



**Minutes of the Meeting of Kirton in Lindsey Town Council held on
Wednesday 23rd January 2019
at the Town Hall, High Street, Kirton in Lindsey at 7:30pm.**

Members present: Cllr Joy Kofoed (Chair), Cllr Billy Boyd; Cllr Kathy Cooper, Cllr Geoff Cossey, Cllr Maggie Davies, Cllr Pat Frankish, Cllr David Garritt, Cllr Karen Gunn, Cllr Andrew Kofoed, Cllr Jack Startin and Cllr Hazel Fox.

Also Present: Ward Cllr Neil Poole (part), 4 members of the public
Town Clerk: Neil Taylor-Matson

Prior to the meeting prayers were led by Cllr Frankish

Public Participation:

Martin Eccles addressed the Council to inform them that the new multi-sports facility project at KLASSIC Park is now officially on hold until further information about potential acquiring of Vincent Hall is known.

Tony Bartlett addressed the Council to ask why there is sudden interest in the Wormwood Hill / Ashwell area by the Town Council and requested information about the planned works to that area. The Council stated that research into the land was underway in line with complete projects at other sites of historic interest such as the Whipping Post, Town Pump and Town Clock at St Andrew's United Church. Work had been undertaken over the past six months to acquire details of the ownership of the land and the potential for the Town Council to take on a lease from North Lincolnshire Council in order to improve and care for the area. The Council reported that there were currently no set plans for works to the area should the lease be accepted, however there were ideas in development which would be put out to full public consultation prior to any works in that area of the town.

MINUTES

- 1901/01 Apologies for Absence
Apologies for absence were received from Cllr Tony Kidder and Ward Cllrs Cllr Trevor Foster and Cllr John England.
- 1901/02 Declaration of Interests / Dispensations
a. No declarations of interest were made.
b. No dispensations were sought or granted.
- 1901/03 Minutes
The Council considered the minutes of the Full Council Meeting held on 19th December 2018.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 14th January 2019
c. The Council received the draft minutes of the General Purpose Meeting held 14th January 2019.
d. The Council received the Clerk's tasks and actions update. Cllr Startin asked if the Clerk was comfortable with the number of tasks and actions and the Clerk responded that they are manageable and that this matter would be covered by the P&D Committee Update at 1901/12.
- 1901/04 Report from Ward / North Lincs. Councillors
No Ward Councillors were present at this point in the meeting, however Ward Cllr Trevor Foster had sent through the following points which the Clerk addressed to the meeting;
- 3 year program of road surfacing with £42 million budget ongoing.
 - Potholes. Vastly improved quality (plain and inlay), leaves seamless pothole repair. Repairs should now last minimum of 8 to 10 years.
 - NLC Planning Committee have approved a £13.5 million motorway roundabout scheme which will link the M181 with the B1450 Burringham Road.
 - This will give access to Lincolnshire Lakes and will considerably ease the traffic burden at Berkeley Circle.
 - 96% of our Led lampposts have been replaced. YEDL (wooden posts) now being processed in alphabetical order.
 - Scunthorpe Railway station is having a new bridge installed, including a lift. Due for Spring completion.
 - Meeting with Police and Crime Commissioner :- Police precept increased to it's maximum

Signed:

Dated:

- 400 plus new policeman to be recruited. 3 years before they are fully independently operational
- Humberside Police performance expected to be announced as good after latest Inspectorate of Constabulary inspection. New Chief Constable and Senior Mgmt Team are in place and transforming the service.
- PCC's office contactable if serious concerns on inadequate policing
- North Lincs business launch at House of Lords just before Xmas hosted by Baroness Liz Redfern. 60 plus businesses attended. Objective is to enhance existing businesses and promote new businesses, ultimately creating 10,000 new jobs in North Lincs
- A161 between Crowle and Goole has been improved in a joint NLC and East Riding Council project started in 2014. It has just won a National award as the most improved road in Great Britain.

1901/05

Mayor's & Delegate's Report (for information only unless specified)

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

- Chair's Report/Civic Events – Cllr Joy Kofoed reported that there had been no Civic Events however Civic Invites were arriving for the coming few months and noted the Kirton in Lindsey Civic Dinner will be held on 02/02/2019. Cllr Joy Kofoed also noted attendance of the Kirton Regeneration Group meeting 22/01/2019.
- Cllr Cooper reported attending, with the Clerk, a positive meeting with Tighes regarding the land known as Squatters following a previous meeting 18 months ago and ongoing work at the Regeneration Meeting. Tighes are in discussion as Trustees of the land and will contact the Clerk with further information in due course.
- The Clerk reported on recommendations from the Promoting Kirton Committee Meeting held on 14/01/2019 as noted in the draft minutes received at 1901/03 (b);
- a. *That a recommendation is taken to the January Full Council Meeting that Community Pot funding is utilised to meet the shortfall of £700 required by the Kirton in Lindsey Society to hold a Spring Festival Event on 5th May.*

RESOLUTION: That this recommendation is approved.

ACTION: Town Clerk

b. *That the recommendation to present the 2019 Civic Award at the Annual Town Meeting rather than the Civic Dinner is considered at the January Full Council meeting.*

RESOLUTION: That this recommendation is approved.

ACTION: Town Clerk

- Cllr Frankish and Cllr Cooper reported that they had been unable to attend the NATS meeting on 16/01/2019 but the Clerk had requested the minutes from the meeting.
- Cllr Joy Kofoed reported on the Regeneration Meeting held 22/01/2019 and noted that public consultations would be going ahead for the one-way and mini roundabout proposals and other discussions continued to be pushed at these meetings. The value of the Regeneration Meetings was emphasised by Cllr Kofoed, Cllr Cooper and Cllr Frankish.
- Cllr Startin reported that the next Town and Parish Liaison Meeting is to be held on 24/01/2019 and that he plans to attend along with the Clerk.
- The Clerk reported on the Footpaths Interest Group meeting held on 17/01/2019 and noted the keen interest from the group to report back on the condition and recommended improvements for the paths and that although walking will continue throughout the winter the next meeting of the group is planned for April.

RESOLUTION: That the group are invited to speak about their work at the Annual Town Meeting.

ACTION: Town Clerk

1901/06

Councillor Co-Option

The Council considered the application for co-option to fill a vacancy on Kirton in Lindsey Town Council by Hazel Fox.

RESOLUTION: That Hazel Fox was co-opted onto the Council and joined the meeting.

ACTION: Town Clerk

1901/07

Election of Committee Members

The Council considered electing any additional members or reserve members to the Council Committees.

RESOLUTION: No nominations or recommendations received at this time.

1901/08

Interim Internal Audit:

The Council considered the following items in response to the interim internal audit held in December 2018:

a. To review and consider the update of the Council's Standing Orders to reflect the revised 2018 NALC Model which includes changes to Data Protection legislation as a result of the introduction of the General Data Protection Regulations.

RESOLUTION: That the Council's Standing Orders are updated to include the relevant Data Protection legislation. ACTION: Town Clerk

RESOLUTION: That the Council's Standing Orders are further reviewed and revised by the General Purpose Committee. ACTION: Town Clerk

b. That the Play Area inspection sheets presented at Council meetings should record the dates on which any action was taken to remedy identified defects or concerns and that the sheets should be signed as reviewed and approved by a member of the Council.

RESOLUTION: That the inspection sheets will be signed by a member of the Council when they are presented at Council meetings. ACTION: Town Clerk

RESOLUTION: That the Clerk will record on the sheets the dates on which any action was taken to remedy identified defects or concerns. ACTION: Town Clerk

c. That the Council should re-examine its electronic storage arrangements to ensure that all of its electronic data back-up fully meets regulatory and legislative requirements.

RESOLUTION: That a portable hard drive is purchased within a budget of £50 to ensure electronic back-up fully meets regulatory and legislative requirements.

ACTION: Town Clerk

d. That this Council minutes that, because there are no Trust Fund monies available for the upkeep of the Green and Market Place and the War Memorial and Garden of Edward Elmhirst Duckering, the Council has spent (and will continue to spend) its own funds on the maintenance and upkeep of these assets and areas of the good of the community as a whole.

1901/09

Open Spaces

a. The Council noted the agreement to the proposal from North Lincolnshire Council (NLC) to receive the draft lease of land at Wormwood Hill/Ashwell following the Promoting Kirton Committee Meeting held 14/01/2019.

b. The Council received details of the grass cutting devolution proposals from NLC including verges and the parish paths partnership and any update received from NLC following the response submitted from the General Purpose Committee meeting held 14/01/2019.

RESOLUTION: That quotations received from Lawn N Order are accepted for the verge cutting and from Mill View Fencing for the Parish Paths Partnership for 2019-2020.

ACTION: Town Clerk

c. The Council received the monthly play park inspection report from Cllr Davies for signature and agreed any actions required.

RESOLUTION: That the inspection report was received and signed.

RESOLUTION: That costs are sought for remedial repairs to the Super Nova equipment.

ACTION: Town Clerk

d. The Council noted the update required on the signage at the play park and agreed actions required.

RESOLUTION: That the old email address displayed is covered over leaving the office phone number as the point of contact.

ACTION: Town Clerk

e. The Council received quotations for the pest control works required at the cemetery and decided any further actions required.

RESOLUTION: That the quotation for scheduled monthly visits by Axholme Pest Control is accepted.

ACTION: Town Clerk

1901/10

Allotments

The Council received updates from the Allotment Society deciding on current required action.

RESOLUTION: That a letter is sent to the Agent to query the area marked on the plan as not containing existing vegetation prior to any works starting.

ACTION: Town Clerk

RESOLUTION: That quotations are sought for the potential removal of trees should the need arise, with the aim to have required works carried out prior to nesting season.

ACTION: Town Clerk

RESOLUTION: Quotations are sought for fencing solutions.

ACTION: Town Clerk

RESOLUTION: That an application to the NLC Community Pot is considered for works required to bring the allotment land into use. ACTION: Town Clerk

RESOLUTION: That the Allotment Society will mark out the allotments area.

ACTION: Allotment Society members

1901/11

Public Transport

a. The Council noted information on changes to the Service 94 bus route requested by PREIM. Information was received that due to a request by PREIM, Hornsby's will be withdrawing the bus service from the York Road estate within the next few months following the required procedure for route change notifications.

b. The Council considered any available contingency measures for the potential loss of the Service 94 Kirton loop route as noted at the Extraordinary Meeting of the Town Council in November 2018.

RESOLUTION: To promote the 94 bus service as widely as possible using Kirton First, noticeboards and online opportunities.

RESOLUTION: To submit a further request for passenger data for the 94 bus service. ACTION: Town Clerk

c. The Council received resident comments about the state of bus stop signs and timetable displays throughout the town.

RESOLUTION: That these comments are fed back to NLC via the Ward

Councillors and Regeneration Group.

ACTION: Town Clerk

1901/12

Personnel and Disciplinary Committee Report

The Council received a report from the Personnel and Disciplinary Committee Meeting held on 21/01/2019 and agreed actions required;

a. The Committee recommendation that following the successful completion of the CiLCA qualification the terms of the contract of employment are honoured and the Clerks pay scale is revised to NJC SPC 30 (substantive grade) with effect from 09/01/2019.

RESOLUTION: That this recommendation is approved. ACTION: Town Clerk

b. The Committee recommendation that contingency options are considered for periods of leave with consideration for the appointment of a Deputy Clerk or request that a Councillor minutes and actions Committee meetings in June 2019.

RESOLUTION: That the Committee meetings in June are moved to a time when the Clerk is not on leave and the revised dates published.

ACTION: Town Clerk

1901/13

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. ERNLLCA December Newsletter – noted as available for distribution.

Correspondence for Discussion

b. Resident comments regarding condition of bus stop signage and timetables – dealt with under 1901/11 (c)

c. Correspondence received regarding the Vincent Hall – none received, to remain a standing item. The Council had no comment at this time.

d. Correspondence received from the Kirton in Lindsey Royal British Legion.

RESOLUTION: That a letter is written in reply advising that a discussion could not take place as the previous decision of the Council was less than six months ago. Minute ref 1809/09 (d) refers.

ACTION: Town Clerk

e. Operation London Bridge

RESOLUTION: That a small working group is set up within the General Purpose Committee to produce the appropriate response procedure required.

ACTION: Town Clerk

1901/14

Planning

The Council received the following decision notification from North Lincolnshire Council:

PA/2018/2331 – FULL PLANNING PERMISSION – Planning permission to erect a first-floor extension over existing and a new single-storey rear extension at Holmlea, 14 Torksey Street, Kirton in Lindsey, DN21 4DA.

- 1901/15 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.
RESOLUTION: That the accounts are duly paid. **ACTION: Town Clerk**
 ii. Internal Control
 a. The Council received the monthly Finance Report and Bank Reconciliations to balance with the bank statements.
 b. The Council received the 3rd Quarter Budget Monitoring Report to 31 December 2018.
 iii 2019-2020 Budget and Precept
 a. The Council considered and agreed the 2019/20 Budget.
RESOLUTION: That the required budget for 2019/2020 is £95,982.00.
 b. The Council considered and agreed the 2019/20 Precept/Grant.
RESOLUTION: That a Precept of £93,149.00 is requested and the conditions of the CT Grant are agreed, confirming acceptance of the £2,833.00 CT Grant.
ACTION: Town Clerk
- 1901/16 Agenda for next and future meetings
 Items requested:
 Committee meetings structure when Councillor numbers are reduced in May 2019
 Issues of dog dirt within the town.
- 1901/17 Date of next Meeting
 To confirm the date and time of the next Town Council Meeting as (subject to any change in circumstances):
Wednesday 27st February 2018 at 7pm
at the Town Hall, High Street, Kirton in Lindsey
NOTE: AGENDA ITEMS BEFORE FRI 15TH FEBRUARY
- 1901/18 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.
- 1901/19 To consider nominations for the 2019 Civic Award. This item to be considered only if the award is to be presented at the Civic Dinner.
 This item was not discussed due to the resolution at 1901/05 and deferred to a later meeting.

<u>Present</u>	Cllr Joy Kofoed Cllr Pat Frankish Cllr Billy Boyd Cllr Kathy Cooper Cllr Geoff Cossey Cllr Maggie Davies	Cllr Hazel Fox Cllr Karen Gunn Cllr David Garritt Cllr Andrew Kofoed Cllr Jack Startin
<u>Apologies</u>	Cllr Tony Kidder	
<u>Absent</u>	Cllr Tony Kitchen	