



**Town Councillors are hereby summoned to attend the Monthly Meeting of  
Kirton in Lindsey Town Council on  
Wednesday 24<sup>th</sup> July 2024**  
**Proceedings will be held at the Diamond Jubilee 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, 18<sup>th</sup> July 2024

## AGENDA

- 2407/01 Apologies for Absence  
To receive apologies for absence notified to the Clerk prior to the meeting.
- 2407/02 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.
- 2407/03 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.
- 2407/04 Minutes  
a. To approve the minutes of the Full Council Meeting held 26<sup>th</sup> June 2024 (*fwd 01/07/2024*)  
b. To approve the minutes of the Extraordinary Full Council Meeting held 3<sup>rd</sup> July 2024 (*fwd 05/07/2024*)  
c. To receive the minutes of the Personnel & Disciplinary Meeting held 26<sup>th</sup> June 2024 (*fwd 18/07/2024*)  
d. To receive the draft minutes of the Promoting Kirton Committee Meeting held 08/07/2024 (*fwd 18/07/2024*)  
e. To receive the draft minutes of the General Purposes Committee Meeting held 08/07/2024 (*fwd 18/07/2024*)  
f. To receive the draft minutes of the Personnel & Disciplinary Meeting held 11<sup>th</sup> July 2024 (*fwd 18/07/2024*)
- 2407/05 KLASSIC Park  
To receive the written legal opinion response from the solicitors to the misgivings raised about the written legal opinion received at the June Full Council Meeting and to take the opportunity to raise any outstanding queries with the solicitor and agree actions required.
- 2407/06 Report from North Lincolnshire Ward Councillors  
a. To receive the Ward Councillors' Report and to consider any actions arising from the report.  
b. To note outstanding matters raised with North Lincolnshire Council and agree any actions required.  
c. To note receipt of response from the Parking Services team regarding parking enforcement concerns raised and agree any actions required. NATs recommendation as enforcement through Police  
d. To agree agenda item suggestions for a North Lincolnshire Council Regeneration Meeting.
- 2407/07 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:  
  
Mayor's Report on Civic Events attended – Cllr Hazel Fox:  
  - Brigg Civic Service – 30<sup>th</sup> June
  - 1<sup>st</sup> Kirton in Lindsey Brownies – cheque presentation – 1<sup>st</sup> July
  - 1<sup>st</sup> Kirton in Lindsey Scouts – AGM and cheque presentation - 10<sup>th</sup> July
  - Kirton in Lindsey Summer Gala – 13<sup>th</sup> JulyOfficers Reports  
  - Talking Tables joint training session with YLCA and ERNLLA – 18<sup>th</sup> July
- 2407/08 Finance  
i. Income and Expenditure  
a. To receive notification of accounts paid by the Town Clerk under devolved authority. (July 2024, *fwd 18/07/2024*)  
b. To consider the renewal of SLCC membership for the Town Clerk at £298.00.  
c. To approve accounts for payment. (*fwd 20/06/2024*)

- ii. Internal Control  
 a. To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (June 2024, fwd 18/07/2024)  
 b. To receive the 1<sup>st</sup> Quarter Budget Monitoring Report and agree any actions required.
- 2407/09 Planning  
To receive the following decision notifications from North Lincolnshire Council:
- i. PA/2024/482 – FULL PLANNING PERMISISON –to erect a small monument/memorial of a Halifax II Bomber on land south of 1 Spa Hill, Kirton in Lindsey, DN21 4NE.
- ii. PA/2024/652 – WORKS TO TREES IN A CONSERVATON AREA – to pollard an acer and prunus at 3 Train Gate, Kirton in Lindsey, DN21 4DR.
- 2407/10 Car Parking Provision  
 To receive an update from the working group on matters around proposed car parking provision and agree any actions required.
- 2407/11 A Team  
 a. To consider the retirement of the town A Team charity volunteers and agree any actions required.  
 b. To receive a request from the Kirton in Lindsey Branch of the Royal British Legion for funding for the annual Remembrance Day Service buffet (last year the cost was £300) and agree any actions required.
- 2407/12 Halifax Bomber Memorial  
 To receive any relevant updates including the request for the purchase of specialised wreath in RAF colours for laying during the official opening of memorial at £32.50 + P&P and agree any actions required
- 2407/13 Allotments  
 To receive any relevant updates and agree any actions required.
- 2407/14 Open Spaces  
 a. To receive the visual and operational play park inspection reports for signature and consider any updates regarding the play area agreeing any actions required.  
 b. To discuss the play area inspections service level agreement with North Lincolnshire Council and agree any actions required.  
 b. To receive updates regarding the outside gym equipment and agree actions for the required inspection regime.  
 c. To receive an update regarding the request for a memorial bench to be placed within Grove Street Cemetery and agree actions required.  
 d. To receive tree safety survey works quotation and agree actions required.
- 2407/15 Policies and Procedures  
 a. To review Policy 34: Co-Option Policy last approved July 2023.  
 b. To consider information about the Local Councils Award Scheme information and agree any actions required.
- 2407/16 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  
 e. To note any correspondence received after the Agenda was published.  
 f. Copied into request to NLC to cut overgrown verge at Cleatham Farm Shop 26/06/2024  
 g. Rural Services Network – Rural Funding Digest (fwd 01/07/2024 and 04/07/2024)  
 h. NLC – Tourism Partnership Update (fwd 01/07/2024)  
 i. NLC – update from Legal Officer confirming stopping up at Gainsborough Road will only for the area of the highway identified on the plan and will not include any of Gainsborough Road, once stopped up that land will be transferred to Severn Trent and will become their responsibility to maintain. (fwd 01/07/2024)  
 j. NLC – News Direct (fwd 01/07/2024; 08/07/2024; 12/07/2024)  
 k. Civic – invitation to attend Crowle & Ealand Civic Service (January)  
 l. Resident – enquiry about who to contact about 30mph signs for Redbourne Mere  
 m. Rural Services Network – Rural Bulletin (fwd 02/07/2024; 09/07/2024; 16/07/2024)  
 n. Resident – query about works required along FP254  
 o. Resident – enquiry about KLASSIC Park matters  
 p. Brigg Town Council – War Memorial query (securing of wreaths)  
 q. NLC - PA/2023/1166 – notification of planning committee date 10<sup>th</sup> July (fwd 02/07/2024)  
 r. ERNLLCA – AGM & Conference information (fwd 02/07/2024)  
 s. In Bloom – invitation to attend East Midlands in Bloom judging event (fwd 02/07/2024)  
 t. NALC - Newsletter (fwd 04/07/2024; 11/07/2024; 18/07/2024)  
 u. Resident – reminder about the consultation deadline for PA/2023/1166  
 v. NLC – update from traffic team on potential way forward about enforcement action  
 w. Playsafety – confirmed of cancellation of automatic booking of annual operational play area inspection  
 x. NLC – confirmation of receipt of pre-planning advice request regarding allotment entrance

- y. Community Vision – Monthly update (*fwd 04/07/2024*)
- z. NLC – Meeting with NLC Officer regarding highways programme of works for July 2024
- aa. Resident – complaint about trees at Whitewell Close/Ings Road and Traingate requiring action
- bb. Resident – enquiry regarding booking Town Hall for private parties
- cc. Resident – enquiry about KLASSIC Park matters
- dd. Safer Neighbourhoods Officer – Query about communication mechanisms for the community
- ee. Civic Dinner – query from Barton upon Humber Town Council regarding date of KLTC Civic Dinner
- ff. KLASSIC Park – Hetts Solicitors response to clarifications sought (*fwd 09/07/2024*)
- gg. Resident – enquiry about maintenance works to Redbourne Mere road and footpath
- hh. Enquiry from Scotter Common resident about public transport links within Scotter Common
- ii. Civic – invitation to attend Barton upon Humber Civic Service (September)
- jj. ERNLLCA – link to research study into theory v practice of being a Local Councillor (*fwd 09/07/2024*)
- kk. Caloo – confirmation engineer to attend 16<sup>th</sup> July to remove concrete from play area sand pit
- ll. Civic – Save the Date information for Broughton Civic Dinner (April)
- mm. ERNLLCA – details of Breakthrough Communications training courses (*fwd 11/07/2024*)
- nn. NLC – update regarding library/youth club car park maintenance works (*fwd 11/07/2024*)
- oo. Independent Brigg Line Rail Group – concessionary passes posters for display
- pp. North Lincolnshire Council – Domestic Abuse Strategy Consultation (*fwd 15/07/2024*)
- qq. Cumbria Clock Company – notice of annual maintenance for Church clock
- rr. Fields in Trust – Environmental adaptations to protected parks survey request (*fwd 18/07/2024*)
- ss. ERNLLCA Newsletter July (*fwd 18/07/2024*)
- tt. Lincolnshire Surveyors – Report and valuation of proposed car park land (*fwd 18/07/2024*)

2407/17

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 25<sup>th</sup> September 2024 at 7pm at the Diamond Jubilee Town Hall.**

**NOTE: Agenda items to be submitted before Monday 16<sup>th</sup> September in line with Standing Orders.**