



**Town Councillors are hereby summoned to attend the Monthly Meeting of  
Kirton in Lindsey Town Council on  
Wednesday 22<sup>nd</sup> November 2023**  
**Proceedings will be held at the Town Hall, High St commencing at 7pm.**  
**The Agenda is set out below.**  
**Members of the public and press are welcome to attend.**  
 Neil Taylor-Matson Town Clerk, 16<sup>th</sup> November 2023

## AGENDA

- 2311/01 Apologies for Absence  
To receive apologies for absence notified to the Clerk prior to the meeting.
- 2311/02 Declaration of Interests / Dispensations  
a. Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register. **Members declaring interests should identify the Agenda item and the type of interest being declared.**  
COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS.  
b. For the Council to note any dispensations presented to the Clerk prior to the Meeting and their resolution.
- 2311/03 Public Participation  
Members of the public may raise subjects, which they wish to bring to the attention of the Town Council. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.
- 2311/04 Minutes  
a. To approve the minutes of the Full Council Meeting held 25<sup>th</sup> October 2023 (*fwd 31/10/2023*)  
b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 13/11/2023 (*fwd 16/11/2023*)  
c. To receive the draft minutes of the General Purposes Committee Meeting held 13/11/2023 (*fwd 16/11/2023*)  
d. To receive the draft minutes of the Personnel & Disciplinary Committee Meeting held 14/11/2023 (*fwd 16/11/2023*)
- 2311/05 Standards and Behaviour  
To receive a reminder about Councillor standards and behaviour from the Chair, Cllr Hazel Fox.
- 2311/06 Report from Ward / North Lincolnshire Councillors  
a. To receive the Ward Councillors' Report and to consider any actions arising from the report.  
b. To receive updates from North Lincolnshire Council on previously reported or requested highways matters and agree any actions required.  
c. To receive any update regarding the Grayingham crossroads road safety joint review by North Lincolnshire Council and Lincolnshire County Council and agree any actions required.
- 2311/07 Mayor & Delegates Reports  
To receive reports from the Mayor, Councillors and Officers attending Civic Events or meetings on behalf of the Council, to include the following events/meetings which the Clerk was notified of:
- i. Mayor's Report on Civic Events attended – Cllr Hazel Fox/Cllr Joy Kofoed:
- Barton upon Humber Civic Service – 22<sup>nd</sup> October
  - Mayor of North East Lincolnshire Charity Race Night – 3<sup>rd</sup> November (Cllr Kofoed)
  - North Lincolnshire Council Civic Service – 5<sup>th</sup> November
  - Barton upon Humber Fundraising Dinner – 8<sup>th</sup> November
  - Kirton in Lindsey Remembrance Service – 12<sup>th</sup> November
- ii. Councillor and Officer Reports:
- ERNLLCA District Committee meeting - 26<sup>th</sup> October – Cllr Frankish
  - Car Parking provision working group – 30<sup>th</sup> October – Cllrs Fox/Cooper/Stephenson/Garritt
  - Humberside Police – update meeting – 7<sup>th</sup> November – Town Clerk
  - Allotment Advisory Committee meeting – 17<sup>th</sup> November – Cllrs Frankish/Boyd
- 2311/08 Car Parking Provision  
To receive an update from the working group on matters around proposed car parking provision and agree any actions required.
- 2311/09 Allotments  
To receive an update about the allotments and agree any actions required.

2311/10

Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority LGA1972.  
(November 2023, fvd 16/11/2023)
- b. To receive the annual renewal for National Allotment Society membership at £55.00 plus VAT.
- c. To receive notice of the Local Government Association National Salary Award (fvd 06/11/2023)
- d. To approve accounts for payment. (fvd 16/11/2023)
- e. To receive updates regarding funding from North Lincolnshire Council for outside gym equipment and agree any actions required.
- f. To receive the recommendation from the Promoting Kirton Committee that Community Co-Ordinator funding already agreed with the UKSPF be diverted from unneeded equipment costs to identified website costs and agree any actions required.

ii. Internal Control

- To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.  
(October 2023, fvd 16/11/2023)

iii. Precept 2024-2025

- a. To consider the budgeted grant funding application received from 1<sup>st</sup> Kirton in Lindsey Brownies & Guides
- b. To consider the budgeted grant funding application received from Evergreens
- c. To consider the budgeted grant funding application received from KLUSH
- d. To consider the budgeted grant funding application received from 1<sup>st</sup> Kirton in Lindsey Scouts
- e. To consider the budgeted grant funding application received from Diamond Jubilee Town Hall
- f. To consider the budgeted grant funding application received from North Lincolnshire Woodland Trust
- g. To consider the budgeted grant funding application received from KLASSIC
- h. To consider the budgeted grant funding application received from Nutshell
- i. To consider the budgeted grant funding application received from In Bloom
- j. To consider the budgeted grant funding application received from Kirton First
- k. To receive and consider the budget planning documentation for 2024-2025 and agree actions required.

2311/11

Planning

- a. To receive the update regarding Assets of Community Value from North Lincolnshire Council and agree any actions required.
- b. To consider the following planning applications:
  - i. Application: PA/2023/823 <https://apps.northlincs.gov.uk/application/pa-2023-823> (fvd 26/10/2023)  
Proposal: Hybrid application consisting of outline planning application of up to 220 dwellings, a building for Commercial and/or Community use with all matters reserved for subsequent approval, and full planning permission of 130 dwellings, 2 points of access, part of the spine road, provision of a pumping station and substation, engineering and ancillary works, demolition of existing building (with the exception of a listed building) and creation of development platforms throughout the whole site – ADDITIONAL INFORMATION - Viability Review AMENDED DESCRIPTION: Amended /additional Information: Amended landscaping planting plan for Phase 1, Viability for conversion of 2 H blocks, marketing information, amended FRA and Drainage Assessment, Amended Biodiversity Metric, Biodiversity Net Gain report, preliminary Ecological Appraisal, Bat Survey report, Technical Note- Asbestos in Soil. Technical Note Contaminated Land, Archaeological Mitigation Strategy, Amended Proposed Site Plan Hybrid, Amended Proposed Site Plan Phase 1, Amended Master Plan, Amended Land Use Plan, Amended Development Platform, Amended Proposed Drainage Layout, Amended Proposed Detailed Element of the Site Plan (internal Site Layout) Amended Proposed Drainage Catchment Areas, Existing and Proposed Buildings and Site Investigation (contamination), Feasibility Layout Existing Block H, Comments on highway matters, Vacant Building Credit details.  
Site Location: RAF Kirton in Lindsey, B1400 from B1398 to B1205, Kirton in Lindsey, DN21 4HZ
- c. To receive the following decision notifications from North Lincolnshire Council:
  - i. PA/2023/1136 – LISTED BUILDING CONSENT – to install tactile paving along platform edges at Kirton in Lindsey Rail Station, Station Approach, Kirton in Lindsey, DN21 4BD.
  - ii. PA/2023/1392 – HOUSEHOLDER PLANNING PERMISSION – to erect a summer house at 13 York Road, Kirton in Lindsey, DN21 4PS.
  - iii. PA/2023/1673 – NON-MATERIAL AMENDMENT CONSENT – to replace French doors with bi-folding doors and remove window from kitchen/diner area to Plot 77b at 7 Barley Close, Kirton in Lindsey, DN21 4FF.

2311/12

Policies and Procedures

- a. To consider removal of reserve members from P&D Committee and agree actions required (Cllr Boyd).
- b. To consider amendment of P&D Committee Remit to include “recruitment, discipline, advertising of posts, contracts and all matters of human resources” and agree actions required (Cllr Kofoed).
- c. To review Policy 05: Reserves Policy last approved November 2022.
- d. To review Policy 30: Bio-Diversity Policy last approved July 2023.
- e. To consider amending the maximum grant application values on both the Budgeted Grant and Community Grant application forms to provide greater guidance to applicants and agree any actions required.
- f. To receive an update regarding the work to develop North Lincolnshire Council Community Governance review information for residents and agree any actions required.

- 2311/13 Open Spaces  
 a. To receive the visual and monthly play park inspection reports for signature and consider any updates regarding the play area agreeing any actions required.  
 b. To receive an update from Cllr Fox on initial research into land at Spa Hill (Halifax Bomber Memorial proposal) and agree any actions required.
- 2311/14 Town Clerk's Report / Correspondence for Information and Discussion  
 To receive the Town Clerk's report including correspondence for information and discussion.
- Correspondence for Information and Discussion  
 a. To note any correspondence received after the Agenda was published.  
 b. Assets of Community Value – acknowledgement letters (*fwd 26/10/2023, 16/11/2023*)  
 c. My Community Alert – Crime and Community Survey (*fwd 30/10/2023*)  
 d. NLC News Direct (*fwd 31/10/2023; 03/11/2023; 10/11/2023*)  
 e. Rural Bulletin (*fwd 31/10/2023; 07/11/2023; 14/11/2023*)  
 f. Visit North Lincolnshire Tourism Partnership Newsletter November (*fwd 31/10/2023*)  
 g. ERNLLCA newsletter November (*fwd 31/10/2023*)  
 h. MP Update – Special Update Ticket Office Proposals (*fwd 2/11/2023*)  
 i. ERNLLCA – Training for Councillors information (*fwd 2/11/2023*)  
 j. NALC newsletters (*fwd 2/11/2023; 09/11/2023*)  
 k. Alliance Volunteer Hub Newsletter (*fwd 2/11/2023*)  
 l. Play area replacement parts/repairs update from Caloo (*fwd 2/11/2023*)  
 m. ERNLLCA/NALC – Pay agreement 2023 (*fwd 06/11/2023*)  
 n. Rural Market Group – area profiles (*fwd 09/11/2023*)  
 o. Residents and organisations – various queries about Remembrance Service  
 p. Resident – query about path links between new estates  
 q. Resident – concerns about KCOM works potential damage to water pipes  
 r. Resident – update on Halifax Bomber Memorial plans  
 s. MP – Special Update – British Steel (*fwd 13/11/2023*)  
 t. NLC – North Lincolnshire Local Plan Examination information 23 January 2023 (*fwd 16/11/2023*)  
 u. Annual leave reminder – 27<sup>th</sup> November – 1<sup>st</sup> Dec, office closes end of working day 24<sup>th</sup> November and reopens Monday 4<sup>th</sup> Dec.
- 2311/15 Date of next Meeting and Agenda Deadline  
 To confirm the date and time of the next monthly Town Council Meeting (subject to any change in circumstances) as: **Wednesday 20<sup>th</sup> December 2023 at 7pm at the Diamond Jubilee Town Hall**  
**NOTE: Agenda items to be submitted before Monday 11<sup>th</sup> December in line with Standing Orders.**
- 2311/16 Exclusion of the Public & Press  
 To consider 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.
- 2311/17 Personnel update  
 To discuss the recommendations made at the P&D Committee regarding staff contracts and agree any actions required.