



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 25th March 2026
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, 19th March 2026**

AGENDA

2603/01 Apologies for Absence

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

2603/02 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.

2603/03 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.

2603/04 Minutes

a. To approve the minutes of the Full Council Meeting held 25th February 2026 (*fwd 02/03/2026*)

b. To receive the minutes of the KLASSIC Charity Committee Meeting held 04/03/2026 (*fwd 19/03/2026*)

c. To receive the draft minutes of the Promoting Kirton Committee Meeting held 09/03/2026 (*fwd 12/03/2026*)

d. To receive the draft minutes of the Personnel and Disciplinary Committee Meeting held 09/03/2026 (*fwd 12/03/2026*)

2603/05 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 Civic Dinner – 14th March
- Hessle Civic Service - 22nd March

Councillors and Officers reports

- Finance training – Introduction to VAT (26th February – Cllr Pollitt)
- The Mayor of North Lincolnshire's Civic Dinner (6th March - Cllr Kofoed)
- How Council Behaviour Shapes Culture and Community Trust (18th March – Town Clerk)
- Town and Parish Liaison Meeting for Clerks (19th March – Town Clerk)

2603/06 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 road maintenance works, Redbourne Mere nature reserve works; street resurfacing at Cornwall Street, ownership queries raised by resident regarding Wray Street/Traingate path, turning vehicles signage for Redbourne Mere, parking enforcement and bus shelter works and agree any actions required.

c. To receive an update regarding the maintenance and signage for the public conveniences in the Market Place and agree any actions required.

d. To receive quotations related to the 2026 Devolution Deal Discussion (weed spraying) and agree any actions required.

e. To receive an update on the Community Speedwatch scheme and agree any actions required.

2603/07 Whipping Post

To receive any updates following the collapse of the Whipping Post in November and agree any actions required.

2603/08 Speed Indicator Devices

To receive an update on progress with seeking funding for speed indicator devices for the town and agree any actions required.

2603/09 KLASSIC

To receive any update from the working group or CIO and any actions required.

2603/10 Allotments

To receive any relevant updates including regarding the entrance works planning application, a breakdown of income/expenditure, notification requirements for April inspections and annual rent reminders agreeing actions required.

2603/11 Grove Street Cemetery

- a. To receive an update regarding installation of a “Letters to Heaven” post box in the cemetery and agree any actions required. (Cllr Fox)
- b. To note progress to date regarding required memorial safety testing works and agree actions required.
- c. To note maintenance requirements within the cemetery and agree any actions required.
- d. To note the return of the Annual Duty of Care and Terms & Conditions for the Commercial Waste Collections to North Lincolnshire Council.

2603/12 Open Spaces

- a. To receive the weekly visual play park inspection reports for signature and consider any updates regarding the play area – including slide quotations, repair works and sand levels, agreeing any actions required.
- b. To receive the weekly inspection reports for the outside gym equipment and agree any actions required.
- c. To receive a brief update regarding ongoing Land Registry works for The Green and War Memorial areas, noting the requirement for the Transfer of Part to be signed for the solicitors.

2603/13 Policies and Procedures

- a. To review Policy 37: Recruitment Policy last approved March 2025.
- b. To review the Cemetery Risk Assessment last approved March 2025.
- c. To review the Play Area Risk Assessment last approved March 2025.
- d. To review the additional clause added to the Learning and Development/Member Development Policies as discussed at the February meeting and agree any actions required.
- e. To consider business continuity / contingency planning measures and updates to the Risk Management Policy last reviewed in May 2025, agreeing any actions required.
- f. To note the resignation of Cllr Kofoed as the Chair of the P&D Committee on 10/03/2026 and receive nominations to fill this vacancy.

2603/14 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. (March 2026, fwd 19/03/2026).
- b. To receive a Community Pot application from Town Hall Live and agree actions required. (fwd 19/03/2026)

ii. Internal Control

- a. To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (February 2026, fwd 19/03/2026)
- b. To note annual increases for business mobile phone contracts at 3.8% Retail Price Index rate of inflation plus an additional 3.9%.
- c. To receive the annual renewal fee for ERNLLCA at £1,003.88 (including the NALC affiliation fee of £229.88) for payment.
- d. To discuss authorisation for transfer of funds from the CCLA Public Sector Deposit Fund due to the expected delay in Precept payment from North Lincolnshire Council and agree any actions required.
- e. To note the final visit of the Internal Auditor for 2025-2026 as 10th April 2026.

2603/15 Planninga. To consider the following planning applications:

PA/2026/283 <https://apps.northlincs.gov.uk/application/pa-2026-283>

(fwd 16/03/2026)

Proposal: Planning permission to vary the plans condition of planning application PA/1999/0920 granted on 31/03/2000 which were added by non-material amendment PA/2024/1365 granted on 12/12/2024 namely to amend house types and layout for plots 81, 96, 97 to 100, 102 and 109

Location: Windmill Plantation, Kirton in Lindsey, DN21 4FF

PA/2026/306 <https://apps.northlincs.gov.uk/application/pa-2026-306>

(fwd 19/03/2026)

Proposal: Planning permission for conversion of existing outbuilding for short-term holiday let accommodation

Location: 14 East Cross Street, Kirton in Lindsey, DN21 4EA

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

PA/2026/38 – HOUSEHOLDER PLANNING PERMISSION – for a two-storey rear extension and a single-storey side extension, cladding to external walls to property, new facing brickwork and insulation to cavity (including demolition of three existing out-buildings) at The White House, Cleatham Road, Kirton in Lindsey, Gainsborough, DN21 4JR.

c. To receive notification regarding the H₂East Pipeline consultation and agree any actions required. (fwd 02/03/2026)2603/16 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. Resident – anonymous request for action regarding St George's flags flying from lampposts along the B1400 (via Community website)
- c. Resident – note of thanks for information provided re finding out about activities at the Diamond Jubilee Town Hall

- d. North Lincolnshire Council – News Direct weekly updates (*fwd 02/03/2026; 06/03/2026; 13/03/2026*)
- e. H₂East – notification of first phase consultation for H₂East Pipeline (*fwd 02/03/2026*)
- f. MP Nic Dakin – note of thanks to the Council for raising concerns regarding Ings Road to the NAT Ridge meeting
- g. Combined Cadet Force – follow up query on current ownership of former Officers Mess as lost details previously provided
- h. Resident – query about who to contact regarding none collection of household waste bins
- i. North Lincolnshire Council – February Tourism updates (*fwd 03/03/2026*)
- j. Bloom – query about insurance for town planters
- k. North Lincolnshire Council – forthcoming meetings March notice for display
- l. Resident – query about public bridleway 251 and Tighes land
- m. Nic Dakin MP – query about matters to raise at meeting with the new Rural Police Inspector
- n. Epworth Town Council – query about Local Council's Award Scheme
- o. KLASSIC CIO – secondment agreement letter update (*fwd 05/03/2026*)
- p. Civic – Beverley Civic Service invitation (May)
- q. KLASSIC – update from Independent Examiner on timeframe for completion of works required (*fwd 06/03/2026*)
- r. Resident – query on identifying the history of their home
- s. Independent Brigg Rail Line Group – notification of increased services on 16th May 2026 (*fwd 06/03/2026*)
- t. Planning Inspectorate – update information re H₂East pipeline consultation (*fwd 06/03/2026*)
- u. Trent Cliff Gazette – copy deadline for April edition
- v. KLASSIC CIO – update following their receipt of draft short form lease (*fwd 09/03/2026*)
- w. Civic – Louth Civic Service invitation (April)
- x. Civic – Message of thanks from the Mayor of North Lincolnshire following her Civic Dinner
- y. ERNLLCA – How Council Behaviour Shapes Culture and Community Trust webinar and other links (*fwd 09/03/2026*)
- z. Independent Brigg Rail Line Group – Wobbly Runner YouTube video re Brigg Line (*fwd 12/03/2026*)
- aa. Rural Services Network – Weekly newsletter (*fwd 12/03/2026; 19/03/2026*)
- bb. ERNLLCA – Training Plan 2026-27 (*fwd 12/03/2026*)
- cc. Community Vision – Monthly Newsletter (*fwd 12/03/2026*)
- dd. Community Vision – North Lincolnshire Digital Together event information (*fwd 12/03/2026*)
- ee. Bloom – confirmation of categories for CPRE Best Kept Village competition to submit entry form/fee (*fwd 12/03/2026*)
- ff. Civic – Gainsborough Civic Dinner (April)
- gg. Resident – Concerns about proposals for Ings Road development (copied correspondence to NLC) (*fwd 13/03/2026*)
- hh. Lincolnshire Wildlife Trust – Free family event information for information and promotion (*fwd 13/03/2026*)
- ii. NLC – Playing Pitch Strategy Survey Reminder
- jj. Humber and Wolds Rural Action – March Newsletter (*fwd 13/03/2026*)
- kk. NLC – Town and Parish Liaison meeting agenda information (19 March) (*fwd 13/03/2026*)
- ll. Resident – request for area outside home not to be cut by grass cutting contractors
- mm. Resident – request about cemetery plots
- nn. CPRE – Feb/Mar Newsletter (*fwd 17/03/2026*)
- oo. ERNLLCA – Council Culture Academy training reminder information (*fwd 17/03/2026*)
- pp. CloudyIT – AI training days information (*fwd 17/03/2026*)
- qq. Resident – request for contact details for Councillors regarding spring water leaks on Traingate
- rr. Resident – Update on concerns about proposals for Ings Road development (copied correspondence to NLC) (*fwd 17/03/2026*)
- ss. Resident – request for advice on closing down a group within the town and distributing remaining funds
- tt. Police and Crime Commissioner – Community Safety Fund Round 8 launch information (*fwd 19/03/2026*)
- uu. Independent Brigg Rail Line Group – receipt of posters to display promoting 16th May train opportunities

2603/17 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 22nd April 2026 at 7pm at the Diamond Jubilee Town Hall.

NOTE: Agenda items to be submitted before Monday 13th April in line with Standing Orders

2603/18 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.

2603/19 Personnel

To consider postponed Annual Leave for the Town Clerk.