council branded covers.
RESOLUTION: That the revised stall costings were retrospectively approved.
RESOLUTION: That a £20 donation to KLASSIC Park was approved. **ACTION: Town Clerk**
RESOLUTION: That research into gazebo covers is carried out and brought back to the next meeting. **ACTION: Assistant Clerk**
 - SportsZone – The Assistant Clerk gave an overview of the attendance at sessions which remains very low. An overview of the development of the sessions was explained, and the activities from the Archery Club were reported.
RESOLUTION: That sessions are run for free over the six weeks of the summer holidays and take up is monitored to see if this improves attendance. **ACTION: Assistant Clerk**
RESOLUTION: That thanks are given to the Archery Club for the generous donation of use of equipment and time to run sessions. **ACTION: Town Clerk**
 - Best Kept Frontage Competition – Cllr Stephenson noted the event will run 25th Sept – 8th Oct with automatic entry for residential and business premises in the central area of the town, Promoting Kirton Committee members and Councillors will put forward votes to Cllr Stephenson to collate. Early promotional work is required from the Town Clerk online and in Kirton First ahead of the event, noting that if unsure of the automatic inclusion area or if out of that area residents and businesses can get in touch to be included. Prizes will be arranged by Cllr Fox, with Victoria Rumary to provide rosettes, with costs up to £20. Town Clerk to announce winners online and in Kirton First before

Signed:

Dated:

Christmas. Method for prize delivery to be agreed at the September Promoting Kirton meeting.

RESOLUTION: That costs of up to £20 are approved for the making of rosettes. ACTION: Town Clerk

RESOLUTION: That the method for the delivery of prizes is agreed at the next Promoting Kirton Committee meeting. ACTION: Town Clerk

RESOLUTION: That publicity is prepared and displayed before and after the event.

ACTION: Town Clerk

- Christmas Lights – The Assistant Clerk reported that five stall holders had already expressed interest in booking the event and Jolene Butler has again offered support with the indoor market. PA costings were given and approval sought. Stall costings to remain as last year: Businesses: Indoor stall – large pitch – with 6ft table provided £25; Indoor stall – small pitch – with 4ft table provided £20; Outdoor stall – with table & gazebo provided £25; Outdoor stall – without table or gazebo provided £20; Charities/Local Organisations: Suggested donation of £15 requested to cover costs. A charity donation was agreed to be made to the town Food Aid project, in line with the Market Consent requirements – the value to be agreed following the event.

The Town Clerk raised the issue of the request from High Street shops outside the Market Place for inclusion in the lighting displays and potential costings for electrical supply from the Market Place pump.

RESOLUTION: That stall costings remain as last year.

ACTION: Assistant Clerk

RESOLUTION: That PA costings of £200 are approved.

ACTION: Assistant Clerk

RESOLUTION: That a charity donation will be made to the town Food Aid Project, value to be agreed.

ACTION: Assistant/Town Clerk

RESOLUTION: That additional lighting displays are approved if they prove to be cost neutral.

ACTION: Assistant Clerk

RESOLUTION: That no further action is taken around electrical supply from the Market Place pump.

- D-Day 80 (6th June 2024) – The Committee discussed initial planning for this event.

RESOLUTION: That the interest of residents in marking this event is gauged via online and Kirton First publicity and the offer of a Town Meeting to be held in October for ideas to be put forward.

ACTION: Town Clerk

RESOLUTION: That the response to date is reviewed at the Promoting Kirton Committee meeting in October.

ACTION: Town Clerk

- Potential Halloween event.

As Cllr Gunn was not present to put forward suggestions, this item was deferred.

PK2307/07

Open Spaces

a & b. The Committee received an update on In Bloom matters from Cllr Frankish, noting the requirement to review the current flower bed provision around the town in order to make decisions. It was noted that there was some interest from residents for new volunteers to keep In Bloom going. A working group is to meet to discuss the current flower bed provision and report back to Full Council
c. The Committee received an update on the consideration of the development of a town map for visitors and residents and reviewed the draft design and quoted costs.

RESOLUTION: That a recommendation is taken to Full Council for approval of costs for the printing of 1000 copies on 160gsm chlorine free, recyclable paper at £143.00. ACTION: Town Clerk

PK2307/08

Agenda for next and future meeting

No items were raised.

PK2307/09

Date of next Meeting and Agenda Deadline

The Committee confirmed the planned date and time of the next Promoting Kirton Committee meeting as Monday 11th September 2023 at 6.30pm, with Agenda items requested prior to Friday 1st September.

The meeting closed at 7:55pm.

Signed:

Dated: