



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council held on  
Wednesday 22<sup>nd</sup> June 2022  
at the Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Joy Kofoed (Chair), Cllr Billy Boyd, Cllr Hazel Fox, Cllr Pat Frankish, Cllr David Garritt, Cllr Jared Priestley 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.

**Public Participation:**

A member of the public expressed thanks to Cllr Fox and Cllr Gunn for providing assistance with the Halifax Bomber Memorial project. A site meeting was requested with representation from the Town Council and Royal British Legion to resolve any queries about the proposed site. Information about funding options was also requested, with only a small amount of funding anticipated. Cllr Stephenson noted that details of land ownership required confirmation before any permissions could be assured. Cllr Kofoed asked if the North Lincs Aviation Heritage Forum were involved with the project, it was confirmed that they are aware and would look to add the memorial to the overall heritage trail. Cllr Stephenson noted that commons registration protects the Green from development and this would also need to be considered. Cllr Garritt noted that the matters raised didn't prevent a site meeting taking place as the resident had suggested. Cllr Kofoed thanked the resident for attending the meeting.

**MINUTES**

2206/01 Apologies for Absence  
Apologies were received from Cllr Kathy Cooper and Cllr Karen Gunn.

2206/02 Declaration of Interests / Dispensations  
a. Cllr Kofoed declared a personal interest in item 2206/11 (c) due to leasing of land; Cllr Priestley declared a personal interest in item 2206/08 (e) due to property ownership.  
b. No dispensations were granted.  
c. The Clerk requested all Councillors check their Declaration of Interest are up to date and to confirm to the Clerk that either they are or that they require amendment.

**RESOLUTION: All Councillors to update the Clerk on the status of their Declarations of Interest.  
ACTION: All Councillors**

2206/03 Minutes  
a. The Council considered the minutes of the Annual Council Meeting held on 25<sup>th</sup> May 2022.  
**RESOLUTION: That the minutes were duly approved and signed.**  
b. The Council received the draft minutes of the Promoting Kirton Committee held 13<sup>th</sup> June 2022. Cllr Kofoed requested Snow Warden information be shared with those nominated into those roles by the Clerk. The Clerk noted updated information was likely to be circulated by North Lincolnshire Council (NLC) in the autumn.  
c. The Council received the draft minutes of the General Purposes Committee held 13<sup>th</sup> June 2022.  
d. The Council noted the tasks and actions log update was not completed this month due to catch up and workload through the office. Cllr Kofoed noted the requirement for a Personnel and Disciplinary update and the Clerk noted the meeting of that Committee scheduled for Monday.

Standing Orders were suspended.

2206/04 Report from Ward / North Lincolnshire Councillors  
Ward Cllr Trevor Foster provided an update to the meeting, noting the plans for the memorial to Kirton in Lindsey Airfield by the Airfields of Britain Conservation Trust which is due to be unveiled at the junction of the B1400 and B1398. A waiver form is due to be sent through to the Town Clerk to move this forward soon. Cllr Foster asked Cllr Stephenson about her progress in obtaining information about provision of improved internet connectivity to outlying areas of Kirton in Lindsey. Cllr Stephenson noted disappointment with responses from NLC and that her focus was with KCOM who she had met with. Cllr Foster noted Cllr Poole had become the cabinet member for Highways and work was ongoing for improvements to minor road repairs and pothole repair machinery. Cllr Foster noted Cllr Priestley's initiatives to green up Kirton in Lindsey and North Lincolnshire and confirmed he had put links in place with other Cllrs at NLC to help. Cllr Boyd queried who would be responsible for the maintenance of the airfield memorial. Cllr Frankish asked about the flowerbed required as part of the waiver to create an ornamental verge. Cllr Foster offered to ask the Conservation Trust to assist with digging out the flowerbed required and would update the Town Clerk on any response. The Council thanked Cllr Foster for attending.

Cllr Foster and the resident left the meeting.

Standing Orders were reinstated.

2206/05 Councillor and Officer Reports  
The Council received reports from Councillors and Officers attending meetings on behalf of the Council:

- NLC Licencing Mediation/Committee meetings 26<sup>th</sup> May/7<sup>th</sup> June – Cllr Stephenson reported attending the remote mediation meeting and the Committee meeting held at Church Square House regarding opposition to the extension of the One Stop licence. Mediation resulted in an impasse, the Committee meeting made it clear

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that law and policy is in favour of the applicant with no grounds found for refusal. Conditions achieved, but the licence was ultimately approved. Cllr Kofoed noted that Cllr Stephenson was entitled to claim the mileage for attending Church Square House.

- KCOM Meetings 8<sup>th</sup> June/15<sup>th</sup> June – Cllr Stephenson reported telephone meeting with KCOM Community Liaison Officer and an engineer followed by her provision of a tour of the outlying areas of concern in the town. The response received was encouraging with KCOM to look into the governments Digital, Culture, Media and Sport voucher scheme for funding to extend the overall KCOM scheme by a mile to a mile and a half further from the town centre. Request for community funding for the play area development was also passed on and now awaiting any updates from the officer on both matters.
- Parkinson Partnership training – Contracts & Procurement 9<sup>th</sup> June – the Clerk reported a useful and timely training update on these matters, reinforcing the processes and requirements.
- Shared Prosperity Fund 9<sup>th</sup> June – Cllr Fox noted that both herself and Cllr Frankish had attended the webinar, with Cllr Fox subsequently applying for funding for the play area and Cllr Frankish applying for funding for the renewal project recommendations, car park project and Vincent Hall.
- ERNLLCA Training Day (Barton) 16<sup>th</sup> June – the Clerk reported attending with the Assistant Clerk with back to basics training sessions focused on networking with other officers from the local area which proved useful and reassuring.
- VANL Fundraising Training 17<sup>th</sup> June – the Assistant Clerk reported attending expecting the focus to be on tips for completing applications and making bids but was instead focused on opportunities such as the lottery. Others attending also expressed an interest in training focused on tips for applications and this will be considered for future training opportunities. Cllr Fox recommended submitting an application to the National Lottery which proved to be easy and straightforward for play area development funding.
- Jack's Patch 21<sup>st</sup> June – the Clerk and Cllr Frankish reported meeting with the garden centre to discuss their interest in sponsorship of activities around the town, a range of ideas discussed and the need for the business partners to consider these. Building relationships with businesses in the town considered to be necessary and positive.

2206/06

#### Finance

##### i. Income and Expenditure

- a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972.
- b. The Council approved accounts for payment.

**ACTION: Town Clerk**

##### ii. Internal Control

- a. The Council received the Finance Report and Bank Reconciliations for May to balance with the bank statements and cashbook.
- b. The Council received the latest financial reporting from the Connecting Kirton Project. Cllr Frankish noted the final report from the project will be received at the end of the month.
- c. The Council considered information regarding the Shared Prosperity Fund, discussed funding allocations for the work of Officers of the Council and approvals required when any successful bid notifications are received.

2206/07

#### Allotments

- a. The Council received updates on progress at the allotment site and agreed any actions required. Cllr Kofoed noted the planned onsite meeting with the first ten people on the waiting list and the distribution of draft rules seeking approval. A local farmer had kindly mulched down the overgrown site, asking only for a note of thanks to be published in the next edition of Kirton First. Cllr Stephenson queried the keeping of chickens and other animals on the site noting concerns about bird flu outbreaks. Other items from the draft rules were also queried with the Clerk noting recommendations also received from the National Allotment Society. Questions were also raised about sheds on the site and ownership of these. It was agreed a discussion at the onsite meeting should take place. Cllr Boyd is to speak with the manager of the quarry regarding provision of materials for car parking on the site.

**RESOLUTION: That a note of thanks to the local farmer is placed in Kirton First.**

**ACTION: Town Clerk**

**RESOLUTION: That a firm proposal on sheds is to be brought to the next meeting including all details of costings, installation and ownership including wording for the tenancy agreements.**

**ACTION: Allotments Working Group**

**RESOLUTION: That allotment rent is to be set at £30 and reviewed annually.**

**ACTION: Allotments Working Group**

2206/08

#### Planning

- a. The Council considered the following planning application:

##### PA/2022/1083

Listed building consent to install security doors to the doorway, install mesh to the windows and arrow slits, the cleaning of debris and general internal and external brickwork repairs.

Address: Kirton Railway Tunnel Entrance, Station Approach, Kirton in Lindsey

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

**ACTION: Town Clerk**

- b. For information only (non-material amendment)

##### PA/2022/1067

Application for a non-material amendment to PA/2016/1709 in order to re-position bedroom one window from rear

to side and slightly increase the width of bathroom and bedroom three windows.  
Address: 1 Paddock Lane, Kirton in Lindsey, DN21 4FA.

c. The Council received the following decision notifications from North Lincolnshire Council:

- i. PA/2022/430 – FULL PLANNING PERMISSION – to install a new dormer roof to the rear, make internal alternations to the dwelling, and to replace the existing garden outbuilding at 1 Cornwall Street, Kirton in Lindsey, DN21 4PP.
- ii. PA/2022/575 – FULL PLANNING PERMISSION – to erect single-storey extension and associated alterations at 16 East Cross Street, Kirton in Lindsey, DN21 4EA
- iii. PA/2022/581 – FULL PLANNING PERMISSION – to erect single-storey extension to the side and rear, comprising a utility room with a shower and sink and a sunroom with a balcony above at Holly Barn, Nebraska Farm, Ings Road, Kirton in Lindsey, DN21 4BX
- iv. PA/2022/764 – FULL PLANNING PERMISSION – to erect a two-storey side extension and side storey rear extension to existing dwelling at 21 Dunstan Villas, Kirton in Lindsey, DN21 4DJ
- v. PA/2022/865 – CONSENT TO CUT DOWN OR CARRY OUT WORK ON TREES PROTECTED BY A TREE PRESERVATION ORDER – undertake pruning on an ash tree in Area 1 rear of 53 Beechcroft Drive, Kirton in Lindsey, DN21 4EF

c. The Council received notification and considered any actions required for the North Lincolnshire Local Plan 2020-2038 – final public consultation period 30<sup>th</sup> May to 11<sup>th</sup> July.

**RESOLUTION: That a comment is left regarding the soundness of proposals for Kirton in Lindsey only consisting of housing developments and no allocations for commercial development, creating a commuter town with expansion of commerce not specified. That brownfield sites in the area should be reserved for commercial use and not approved for housing stock in order to give provision for employment opportunities.** ACTION: Town Clerk

d. The Council discussed the Windmill Plantation Estate and agreed any actions available to the Town Council regarding progressing its completion. Concerns were raised about the lack of continued progress at the development which commenced in 1999. The original plan for 102 houses has condensed over the lengthy timeframe of development with more than 102 houses currently on the site but with half the development still to be constructed. The local MP, NLC and the developers have all previously been contacted to try to encourage appropriate progress.

**RESOLUTION: That representation is made to the NLC Planning Department requesting support in adding pressure on the developer for site completion, asking if anything can be done to assist the completion for the benefit of the residents of the town. Issues of required clearance across the site due to it encroaching on existing residents and the completion and local authority adoption of paths and roads to be raised. For the planning department to take enforcement action if any aspect of the site is in breach of planning permission and to ask if no further permissions can be granted to the developers until the Windmill Plantation site is completed.** ACTION: Town Clerk

2206/09

#### Policies and Procedures

a. The Council considered amendments to Policy 07 Member/Officer Protocol. The Clerk recommended some wording amendments but wished to note appreciation to Cllr Fox for the time and work she has put into development of this policy document.

**RESOLUTION: That the policy review is deferred to the P&D Committee and then brought back to the next Full Council Meeting.** ACTION: Town Clerk

b. The Council reviewed Policy 04 – Financial Risk Assessment last approved May 2021 and agreed that this policy requires no amendment.

c. The Council reviewed and considered amendments to Policy 12 – Health & Safety Policy last approved October 2021. The Clerk noted some additional recommendations and appreciation to Cllr Priestley for the work he put into development of this policy documents. The Council considered and agreed all recommendations.

**RESOLUTION: That with the all the recommended amendments the policy is approved.**

ACTION: Town Clerk

d. The Council reviewed Policy 29 – Environmental Policy last approved June 2021 and agreed that this policy requires no amendment.

e. The Council considered Policy 30 – Bio-Diversity Policy last approved June 2021.

**RESOLUTION: That the review of this policy is deferred to the next Full Council meeting.**

ACTION: Town Clerk

f. Greener Future Scheme – the Council received updates for consideration from the Environment Working Group regarding development of remit and the circulation of the Impact Report and comparisons.

**RESOLUTION: That the Impact Report is shared online (noting the source) with the aim the generate interest from residents to become members of the working group.** ACTION: Town Clerk

**RESOLUTION: That Cllr Fox shares with Councillors the NALC Case Studies document**

**highlighting the work of other Councils on environmental matters.**

ACTION: Town Clerk

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**RESOLUTION: That minor amendments proposed by Cllr Priestley are included in the draft remit.**

**ACTION: Cllr Fox**

2206/10

Open Spaces

a. Cllr Fox presented the monthly inspection report for June, noting a worrying increase in deterioration of equipment on site but very little litter.

**RESOLUTION: That Cllr Fox obtains quotations for health and safety works required to take place for approval by the Clerk.**

**ACTION: Cllr Fox/Town Clerk**

b. The Council considered information about play area inspection training opportunities and agreed actions required. The Clerk noted the response from the Insurers confirming the requirement for inspections to take place at least weekly and the confirmation of the annual RoSPA inspection to take place in August. A rota for weekly inspections is now in place and will be brought back to Full Council Meetings for signing off.

**RESOLUTION: That Cllr Fox carries out further work to see if other Town and Parish Council representatives would also take part in training to reduce costs for all.**

**ACTION: Cllr Fox**

c. The Council considered the maintenance works for volunteer groups, including the chain link fencing and bollards at the Green and agree actions required. The Clerk reported the complications around making arrangements with enthusiastic local youth groups in the timeframes they need to work to and the timeframe of Town Council meetings, asking for approval to circulate information to progress these offers outside of meetings.

**RESOLUTION: That proposals are shared with Councillors via email to confirm viability and support.**

**ACTION: Town Clerk**

**RESOLUTION: That groups seeking to carry out works in evenings are linked in with In Bloom.**

**ACTION: Town Clerk**

**RESOLUTION: That Councillors consider their availability to provide support on 29<sup>th</sup> June at the Green.**

**ACTION: Town Clerk**

**RESOLUTION: That the authority is approved for the purchase of necessary materials for works to be completed.**

**ACTION: Town Clerk**

d. The Council received the grass cutting devolution extension notice from North Lincolnshire Council and agreed actions required.

**RESOLUTION: That concern is expressed at the low 3% increase but that the Council otherwise accept the extension to the grass cutting devolution agreement.**

**ACTION: Town Clerk**

e. The Council received an update regarding the Parish Paths Partnership from North Lincolnshire Council.

The Clerk noted NLC no longer have an in-house dedicated rights of way works person and all works now reported for action across the network are sent out to contract by NLC.

f. The Council received notice of the Huntcliff Eco-school project and considered any actions required. The Clerk noted encouragement and support could be offered for this work by the students.

**RESOLUTION: That a well-done message is sent to the students with a request for any images which the Town Council can help share to aid promotion of the project.**

**ACTION: Town Clerk**

2206/11

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

a. The Council noted correspondence received after the Agenda was published. The Clerk noted receipt of notification of the NLC Community Champions launch; the NALC Smaller Councils Survey report and feedback; update on the fly tipping issue following a request for further information and support from Ward Cllr Foster on the unacceptable length of time it is taking to be dealt with; update on the Civility & Respect Project along with training opportunities; the completion of painting of the Queen Street noticeboard.

b. MP – May/June newsletter – available for distribution.

Correspondence for Discussion

c. NLC – Assets of Community Value decision – Officer's Mess

Cllr Kofoed left the meeting.

The Council received the decision from NLC refusing the application on the grounds that the MOD still classify the site as residential.

Cllr Kofoed rejoined the meeting.

d. Community Safety Fund opportunities – Police & Crime Commissioner

It was agreed that monitoring should take place for anti-social issues which may arise and to be kept in mind for future deadlines for applications.

**RESOLUTION: That Cllr Fox submits an application by the June deadline for the funding of equipment for teenagers due to the continued lack of provision for them within the town.**

**ACTION: Cllr Fox**

e. KLASSIC Open Event request for equipment (marquee)

**RESOLUTION: That approval is given for the marquee to be used during the event.**

**ACTION: Assistant Clerk**

f. ERNLLCA Training – 'Being A Good Councillor' 2 part course. Councillors to send any interest to the Clerk in order that spaces can be booked.

g. One Stop Licensing Decision notice – NLC. It was noted that Cllr Stephenson had already provided an in-depth report about this at 2206/05.

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2206/12

Mayor's Report

The Council received reports from the Mayor attending meetings on behalf of the Council:

- Chair's Report/Civic Events – Cllr Joy Kofoed
- Lincolnshire Show 22<sup>nd</sup> June – Cllr Kofoed noted the invitation to join West Lindsey District Council at their stand at the show and that they were welcoming and friendly. Concerns were raised about the closure of RAF Scampton and the potential creation of another Hemswell.
- Platinum Jubilee Celebrations - 2<sup>nd</sup> & 4<sup>th</sup> June – Cllr Kofoed noted presiding over the events with Cllr Fox and gave thanks to the crew and Cllr Frankish for the work put in. The attendance from the town was impressive.

2206/13

Agenda for next and future meetings

No items requested.

2206/14

Date of next Meeting and Agenda Deadline

The Council confirmed the date and time of the next Full Council Meeting (subject to any change in circumstances) as: Wednesday 27<sup>th</sup> July 2022 at 7pm at the Town Hall with agenda items required prior to Monday 18<sup>th</sup> July.

2206/15

Exclusion of the Public & Press

The Council considered the exclusion of the public and press under the provisions of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the matters to be discussed.

**RESOLUTION: That the public and press are excluded.**

2206/16

Other Projects

a. The Council received updates on progress with the car park project and discussed costings provided from NLC for assistance with works required. The Clerk recommended deferral of discussion of the appetite for the project and the consideration of a timescale for the project until the next meeting so that it would be in the public forum. This was agreed.

**RESOLUTION: That the Clerk contacts Ward Cllr Poole to request revised costings proposed to take the project to the tender and costing stage, to be provided in writing, so that information can be shared with residents.**

**ACTION: Town Clerk**

b. The Council received update on progress with the Vincent Hall project and agreed any actions required. The latest bid from NLC to the MOD was discussed with the current situation that the local MP has again been asked to speak to the MOD Minister and that NLC are still working on purchasing the building. Cllr Kofoed requested an update on the revised feasibility study. Cllr Frankish advised this work was with Lesley Potts at NLC. After discussions about the current position and the work carried out to date from Cllr Frankish and Cllr Garritt in response to questions from Cllr Stephenson and Cllr Boyd, Cllr Kofoed thanked Cllr Frankish and Cllr Garritt for all the time and work they had put into this to date.

c. Motion: Cllr Stephenson: "Every major infrastructure project now and in the future involving acquisition of property should have a formal review as to a timetable for viability after a period of 12 months has elapsed and that should include current projects. On each project of this nature KLTC should give a date by which a project might be considered to be no longer viable." The Clerk recommended deferral of discussion of this item until the next meeting so that it would be in the public forum. This was agreed.

The meeting closed at 9:55pm

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

Signed:

Dated:



**Minutes of the Kirton in Lindsey Town Council  
Personnel and Disciplinary Committee Meeting,  
held in the Town Hall, High Street, Kirton in Lindsey,  
on Friday 7<sup>th</sup> July 2022 at 1:30pm.**

Members Present: Cllr Kathy Cooper (Chair), Cllr Pat Frankish and Cllr Karen Gunn.  
Also present: Assistant Clerk, Cheri Morton and Town Clerk, Neil Taylor-Matson

**Public Participation:**

No members of the public were present.

**MINUTES**

- PD2207/01 Apologies  
No apologies received.
- PD2207/02 Declaration of Interests / Dispensations  
There were no Declarations of Interests reported and no dispensations sought or granted.
- PD2207/03 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960  
The Committee considered the exclusion of the public and press due to the confidential nature of the items to be discussed.  
**RESOLUTION: That the public and press be excluded.**
- PD2207/04 Minutes of the Previous Meeting  
The Committee considered the minutes of the Personnel & Disciplinary Committee Meeting held on Friday 18<sup>th</sup> March 2022.  
**RESOLUTION: That the minutes be signed as a true and accurate record.**
- PD2207/05 Assistant Clerk update  
The Committee discussed the Assistant Clerks current workload, taking into account contract hours, responsibilities (including roles in working groups) and training opportunities or needs. The appraisal report dated 17<sup>th</sup> June was noted with positive comments covering the probationary period which has now come to an end. The differences between an Assistant Clerk role and a Deputy Clerk role were discussed as well as a growing confidence in the role. Attendance at meetings and events as a work or voluntary role was discussed. The Committee gave a note of thanks to the Assistant Clerk and congratulated her in achievements so far.  
**RESOLUTION: That the six-month probationary period is successfully completed.**  
**ACTION: Town Clerk**  
**RESOLUTION: That attendance at meetings is trialled as a paid working role for a period of six months until December 2022 and then reviewed.**  
**ACTION: Town Clerk**  
**RESOLUTION: That attendance of events in a supporting role is only appropriate when it is a requirement.**  
**ACTION: Assistant Clerk/Town Clerk**
- PD2207/06 Town Clerk update  
The Committee discussed the Town Clerks role, taking into account workload, contract hours, responsibilities (including roles in working groups), and training opportunities or needs. The Clerk reported a continuing heavy workload with average hours of work required increasing from the contracted 34 per week to 38 hours per week across June. It was felt that this should settle down if the non-meeting period of August is achieved. The Clerk raised concerns over the view of the Council to consider removal of some outstanding actions when workload peaked, as all actions of the Council were important but some just needed prioritising over others. The Committee discussed the delegation of actions to Councillors and the need for this to be approved by Council and concerns that working groups may add to the Clerk's workload on matters they have a remit to deal with. The support of Council projects, including the invited involvement of community groups, was discussed - particularly the importance of Council representation. It was felt that amongst the nine members at least one would usually be available to offer this representation in place of the Clerk, as this was outside the remit of the Clerk role.  
**RESOLUTION: That a report is prepared for Full Council noting that work coming out of tasks and actions or working groups is brought back to the Council for approval and not reassigned outside of meetings.**  
**ACTION: Cllr Cooper**
- PD2207/07 Policies  
The Committee reviewed the recommended amendments to the Member/Officer Protocol policy document and agreed any actions required for recommendation to Full Council. The recommendations were discussed. Cllr Gunn requested that all emails received from residents are reported to Council or recorded/printed. The Clerk noted the differing types of correspondence ranging from reporting of potholes to matters requiring a decision of

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the Council and the importance of relevance. The name of the policy was discussed due to the recent confusion over the term 'Officer' highlighted.

**RESOLUTION: That the recommended amendments are approved.** ACTION: Town Clerk

**RESOLUTION: That the policy is renamed "Councillor/Officer Protocol".** ACTION: Town Clerk

**RESOLUTION: That the draft is circulated in isolation ahead of the July Full Council Meeting requesting that all Councillors read the policy and respond back to the Clerk confirming they have read and understood the policy and that they bring any queries or further recommendations to the July Full Council meeting with the view that the finalised policy can be approved at that meeting.** ACTION: Town Clerk

PD2207/08

Committee Membership

The ad-hoc and often short notice requirements of P&D Committee meetings was discussed. The number of Councillors recommended to be assigned to the Committee was discussed. Cllr Gunn requested to resign from the Committee, with a view to another Councillor taking up the vacant position.

**RESOLUTION: That Cllr Gunn resigns from the P&D Committee.** ACTION: Town Clerk

PD2207/09

Agenda for next and future meetings

No matters were noted at this time.

PD2207/10

Date of next meeting

Date and time to be confirmed as required.

The meeting closed at 2:30pm



**Minutes of the Meeting of Kirton in Lindsey Town Council  
Promoting Kirton Committee held on Monday 11<sup>th</sup> July 2022  
at the Town Hall, High Street, Kirton in Lindsey at 7.15pm.**

Members Present: Cllr Pat Frankish (Chair), Cllr Kathy Cooper, Cllr Hazel Fox, Cllr David Garritt, Cllr Karen Gunn, Cllr Jared Priestley, Cllr Suzanne Stephenson, Martin Hollingsworth and Alison Birkett.

Also present: Assistant Clerk: Cheri Morton, Town Clerk: Neil Taylor-Matson and two members of the public.

**Public Participation:** A member of the public gave an overview of the Pop-Up Market held in the Town Hall on the 1<sup>st</sup> Sunday of each month. The market now opens for a longer period of time between 10am and 2pm due to demand and is very well supported, with funds raised for local charities. Interest from regulars at the Pop-Up Market in having stalls during the Christmas Lights Switch On was detailed, with some keen to have outdoor stalls at the event. The variety of stalls was explained and the interest in helping with the organisation for the indoor section of the market offered. There would be space for community groups and organisations to also have spaces within the Town Hall for the event and for the Women's Institute to run refreshments.

## MINUTES

- PK2207/01 Election of Members  
No nominations were received.
- PK2207/02 Apologies  
Apologies were received from Olive Ovington.
- PK2207/03 Declaration of Interests / Dispensations  
a. Cllr Frankish declared a personal interest in item 2207/06.  
b. No dispensations were granted.
- PK2207/04 Minutes of the Previous Meeting  
a. The Committee considered the Minutes of the PK Committee Meeting held on 13<sup>th</sup> June 2022.  
**RESOLUTION: That the Minutes be signed as a true and accurate record.**  
b. The Committee received an update from the Clerk regarding tasks and actions, noting a list was circulated prior to the meeting and any queries could be addressed. The Clerk noted a meeting with the tree officer from North Lincolnshire Council (NLC) arranged for Friday to provide further information about trees at Wormwood Hill and Church Street with anyone interested welcome to attend. The Assistant Clerk noted discussions with Garden Fest organiser re Beer/Food Festival and support for the idea but with a view that the Garden Fest attracts a different crowd to that which a Beer/Food festival would. Research on this is continuing.
- PK2207/05 Town Events  
The Committee discussed information and actions required at this time regarding Town Events:
- Christmas Festival – The Committee discussed the need for a meeting of the Town Events Working Group to begin to make plans. Information was required from NLC about the potential hire of outdoor stall equipment. Potential ideas discussed included a lantern trail, swing band or brass band. The Clerk noted that decisions did need to start to be made to allow progress to be made including a scale of charges for stalls, risk assessment for the event and information for organisations such as the school with as much notice as possible.  
**RESOLUTION: That the Town Events Working Group should meet within the next two weeks to begin planning the event.** **ACTION: Town Events Working Group**  
**RESOLUTION: That the offer for helping with the organisation of the indoor market is gratefully accepted.** **ACTION: Town Clerk**  
**RESOLUTION: That donations of selection boxes are sought from local stores.** **ACTION: Cllr Cooper**
  - Platinum Jubilee beacon – The Clerk noted that decisions around the retention and storage of the beacon were required to be agreed.  
**RESOLUTION: That the beacon basket is to be kept at the Town Council storage.** **ACTION: Martin Hollingsworth**

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- KLASSIC Open Event (Review & Debrief) – the Assistant Clerk noted the event went well with a steady stream of visitors throughout the day. Feedback so far is positive. The Committee congratulated the Assistant Clerk on a well-planned and thought-out initial event. Discussion took place about potentially combining the event with future galas and the potential of running competitive sporting activities during a future event. Further feedback to be sought.
- Funfair – the Clerk reminded the Committee that the Fair was planning to visit in July but had not yet confirmed.

PK2207/06

Open Spaces

a. Martin Hollingsworth provided an update from In Bloom, noting the visit from the judges for East Midlands In Bloom and the activity taking place immediately prior to this, a reminder of the additional works required outside of routine tasks. Valuable help was given by the Brownies, Guides, Scouts and Fire Station in demonstrations of community efforts and interest. The judges gave favourable comments and spent time at the new sensory garden at Huntcliff with students involved. Results will be announced in September. CPRE Best Kept Village judging will take place in August. The Committee noted the good displays in the Market Place this year. It was discussed that litter picking continues and requested that the Committee helps drum up more support for this activity.

The Clerk reported that the Duke of Edinburgh award students had expressed interest in developing a community flower bed and maintaining it. The Committee was positive about this suggestion.

**RESOLUTION: That the positive response to the Duke of Edinburgh students is given.**

**ACTION: Town Clerk**

**RESOLUTION: That Committee members try to drum up support for litter picking.**

**ACTION: Committee Members**

b. The Committee discussed the land off Redbourne Mere and noted that no progress had yet managed to be made about this. It was noted that the area did not appear to be affected by ragwort.

**RESOLUTION: That links with North Lincolnshire Council are continued to be developed on this.**

**ACTION: Town Clerk/Cllr Priestley**

PK2207/07

Public Transport

The Committee discussed current public transport provision in the town, including trains and buses.

**RESOLUTION: That a letter is sent to North Lincolnshire Council to ask for information about the provision of public transport in Kirton in Lindsey in comparison to other parts of North Lincolnshire and in what way the provision is acceptable for a developing and varied population.**

**ACTION: Town Clerk**

PK2207/08

Tourism

a. Cllr Stephenson provided an update to the Committee noting the working group had met prior to this meeting and that notes from the Tourism Partnership Meeting at Walcott Hall had been circulated.

- The working group had decided to put a hold on developing a public interest story about the listed RAF assets until a further meeting had taken place with the NLC Tourism Officer who appears keen to offer incentives to the asset owner.
- Members hope to push for NLC Museum Services and the Aviation Heritage Forum involvement with this.
- Martin Hollingsworth continues to develop detail for the heritage board with Cllr Fox to speak with the Lincolnshire Co-Op about potential positioning.
- NLC Tourism have agreed to update their website to include information about Kirton in Lindsey, with Martin Hollingsworth to supply information for this.
- The working group have planned the Best Kept Frontage Competition to encourage pride in the appearance of premises along the High Street to Queen Street, Sylvester Street, George Street and the Market Place. Judging will take place in the last week of September, with a commercial and a residential winner to be awarded. A prize to be switching on of the Christmas lights. Publicity will be within Kirton First and via flyers. A budget of £100 was requested to cover rosettes and commemorative mugs.
- The group are considering improvements to the approaches to the town, particularly along Redbourne Mere, with Cllr Fox to seek clarification of ownership and mowing regime.
- Concern was also noted regarding NLC's frequency of emptying the large bins in layby's, two of which are on approaches into Kirton in Lindsey. Cllr Fox to seek information about this schedule.
- A further update from KCOM is to be sought regarding the provision for outlying areas with no updates received since the meeting with Cllr Stephenson.

Signed:

Dated:

**RESOLUTION: That the £100 budget for the Best Kept Frontages Competition is approved.**

**ACTION: Town Clerk**

b. The Clerk provided an update from the Airfields of Britain Conservation Trust, noting the keen interest in unveiling the memorial on Sunday 7<sup>th</sup> August. The Clerk has carried out utility searches for the area of land and asked BT to mark up their network for clarity.

c. The Clerk noted receipt of information about the 50<sup>th</sup> anniversary of GG Steels operating within the town and for the contribution to the town to be celebrated.

**RESOLUTION: That a letter of congratulation for lengthy and loyal services to the town is sent and that consideration is given for nomination for a Community Champions Award.**

**ACTION: Town Clerk**

PK2207/09

Community Champions

The Clerk gave notification of the call for nominations for the NLC Community Champions Awards, noting previous successful nominations recognising individuals and groups and also promoting the town. Three suggestions were put forward with a request for information to be put together by those suggesting them for the nominations to be formulated and categories to be decided.

**RESOLUTION: That those suggesting nominations put together information to develop the entries.**

**ACTION: Committee Members**

PK2207/10

Agenda for next and future meeting

None raised.

PK2207/11

Date of next Meeting and Agenda Deadline

The Committee confirmed the planned date and time of the next Promoting Kirton Committee meeting is Monday 12<sup>th</sup> September 2022 at 7.15pm, with Agenda items requested prior to Friday 2<sup>nd</sup> September.

The meeting closed at 8:20pm

Signed:

Dated:



**Minutes of the meeting of Kirton in Lindsey Town Council  
General Purposes Committee, held on Monday 11<sup>th</sup> July 2022  
at the Town Hall, High Street, Kirton in Lindsey at 8.20pm.**

Members Present: Cllr David Garritt (Chair), Cllr Kathy Cooper, Cllr Hazel Fox, Cllr Pat Frankish, Cllr Jared Priestley and Cllr Suzanne Stephenson.

Also present: Assistant Clerk: Cheri Morton and Town Clerk: Neil Taylor-Matson.

Public Participation: No matters were raised.

**MINUTES**

GP 2207/01 Apologies  
Apologies were received from Cllr Joy Kofoed.

GP 2207/02 Declaration of Interests / Dispensations  
a. No declarations were made.  
b. No dispensations were granted.

GP 2207/03 Minutes of the Previous Meeting  
a. The Committee considered the Minutes of the GP Committee Meeting held on 13<sup>th</sup> June 2022.  
**RESOLUTION: That the Minutes be signed as a true and accurate record.**  
b. The Clerk provided an update on Tasks and Actions, noting the list circulated prior to the meeting.

GP 2207/04 Play area development plan  
The Clerk noted the signing of the agreed phases of the play area development with Caloo with caveats around the removal of the dog grid and the positioning of the zip wire. Questions over the requirement for the dog grid for the protection of children in the toddler area from dogs and dog faeces were raised with a recommendation put forward by Officers for its retention. This was discussed. It was noted that the positioning of the zip wire needs to leave the entrance gate into the toddler area clear. The date for the commencement of work was discussed with this to be confirmed by the Operational Team by the end of this week. Cllr Garritt noted potential access to further local funding for the play area development from a local company and sought permission to approach them formally. Cllr Fox noted positive responses from other local town and parish councils interested in attending RoSPA play area inspection training courses in order for everyone to share the costs.  
**RESOLUTION: That the dog grid is approved for removal.** **ACTION: Town Clerk**  
**RESOLUTION: That if information is not received from Caloo regarding the proposed start date for works by tomorrow afternoon this is chased up.** **ACTION: Town Clerk**  
**RESOLUTION: That if the planned works are not between 20<sup>th</sup> August and 1<sup>st</sup> September the Working Group are consulted for immediate decision.** **ACTION: Town Clerk**  
**RESOLUTION: That Cllr Garritt is approved to contact the local company for additional funding for the play area development works.** **ACTION: Cllr Garritt**  
**RESOLUTION: That Cllr Fox provides a further update regarding RoSPA play area inspection training at the next Full Council meeting.** **ACTION: Cllr Fox**

GP 2207/05 Grove Street Cemetery  
The Committee considered the works required following the Memorial Inspection work carried out in July 2021. Discussions took place around the process to date and the works now required to take place. A letter received following the publication of the final notification prior to works was discussed.  
**RESOLUTION: That Option 2 of the quotation from Retford Memorials for the works required to unsafe memorials is accepted.** **ACTION: Town Clerk**  
**RESOLUTION: That Retford Memorials are requested to provide a second professional opinion prior to any works required taking place.** **ACTION: Town Clerk**  
**RESOLUTION: That the Clerk's recommendations for a response to the letter received are approved.** **ACTION: Town Clerk**

- GP 2207/06 Planning  
a. The Committee considered the following planning applications:  
i. PA/2022/1184  
Planning permission to erect a two-storey and single-storey side extension  
22 Grayingham Road, Kirton in Lindsey, DN21 4EL  
**RESOLUTION: That the Clerk submits 'No Comment' in response to this planning application.** **ACTION: Town Clerk**
- ii. PA/2022/1104  
Planning permission to remove front boundary wall to create a new vehicular access with dropped kerb.  
19 Dunstan Hill, Kirton in Lindsey, DN21 4DJ  
**RESOLUTION: That the Clerk submits 'No Comment' in response to this planning application.** **ACTION: Town Clerk**
- b. The Committee received the following planning application for information only (Prior Approval):  
PA/2022/1134  
Application to determine if prior approval is required for a proposed agriculture machine and grain store.  
Land off B1205 along county boundary south of Kirton in Lindsey, DN21 4JB.  
**RESOLUTION: That the Clerk submits a request for the attention of Ridge Ward Cllrs that concern is flagged due to the historical location and archaeological interest as well as the proximity and likely impact on the active Trent Valley Gliding Club.** **ACTION: Town Clerk**
- GP 2207/07 Finance  
The Committee received the 1<sup>st</sup> Quarter Budget Monitoring Report and agreed any recommendations to Full Council. No matters or concerns were raised, thanks were noted to the Clerk for producing the clear reporting.
- GP 2207/08 Agenda for next and future meetings  
The Committee made note of any items for the agenda for the next or future meetings.  
**RESOLUTION: No items to add at this time.**
- GP 2207/09 Date of next Meeting and Agenda Deadline  
The Committee confirmed the planned date and time of the next General Purposes Committee meeting as Monday 12<sup>th</sup> September 2022 at 8pm, with Agenda items requested prior to Friday 2<sup>nd</sup> September 2022.
- The meeting closed at 9:05pm.

KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

DATE/REF	STATUS	SUBJECT	ACTION	PROGRESS / DATE OF UPDATE	RESPONSIBLE
JUN-22 FC 2206/07	2663 O	ALLOTMENTS	That a firm proposal on sheds is to be brought to the next meeting including all details of costings, installation and ownership including wording for the tenancy agreements.	Information received from Working Group to include with FC Agenda for July. 8 Jul 2022.	ALLOTMENTS WORKING GROUP
JUN-22 FC 2206/02	2660 O	DECLARATIONS OF INTEREST	All Councillors to update the Clerk on the status of their Declarations of Interest	22 Jun 2022. To be reminded at FC 27 Jul 2022.	ALL COUNCILLORS
JUN-22 PK 2206/08	2642 O	TOWN EVENTS – FOOD/BEER EVENT	That further research around this idea takes place, including contact with organisations who may be able to assist.	13 Jun 2022. Discussions ongoing including with Town Hall Live 9 Jul 2022. Town Hall Live noted as not a suitable event by organisers. Research continues 11 Jul 2022.	ASSISTANT CLERK
JUN-22 PK 2206/08	2639 O	TOWN EVENTS	That the remit for the Town Events Working Group is drawn up.	13 Jun 2022.	TOWN EVENTS WORKING GROUP
JUN-22 PK 2206/06	2633 O	PUBLIC TRANSPORT	That Cllr Fox writes to Northern Trains to express concern with the current situation and the lack of provision of a train timetable.	13 Jun 2022.	CLLR FOX
JUN-22 PK 2206/05	2631 O	TOURISM – BEST KEPT FRONTAGE	That the Tourism Working Group continue to develop the Best Kept Frontage display contest.	13 Jun 2022.	TOURISM GROUP
JUN-22 PK 2206/05	2630 O	TOURISM – HERITAGE INFORMATION	That the Tourism Working Group continue to plan and develop the signboard concept so that relevant permissions can then be sought for placement.	13 Jun 2022.	TOURISM GROUP
JUN-22 PK 2206/05	2628 O	TOURISM – RAF ASSETS	That the Tourism Working Group develop a public interest story about the former RAF assets for publicity around this matter.	13 Jun 2022. Postponed until meeting with NLC taken place in Jul 2022.	TOURISM GROUP
MAY-22 FC 2205/14	2608 O	PROJECTS – CAR PARK	That residents are made aware of any decision made and any reasons why the project is not taken forward if such a decision is to be made	Noted. 25 May 2022.	TOWN CLERK
MAY-22 FC 2205/14	2607 O	PROJECTS – CAR PARK	That an agenda item is included at the next Full Council Meeting to discuss continued appetite for this project and the consideration of a timescale due to the continued stalling	To be included on July FC meeting agenda following updates sought from NLC 22 Jun 2022.	TOWN CLERK
MAY-22 FC 2205/09	2595 O	POLICIES & PROCEDURES – MEMBER/OFFICER PROTOCOL	That this policy is deferred for review at the next meeting	Reviewed at P&D Meeting July and circulated to all Cllrs, to be included on July FC meeting for consideration 11 Jul 2022.	TOWN CLERK
APR-22 FC 2204/11	2542 O	CORRESPONDENCE – CHANGING PLACES	That the Assistant Clerk looks into options for a provision at KLASSIC Park.	27 Apr 2022.	ASSISTANT CLERK
APR-22 FC 2204/07	2529 O	PROJECTS – VINCENT HALL	That Cllr Garritt can confirm with the local martial arts group that leasing the space within the Vincent Hall will be supported.	27 Apr 2022.	CLLR GARRITT

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KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

APR-22 C 2204/04	2521 O	KLASSIC – INTERNET CONNECTIVITY	That a written report with comparison is to be provided for the Trustees.	27 Apr 2022.	ASSISTANT CLERK
APR-22 C 2204/04	2519 O	KLASSIC – FUTURE OF KLJFC AT KLASSIC	That a future agenda item to discuss the creation of a 3G pitch is required.	27 Apr 2022.	TOWN CLERK
MAR-22 FC 2203/12	2505 O	PROJECTS – CAR PARK	That Cllr Frankish asks NLC Procurement to take on the whole task.	23 Mar 2022. Updates sought 19 Jul 2022.	CLLR FRANKISH
MAR-22 FC 2203/11	2499 C	OPEN SPACES – DEVOLVED SERVICES UPDATE	That surplus funding is used to tidy the edges of the grass verges, for additional cuts required throughout the year, for the purchase of replacement toddler swings, and potentially for allotment costs.	Information sent 24 Mar 2022.	TOWN CLERK
MAR-22 FC 2203/11	2495 O	OPEN SPACES	That costings are sought for the decommissioning of the play boat.	23 Mar 2022.	FIVE-YEAR DEVELOPMENT WORKING GROUP
MAR-22 FC 2203/10	2494 O / RA	POLICIES & PROCEDURES – COVID-19 LEGACY RESPONSE	That a meeting of the Community Emergency Plan Committee is arranged at a suitable time.	Query sent to Emergency Planning Officers for updated information to feed into a meeting, response awaited. 28 Jun 2022.	TOWN CLERK
MAR-22 FC 2203/10	2491 O	POLICIES & PROCEDURES – CHARITIES GOOD PRACTICE	That guidance documents setting out the objects of the charities is prepared and provided to all present Town Councillors within a reasonable period of time.	23 Mar 2022. Also see 2394. Ongoing Jul 2022.	TOWN CLERK
MAR-22 GP 2203/06	2458 O	TREE PLANTING	That the Assistant Clerk arranges a meeting with the Internal Drainage Board to discuss options for tree planting at KLASSIC.	14 Mar 2022. IDB contacted and awaiting a response. 9 May 2022.	ASSISTANT CLERK
MAR-22 PK 2203/03	2435 O	TASKS AND ACTIONS – CHEQUE BOARD	That the quotation provided by Cllr Gunn of £35.00 for a large wipeable cheque is approved.	14 Mar 2022. Cllr Gunn informed of approval and confirmed will place order. 15 Mar 2022.	TOWN CLERK/ CLLR GUNN
FEB-22 FC 2202/11	2430 O / RA	PROJECTS – VINCENT HALL	That any promises made about responsibilities and funding are obtained in writing.	23 <sup>rd</sup> Feb 2022.	CLLR FRANKISH/CLLR GARRITT
FEB-22 FC 2202/11	2429 O / RA	PROJECTS – VINCENT HALL	That an update is sought on the development of the business case / feasibility study and provided to the next meeting.	23 <sup>rd</sup> Feb 2022.	CLLR FRANKISH/CLLR GARRITT
FEB-22 FC 2202/11	2427 O / RA	PROJECTS – CAR PARK	That NLC are asked to provide details of the written information they will require to obtain the quotations required for construction.	23 <sup>rd</sup> Feb 2022.	CLLR FRANKISH
FEB-22 FC 2202/11	2426 O / RA	PROJECTS – CAR PARK	That a quotation for drawing up the design to construction level is sought from Origin Designs.	Origin Designs contacted and response awaited. 10 <sup>th</sup> Mar 2022. Update received advising Civil Engineer or Consulting Engineer with recommendation included. 14 <sup>th</sup> March 2022 Engineer contacted and update provided for FC March meeting. Cllr	CLLR FRANKISH

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KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

				<i>Frankish to liaise with NLC regarding taking on entire project 23 Mar 2022. Updates sought 19 Jul 2022.</i>	
FEB-22 C 2202/04	2394 O / RA	TORKSEY CHARITY	That a remit for all Councillors is provided in writing following on from this clarification from the Charity Commission.	<i>23 Feb 2022. To be confirmed following receipt of clarification. 17 Mar 2022.</i>	TOWN CLERK
FEB-22 GP 2202/04	2387 O / RA	PLAY AREA DEVELOPMENT PLAN	That the Clerk passes on the contact details for the sponsorship manager at KCOM to Cllr Fox.	<i>Information passed to Cllr Fox 10<sup>th</sup> Feb. Cllr Fox has discussion and awaits further contact back from KCOM 15<sup>th</sup> Feb 2022. Cllr Stephenson chased up during meeting with KCOM June 2022.</i>	TOWN CLERK/CLLR FOX
FEB-22 PK 2202/04	2378 O / RA	TOWN EVENTS – NLC FOODFEST	That the Clerk keeps in touch with NLC regarding any update/confirmation on the future of the FoodFests, and they are advised that funding would be needed to run one independently.	Updates will be provided when decisions made at NLC and communicated. 9th Feb 2022. Cllr Stephenson progressing updates as part of Tourism meetings. 19 Jul 2022.	TOWN CLERK
FEB-22 PK 2202/03	2374 O / RA	MINUTES – CONKER TREE	That a further query is sent to the Trees and Landscape Officer at North Lincolnshire Council to query the second conker tree location and viability of allowing that tree to take over or if both trees are likely to have to be removed in time.	<i>Officer contacted and has responded that they will carry out a site visit and report back. 10th Feb 2022. Chased up 7th Mar 2022 – no site visits carried out as yet. 8th Mar 2022. Update requested – site visit likely to be end of May. 10 May 2022. Tree Officer chased up July, site meeting arranged for 15<sup>th</sup>. 7<sup>th</sup> Jul 2022. Updates due FC Meeting 27 Jul 2022.</i>	TOWN CLERK
JAN-22 FC 2201/10	2366 O / FA	PROJECTS - CAR PARK	That NLC procurement are asked to form the budget and quotations required and attend the next meeting to provide further information.	<i>26<sup>th</sup> Jan 2022. Information presented at FC 23 Feb recommends next steps, contacting Origin Designs and NLC for further information. 23 Feb 2022. Updates sought via Ward Cllr Poole 19 Jul 2022.</i>	CLLR FRANKISH
JAN-22 FC 2201/08	2363 O / FA	POLICIES & PROCEDURES - STRATEGIC PLAN	That further work is carried out to develop this plan and integrate with the previously prepared updated Action Plan and it is then brought back for further consideration.	<i>26<sup>th</sup> Jan 2022.</i>	CLLR FRANKISH/CLLR GARRITT
DEC-21 FC 2112/09	2331 O / RA	VINCENT HALL	That the working group develop the new business case required for the running of the sports facility whilst the conveyancing between NLC and the MOD continues in the background. Working group to also work on the formation of the required management group	<i>22<sup>nd</sup> Dec 2021.</i>	CLLR FRANKISH / CLLR GARRITT
NOV-21 PK 2111/05	2281 O / RA - NLC	OPEN SPACES – Steep Hill bench/path	That quotations are sought for works, including options for utilising slabbed surfacing.	<i>NLC contacted regarding permissions and confirmed they would take on responsibilities for the works required, once works by KCOM in the town were completed. 9<sup>th</sup> Feb 2022 Update from KCOM on schedule requested 19 Jul 2022.</i>	TOWN CLERK
OCT-21 FC 2110/13	2265 O / RA	CORRESPONDENCE	Gleadell's Mill Fly tipping - Cllr Cooper to follow up on the application of formal charges against the landowner.	<i>Cllr Kofoed contacted land owner May 2021 with assurance provided rubbish would be cleared that month. Ward Cllr Poole / Cllr Rose contacted by the Clerk and Cllr Cooper Oct 2021 to</i>	CLLR COOPER / TOWN CLERK

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KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

				<i>push forward. Environment Health and Housing Kirsten Wilson at NLC dealing with Oct 2021. Passed to NLC colleague Paul McCullagh with legal notice confirmed in progress Nov 2021. Escalated again to Cllr Rose 11 Feb 2021 with hope of resolution soon. Clerk chases up further update from Cllr Rose 10<sup>th</sup> Mar 2022 and awaiting response. Email to Cllr Rose fwd to Cllr Poole for assistance in chasing up; Cllr Rose informs Cllr Poole matter sits for clearance with Legal, Cllr Poole to contact Legal direct for update/progress. 17<sup>th</sup> Mar 2022. Chased up with Leader of NLC 8<sup>th</sup> April, to be included on FC Agenda April following request for impact statement to be submitted. 12<sup>th</sup> Apr 2022. Updates June 2022 that complications remain and work continues to give landowner every opportunity to comply. Further fly tipping issues reported by In Bloom July. 4 Jul 2022.</i>	
OCT-21 PK 2110/07	2232 O	REGENERATION / TOWN IMPROVEMENTS	That the offer of assistance with obtaining funding for projects from the local MP is taken forward.	9 <sup>th</sup> Feb 2022.	CLLR GARRITT
OCT-21 PK 2110/06	2229 O	EVENTS	That local businesses are approached for sponsorship of Christmas lighting for the town in future years.	<i>Originally assigned to Cllr Fox when on PK Committee, now open within Committee for action. 9<sup>th</sup> Feb 2022. Discussed with Garden Centre at meeting on 28<sup>th</sup> June 2022.</i>	PK COMMITTEE
OCT-21 PK 2110/06	2228 O	EVENTS	That quotations for lighting the conker tree next year are sourced, including the provision for dedicated power supply.	<i>Originally assigned to Cllr Fox when on PK Committee, now open within Committee for action. 9<sup>th</sup> Feb 2022.</i>	PK COMMITTEE
APR-21 FC 2104/03	1998 O	MINUTES – PK ACTION - EVENTS – CHRISTMAS LIGHTING	That the Council look to selling the lighting frames as the cost for refurbishment and display would be high.	Apr 2021.	ASSISTANT CLERK
FEB-21 PK 2102/06	1912 O / RA	ASSETS	That a dog waste bin is requested for Grayingham Road	<i>NLC contacted and walk around of all litter and dog waste bins carried out. NLC then advise a North Lincs-wide survey ongoing to ensure fairness of provision for all towns and villages. Latest update provided 24<sup>th</sup> Jan 2022 – James Todd to be in touch as some bins to be reallocated around the town, but local opinions will be borne in mind. 9<sup>th</sup> Feb 2022. Meeting held with NLC officers to discuss provision of bins across the town, followed up with detailed summary on return from leave, awaiting further update from NLC. 7<sup>th</sup> Mar 2022. NLC confirm wider provision for town will be considered once all new bins located across North Lincolnshire area. 15 Mar 2022. Update chased July – final works due in Messingham then can progress. 4<sup>th</sup> Jul 2022.</i>	TOWN CLERK

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KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

DEC-20 FC 2012E/08	1839 O / RA	CAR PARKING PROVISION	1. That the Council applies for a Public Works Loan, in anticipation of the arrangements to purchase the land and the cost of making it into a car park. That the Town Council seeks £100k and only draws down what is needed. 2. That the Council enters into negotiations with the landowner to secure the land (designated people to do this. The landowner has the right to confidentiality, and this must be managed appropriately, ie, privately, with a small group identified to do this). 3. That the Council secures three indicative quotations for the development of the site. These will be based on the design agreed and considering all the specialist reports secured through the design process, making it clear that the Council is aware of the limitations and difficulties. That these processes are carried out in the order item 3, item 1, item 2.	<i>Initially awaiting surveys and planning responses, passed to NLC via Cllr Poole for NLC procurement to assist with process of securing three indicative quotations. 26<sup>th</sup> Jan 2022. Valuation sought for land and taken to Feb Full Council 23 Feb 2022. Origin Designs approached for costings of design, referred to Civil Engineer or Consulting Engineer. 14<sup>th</sup> March 2022 Engineer contacted and responded detail from NLC required first. 17 Mar 2022. NLC to take on project work, discussions ongoing at 19 Jul 2022.</i>	
OCT-20 PK 2010/05	1729 O	IN BLOOM – WORMWOOD HILL	That any further projects at the area are taken to public consultation prior to final development and that this includes speaking directly with the neighbouring residents.	<i>9<sup>th</sup> Feb 2022.</i>	IN BLOOM MEMBERS
OCT-20 PK 2010/05	1728 O / RA	IN BLOOM – WORMWOOD HILL	That Cllr Frankish contacts NLC to chase up the discussions from March around management of the water issues at the site and the potential tree works prior to further projects starting at the site.	<i>Cllr Frankish raises this at Regeneration Group Meetings and has contacted NLC Officers including the Tree Officer for resolutions. Regeneration Group ask that this goes to Full Council to push forward. 9<sup>th</sup> Feb 2022. Tree officer confirms no site visit has yet taken place. 8<sup>th</sup> Mar 2022. Tree Officer chased up &amp; confirms visit likely to be end of May. Tree Officer chased up July, site meeting arranged for 15<sup>th</sup>. Report to FC due 27 Jul 2022.</i>	CLLR FRANKISH
SEP-20 PK 2009/06	1689 O	ASSETS – HERITAGE TRAIL CONCEPT	That the Clerk continues to work with Kirton in Lindsey Society on proposals for heritage information boards to develop further detail and costings.	<i>Dedicated time required to progress work, which now links in with the tourism sub-group created in January 2022. 9<sup>th</sup> Feb 2022.</i>	TOWN CLERK
JUL-20 FC 2007E/15	1672 O	COVID-19 – LEGACY RESPONSE	The Council unanimously agreed this matter needed detailed discussion and careful thought, and that the time to do this would likely be next Spring.	<i>Ongoing pandemic, for further discussion when situation returns to normal. July 2020. Update discussion at PK Meeting March 2022 for volunteers to be contacted about continuing support of different community initiatives 14 Mar 2022.</i>	COUNCILLORS
DEC-19 FC 1912/19	1506 O / RA	OPEN SPACES – LAND REGISTRY	That the required forms are completed and assistance from Councillors is requested from the Clerk as appropriate.	<i>Clerk started communications with Land Registry Nov 2019, the plans for a small focus group of Parish Councils and Land Registry proposed. This put on hold due to pandemic. Planned</i>	TOWN CLERK

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KIRTON IN LINDSEY TOWN COUNCIL  
CLERK'S REPORT ON ACTIONS FROM MEETINGS

				<i>to launch early 2022, but now put back to third quarter of 2022 due to back log at Land Registry. 12 Dec 2021.</i>	
<b>SEP-19 FC 1909/04</b>	<b>1314 O</b>	<b>FOOTPATHS INTEREST GROUP</b>	That the process for registration of the four routes described is sought from NLC.	<i>Request to Colin Wilkinson at NLC sent Sept 2019; information received back for collating and submitting; process informed to Town Clerk and in need of evidence collection. Dedicated time required to progress work with buy in from residents needed. Jan 2020.</i>	<b>FOOTPATHS INTEREST GROUP</b>

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## Notes about Tourism Network Meeting Walcott Hall 28 .6.22

1. Talk about Experiential Tourism by Hayley Toyne. Tourists are keen on an experience, examples being stone mason for a day. Useful info could be gained from "Unmissable England". Tourists needed to be kept fed. Recommended obtaining the Pink Book of relevant tourist legislation from Visit England, which is free and the Business.VisitLincolnshire website.
2. Talk by the founder of Scunthorpe Cookie Business the Cookie people about using social media.
3. Rapid Networking. Talked to other delegates including to Steve Rusling Visitor Economy Business Advisor E factor business of Grimsby 07957 573458 [steve.rusling@e-factor.co.uk](mailto:steve.rusling@e-factor.co.uk) who said 12 hours of free advice was available. Also talked to Carol Thornton of Ted Lewis Centre Barton on Humber who explained how NLC had helped set up their market. Further networking included Charlotte Goy Destination Lincs. Suggestions made of putting places on cycle routes. Also spoke to a textile designer and Epworth Old Rectory.
4. Informal discussion with Jenny Couch. She confirmed NLC had run first 2 markets for Barton, but Barton was now taking over. NLC had acquired 10 gazebos, 10 tables and 40 weights which could be borrowed by those towns running markets. She believed she had told Neil. They might acquire more later. The thing to do about running a market was to meet with Chris Thickett and agree a Protocol of how to do a market if we were to have a market and we needed to get the trades on board. Jenny Couch was very enthusiastic about doing something about the Control Tower and Base at the former airfield and I reminded her people had been unable to track down the owner. Now she thought about it she said that she was in correspondence with the owner about two and a half years ago, but she said that correspondence had stopped because there was no financial incentive for him. She believed the buildings were empty but there were documents somewhere about what had been in them. She said NLC might be able to put together a plan using funds from the UK Shared Prosperity Fund to be able to somehow pay for its use while leaving ownership as it was but a Community Group would need to run it. Money might be an incentive for the owner to communicate. I pointed out lack of Councillors/personnel KLTC to take on projects, but I agreed to meet with her and discuss what she had in mind. She would send me suggested dates.

Suzanne Stephenson

Notes of Meeting with Jenny Couch on 14/7/22

#### Control Tower and Ops room Kirton Lindsey Airbase

We discussed latest on efforts to contact owner of land where control tower and ops room situate. Person she had contact with was a Russell Wallis planning agent but efforts to interest Mr Harvey had fizzled out in 2019. North Linc Aviation Trust were concentrating on Hibaldstow. Their previous leader now deceased had been interested in Kirton Lindsey airbase.

NLC had a large folder which appeared to have material relating to the ops room stored in a room at the top of St John's Market Scunthorpe. She would ask her colleague to get it out so it could be checked if it contained plans of the control tower or ops room and what they used to contain.

She would double check if control tower and ops room were registered as assets of community value and if not if it would be possible for KLTC to register them.

She told me of other local museum projects e.g. old smithy. Community Groups ran them. She wondered if Martin Hollingsworth/Kirton Lindsey Society could put together a community group. I indicated I could in no way speak for him, but I was aware he had a huge number of commitments.

I raised the issue of the involvement of North Lincolnshire Museum Service in any project bearing in mind these items we were discussing were of possible national importance and it would be a huge project, which personally I felt would be outside the scope of a Town Clerk, an Assistant to the Clerk and 9 Councillors to run such museum(s). While I was expressing my own view and not that of KLTC I felt it right to mention my concern over the scale of such a project. Jenny was concerned that other towns and villages might feel KL had been favoured if the Museum Service ran it. She said that if we did this for one group we set a precedent and might be asked to do this for others and NLC unfortunately do not have the resources to do this.

We discussed possible stake holders who might range from Kirton Lindsey Society through to the Imperial War Museum. I pointed out that even if a Community Group could be put together of interested volunteers there would need to be a professional manager to run a museum and someone in charge of the manager. There would be issues of health and safety, organising volunteer rotas, providing toilets, employing cleaning staff to clean toilets etc, manning ticket booths, maintenance and even catering. Jenny Couch said a Community Group would be necessary to access funding, although she appeared to agree a professional manager would be needed for such a project or projects. She talked about the possibility of a Charity running it with a board including officers of NLC. I emphasised the Control Tower was a rare building, and these buildings were nationally important to RAF history.

Jenny did raise an issue about access routes to the Control Tower.

She would put together a possible proposal for Mr Harvey which could stress the benefit to him, for example freeing him of having to pay for upkeep of these buildings or rent on a lease. She would work on a proposal during August so I could put it to PK in September.

#### Market Information

Jenny would put together a document with information about running a market. Dave Easters is the Contractor transporting, putting down and taking up stalls. She would ask him for a ball-park figure for costs. She would ask the 2 Barton Town Councillors who ran Barton market if she could release their names to KLTC. Kris Thickett Manager of St John's market could come and give a talk to KLTC.

#### Tourism Generally

Updated Jenny about having Best Kept Frontage Competition and efforts re signage and concerns over appearance of verges Redbourne Mere. If we wanted more information from NLC Tourism someone from the Tourism team could meet with KLTC Tourism Group.

Suzanne Stephenson

ERNLLCA District Committee Meeting 12<sup>th</sup> July via Zoom

Cllr Frankish - I attended the meeting last night.

All existing officers were re-elected.

Our issue about numbers won't be addressed by NLC until boundary changes finished.

New officer replacing Alan was present, Tom Clay. Alan currently very poorly.

Meetings moving to Thursdays, so next is October 27<sup>th</sup>

# Kirton in Lindsey Town Council: Schedule of Payments July 2022

		Date	Payee	Description	101 Administration	Other Staff Costs (separate to salary, tax, NI, pension & mileage)	1001 Salary	Tax	NI	Pension	Mileage	1025 General Power of Competence	1021 s.137	1026 Connecting Kirton Project Grant (NLC)	103 Democratic Expenses	201 Open Spaces	301 Burial Grounds	401 S144 Promoting Kirton	501 Public Services	601 Civic	7011 Trustee The Green & Market Place	7012 Trustee War Memorial & Garden of EED	VAT	Total	
PART A	PRE - APPROVED/APPROVED BY COMMITTEE																								
Contractual		01/07/2022	O2	Business mobile contracts	£29.40																			£5.88	£35.28
Contractual		01/07/2022	Lawn N Order	Highways verge devolution cut (5)												£871.25								£174.25	£1,045.50
FC 2205/19		01/07/2022	ERNLLCA	Training - Clerk's Training Day	£20.00																			£4.00	£24.00
GP 2206/08		01/07/2022	D Saxby	Church Street Noticeboard works	£275.00																				£275.00
FC 2206/10		01/07/2022	D Saxby	Urgent play area works												£150.00									£150.00
FC 2205/19		01/07/2022	Town Clerk	Expenses - travel for training day							£9.90														£9.90
Contractual		04/07/2022	S Barrett	Grounds Maintenance contract (planting)												£480.00									£480.00
Contractual		04/07/2022	Clxby Active Pro	SportsZone coaching fees															£100.00						£100.00
Civic		05/07/2022	J Koford	Expenses - travel to Lincs Show																£11.70					£11.70
GP 2206/08		07/07/2022	Assistant Clerk	Expenses - extension lead for office	£14.24																				£2.85
Contractual		07/07/2022	Diamond Jubilee Town Hall	Office Rent, Broadband and Meeting Room hire	£368.00																				£368.00
Connecting Kirton		07/07/2022	The Acorn Group	Platinum Jubilee events - first aid cover										£165.00											£165.00
Contractual		14/07/2022	Cumbria Clock Company	Town Clock - annual service															£145.00						£145.00
Contractual		17/07/2022	HSBC	Business banking fees	£12.92																				£12.92
FC 2204/06		18/07/2022	HWRA	Membership 2022-23	£25.00																				£25.00
Contractual		20/07/2022	Lawn N Order	Highways verge devolution cut (6)												£801.25									£801.25
Contractual		23/07/2022	G Burley & Sons Ltd	Grounds Maintenance contract (grass cutting)												£874.35									£874.35
Contractual		25/07/2022	BT Business	Telephone Apr-Jul	£121.91																				
Contractual		27/07/2022	Nest	Pension contributions (July)																					
Contractual		28/07/2022	Town Clerk	Salary																					
Contractual		28/07/2022	Assistant Clerk	Salary																					
Contractual		28/07/2022	HMRC	Tax/NI/Student Loan																					
FC 2206/10		29/07/2022	Lawn N Order	Hedge trimming works (approved by NLC)												£95.00									£95.00
PART B	FOR APPROVAL																								
		01/08/2022	SLCC Membership	Membership 2022-23	£270.00																				£270.00
		01/08/2022	Tourism Working Group	Meeting room hire 11 July 2022	£9.00																				£9.00
		01/08/2022	Events Working Group	Meeting room hire 25 July 2022	£9.00																				£9.00
			Subtotal for month		£1,154.47	£0.00	£1,976.01				£9.90	£0.00	£0.00	£165.00	£0.00	£3,271.85	£0.00	£0.00	£245.00	£11.70	£0.00	£0.00	£614.48		£8,944.29

## Kirton in Lindsey Town Council Finance Report June 2022

### RECEIPTS AND PAYMENTS MADE DURING JUNE 2022, RECONCILING THE CASHBOOK WITH THE BANK STATEMENTS AS AT 30/06/2022

<b>Cashbook balance brought forward:</b>	Balance carried forward April 1st 2022:	£134,566.27
	Receipts to May 31st 2022:	£65,878.54
	Payments to May 31st 2022:	£37,886.28
	Balance carried forward June 1st 2022:	<b>£162,558.53</b>

<u>REF</u>	<u>RECEIPTS</u> <u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
			<b>Balance C/F 01/06/2022</b>	<b>£162,558.53</b>
R19	06/06/2022	Public Sector Deposit Fund	Interest	£57.89
R20	07/06/2022	Main Grants (Lottery)	Play area funding	£10,000.00
R21	10/06/2022	Clixby Active Pro Ltd	SportsZone fee receipts	£8.00
R22	14/06/2022	F S Machin	Cemetery - ERoB & Interment fees PHILLIPS	£850.00
R23	16/06/2022	Retford Memorials	Cemetery - Memorial application TYTLER	£160.00
R24	17/06/2022	Clixby Active Pro Ltd	SportsZone fee receipts	£10.00
R25	23/06/2022	Jason Threadgold Funeral Directors	Cemetery - ERoB & Interment fees HOLMES	£850.00
R26	27/06/2022	Clixby Active Pro Ltd	SportsZone fee receipts	£14.00
R27	27/06/2022	C Bradley & Sons Ltd	Cemetery - ERoB & Interment fees CROFT	£425.00
R28	27/06/2022	HSBC	Gross Interest	£2.10
R29	28/06/2022	North Lincolnshire Council	Devolved grass cutting & Parish Paths funding 1	£8,675.00
			<b>RECEIPTS, June 2022</b>	<b>£21,051.99</b>

<u>REF</u>	<u>DATE</u>	<u>TO WHOM PAID</u>	<u>DETAILS</u>	<u>PAYMENTS</u>
P55	01/06/2022	O2	Business mobile contracts	£25.49
P56	06/06/2022	C Garbutt	Connecting Kirton project work (May payment pt1)	£1,575.00
P57	06/06/2022	S Barrett	Grounds Maintenance - Planting contract (June)	£480.00
P58	06/06/2022	Town Clerk	Expenses - Travel (Mayoral Chains update 3 May)	£9.00
P59	06/06/2022	Town Clerk	Expenses - Travel (Mayoral Chains update 20 May)	£9.00
P60	06/06/2022	Town Clerk	Expenses - Travel (Paint materials 23 May)	£17.10
P61	07/06/2022	C Garbutt	Connecting Kirton project work (May payment pt2)	£1,575.00
P62	07/06/2022	C Garbutt	Connecting Kirton - Platinum Jubilee expenses	£49.85
P63	07/06/2022	Roadworx	Connecting Kirton - Platinum Jubilee costs	£360.00
P64	07/06/2022	C Hodder	Connecting Kirton - Platinum Jubilee expenses	£127.45
P65	07/06/2022	C Hodder	Connecting Kirton project work	£144.00
P66	09/06/2022	Diamond Jubilee Town Hall	Office Rent, Broadband & meeting room hire	£368.00
P67	09/06/2022	Diamond Jubilee Town Hall	Connecting Kirton - Business networking room hire	£37.50
P68	10/06/2022	Kirton Garden Services	Connecting Kirton - Platinum Jubilee costs	£60.00
P69	13/06/2022	Lawn N Order	Highway verge devolution services (3)	£961.50
P70	14/06/2022	J White	Parish Paths Partnership cut 1	£312.75
P71	14/06/2022	AC Pailthorpe	Mayoral Chains updating	£115.50
P72	16/06/2022	HSBC	Business banking account charges	£14.81
P73	20/06/2022	G Burley & Sons	Grounds Maintenance - grass contract (June)	£1,049.22
P74	22/06/2022	Nest	Pension Contributions June 2022	
P75	23/06/2022	Town Clerk	Salary	
P76	23/06/2022	HMRC	Tax/NI/Student Loan (June)	
P77	23/06/2022	Assistant Clerk	Salary	
P78	23/06/2022	VANL	Membership 2022-23	£20.00
P79	24/06/2022	Digital River UK	SSD Drive for laptop	£57.59
P80	27/06/2022	C Garbutt	Connecting Kirton project work (June payment pt1)	£1,775.00
P81	27/06/2022	C Hodder	Connecting Kirton project work	£180.00
P82	27/06/2022	Wilko	Stationery - box files x 2 and lever arch file	£9.70
P83	27/06/2022	Toolstation	Paint brushes for community works	£49.41
P84	28/06/2022	C Garbutt	Connecting Kirton project work (June payment pt2)	£1,775.00
P85	28/06/2022	Amazon	Computer Monitor arm for office	£28.98
P86	28/06/2022	Amazon	Computer Monitor for office	£129.00
P87	30/06/2022	Lawn N Order	Highway verge devolution services (4)	£961.50
			<b>Total Payments, June 2022</b>	<b>£15,526.22</b>

#### CASHBOOK CARRIED FORWARD:

Balance carried forward April 1st 2022:	£134,566.27
Receipts to June 30th 2022:	£86,930.53
Payments to June 30th 2022:	£53,412.50
Cashbook total at June 30th 2022:	<b>£168,084.30</b>

#### RECONCILIATION TO BANK STATEMENTS:

Current Account 41305484	£2,000.00
Savings Account 01109553	£86,084.30
Public Sector Deposit Fund	£80,000.00
<b>TOTAL IN BANK AS AT 30/06/2022</b>	<b>£168,084.30</b>

Agreed to cashbook and bank statements:

Dated:

# Community Renewal Budget and Record

## Income

### Date

16/07/2021 North Lincolnshire Council

### Payer

### Details

Grant Funding

### Receipts

£25,000.00

Expenditure		
Date	Paid towards	Payments
29/07/2021	Life Publications - Town Survey - Paper copy	£914.40
23/09/2021	Feasibility Planning support	£520.00
19/10/2021	Feasibility Planning support	£100.00
28/10/2021	Feasibility Planning support	£150.00
08/11/2021	Design - logo	£60.00
25/11/2021	Feasibility Planning support	£200.00
30/11/2021	Community Café Support	£144.00
31/12/2021	Consultancy feasibility/events	£420.00
31/12/2021	Community Café Support	£108.00
01/01/2022	Netl - Main survey results printing (16pp A5 booklet, b/w x 1800)	£467.00
01/01/2022	Netl - Sports survey results printing	£145.00
24/01/2022	Feasibility Planning support	£400.00
31/01/2022	Community Café Support	£144.00
31/01/2022	Consultancy feasibility/events	£2,160.00
28/02/2022	Consultancy feasibility/events	£2,910.00
05/03/2022	Community Café Support	£144.00
31/03/2022	Consultancy feasibility/events	£2,370.00
04/04/2022	Community Café Support	£180.00
13/04/2022	Consultancy feasibility/events - Subscription for Survey £24 for x1month and Survey and invite postage £116.96	£140.96
26/04/2022	Consultancy feasibility/events	£2,490.00
04/05/2022	Community Café Support	£144.00
23/05/2022	Feasibility Survey Subscription	£24.00
31/05/2022	Consultancy feasibility/events	£3,150.00
07/05/2022	Community Café Support	£144.00
08/06/2022	Kirton Town Hall - Hire of room - Business networking	£37.50
Jan-June 2022		
	Community Events	£2,669.00
23/06/2022	Admin - town council	£934.14
23/06/2022	Consultancy feasibility/events	£3,550.00
23/06/2022	Community Café Support	£180.00
<b>Total expenditure</b>		<b>£25,000.00</b>
<b>Remaining budget</b>		<b>£0.00</b>

£165 outstanding to pay from this total -awaiting invoices - chased numerous times

Passed to Pat for payment 23.6

Passed to Neil for payment 24.6

## Jubilee Budget 2022

Project estimated costs

### Income

Date	Payer	Details	Receipts
16/07/2021	North Lincolnshire Council	Grant Funding	£2,669.00
	Part of the Community Renewal Budget		

### Expenditure

Date	To Whom Paid	Details	Payments
February	CG (Amazon)	Jubilee decorations for Saturday	415.15
February	NL Council	Market consent admin fee	10
February	Last Minute Ent.	Entertainment - Dance or Band - Deposit	225
April 12/05/2022	Mick Holmes Swing Amathing	Beacon build Entertainment - Dance or Band - Final Invoice	86 £1,115.00
23.5.22	CG	Additional items safety tape, beacon U/I flags, refreshments etc.	£55.55
7.6.22	CG	Materials and refreshments	£49.85
7.6.22	Caroline	Community Coffee shop/craft session - inc. beacon making, crown making prizes and games	£127.45
7.6.22	Roadworx - Traffic management	Road Closure signs £200 and x4hrs traffic management £100	£360.00
13.6.22	Kirton Garden Services	Removing of turf and replacing for beacon	£60.00
<b>Total expenditure to date</b>			<b>£2,504.00</b>
<b>Remaining budget at</b>			<b>£165.00</b>

### Thursday 2nd June

Town Crier	£0.00	Volunteers
Piper	£0.00	Volunteers
Bugler/Cornet Player	£0.00	Volunteers
Choir (could be a group that we pay for)	£0.00	Volunteers
Celebratory Cocktails (Queens Pub)	£0.00	From the crown pub
Food/Drink (Queens Pub)	£0.00	From the crown pub
Fire Brigade	£0.00	Volunteers
Event req. NLC costs	£0.00	No live music so no license req'd
First Aiders	£55.00	Acorn group booked x1 medic
TEN event License	£0.00	Not required as agreed per guidance

### Friday 3rd June

Beacon build	paid	£86.00
Removing of turf and replacing for beacon	paid	£60.00
Rob from the garden centre		
No costs for this event	£0.00	

### Saturday 4th June

Coffee's, teas, buns (WI)	£0.00	funding through Co-op	
White Paper Banquet Roll 100M X 1.14M - £23.95 each x2 rolls	paid	<a href="https://www.amazon.co.uk/gp/product/B0015JUPXK6/ref=ox_sc_act_image_17smid=AQZ10075N3MY8&amp;th=1">https://www.amazon.co.uk/gp/product/B0015JUPXK6/ref=ox_sc_act_image_17smid=AQZ10075N3MY8&amp;th=1</a>	£47.90
Union Jack Table Cloths £5.99 each x14	paid	<a href="https://www.amazon.co.uk/Shatchi-Tablecover-Tableware-Decorations-Celebrations/dp/B07H1VJYRV/ref=sr_1_1?crid=39LWD4A0ROHSU&amp;keywords=union%2Bjack%2Btables%2Bcloths&amp;qid=1644579530&amp;spreffix=union%2Bjack%2Btable%2Bcloth%2Bcaps%2C120&amp;sr=8-1&amp;th=1">https://www.amazon.co.uk/Shatchi-Tablecover-Tableware-Decorations-Celebrations/dp/B07H1VJYRV/ref=sr_1_1?crid=39LWD4A0ROHSU&amp;keywords=union%2Bjack%2Btables%2Bcloths&amp;qid=1644579530&amp;spreffix=union%2Bjack%2Btable%2Bcloth%2Bcaps%2C120&amp;sr=8-1&amp;th=1</a>	£83.86
Union Jack Bunting £7.99 for 40m lengths x4	paid	<a href="https://www.amazon.co.uk/Shatchi-TRIANGLE-BUNTING-PLASTIC-ONTHIPS/dp/B07BFFN7TB/ref=psdc_5230720031_12_B01N8X3607th=1">https://www.amazon.co.uk/Shatchi-TRIANGLE-BUNTING-PLASTIC-ONTHIPS/dp/B07BFFN7TB/ref=psdc_5230720031_12_B01N8X3607th=1</a>	£31.96
Union Jack Flags x500 (pack of 100) £15	paid	<a href="https://www.amazon.co.uk/SHATCHI-Jubilee-Olympics-birthday-Street/dp/B008204DHO/ref=sr_1_5?crid=2AL1U0LOVUFFH&amp;keywords=union%2Bjack%2Bflags&amp;qid=1644491028&amp;spreffix=union%2Bjack%2Bflags%2Caps%2C123&amp;sr=8-5&amp;th=1">https://www.amazon.co.uk/SHATCHI-Jubilee-Olympics-birthday-Street/dp/B008204DHO/ref=sr_1_5?crid=2AL1U0LOVUFFH&amp;keywords=union%2Bjack%2Bflags&amp;qid=1644491028&amp;spreffix=union%2Bjack%2Bflags%2Caps%2C123&amp;sr=8-5&amp;th=1</a>	£74.95
Crowns (adults x200) packs of 40 x5 packs	paid	<a href="https://www.amazon.co.uk/gp/product/B07T29292Q/ref=ox_sc_act_title_3?smid=APNGGG8J2BWL&amp;psc=1">https://www.amazon.co.uk/gp/product/B07T29292Q/ref=ox_sc_act_title_3?smid=APNGGG8J2BWL&amp;psc=1</a>	£69.95
Crowns (children x200) packs of 10 x20 packs	paid	<a href="https://www.amazon.co.uk/Happium-Birthday-Crown-Princess-Favors/dp/B077Y3T5VN/ref=sr_1_16?crid=1A4EJUD594AQ&amp;keywords=crowns+for+kids&amp;qid=1644580437&amp;spreffix=crowns%2Caps%2C132&amp;sr=8-16">https://www.amazon.co.uk/Happium-Birthday-Crown-Princess-Favors/dp/B077Y3T5VN/ref=sr_1_16?crid=1A4EJUD594AQ&amp;keywords=crowns+for+kids&amp;qid=1644580437&amp;spreffix=crowns%2Caps%2C132&amp;sr=8-16</a>	£88.60
Ink Cartridges	paid	Amazon	£19.53
Amazon Discount	paid	Amazon	£1.60
Entertainment - Dance or Band - Deposit	paid		£225.00
Entertainment - Dance or Band - final payment	paid		£1,115.00
Fire Brigade	£0.00	Volunteers	
Road Closures NL Council	£0.00	Free for all jubilee events	
Road Closure signs £200 and x4hrs traffic management £100	paid	Road closure and access only signs	£360 (incl tax)
First Aiders	£110.00	Acorn group booked x2 medics	
Market consent admin fee - NL Council	paid	For holding market stalls	£10.00
Advertising posters - for businesses, schools, groups etc.	£0.00	Print at home x30 - pat printing	
Resource materials for above (paper, bin bags, hand sanitizers etc.)	£0.00	Pat has sanitizers and bins bags for the event	
TEN event License	£0.00	Not required as agreed per guidance	
Additional items safety tape, beacon U/I flags, refreshments etc.	paid	CG Paid on card and claimed back on invoice	£55.55
Additional items from wilkos + refreshments entertainment (as per contract)	paid		£49.85
Community Coffee shop/craft session - inc. beacon making, crown making prizes and games	paid	Caroline purchased	£101.50

### Other

remaining costs to be paid	£165.00
Remaining budget as of 13.5.22	£0.00



# Kirton in Lindsey Town Council

## 1st Quarter Budget Monitoring Report 2022-23 (Apr-Jun)

ADMINISTRATION AND RESOURCES								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>101</b>	<b>Administration</b>							
<b>Income</b>								
<b>1101</b>	Precept	£0.00	£48,750.00			£48,750.00	£48,750.00	
<b>1102</b>	Precept grant	£0.00				£0.00	£0.00	
<b>1103</b>	Income Other	£8,500.00		£14,849.52		£14,849.52	£14,849.52	
<b>1104</b>	Bank Interest	£10.00	£33.24	£42.62	£59.99	£135.85	£135.85	
	<b>Sub Total</b>	<b>£8,510.00</b>	<b>£48,783.24</b>	<b>£14,892.14</b>	<b>£59.99</b>	<b>£63,735.37</b>	<b>£63,735.37</b>	
<b>Expenditure</b>								
<b>1011</b>	Staff Costs ( <i>Salaries, PAYE, Pensions</i> )	£40,500.00	£3,267.87	£3,371.99	£3,248.87	£9,888.73	£9,888.73	
<b>1013</b>	Recruitment	£0.00				£0.00	£0.00	
<b>1014</b>	Staff Expenses / Travel	£300.00			£35.10	£35.10	£35.10	
<b>1015</b>	Training Staff	£400.00				£0.00	£0.00	
<b>1016</b>	Licences/Permissions	£50.00				£0.00	£0.00	
<b>1017</b>	Stationery/Consumables	£1,300.00	£325.96	£134.38	£9.70	£470.04	£470.04	
<b>1018</b>	Office Rent/Meeting Room Hire	£5,000.00	£344.00	£424.00	£344.00	£1,112.00	£1,112.00	
<b>1019</b>	Telephone/Broadband etc	£1,400.00	£175.19	£74.17	£49.49	£298.85	£298.85	
<b>1020</b>	Memberships/Subscriptions	£1,650.00	£131.00	£904.97	£20.00	£1,055.97	£1,055.97	
<b>1021</b>	Audit Costs	£1,200.00	£587.90			£587.90	£587.90	
<b>1022</b>	Insurance	£1,000.00		£986.24		£986.24	£986.24	
<b>1023</b>	Maintenance	£400.00				£0.00	£0.00	
<b>1024</b>	IT/Website	£500.00			£215.57	£215.57	£215.57	
<b>1005</b>	Sundry Admin	£100.00				£0.00	£0.00	
<b>1006</b>	Banking fees	£150.00	£12.00	£9.65	£14.81	£36.46	£36.46	
	<b>Sub Total</b>	<b>£53,950.00</b>	<b>£4,843.92</b>	<b>£5,905.40</b>	<b>£3,937.54</b>	<b>£14,686.86</b>	<b>£14,686.86</b>	
	<b>TOTAL</b>	<b>-£45,440.00</b>	<b>£43,939.32</b>	<b>£8,986.74</b>	<b>-£3,877.55</b>	<b>£49,048.51</b>	<b>£49,048.51</b>	

	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>102</b>	<b>Grants and Donations</b>							
<b>Income</b>								
<b>10201</b>	Income Other	£0.00				£0.00	£0.00	
<b>10202</b>	Grant Funding	£0.00	£1,469.16		£10,000.00	£11,469.16	£11,469.16	
<b>10203</b>	Donations	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£0.00</b>	<b>£1,469.16</b>	<b>£0.00</b>	<b>£10,000.00</b>	<b>£11,469.16</b>	<b>£11,469.16</b>	
<b>Expenditure</b>								
<b>10211</b>	S137 Grants	£300.00				£0.00	£0.00	
<b>10212</b>	S133 Grants - Community Building	£0.00				£0.00	£0.00	
<b>10213</b>	Sports Facilities LG (Misc Prov) Act	£0.00				£0.00	£0.00	
<b>10214</b>	Community Pot	£0.00				£0.00	£0.00	
<b>10215</b>	General Power of Competence	£11,525.00	£11,525.00			£11,525.00	£11,525.00	
<b>10216</b>	Community Renewal Project	£0.00	£5,266.96	£1,338.55	£7,658.80	£14,264.31	£14,264.31	Connecting Kirtton Project work linked to NLC grant funding
	<b>Sub Total</b>	<b>£11,825.00</b>	<b>£16,791.96</b>	<b>£1,338.55</b>	<b>£7,658.80</b>	<b>£25,789.31</b>	<b>£25,789.31</b>	
	<b>TOTAL</b>	<b>-£11,825.00</b>	<b>-£15,322.80</b>	<b>-£1,338.55</b>	<b>£2,341.20</b>	<b>-£14,320.15</b>	<b>-£14,320.15</b>	
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>103</b>	<b>Democratic Expenses</b>							
<b>Income</b>								
<b>10301</b>	Income Other	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Expenditure</b>								
<b>10311</b>	Members Expenses	£100.00				£0.00	£0.00	
<b>10312</b>	Members Training	£400.00		£38.93		£38.93	£38.93	
<b>10313</b>	Election Expenses	£375.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£875.00</b>	<b>£0.00</b>	<b>£38.93</b>	<b>£0.00</b>	<b>£38.93</b>	<b>£38.93</b>	
	<b>TOTAL</b>	<b>-£875.00</b>	<b>£0.00</b>	<b>-£38.93</b>	<b>£0.00</b>	<b>-£38.93</b>	<b>-£38.93</b>	

OPEN SPACES								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>201</b>	<b>Open Spaces</b>							
<b>Income</b>								
<b>2101</b>	Grants	£0.00				£0.00	£0.00	
<b>2102</b>	Income Other	£0.00	£300.00			£300.00	£300.00	
<b>2103</b>	Grass verges devolution	£16,278.00			£8,139.00	£8,139.00	£8,139.00	
<b>2104</b>	Parish Paths Partnership	£1,071.00			£536.00	£536.00	£536.00	
<b>2105</b>	Traingate Project	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£17,349.00</b>	<b>£300.00</b>	<b>£0.00</b>	<b>£8,675.00</b>	<b>£8,975.00</b>	<b>£8,975.00</b>	
<b>Expenditure</b>								
<b>2011</b>	Open Spaces Contracts	£16,500.00	£1,443.62	£1,447.39	£1,529.22	£4,420.23	£4,420.23	
<b>2012</b>	Waste / Bins / Dog Bins	£0.00				£0.00	£0.00	
<b>2013</b>	Play Area Maintenance	£5,439.22				£0.00	£0.00	
<b>2014</b>	Play Area Inspection	£150.00				£0.00	£0.00	
<b>2015</b>	In Bloom/CPRE Entry	£50.00	£35.00			£35.00	£35.00	
<b>2016</b>	Historic Sites Maintenance	£500.00				£0.00	£0.00	
<b>2017</b>	Grass verges devolution	£16,278.00	£961.50	£1,045.50	£1,923.00	£3,930.00	£3,930.00	
<b>2018</b>	Parish Paths Partnership	£1,071.00			£312.75	£312.75	£312.75	
<b>2019</b>	Traingate Project	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£39,988.22</b>	<b>£2,440.12</b>	<b>£2,492.89</b>	<b>£3,764.97</b>	<b>£8,697.98</b>	<b>£8,697.98</b>	
	<b>TOTAL</b>	<b>-£22,639.22</b>	<b>-£2,140.12</b>	<b>-£2,492.89</b>	<b>£4,910.03</b>	<b>£277.02</b>	<b>£277.02</b>	
<b>BURIAL GROUND</b>								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>301</b>	<b>Burial Ground</b>							
<b>Income</b>								
<b>3101</b>	Cemetery Fees	£3,000.00	£125.00	£235.00	£2,285.00	£2,645.00	£2,645.00	
<b>3102</b>	Trade Waste Refund	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£3,000.00</b>	<b>£125.00</b>	<b>£235.00</b>	<b>£2,285.00</b>	<b>£2,645.00</b>	<b>£2,645.00</b>	
<b>Expenditure</b>								
<b>3011</b>	Trade Waste	£450.00		£423.40		£423.40	£423.40	
<b>3012</b>	Maintenance Works	£4,000.00				£0.00	£0.00	
<b>3013</b>	Business Rates	£650.00	£736.03			£736.03	£736.03	
<b>3014</b>	Cemetery costs general	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£5,100.00</b>	<b>£736.03</b>	<b>£423.40</b>	<b>£0.00</b>	<b>£1,159.43</b>	<b>£1,159.43</b>	
	<b>Total</b>	<b>-£2,100.00</b>	<b>-£611.03</b>	<b>-£188.40</b>	<b>£2,285.00</b>	<b>£1,485.57</b>	<b>£1,485.57</b>	

S144 PROMOTING KIRTON								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>401</b>	<b>Promoting Kirtton</b>							
<b>Income</b>								
<b>4101</b>	Event Income - Christmas	£500.00				£0.00	£0.00	
<b>4102</b>	Event Income - Summer Gala	£0.00				£0.00	£0.00	
<b>4103</b>	Event Donations	£400.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£900.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Expenditure</b>								
<b>4011</b>	Summer Gala Expenses	£0.00				£0.00	£0.00	
Christmas Festival Expenses	<b>4012</b>	Lights Installation/Removal	£9,000.00	£1,987.50		£1,987.50	£1,987.50	
	<b>4013</b>	Maintenance	£800.00			£0.00	£0.00	
	<b>4014</b>	Town Hall Hire/Electrics	£360.00			£0.00	£0.00	
	<b>4015</b>	Church Electrics	£60.00			£0.00	£0.00	
	<b>4016</b>	Market Stall Hire	£350.00			£0.00	£0.00	
	<b>4017</b>	Equipment Hire	£820.00			£0.00	£0.00	
	<b>4019</b>	Entertainers' Fees	£700.00			£0.00	£0.00	
	<b>4020</b>	Christmas Trees	£750.00			£0.00	£0.00	
	<b>4021</b>	Sundry PK Expenses	£50.00			£0.00	£0.00	
	<b>Sub Total</b>	<b>£12,890.00</b>	<b>£1,987.50</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,987.50</b>	<b>£1,987.50</b>	
	<b>Total</b>	<b>-£11,990.00</b>	<b>-£1,987.50</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£1,987.50</b>	<b>-£1,987.50</b>	
<b>PUBLIC SERVICES</b>								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>501</b>	<b>Public Services</b>							
<b>Income</b>								
<b>5101</b>	Income	£0.00	£18.00	£56.00	£32.00	£106.00	£106.00	
	<b>Sub Total</b>	<b>£0.00</b>	<b>£18.00</b>	<b>£56.00</b>	<b>£32.00</b>	<b>£106.00</b>	<b>£106.00</b>	
<b>Expenditure</b>								
<b>5011</b>	Town Clock	£400.00				£0.00	£0.00	
<b>5012</b>	Community Sports Sessions	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£400.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
	<b>Total</b>	<b>-£400.00</b>	<b>£18.00</b>	<b>£56.00</b>	<b>£32.00</b>	<b>£106.00</b>	<b>£106.00</b>	

CIVIC								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>601</b>	<b>Civic</b>							
<b>Income</b>								
<b>6101</b>	Civic Service Income	£200.00				£0.00	£0.00	
<b>6102</b>	Civic Dinner Income	£1,500.00				£0.00	£0.00	
<b>6103</b>	Mayors Charity Night Income	£0.00				£0.00	£0.00	
<b>6104</b>	Civic Refunds	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£1,700.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Expenditure</b>								
<b>6011</b>	Mayoral Allowance	£650.00				£0.00	£0.00	
<b>6012</b>	Civic Tickets	£300.00	£45.00			£45.00	£45.00	
<b>6013</b>	Civic Award	£200.00				£0.00	£0.00	
<b>6014</b>	Civic Service Expenses	£700.00				£0.00	£0.00	
<b>6015</b>	Civic Dinner Expenses	£1,500.00				£0.00	£0.00	
<b>6016</b>	Honours Board and Chain Updates	£0.00				£0.00	£0.00	
<b>6017</b>	Mayor's Charity Donations	£0.00				£0.00	£0.00	
<b>6018</b>	Mayors Charity Night	£50.00				£0.00	£0.00	
<b>6019</b>	Civic Refunds	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£3,400.00</b>	<b>£45.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£45.00</b>	<b>£45.00</b>	
	<b>Total</b>	<b>-£1,700.00</b>	<b>-£45.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£45.00</b>	<b>-£45.00</b>	
<b>CHARITIES</b>								
	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
<b>701</b>	<b>Charities</b>							
<b>Income</b>								
<b>7101</b>	The Green & Market Place	£0.00				£0.00	£0.00	
<b>7102</b>	War Memorial & Garden of EED	£0.00				£0.00	£0.00	
	<b>Sub Total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Expenditure</b>								
<b>7011</b>	The Green & Market Place	£1,000.00		£166.29	£24.71	£191.00	£191.00	
<b>7012</b>	War Memorial & Garden of EED	£1,000.00		£166.29	£24.70	£190.99	£190.99	
	<b>Sub Total</b>	<b>£2,000.00</b>	<b>£0.00</b>	<b>£332.58</b>	<b>£49.41</b>	<b>£381.99</b>	<b>£381.99</b>	
	<b>Total</b>	<b>-£2,000.00</b>	<b>£0.00</b>	<b>-£332.58</b>	<b>-£49.41</b>	<b>-£381.99</b>	<b>-£381.99</b>	

SUMMARY	Description	Approved Budget 2022-23	April 2022	May 2022	June 2022	1st Quarter 2022-23	TO DATE	Comments
Code								
101	Administration and Salary	-£45,440.00	£43,939.32	£8,986.74	-£3,877.55	£49,048.51	£49,048.51	
102	S137 and Donations	-£11,825.00	-£15,322.80	-£1,338.55	£2,341.20	-£14,320.15	-£14,320.15	
103	Democratic Expenses	-£875.00	£0.00	-£38.93	£0.00	-£38.93	-£38.93	
	<b>Sub Total</b>	<b>-£58,140.00</b>	<b>£28,616.52</b>	<b>£7,609.26</b>	<b>-£1,536.35</b>	<b>£34,689.43</b>	<b>£34,689.43</b>	
201	<b>Open Spaces</b>	-£22,639.22	-£2,140.12	-£2,492.89	£4,910.03	£277.02	£277.02	
301	<b>Burial Grounds</b>	-£2,100.00	-£611.03	-£188.40	£2,285.00	£1,485.57	£1,485.57	
401	<b>S144 Promoting Kirton</b>	-£11,990.00	-£1,987.50	£0.00	£0.00	-£1,987.50	-£1,987.50	
501	<b>Public Services</b>	-£400.00	£18.00	£56.00	£32.00	£106.00	£106.00	
601	<b>Civic</b>	-£1,700.00	-£45.00	£0.00	£0.00	-£45.00	-£45.00	
701	<b>Charities</b>	-£2,000.00	£0.00	-£332.58	-£49.41	-£381.99	-£381.99	
	<b>TOTAL</b>	<b>-£98,969.22</b>	<b>£23,850.87</b>	<b>£4,651.39</b>	<b>£5,641.27</b>	<b>£34,143.53</b>	<b>£34,143.53</b>	
	PRECEPT	£97,500.00	£48,750.00	£0.00		£48,750.00	£48,750.00	
	CT Grant	£0.00	£0.00	£0.00		£0.00	£0.00	
	<b>Total Funding</b>	<b>£97,500.00</b>	<b>£48,750.00</b>	<b>£0.00</b>		<b>£48,750.00</b>	<b>£48,750.00</b>	

	Approved	April 2022	May 2022	June 2022	1st Quarter	TO DATE	Comments
<b><u>Ringfenced from 2021-22:</u></b>							
Community Pot Grants	£1,000.00		£ 300.00		£300.00	£300.00	
Waste/Bins/Dog bins	£1,000.00				£0.00	£0.00	
Traingate Project	£515.45				£0.00	£0.00	
Summer Gala	£700.00				£0.00	£0.00	
Streetsports	£2,624.27		£ 210.00		£210.00	£210.00	
Honours Board and Chain Updates	£100.00			£ 115.50	£115.50	£115.50	
<b><u>Earmarked from April 2022:</u></b>							
Parish Paths Partnership	£32.05				£0.00	£0.00	
Grass Verges Devolution	£7,317.00				£0.00	£0.00	
Mayor's Charity Donations	£408.46				£0.00	£0.00	
Elections	£2,375.00				£0.00	£0.00	
Allotment provision	£7,329.95				£0.00	£0.00	
Car Parking provision	£22,170.55				£0.00	£0.00	
Play area	£13,500.99				£0.00	£0.00	
Skatepark/other sport facility	£23,492.55				£0.00	£0.00	
Future Match Funding	£10,000.00				£0.00	£0.00	
Charity Trusts	£2,000.00				£0.00	£0.00	
<b>Total earmarked reserves:</b>	<b>£94,566.27</b>	<b>£0.00</b>	<b>£510.00</b>	<b>£115.50</b>	<b>£625.50</b>	<b>£625.50</b>	
						£0.00	
<b><u>General reserves:</u></b>	<b>£40,000.00</b>				£0.00	£0.00	
						£0.00	
<b>Total Reserves:</b>	<b>£134,566.27</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	

## Kirton in Lindsey Town Council

### 1<sup>st</sup> Quarter Budget Monitoring Report 2022-23 (Apr-Jun)

#### **ADMINISTRATION AND RESOURCES**

##### **Administration**

Areas of note: Income Other and Bank Interest.

Income Other is showing as above that expected due to the HMRC VAT refund applied for and received for the previous financial year 2021-2022 and the income from the insurance claim on the Church St noticeboard.

Bank Interest the expected achieved income is already exceeded due to the unknown position at the time of the budget setting and the increased potential for interest earned by combining interest from the HSBC bank account and Public Sector Deposit Fund account.

##### **Grants and Donations**

Grant funding income has increased from that anticipated due to the receipt of the grant payment towards the water provision for the Allotments site from North Lincolnshire Council and the receipt of Lottery Grant Funding for the play area development project. It should be noted that £300 from ring-fenced reserves was claimed with the drawdown of the approved Town Hall Live Grant, approved in the last financial year.

**Overall** the **ADMINISTRATION AND RESOURCES** section presents no concerns at early part of the financial year.

#### **OPEN SPACES**

Areas of note: Income Other

The income of £300 noted here is the donation from the Circus following their visit to the town.

**Overall**, **OPEN SPACES** presents no concerns at this early point in the financial year.

#### **BURIAL GROUNDS**

Business Rates have again increased beyond that anticipated and so are over the approved budget total.

Receipts from Cemetery Fees are currently above that which would be expected at this point in the financial year.

**Overall**, **BURIAL GROUNDS** costs can be balanced without major concern at this time due income above that which would be expected when referring to previous years.

#### **PUBLIC SERVICES**

Community Sports Sessions have incurred expected costs for professional coaching fees and it should be noted these are taken from the ring-fenced reserves. Income from the sessions continues to be low.

### **CIVIC**

The update to the Mayoral Chains came in over budget due to additional unexpected works required to the gold plating on the chain. The costs are taken from the ring-fenced reserves.

### **CHARITIES**

There is limited spending to report for equipment required for the community works carried out to paint railings, chain-link fencing and bollards, which is well within the budgets.

### **RESERVES**

As reported above, use of ring-fenced reserves for the Community Pot, Streetsports and Mayoral Chains is noted.

### **Summary**

Overall, there are no significant concerns to report with the budget at this early stage in the financial year.

Neil Taylor-Matson

04/07/2022

**Accounts**

1st Quarter 2022-2023: Apr- May 2022

Balance carried forward 31st March 2022:	£71,958.37
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**Receipts**

Pavillion/user fees	£1,409.00
Grants	£2,000.00
Bank Interest	£4.13
Utilities	£0.00
<b>Total:</b>	<b>£3,413.13</b>

**Payments**

Maintenance & Cleaning	£2,855.00
Bank Charges	£20.10
Insurance & Council Tax	£113.68
Utilities	£295.75
Waste	£148.54
<b>Total:</b>	<b>£3,433.07</b>

Balance at 31st May 2022	£71,938.43
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**Reconciliation to Bank Statements:**

Co-op Bank	67250110	£71,938.43
HSBC	20009253	£0.00
<b>Total:</b>		<b>£71,938.43</b>

**Accounts**

1st Quarter 2022-2023: June 2022

Balance carried forward 31st May 2022:	£71,938.43
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**Receipts**

Pavillion/user fees	£637.75
Grants	£0.00
Bank Interest	£1.08
Utilities	£395.12
<b>Total:</b>	<b>£1,033.95</b>

**Payments**

Maintenance & Cleaning	£1,350.00
Bank Charges	£0.00
Insurance & Council Tax	£57.00
Utilities	£133.78
Waste	£62.44
<b>Total:</b>	<b>£1,603.22</b>

Balance at 30th June 2022	£71,369.16
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**Reconciliation to Bank Statements:**

Co-op Bank	67250110	£71,368.08
HSBC	20009253	£1.08
<b>Total:</b>		<b>£71,369.16</b>