



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 28th May 2025**
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, 20th May 2025

AGENDA

2505/01 Apologies for Absence

To receive apologies for absence notified to the Clerk prior to the meeting.

2505/02 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.

2505/03 Artificial Intelligence (AI) Presentation

A brief presentation by Chris Allsopp on Artificial Intelligence (AI).

2505/04 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.

2505/05 Minutes

a. To approve the minutes of the Annual Council Meeting held 7th May 2025 (*fwd 12/05/2025*)

b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 12/05/2025 (*fwd 20/05/2025*)

2505/06 Report from North Lincolnshire Council / 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 including, 'Churches' signs, road maintenance works (March Street/Wesley Street), ownership queries raised by resident regarding Wray Street/Traingate path, 'Share the Road' (Ings Road) and 'Not Messing' signage, concerns raised by residents regarding St Andrew's Street and Church Street and agree any actions required.

c. To receive an update regarding the maintenance of the areas around the North Lincolnshire Council Library railings and kerb areas around the town and agree any actions required.

d. To receive an update from the Town Clerk regarding S106 matters and agree any actions required.

2505/07 Police update

To receive any updates from Humberside Police regarding policing matters in the town and agree any actions required.

2505/08 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:

- Workers Day Memorial – Connect Church, Scunthorpe 28th April
- Tighes family – re Car Parking provision 2nd May

Councillors and Officers reports

- ERNLLCA District Committee Meeting – 24th April - Cllr Pat Frankish
- Humber Forest – Criteria and identifying viable sites suitable for hedge/tree planting 15th May – Town Clerk
- NLC Standards and Code of Conduct training session 1 – 16th May

2505/09 Humber and Wolds Rural Action – Rural Housing Project

To agree any actions required following receipt of the draft report from the Rural Housing Project at the April Full Council Meeting.

2505/10 Police & Crime Commissioner funding – CCTV

To receive an update from the Town Clerk on actions required and progress to date following confirmation of the successful application to the Police and Crime Commissioner Community Safety Fund in November 2024.

2505/11 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. (May 2025, fwd 20/05/2025)
- b. To receive any updates regarding potential future funding for the Community Co-Ordinator role and agree any actions required.
- c. To receive a brief update regarding works required to noticeboards within the town and agree any actions required.
- d. To approve accounts for payment. (fwd 20/05/2025)

ii. Internal Control

To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.

(Apr 2025, fwd 20/05/2025)

2505/12 Planninga. To consider the following planning application:

- i. PA/2025/448 <https://apps.northlincs.gov.uk/application/pa-2025-448> (fwd 01/05/2025)
 Proposal: Planning permission to replace external masonry skin and render; fenestration alterations to rear elevation and replace kitchen window with bi-folding doors.
 Location: 28 South Cliff Road, Kirton in Lindsey, DN21 4NR

- ii. PA/2025/570 <https://apps.northlincs.gov.uk/application/pa-2025-570> (fwd 07/05/2025)

Proposal: Planning permission to erect front, side and rear extension including a loft conversion.

Location: 43 North Cliff Road, Kirton in Lindsey, DN21 4NJ.

b. To receive the following decision notifications from North Lincolnshire Council:

- i. PA/2024/365 – APPROVAL OF RESERVED MATTERS – 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 development comprising 79 dwellings, open space and associated infrastructure at land off Ings Road, Kirton in Lindsey, DN21 4BX.
- ii. PA/2025/399 – CONSENT UNDER TREE PRESERVATION ORDERS - Planning permission to vary the plans condition added by PA/2024/1365 namely to add orangeries to plots 80, 82, 83 and 85, to change the house types for plots 88 and 100 and to amend the layout, add an orangery, separate the garage from the dwelling and to reposition the house on plot 101 at Windmill Plantation, Kirton in Lindsey, DN21 4FF.

2505/13 Car Parking Provision

To consider car parking provision for the town and consider any actions required following the site meeting with representatives from North Lincolnshire Council highways at the beginning of December 2024.

2505/14 Policies and Procedures

- a. To note responses and attendance at Standards and Code of Conduct training provided by North Lincolnshire Council, which is mandatory for all members as per Section 3.10 of the Code of Conduct.
- b. To review Action Plan last approved October 2024.
- c. To review Policy 12: Health and Safety Policy last approved May 2024.
- d. To review Policy 29: Environmental Policy last approved May 2024.
- e. To consider Artificial Intelligence (AI) and any policy requirements around this agreeing any actions required.
- f. To receive information about cyber insurance and agree any actions required regarding cyber and IT security.
- g. To discuss adherence to the Social Media Policy, in particular the following behaviour expected: *“Individual Councillors using social media for the purposes of their role should use a disclaimer. In such circumstances Councillors must not imply they are speaking for their Council. They should avoid use of a Council e-mail address, logos or other Council identification and make it clear that what they say is representative of their personal views only. Where possible, they should include a standard disclaimer, such as: “Statements and opinions here are my own and do not necessarily represent the Council's policies or opinions”.* (Cllr Fox)
- h. To receive an update on matters regarding training costs for courses booked but not attended and agree any actions required.

2505/15 Open Spaces

- a. To receive the weekly visual and monthly 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 receive an update on a communication board for the park and agree any actions required.
- d. To receive the weekly inspection reports for the outside gym equipment and agree any actions required.
- e. To receive an update on grounds maintenance works and contracts and agree any actions required.
- f. To discuss undertaking a full review of all flower beds in the Town. To include those maintained by Kirton in Lindsey Town Council and In Bloom. (Cllr Fox)
- g. To consider information received about maintenance of the Peace Garden at the War Memorial including costings for the current contractor to carry out works, sponsorship, input from town volunteers, community response and requirement to consult with the Charity who hold the land in trust and agree any actions required.
- h. To discuss the entry into the Best Kept Village competition 2025 and to agree the community planting areas to enter into the competition, as required as part of the application.
- i. To discuss the invitation from Humber Forest around opportunities for tree or hedge planting in the town and agree any actions required.

2505/16 Grove Street Cemetery

- a. To receive an update regarding work around land registration and agree any actions required.
- b. To receive an update regarding unsafe memorial works and agree any actions required
- c. To receive a request for the installation of a bench and removal of tree branches within the cemetery and agree any actions required.

2505/17 Allotments

- a. To receive any relevant updates and agree any actions required.
- b. To consider current allotment charges and consider any actions required. (*deferred from Annual Meeting*)

2505/18 KLASSIC

To discuss the Transfer of Assets and Undertakings from the KLASSIC corporate trust (1115978) to the KLASSIC CIO (1212125) and agree any actions required.

2505/19 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. ERNLLCA – Model Standing Orders advice (*fwd 24/04/2025*)
- c. ERNLLCA – NALC Surveys – Planning & Age Friendly Communities (*fwd 24/04/2025*)
- d. Resident – enquiry about who to contact about tree preservation orders
- e. Waddingham resident – request to be added to allotments waiting list
- f. Visit North Lincolnshire Partnership – update (*fwd 28/04/2025; 02/05/2025*)
- g. NLC – notification PA/2024/365 to be considered by Planning Committee on 07/05/2025 (*fwd 28/04/2025*)
- h. NLC – News Direct (*fwd 28/04/2025; 02/05/2025; 12/05/2025; 16/05/2025*)
- i. ERNLLCA – WorkNest free webinar – Employment - Family-Friendly Rights and Leave (*fwd 28/04/2025*)
- j. Resident – request for details to join Allotments waiting list
- k. HWRA – Housing Needs Survey draft report and next steps (*fwd 28/04/2025*)
- l. Rural Services Network – Weekly News (*fwd 29/04/2025; 08/05/2025; 15/05/2025*)
- m. Resident – enquiry about words 'Proposal' and 'Motion' in NALC model Standing Orders
- n. Brick Hut – request for use of the Green 20th July 2025 (*fwd 01/05/2025*)
- o. ERNLLCA – April Newsletter (*fwd 01/05/2025*)
- p. Community Vision – May Monthly Update (*fwd 01/05/2025*)
- q. Resident – enquiry about pre planning advice prior to purchase of a new home
- r. Humber Forest – offer to provide further information on work (*fwd 06/05/2025*)
- s. Evergreens – report on usage of Budgeted Grant funding
- t. North Lincolnshire Libraries – request to hold 'Booknic' on the Green in August (*fwd 08/05/2025*)
- u. Resident – complaint about land behind Morrisons Local and Town Hall Passage condition
- v. Women's Institute – request for contact to update information on Community website
- w. Resident – complaint about banners on library railings
- x. Amara Care – letter regarding sponsorship of Peace Garden flower beds (*fwd 12/05/2025*)
- y. Independent Brigg Line Rail Group – latest train timetables received for display
- z. Allotments – notice from tenant that conifers from neighbouring land owner now above fence height
- aa. Kirton in Lindsey Society – invitation for Mayor to officially open new Digital Heritage Trail
- bb. ERNLLCA – details of HR training availability (*fwd 15/05/2025*)
- cc. ERNLLCA – details of Employment Law Essentials for Small Employers training (*fwd 15/05/2025*)
- dd. ERNLLCA – Allotment training opportunities (*fwd 16/05/2025*)
- ee. Resident - report of child falling from zipline and offer of voluntary maintenance works at the Peace Garden flower beds
- ff. Resident – objection to grassing over Peace Garden rose beds
- gg. Kirton in Lindsey Royal British Legion – objection to grassing over Peace Garden rose beds
- hh. Annual Leave – reminder to Councillors.

2505/20 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 25th June 2025 at 7pm at the Diamond Jubilee Town Hall.

NOTE: Agenda items to be submitted before Monday 16th June in line with Standing Orders