



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 23rd July 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, 17th July 2025**

AGENDA

2507/01 Apologies for Absence

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

2507/02 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.

2507/03 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.

2507/04 Minutes

- a. To approve the minutes of the Full Council Meeting held 25th June 2025 (*fwd 30/06/2025*)
- b. To receive the draft minutes of the Personnel & Disciplinary Committee Meeting held 11/07/2025 (*fwd 17/07/2025*)
- c. To receive the draft minutes of the Promoting Kirton Committee Meeting held 14/07/2025 (*fwd 17/07/2025*)
- d. To receive the draft minutes of The Green & The Market Place Charity Committee Meeting held 14/07/2025 (*fwd 17/07/2025*)
- e. To receive the draft minutes of the War Memorial & Garden of Edward Elmhirst Duckering Charity Committee Meeting held 14/07/2025 (*fwd 17/07/2025*)

2507/05 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 road maintenance works (March Street/Wesley Street), ownership queries raised by resident regarding Wray Street/Traingate path, concerns raised by residents regarding St Andrew's Street and Church Street and agree any actions required.
- c. To discuss the future of a) Trent Valley Gliding Club and b) the historic Control Tower. To be led by updates from Ward Councillors, North Lincolnshire Council and stakeholders, and agree any actions required. (*Cllr Garritt*)
- d. To discuss the junction between the B1398 and the B1205 following a further accident at these crossroads and to consider requesting any update from North Lincolnshire Council on investigation and review work carried out in conjunction with Lincolnshire County Council agreeing any actions required (*Cllr Stephenson*).

2507/06 Speed Indicator Device

That this Town Council investigates and considers purchasing a solar powered speed indicator device and/or applies to the Police and Crime Commissioner Grant fund scheme. (*Cllr Fox*)

2507/07 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:

- Meeting with Tighes representatives (3rd July)
- Equisign Tack and Feed Open Day (5th July)
- Kirton in Lindsey Summer Gala (12th July)
- Brigg – Civic Service (13th July)

Councillors and Officers reports

- Breakthrough Communications - Community Engagement workshop (19th June) – Town Clerk
- Local Government Association – Disinformation workshop (20th June) – Town Clerk
- ICCM/ERNLLCA – Cemetery Memorial Management workshop (23rd June) – Town Clerk
- ERNLLCA – Being A Good Councillor training (3rd & 11th July) - Cllr Starkie
- ERNLLCA – Drones in Public Places (11th July) – Cllr Kofoed
- ERNLLCA – District Committee Meeting (16th July) – Town Clerk

2507/08 Allotments

To receive any relevant updates including costings for entrance works and agree any actions required.

2507/09 KLASSIC

To receive legal costings received regarding the Transfer of Assets and Undertakings from the KLASSIC corporate trust (1115978) to the KLASSIC CIO (1212125) and agree any actions required.

2507/10 Policies and Procedures

- a. To review Policy 07: Member/Officer Protocol last approved September 2024.
- b. To consider the draft IT Policy as recommended by NALC to meet Assertion 10 in the Practitioners Guide and agree any actions required.
- c. To receive the notification from North Lincolnshire Council that the current casual vacancy can be filled by co-option, agreeing actions required to follow the Co-Option Policy.

2507/11 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. (July 2025, fwd 17/07/2025)
- b. To consider the renewal of SLCC membership for the Town Clerk at £300.00.
- c. To receive any updates regarding potential future funding for the Community Co-Ordinator role and agree any actions required.
- d. To consider an application to the Cultural Futures Project for the digitisation of Town Council archives to create accessible social history for Kirton in Lindsey and agree any actions required.
- e. To receive a brief update regarding works required to noticeboards within the town and agree any actions required.
- f. To consider plans ahead of the annual Remembrance Service and agree actions required for the purchase of wreaths.
- g. To consider an application to the Cadent Centre for Warmth Project for grant funding for training and advice to provide community support and information and agree any actions required.
- h. To receive a request from The Green and Market Place Charity to cover the costs associated with the completed stage of the land registration works and agree any actions required.
- i. To approve accounts for payment. (fwd 20/05/2025)

ii. Internal Control

- a. To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (June 2025, fwd 17/05/2025)
- b. To receive the 1st Quarter Budget Monitoring Report and agree any actions required.

2507/12 Planninga. To consider the following planning application:i. APPEAL

PA/2023/1166 <https://apps.northlincs.gov.uk/application/pa-2023-1166>

Proposal: Application for approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline planning application PA/2020/588 dated 26/03/2021 for a residential development comprising 74 dwellings, open space and associated infrastructure.

Location: Land off Ings Road, Kirton in Lindsey, DN21 4BX.

Received for information only:

i. PA/2025/762

Proposal: Notice of proposed work to two horse chestnut trees within Kirton in Lindsey's conservation area.

Location: 9 South Cliff Road, Kirton in Lindsey, DN21 4NP.

ii. PA/2025/796

Proposal: Notification of proposed work to a plum tree, a cherry tree and two conifers within Kirton in Lindsey's conversation area.

Location: 23 South Cliff Road, Kirton in Lindsey, DN21 4NP.

iii. PA/2025/798

Proposal: Notification of proposed work to fell a beech tree within Kirton in Lindsey's conservation area.

Location: 16 South Cliff Road, Kirton in Lindsey, DN21 4NP.

b. To receive the following decision notifications from North Lincolnshire Council:i. PA/2025/570 – REFUSAL OF HOUSEHOLDER PLANNING PERMISSION – to erect front, side and rear extension including a loft conversion at 43 North Cliff Road, Kirton in Lindsey, DN21 4NJ.ii. PA/2025/550 – NO OBJECTION TO PROPOSED WORKS – public call box removal outside 4 George Street, Kirton in Lindsey, DN21 4NA.2507/13 Car Parking Provision

To consider car parking provision for the town and consider any actions required following the meeting with landowner representatives at the beginning of July.

2507/14 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 discuss any matters relating to the Parish Paths and agree any actions required.
- e. To note that the contract renewals for the Parish Paths Partnership and Devolved Highways grass cutting are due and agree any actions required.
- f. To discuss access to The Green for events including a potential humane circus visit and agree any action required.

2507/15 Grove Street Cemetery

To receive an update regarding the cemetery including unsafe memorial works and agree any actions required.

2507/16 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

- a. To note any correspondence received after the Agenda was published.
- b. NLC – Notification of Asset of Community Value nomination for Trent Valley Gliding Club premises (*fwd 26/06/2025*)
- c. ERNLLCA – HR training reminder (*fwd 26/06/2025*)
- d. Resident – contact re cemetery gates not closing (due to hot weather)
- e. Resident – complaint about condition of Public Right of Way 255
- f. Allotments – update tenant to tidy foliage around sign
- g. Independent Brigg Line Rail Group – update following reply to request to support additional signage (*fwd 30/06/2025*)
- h. Visit North Lincolnshire – June Tourism Partnership update (*fwd 30/06/2025*)
- i. Civic – Invitation to Mayor of North Lincolnshire Charity Event at Bite to Eat (August)
- j. NLC – News Direct update (*fwd 30/06/2025; 11/07/2025*)
- k. Diamond Jubilee Town Hall Trustees – acknowledgment re notification of change of Representative Trustee
- l. The George – request for support regarding issue of ball games in the Market Place (*fwd 01/07/2025*)
- m. Resident – complaint of theft – referred to Humberside Police
- n. Humberside Police – Community Speedwatch information for the community
- o. Humberside Police – Launch of Operation Lifestyle 2025 information for the community
- p. ERNLLCA – NALC and ACRE survey – flood resilience (*fwd 03/07/2025*)
- q. Rural Services Network – Weekly News (*fwd 03/07/2025; 10/07/2025; 17/07/2025*)
- r. Resident – copied into communication to Cllr Rob Waltham, Leader of NLC regarding Spa Hill road condition
- s. ERNLLCA – District Committee Meeting notification (9th July) (*fwd 03/07/2025*)
- t. Pensions Regulator – forward notice of re-enrolment and re-declaration duties
- u. Kirton Academy – parental request for Ward Cllr details
- v. Resident – request for contact details for NLC re replacement household refuse bins
- w. Baton of Hope – updates for nominated Baton Bearers for circulation
- x. Residents – interest expressed in Community Speedwatch scheme
- y. Residents – notification of issue with FP250 towards Hibaldstow
- z. Civic – Immingham Civic Service invitation (September)
- aa. Resident – query about safeguarding and neighbourhood support for residents
- bb. CPRE – Northern Branch July Newsletter (*fwd 07/07/2025*)
- cc. Plantscape – phone call reminder of services and products available
- dd. Kirton First – copies of posters with request to display in locked noticeboards
- ee. Booknic – copies of posters with request to display in noticeboards
- ff. MyCommunityAlert – Mini Police Challenge information for sharing
- gg. ERNLLCA – Annual Conference information (October 2025) (*fwd 07/07/2025*)
- hh. ERNLLCA – Annual General Meeting and Annual Conference information (Sept/Oct 2025) (*fwd 08/07/2025*)
- ii. NLC – Diversion of Public Footpath 248, certified diversion order (*fwd 10/07/2025*)
- jj. ERNLLCA – Newsletter (*fwd 10/07/2025*)
- kk. NLC – Co-Option Confirmation (*fwd 10/07/2025*)
- ll. BBC Radio Humberside – call re interest in featuring Summer Gala event on their Saturday round up show
- mm. Greater Lincolnshire for All – Local Government Reorganisation in Greater Lincolnshire (*fwd 11/07/2025*)
- nn. Civic – note of thanks received from Equisign Tack and Feed for attendance of Mayor at Open Day Event
- oo. FP253 issue – reported via Cllr Kofoed to NLC Public Rights of Way
- pp. Resident – request to borrow Town Council Marquee on 2nd August 2025
- qq. Resident – complaint about quality of works with installation of new pedestrian crossing columns, South Cliff Road
- rr. ERNLLCA – New HR Training information (*fwd 17/07/2025*)
- ss. ERNLLCA – New training - Conflict in Council Culture information (*fwd 17/07/2025*)

2507/17 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 24th September 2025 at 7pm at the Diamond Jubilee Town Hall.

NOTE: Agenda items to be submitted before Monday 15th September in line with Standing Orders