



**Town Councillors are hereby summoned to attend the Monthly Meeting of  
Kirton in Lindsey Town Council on  
Wednesday 25<sup>th</sup> June 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, 19<sup>th</sup> June 2025*

## AGENDA

### 2506/01 Apologies for Absence

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

### 2506/02 Resignation of Councillor Cooper

To note the resignation of Councillor Cooper, received by the Mayor 18/06/2025.

### 2506/03 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.

### 2506/04 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.

### 2506/05 Minutes

a. To approve the minutes of the Full Council Meeting held 28<sup>th</sup> May 2025 (*fwd 16/06/2025*)

b. To receive the draft minutes of the Promoting Kirton Committee Meeting held 09/05/2025 (*fwd 19/06/2025*)

### 2506/06 Matters Arising

To discuss matters arising from, and receive any updates following the May Full Council meeting.

- KLASSIC Park – progress around the Transfer of Assets and Undertakings
- Open Spaces – Market Place and town planting
- Humber & Wolds Rural Action – Rural Housing Survey
- Police & Crime Commissioner funding – CCTV
- Communication Board for play area
- Humber Forest – offer of tree planting update
- Grove Street Cemetery – land registration and unsafe memorials.

### 2506/07 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 including, road maintenance works (March Street/Wesley Street), ownership queries raised by resident regarding Wray Street/Traingate path, 'Not Messing' signage, concerns raised by residents regarding St Andrew's Street and Church Street and agree any actions required.

c. To receive notification of the new North Lincolnshire Local Plan Consultations and agree any actions required.

d. To receive information and request around additional signage for the railway station from the Independent Brigg Line Rail Group and agree any actions required.

e. To discuss S106 matters and agree any actions required (*deferred from May*).

### 2506/08 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:

- Kirton in Lindsey Society – Digital Heritage Trail launch 2<sup>nd</sup> June

Councillors and Officers reports

- Kirton Lindsey Primary School (meeting re noticeboard) – 16<sup>th</sup> June – Town Clerk
- NAT Ridge meeting – to note the postponement of the June meeting.

### 2506/09 Finance

#### i. Income and Expenditure

a. To receive notification of accounts paid by the Town Clerk under devolved authority. (June 2025, *fwd 19/06/2025*)

- b. To receive any updates regarding potential future funding for the Community Co-Ordinator role and agree any actions required.
- c. To approve accounts for payment. (*fwd 19/06/2025*)

ii. Internal Control

To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.  
(May 2025, *fwd 19/06/2025*)

2506/10 Planning

a. To consider the following planning application:

- i. PA/2025/634 <https://apps.northlincs.gov.uk/application/pa-2025-634> (*fwd 16/06/2025*)  
Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline planning application PA/2022/1408 dated 10/07/2023 for a residential development of 28 dwellings.  
Location: Southdown House, Grayingham Road, Kirton in Lindsey, DN21 4EL

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

- i. PA/2025/408 – HOUSEHOLDER PLANNING PERMISSION – for single storey side and rear extensions at 10B Station Road, Kirton in Lindsey, DN21 4BB.
- ii. PA/2025/448 – HOUSEHOLDER PLANNING PERMISSION – to replace external masonry skin and render, fenestration alterations to rear extension and replace kitchen window with bi-folding doors at 28 South Cliff Road, Kirton in Lindsey, DN21 4NR.

2506/11 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.

2506/12 Policies and Procedures

- a. To note further 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 Policy 09: Grievance Policy last approved June 2024.
- c. To review Policy 26: Complaints Policy last approved June 2024.
- d. To discuss a review of the List of Contacts from previous Community Emergency Plans and NLC Snow Warden advice and agree any actions required. (Cllr Kofoed)
- e. To consider any actions required to fill internal and external vacancies following the resignation of Cllr Cooper.

2506/13 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 the weekly inspection reports for the outside gym equipment and agree any actions required.
- d. To consider disposal of lamp post planters previously used in the Market Place and agree any actions required. (Cllr Frankish)
- e. To receive a request to install two solar lights to Grandad's Plough at Traingate and agree any actions required.

2506/14 Allotments

To receive any relevant updates and agree any actions required.

2506/15 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. Brigg Town Council – Brigg Civic Service invitation
- c. Resident – note of thanks re installation of communication board at the park following their suggestion
- d. Brigg Town Council – Brigg Town Mayor's Charity Golf Day open invite (*fwd 29/05/2025*)
- e. Resident – enquiry about dealing with noise nuisance
- f. GC3 Security - GC3 website vulnerability reported
- g. Rural Services Network – Weekly News (*fwd 29/05/2025; 16/06/2025; 19/06/2025*)
- h. NLC – Play area checks update report (*fwd 02/06/2025*)
- i. Eau Valley Singers – request to promote summer concert in Scotton
- j. Resident – query about planning permission for parcel lock box outside Morrisons Daily
- k. NLC – Tourism Partnership News (*fwd 16/06/2025*)
- l. NLC - News Direct (*fwd 16/06/2025*)
- m. Humberside Police Ridge – note of thanks for appreciation expressed to Ridge team
- n. ERNLLCA – Notification of Sustainable Communities Workshop
- o. St Andrew's Church – information about request for additional bench at churchyard
- p. ERNLLCA – Addressing Workplace Conflict and Grievances Workshop details
- q. Acorn Recyclers – update regarding allotment site boundary conifers and fence
- r. LiveWell North Lincolnshire – request for assurance review update for link to kirtoninlindsey.com website

- s. Community Vision – Third Sector Trends information (*fwd 16/06/2025*)
- t. ERNLLCA – Institute of Occupational Safety and Health training notification (*fwd 16/06/2025*)
- u. ERNLLCA – Drones in public places training notification (*fwd 16/06/2025*)
- v. Resident – enquiry about grave spaces at Cemetery
- w. Resident – enquiry about grave spaces at Cemetery (separate resident enquiry)
- x. Baton of Hope – Meet and Greet information event details shared with nominees
- y. Resident – enquiry about ownership/responsibility for conker tree at Spa Hill / Church Street junction
- z. Wil-Lec – enquiry about community magazines for advertising
- aa. Resident – request for highway verge contractors not to cut area of grass in front of property
- bb. ERNLLCA – reminders about H&S and HR related webinars (*fwd 16/06/2025*)
- cc. Cllr Stephenson – copy of communications with Trent Valley Gliding Club
- dd. ERNLLCA – reminder about HR related webinars (*fwd 16/06/2025*)
- ee. NAT Ridge – reminder and details for meeting on 18<sup>th</sup> June
- ff. ERNLLCA – June Newsletter (*fwd 16/06/2025*)
- gg. Town Hall – copy of communications with Town Hall and NLC regarding car blocking access to public toilets
- hh. NAT Ridge – notification of postponement of June meeting
- ii. Resident – request for review of CCTV footage
- jj. HWRA – Notice of AGM and 50<sup>th</sup> Anniversary Celebrations
- kk. Baton of Hope – Meet and Greet and other information for baton bearers
- ll. Community Vision – Cadent Centre for Warmth Project introduction and request for meeting
- mm. NLC – local Plan Initial Engagement, Call for Sites Addendum and Draft Statement of Community Involvement (*fwd 19/06/2025*)
- nn. Resident – request for advice on solar lighting for Grandad's Plough

2506/16 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 23<sup>rd</sup> July 2025 at 7pm at the Diamond Jubilee Town Hall.**

**NOTE: Agenda items to be submitted before Monday 14<sup>th</sup> July in line with Standing Orders**