



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council
held on Wednesday 26th June 2024
at the Diamond Jubilee Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Hazel Fox (Chair), Cllr Billy Boyd (part), Cllr Kathy Cooper, Cllr Pat Frankish, Cllr David Garritt (part), Cllr Karen Gunn (part), Cllr Joy Kofoed (part) and Cllr Suzanne Stephenson.
Members not present: Cllr Adam Delsignore.
Also present: three members of the public (part) and Town Clerk, Neil Taylor-Matson.

MINUTES

The Mayor opened the meeting and welcomed members of the public.

2406/01

Apologies for Absence

Apologies were received from Cllr Adam Delsignore.

2406/02

Declaration of Interests / Dispensations

- a. Cllr Frankish declared a personal interest in item 2406/08 b (ii) - PA/2024/650. Cllr Fox declared a personal interest in item 2406/09 c – Correspondence from resident.
b. No dispensations were granted.

2406/03

Public Participation

A resident asked where the Town Council were with discussions with North Lincolnshire Council (NLC) regarding the land behind the recycling site on Redbourne Mere. Cllr Fox advised NLC are currently dealing with invasive weeds and looking into s106 allocations but that she will chase the Officer up on these matters. The resident asked if a working group would be set up to progress this matter and Cllr Fox advised the existing s106 Working Group is in place but information and updates were required from NLC prior to meetings of the working group taking place.

2406/04

Minutes

- a. The Council considered the minutes of the Full Council Meeting held 22nd May 2024.

RESOLUTION: That the minutes were duly approved and signed.

- b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 10th June 2024.

2406/05

Report from North Lincolnshire Ward Councillors

- a. This item was deferred until Cllr David Garritt arrived.
b. The Council noted outstanding matters raised with North Lincolnshire Council. The Clerk noted the response from the MP, Holly Mumby-Croft that NLC departments would be contacted but that due to the General Election all MP casework had since ceased. The Ward Councillors had provided a response at the previous Full Council and a meeting was to be planned to go through the items with the Clerk. There was no response or acknowledgement received from the Chief Executive of NLC.

RESOLUTION: That the outstanding matters are chased up again following the General Election.

ACTION: Town Clerk

- c. The Council noted receipt of information about parking enforcement from the Parking Services team and the information regarding Town Hall Passage/King Edward Street, South Cliff Road, Sylvester Street, Market Place, Dunstan Hill, Lowfield Close and Gainsborough Road noted by Cllr Frankish, Cllr Fox and Cllr Kofoed. No other areas of concern were raised.

RESOLUTION: That the areas of concern requiring parking enforcement are provided to the Parking Services Team at NLC.

ACTION: Town Clerk

Cllr David Garritt enters the meeting

- d. The Council considered a request to North Lincolnshire Council for a Regeneration Meeting, noting the current pre-election period and agenda item suggestions.

RESOLUTION: That a Regeneration Meeting is requested after the General Election with a thorough, prepared agenda to be provided.

ACTION: Town Clerk

RESOLUTION: That Cllr Fox updates the items for discussion at a Regeneration Meeting and sends this to the Clerk for distribution to all Councillors.

ACTION: Cllr Fox

- a. The Council received a Ward update from Cllr Garritt which included:

- Meeting with NLC tree officer at churchyard – full safety inspection and some pruning at lower levels agreed for trees within churchyard, tree on Wesley Street responsibility of Northern Power who will be contacted by NLC.
- Trees on Traingate – bush blocking path to be removed; larger tree to be part of safety inspection.
- Garden waste issues now resolved and were due to vehicle failures, three new vehicles now purchased.
- Dog bin now relocated on Grayingham Road following request of Town Council in 2021.
- Ongoing matter of sewage on Station Approach to be further raised with Northern Rail.
- Equisign (Plum Tree Farm) - certificate of lawful use now confirmed.
- Station Road sewage leak ongoing contact with Severn Trent.
- New handrail for Steep Hill was ordered but never arrived, to be chased up and works completed along with the works to make safe the path to the bench as requested by the Town Council in 2021.
- Street name plates, including for King Edward Street as requested by Cllr Fox in 2023 and fingerpost for Market

Place to highlight public toilet location, as requested by the Diamond Jubilee Town Hall in 2023 on order.
The Mayor thanked Ward Councillor Garritt for the information provided.

2406/06

Mayor & Delegates Reports

The Council received a report from the Mayor on Civic Events attended.

Mayor's Report on Civic Events attended – Cllr Hazel Fox:

- Lincolnshire Show – West Lindsey District Council Marquee – 19th June attended with Cllr Kofoed and including meeting with the Chairman of West Lindsey and Mayor of North Lincolnshire.

2406/07

Finance

i.

Income and Expenditure

- The Council received notification of accounts paid by the Town Clerk under devolved authority.
- The Council approved accounts for payment.
- The Council received updates on the UK Shared Prosperity Fund projects and received the resignation of the Community Co-Ordinator. The Clerk noted ongoing reporting for the CCTV and Supernova Projects.

ACTION: Town Clerk

RESOLUTION: That the draft advertisement prepared by the P&D Committee is approved to be progressed and that the updated job description is to be sent to the Clerk to circulate to all Councillors.

ACTION: Cllr Stephenson/Town Clerk

ii.

Internal Control

The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (May 2024)

2406/08

Planning

- The Council received notification of North Lincolnshire Council proposal for a stopping up notice re pumping station ownership at Gainsborough Road/Maple Close.

RESOLUTION: That the Clerk responds that this Council have no issue with regard to the small area forming part of the pumping station but seek clarity that this proposal does not include any other part of Gainsborough Road and that maintenance of the proposed area will remain with Severn Trent.

ACTION: Town Clerk

i.

b. The Council considered the following planning applications:Application: PA/2023/1166

Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline planning permission PA/2020/588 dated 26/03/2021 for a residential development comprising 90 dwellings, open space and associated infrastructure. AMENDED PLANS/DESCRIPTION – Removal of the footpath through the open space, revised seating arrangement in the public open space, updated boundary treatment, levels and materials plan.

Site Location: land off Ings Road, Kirton in Lindsey, DN21 4BX

Cllr Garritt declared a personal interest.

RESOLUTION: That the Clerk responds with 'Objection' to this planning application noting concerns relating to building levels, details on private open spaces and SuDS, removal of paths and positioning of play area, proposed housing types, increase in proposed dwelling from 81 to 90 and the impact of this, trespass hazards, western boundary treatment, flood prevention information – previous objections still stand.

ACTION: Town Clerk

ii.

Application: PA/2024/650

Proposal: Planning permission to erect a single storey extension and dormer windows to replace velux style rooflights.

Site Location: 2 North Cliff Road, Kirton in Lindsey, DN21 4NH.

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

ACTION: Town Clerk

iii.

Application: PA/2024/455

Proposal: Outline planning permission to erect dwelling, with garage and associated vehicle standing and turning areas, with all matters reserved for subsequent consideration. (Consultation closed 20 June)

Site Location: Land to rear of 6 Dunstan Hill, Kirton in Lindsey, DN21 4DU.

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

ACTION: Town ClerkFor information only:Application: PA/2024/652

Proposal: Application to pollard an acer and prunus tree, situated within Kirton in Lindsey conservation area.

Site Location: 3 Traingate, Kirton in Lindsey, DN21 4DR. (Consultation closed 24 June)

- The Council received the following decision notifications from North Lincolnshire Council:

i.

PA/2024/508 – CONSENT TO WORKS TO TREES IN A CONSERVATION AREA –to fell two Acer and a Fraxinus

within Kirton in Lindsey's conservation area at 6 Wesley Street, Kirton in Lindsey, DN21 4PB.

- ii. PA/2024/58 – WITHDRAWN – to erect a two-storey, two-bedroomed dwellinghouse with associated external landscaping at land adjacent to Sycamore House, 24 Wesley Street, Kirton in Lindsey, DN21 4PE.
- iii. PA/2024/474 – APPROVE NON-MATERIAL AMMENDMENT - to PA/2022/1521 dated 28/10/2022 namely to alter four roof lights to dormer windows and dayroom window to bi-fold door on plot 3 at 2A North Cliff Road, Kirton in Lindsey, DN21 4NH.
- iv. PA/2024/378 – CERTIFICATE OF LAWFUL USE OR DEVELOPMENT – for the existing use of a mix of residential property and retail sales at Plum Tree Farm, Gainsborough Road, Kirton in Lindsey, DN21 4EN.

2406/09

KLASSIC Park

a. The Council received written legal opinion on the formal Deed of Appointment and Variation and the execution of the document, including the questions of if there is anything further to be done to transfer the title and what the legal implications are of the Football Foundation charge and agree actions required. The Council did not accept the legal opinion given.

RESOLUTION: That Cllr Stephenson prepares a written synopsis of the misgivings she has raised about the legal opinion given and that this is provided to the Clerk to send to Hetts Solicitors.

ACTION: Cllr Stephenson/Town Clerk

RESOLUTION: That the response from Hetts Solicitors is then circulated to all Councillors and a meeting called for the signing of documentation if appropriate.

ACTION: Town Clerk

b. The Council received notice from the caretaker/groundsman that he will not be renewing the current contract. Cllr Garritt proposed that a note of thanks is recorded to the current contractor.

RESOLUTION: That the P&D Committee prepare and progress an advert for caretaker /groundsman/cleaner.

ACTION: P&D Committee

c. The Council received correspondence from a resident regarding KLTC Grant Awards – KLASSIC.

RESOLUTION: That due to the unusual circumstances, the currently agreed grant will not be completely honoured, a new application is invited, to be made once a meeting of the Trustee has taken place.

ACTION: Town Clerk

Cllr Fox requested a recorded vote. In favour: Cllr Boyd, Cllr Cooper, Cllr Frankish, Cllr Garritt and Cllr Kofoed. Abstained: Cllr Gunn and Cllr Stephenson. Cllr Fox did not take part in the vote.

RESOLUTION: That above resolution is provided to the resident in writing. **ACTION: Town Clerk**

The Council agreed to suspend Standing Order 3 (x): "A meeting shall not exceed a period of 2.5 hours" to allow the meeting to continue.

2406/10

Car Parking Provision

The Council received an update from Cllr Fox on the proposed car parking project. Cllr Gunn requested that it be recorded that she will always be against and will have no part in matters to do with a car park due to the cost to the public. The working group had not had a meeting and Cllr Fox requested clarification from the Council on ways forward.

RESOLUTION: That Cllr Stephenson provides details of the surveyor and quotation to the Clerk and that a formal valuation up to the value of £1,000 is sought which is then to open discussion with Tighes.

ACTION: Cllr Stephenson/Town Clerk

RESOLUTION: That if land purchase is deemed viable, MPP to be asked to offer advice on the least expensive scheme to provide what is needed in terms of a car park at a cost of £1,250.

ACTION: Cllr Fox

RESOLUTION: That a Car Park Working Group meeting is called in order that members can discuss the revision of the plan for a less expensive scheme. **ACTION: Car Park Working Group**

2406/11

Humberside Fire & Rescue 50 Years anniversary

The Council considered the 50-year anniversary as requested by Cllr Gunn. Cllr Gunn reported that she had contacted the Fire Station and received no reply back.

RESOLUTION: That due to receiving no reply back, no further action is taken on this.

Cllr Boyd, Cllr Gunn and Cllr Kofoed leave the meeting.

2406/12

Halifax Bomber Memorial

The Council received an update from Cllr Garritt to advise the planning permission decision was expected to be imminent. The Clerk reported a request from *Britian at War* magazine for a quotation from the Town Council about the project.

RESOLUTION: That the Clerk works with the Mayor and the resident on information to provide to Britain at War magazine. **ACTION: Town Clerk/Cllr Fox**

2406/13

Allotments

The Council received notification from NLC that planning permission is required for vehicular access to the allotment site.

RESOLUTION: That the Clerk applies for planning permission to include pre-planning advice and information from the contractors who have quoted for the works. **ACTION: Town Clerk**

Signed:

Dated:

2406/14

Open Spaces

a. The Council received the visual and operational play park inspection reports for signature. Cllr Frankish reported that she had completed the inspections in the absence of Cllr Designore but they hadn't sent through from the app. Cllr Fox thanked the Clerk for the swift response to safety concerns raised by a resident about concrete in the sandpit in the toddler area. Caloo were contacted and a response awaited. The Clerk noted that the graffiti reported by Cllr Fox had mostly come off easily.

RESOLUTION: That the delegated action of the Clerk to secure barrier fencing for the sand pit area was approved, with an open booking in place at £6.00 per week per barrier for ten barriers plus delivery and collection charges.

RESOLUTION: That the Clerk is authorised to continue to take the actions required to resolve safety issues at the play area with reporting to be received at future meetings.

ACTION: Town Clerk

b. The Council discussed the play area inspections service level agreement with North Lincolnshire Council. The Clerk reported that no response was yet received back to queries to NLC about the uneven ground around the roundabout and spica and for confirmation that the sandpit is checked as part of their operational inspections.

RESOLUTION: That the delegated action of the Clerk to authorise repairs to the zip line and basket swing were approved, following the monthly report from NLC at £65 including parts and labour.

c. The Council received notification of the automatic booking of annual operational play area inspection by Playsafety.

RESOLUTION: That the Clerk cancels this booking as NLC will arrange for the annual operational inspection as part of the service level agreement.

ACTION: Town Clerk

d. The Council received updates regarding the outside gym equipment and agreed actions for the required inspection regime. The Clerk reported that the Tai Chi spinner is now in place and work had been carried out to the air walk so that it now operates more freely.

RESOLUTION: That the Assistant Clerk is asked if she would be interested in carrying out the inspections if the Town Council pay for the time required to do this and the relevant training.

ACTION: Town Clerk

RESOLUTION: That Cllr Frankish carries out visual inspections weekly on Fridays in the interim period. Cllr Fox to create a check sheet within the app to assist.

ACTION: Cllr Frankish/Cllr Fox

RESOLUTION: That NLC are asked to add the outside gym equipment to their monthly operational inspection schedule.

ACTION: Town Clerk

e. The Council received an update on the Parish Paths partnership, including enquiry from member of the public regarding the status of Clay Lane. The Clerk reported checks completed on the contractors works for the second cut and reports submitted to NLC regarding other areas which required attention. Two reports also submitted to Network Rail regarding areas of their responsibility which will be attended to within eight weeks. In terms of Clay Lane, information was provided to the resident to confirm there is no official record that Clay Lane was ever designated a Public Right of Way and that no residents have provided evidence that it was. Thanks were received back from the resident when this information was provided to them to answer their enquiry.

2406/15

Policies and Procedures

a. The Council reviewed Policy 09: Grievance Policy last approved July 2023.

RESOLUTION: That this policy is approved without amendment.

ACTION: Town Clerk

b. The Council reviewed Policy 26: Complaints Policy last approved July 2023.

RESOLUTION: That this policy is approved without amendment.

ACTION: Town Clerk

c. To note the Community Governance Review work with reference to the pre-election period.

RESOLUTION: That this matter is not progressed until after the General Election.

2406/16

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 and Discussion

c. The Council noted any correspondence received after the Agenda was published including Save The Date information for NLC Civic Events; resident complaint about delivery time for order of NLC domestic waste bins; NLC News Direct update; Rural Bulletin update; updated information about NLC Air Fryers on a Budget project; NLC monthly operational play inspection report; Kirton in Lindsey Railway Tunnel diorama project; ERNLLCA training update; Hetts - KLASIC client care letter; PA/2024/716 – Kirton Academy; Highways proposal removal of double yellow lines B1398 and B1400; Lincolnshire Co-Op Food Aid event information.

d. Civic – invitation to attend West Lindsey District Council marquee at Lincolnshire Show (June)

e. Resident – phone information request on complaints procedure for Kirton Academy

f. NLC – phone confirmation of repair works completed at play area as agreed

g. Civic Save The Date – Barton upon Humber Civic Service (September)

h. SLCC – General Election / Pre-Election period guidance

i. Civic Save The Date – Broughton Civic Service (October)

j. NLC – Parking Enforcement information

k. NLC – News Direct

l. CPRE/Lifelong Learning at Barton – talk on 'Flooding in the Humberside Area' 27/07/2024 £12

- m. NALC - Newsletter
- n. Rural Services Network – Rural Bulletin
- o. NLC – Tourism Partnership Update
- p. Civic Save The Date – Winterton Civic Service (October)
- q. Civic Service Invitation – Brigg Town Council (June)
- r. Humberside & Wolds Rural Action – newsletter May 2024
- s. Community Vision – Monthly Update
- t. NLC – Gainsborough Road stopping up notice for pumping station ownership
- u. Police and Crime Commissioner – Police and Crime Plan Consultation
- v. Residents – enquiries about telegraph poles near War Memorial on the Green
- w. Civic Save The Date – Hedon Civic Service (October)
- x. ERNLLCA – General Election 4th July 2024 – pre-election period advice
- y. Playsafety – notification of automatic booking of annual operational play area inspection
- z. NLC – Air Fryers on a Budget – invitation for delivery of workshop
- aa. Civic Invitation – North East Lincolnshire Council Mayoral Chairty Coffee Morning (July)
- bb. Humber and Wolds Rural Action – request for meeting re Rural Housing opportunities
- cc. Humber and Wolds Rural Action – volunteering information
- dd. ERNLLCA – Save the Date information for Annual Conference (September)
- RESOLUTION: That approval is given for the Clerk to attend at £80 + VAT** **ACTION: Town Clerk**
- ee. ERNLLCA – June Newsletter
- RESOLUTION: That approval is given for the Clerk to attend the Talking Tables training event at £70 + VAT** **ACTION: Town Clerk**
- ff. Grimsby Live – Local Democracy Reporter re Halifax Bomber Memorial
- gg. NLC – grass cutting complaint information request regarding Queen Street area
- hh. Community Vision – details of training available in June
- ii. Resident/Business – copied into complaint to Severn Trent regarding concerns at Station Rd Industrial Estate
- jj. Civic Save The Date – North East Lincolnshire Council Civic Service (April)
- kk. In Bloom – query from resident regarding allocation of funding
- ll. Civic Save The Date – Crowle and Ealand Civic Service (January)
- mm. Civic – Mayor of Mablethorpe and Sutton's Military Wives Choir Afternoon

2406/17

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 24th July 2024 at 7pm at the Diamond Jubilee Town Hall.**

NOTE: Agenda items to be submitted before Monday 15th July in line with Standing Orders.

The meeting closed at 21:40