



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirtton in Lindsey Town Council on
Wednesday 24th April 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, 18th April 2024

AGENDA

- 2404/01 Apologies for Absence
To receive apologies for absence notified to the Clerk prior to the meeting.
- 2404/02 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.
- 2404/03 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.
- 2404/04 Minutes
a. To approve the minutes of the Full Council Meeting held 27th March 2024 (*fwd 02/04/2024*)
b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 08/04/2024 (*fwd 18/04/2024*)
c. To receive the draft minutes of the Promoting Kirton Committee Meeting held 08/04/2024 (*fwd 18/04/2024*)
- 2404/05 Report from Ward / North Lincolnshire 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.
- 2404/06 Planning
a. To consider the following planning applications:
i. Application: PA/2023/1166 <https://apps.northlincs.gov.uk/application/pa-2023-1166> (*fwd 16/04/2024*)
Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline application PA/2020/588 dated 26/03/2021 for a residential dwelling comprising 90 dwellings, open space and associated infrastructure - AMENDED DOCUMENTS - Position of the proposed pumping station, change of house type to Plot 38 to Allerton house type, updated landscape, boundary treatment and materials plans.
Site Location: land off Ings Road, Kirton in Lindsey, DN21 4BX.
ii. Application: PA/2024/365 <https://apps.northlincs.gov.uk/application/pa-2024-365> (*fwd 12/04/2024*)
Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline application PA/2020/588 dated 26/03/2021 for a residential dwelling comprising 90 dwellings, open space and associated infrastructure.
Site Location: land off Ings Road, Kirton in Lindsey, DN21 4BX.
For information only
i. Application: PA/2023/378 <https://apps.northlincs.gov.uk/application/pa-2024-378>
Proposal: Application for a Lawful Development Certificate for the mixed use of residential property and retail sales.
Site Location: Plum Tree Farm, Gainsborough Road, Kirton in Lindsey, DN21 4EN.
b. To receive the following decision notifications from North Lincolnshire Council:
i. PA/2023/1400 – FULL PLANNING PERMISSION – to erect outdoor gym equipment and a steel bench at KLASSIC Park, Ings Road, Kirton in Lindsey, DN21 4BX.
ii. PA/2023/1955 – HOUSEHOLDER PLANNING PERMISSION – to erect a single-storey rear extension and replacement of outbuilding and conservatory at 1 Sylvester Street, Kirton in Lindsey, DN21 4NG.

2404/07

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:

- North Lincolnshire Council Mayor's Appeal Fund Farewell & Afternoon Tea – 4th April
- Barton Town Council Civic Dinner – 5th April
- Annual Town Meeting – 10th April
- Mayor of Lincoln Wine Tasting Evening – 12th April (Cllr Kofoed)
- Hornsea Town Council Civic Service 13th April
- Gainsborough Town Council Civic Service – 14th April
- Louth Town Council Charity Auction – 21st April

Councillor and Officer Reports

- Ashcourt Lincolnshire Ltd meeting - 28th March
- Ridge and Messingham Neighbourhood Action Team (NAT) meeting – 24th April

2404/08

Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority LGA1972.
(April 2024, *fwd 18/04/2024*)
- b. To receive the membership renewal for ERNLLCA at £954.28 and agree actions required.
- c. To receive the membership renewal for ICCM at £100.00 and agree actions required.
- d. To approve accounts for payment. (*fwd 18/04/2024*)
- e. To receive updates on the UK Shared Prosperity Fund projects and agree any actions required.
- f. To receive updates regarding funding from North Lincolnshire Council for outside gym equipment
(2404/08 ii refers).

ii. Internal Control

- To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.
(March 2024, *fwd 18/04/2024*)
- a. To receive the 4th Quarter Budget Monitoring Report to 31st March 2023 and agree any actions required.
(*fwd 18/04/2024*)
 - b. To discuss and agree the 2024-25 Reserves Statement (*draft fwd 18/04/2024*)

iii. External Control

- a. To receive the 2023-24 Internal Auditors Report and note any actions required regarding recommendations
(*fwd 15/04/2024*)
- b. To complete, approve and sign the 2023-24 Annual Governance Statement (*fwd 12/04/2024*)
- c. To complete, approve and sign the 2023-24 Accounting Statements (*fwd 12/04/2024*)
- d. To confirm the appointment of an Internal Auditor for 2024-25.

2404/09

Car Parking Provision

To receive an update from the working group on matters around proposed car parking provision and agree any actions required.

2404/10

Halifax Bomber Memorial

- a. To receive a project update and agree any actions required.
- b. To consider funding venue hire and buffet to mark the opening of the memorial and agree any actions required.
(Cllr Fox)

2404/11

Allotments

To receive an update and agree any actions required.

2404/12

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.
- c. To discuss the tree safety survey report and agree any actions required.
- d. To receive a Commemorative Bench request for Kirton in Lindsey Cemetery and agree any actions required.

2404/13

Humberstone Fire & Rescue 50 Years anniversary

To consider the 50-year anniversary and agree any actions required (Cllr Gunn)

2404/14

Policies and Procedures

- a. To review Policy 08: Member Development Policy last approved April 2023.
- b. To discuss the ongoing Community Governance Review work and agree any actions required.
- c. Motion - That this Town Council write to North Lincolnshire Council with a strong request that consideration is given to increasing town councillor numbers to the level recommended within their own recent Community

Governance Review documentation (an increase of two). This would be a twofold positive move.

1. We would be in line with our governing Councils and the National Association of Local Council's own recommendations.
2. Two additional councillors would be of huge benefit to our busy councils responsibilities. (Cllr Cooper)

2404/15

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. NLC – Tourism Partnership update March 2024 (*fwd 02/04/2024*)
- c. Community Vision – Fortnightly update (*fwd 02/04/2024*)
- d. ERNLLCA – March newsletter (*fwd 02/04/2024*)
- e. NLC – News Direct (*fwd 02/04/2024; 05/04/2024; 12/04/2024*)
- f. Independent Brigg Line Rail Group – update regarding extra pedestrian signage for railways station (*fwd 02/04/2024*)
- g. Resident – Halifax Bomber Memorial queries
- h. Resident – Jazz Band availability information for town events
- i. CPRE – April Newsletter (*fwd 04/04/2024*)
- j. 118 Information – annual request to update contact information
- k. Rural Services Network – Rural Bulletin (*fwd 04/04/2024; 09/04/2024; 16/04/2024*)
- l. NALC – Newsletter (*fwd 04/04/2024; 15/04/2024; 17/04/2024*)
- m. NLC – Property maintenance management update regarding library estate (*fwd 04/04/2024*)
- n. Rural Services Network – Rural Funding Digest (*fwd 04/04/2024*)
- o. Caloo – update to response regarding embankment slide
- p. ERNLLCA – Allotment training event (*fwd 04/04/2024*)
- q. Caloo – update regarding agility trail replacement parts
- r. North Lincolnshire Aviation Heritage Centre – request for information ahead of June open days (*fwd 08/04/2024*)
- s. Rural Market Town group – telephone call requesting information about decline of membership
- t. Resident – telephone call requesting information about booking Town Hall facilities
- u. UK Potholes – offering services for highway maintenance works
- v. ERNLLCA – notification of District Committee Meeting Thursday 25th April 2024 at 7pm via Zoom (*fwd 11/04/2024*)
- w. Resident – enquiry about meeting attendance regarding planning application discussion
- x. ERNLLCA – Training courses information (*fwd 16/04/2024*)

2404/16

Date of next Meeting and Agenda Deadline

- a. To remind Councillors that the Annual Town Council Meeting and Monthly Town Council for May were resolved to be on different dates.
 - b. To confirm the date and time of the Annual Town Council Meeting (subject to any change in circumstances) as: **Wednesday 8th May 2024 at 7pm at the Diamond Jubilee Town Hall.**
 - c. To confirm the date and time of the next monthly Town Council Meeting (subject to any change in circumstances) as: **Wednesday 22nd May 2024 at 7pm at the Diamond Jubilee Town Hall.**
- NOTE: Agenda items to be submitted before Monday 13th May in line with Standing Orders.**