



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 22nd April 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, 16th April 2026

AGENDA

2604/01 Apologies for Absence

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

2604/02 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.

2604/03 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.

2604/04 Minutes

- a. To approve the minutes of the Full Council Meeting held 25th March 2026 (*fwd 30/03/2026*)
- b. To receive the minutes of the KLASSIC Charity Committee Meeting held 17/03/2026 (*fwd 20/03/2026*)
- c. To receive the minutes of the KLASSIC Charity Committee Meeting held 26/03/2026 (*fwd 10/04/2026*)
- d. To receive the draft minutes of the Promoting Kirton Committee Meeting held 13/04/2026 (*fwd 16/04/2026*)
- e. To discuss the provision of draft minutes to absent Councillors and agree any actions required. (*Cllr Stephenson*)

2604/05 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:

- Brigg Civic Dinner – 28th March

Councillors and Officers reports

- Cyber Resilience update (Gallagher) (19th March – Town Clerk)
- Understanding Martyn's Law (Clear Councils) (24th March – Town Clerk)
- Employment Rights Act 2025 training (16th April - Tony Pollitt)

2604/06 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, boundary and 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 discuss the junction between the B1398 and the B1205 following a further accident at these crossroads and to consider any actions Kirton in Lindsey Town Council can take. (*Cllr Pollitt*)
- e. To receive an update on the Community Speedwatch scheme, including request to NLC for signage to be attached to town boundary signs and agree any actions required.

2604/07 Whipping Post

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

2604/08 Car Parking Provision

To receive a request to share Town Council documentation and agree any actions required. (*fwd 09/04/2026*)

2604/09 KLASSIC

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

2604/10 Allotments

To receive any relevant updates including regarding the entrance works planning application (*fwd 26/03/2026*), security, and works highlighted by a tenant as required to the car park edging (*fwd 10/04/2026*) agreeing actions required.

2604/11 Grove Street Cemetery

- a. To receive notification of works to wind damaged trees carried out due for public safety on Council premises.
- b. To receive suggestions from Councillors for the location to install the “Letters to Heaven” post box in the cemetery and agree any actions required including positioning of signage.
- c. To note the granting of a Faculty from the Bishop of Lincoln required to carry out memorial safety testing works and agree actions required.
- d. To note issues with the emptying of the commercial waste container at Grove Street Cemetery by North Lincolnshire Council and the actions taken, agreeing any further action required.

2604/12 Royal Mail Post Boxes

To receive an update from Royal Mail regarding works to the post boxes at Grove Street and Dunstan Villas and agree any actions required. *(fwd 10/04/2026)*

2604/13 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, repairs to the Galaxy equipment by KOMPAN and sand pit safety, agreeing any actions required.
- b. To receive the weekly inspection reports for the outside gym equipment and agree any actions required.
- c. To receive notification that there will be no increase in RPI rate for the planting contract this financial year due to the reduction in number of flower beds to maintain.
- d. To receive information from Keep Britain Tidy regarding publicity packs to help tackle dog fouling (at £150 plus VAT) and agree any actions required. *(fwd 10/04/2026)*
- e. To receive notification of availability of In Bloom 2026 Community Grants funding from North Lincolnshire Council and agree any actions required. *(fwd 10/04/2026)*
- f. To discuss concerns raised by a resident regarding light pollution at the former RAF Kirton in Lindsey site and agree any actions required. *(fwd 23/04/2026)*

2604/14 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. *(April 2026, fwd 16/04/2026)*.
- b. To receive notification of HMRC VAT refund of £11,335.73 applied for and received for Year Ended 2025-2026. To receive an update on works required to noticeboards and agree any actions required.
- c. To receive the annual CCTV Maintenance Renewal from VideCom Security at £814.00 (+VAT) and agree any actions required. *(fwd 09/04/2026)*
- d. To receive the annual Institute of Cemetery and Crematorium Management (ICCM) renewal subscription at £110 for 2026-2027 and agree any actions required. *(fwd 10/04/2026)*
- e. To note the BT contract update for broadband and telephone services with a reduction from £42.96 per month (+VAT) to £39.95 per month (+VAT) for 24 months.

ii. Internal Control

- a. To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. *(March 2026, fwd 16/04/2026)*
- b. To receive the 4th Quarter Budget Monitoring Report to 31st March 2026 and agree any actions required. *(fwd 16/04/2026)*
- c. To discuss and agree the 2026-27 Reserves Statement *(draft fwd 13/04/2026)*
- d. To receive the 2025-26 Internal Auditors Report and note any actions required *(fwd 13/04/2026)*
- e. To confirm the appointment of an Internal Auditor for 2026-27.

2604/15 Planninga. To consider the following planning applications:

- i. PA/2026/285 <https://apps.northlincs.gov.uk/application/pa-2026-285>
Proposal: Application to vary conditions 2 and 4 of planning permission PA/2023/1955, namely to accommodate a reduced extension proposal and to enable the extension to commence without providing details of the windows and doors.
Location: 1 Sylvester Street, Kirton in Lindsey, DN21 4NG
- ii. PA/2026/297 <https://apps.northlincs.gov.uk/application/pa-2026-297> *(fwd 30/03/2026)*
Proposal: Application for approval for reserved matters (access, appearance, landscape, layout and scale) pursuant to outline planning permission PA/2022/395 for up to 60 dwellings.
Location: Jack Tighe Ltd, Redbourne Mere, Kirton in Lindsey, DN21 4NW.
- iii. PA/2026/362 <https://apps.northlincs.gov.uk/application/pa-2026-362> *(fwd 30/03/2026)*
Proposal: Planning permission to erect two dwellings.
Location: Homestead, 36 Queen Street, Kirton in Lindsey, DN21 4NX.
- iv. PA/2026/401 <https://apps.northlincs.gov.uk/application/pa-2026-401> *(fwd 02/04/2026)*
Proposal: Request to modify the Section 106 Agreement attached to PA/2023/823 to revise the timing for the viability review mechanism.
Location: Former RAF Kirton in Lindsey, DN21 4HZ

- v. [PA/2026/420](https://apps.northlincs.gov.uk/application/pa-2026-420) <https://apps.northlincs.gov.uk/application/pa-2026-420> (fwd 10/04/2026)
Proposal: Application to thin, crown lift and reduce overhanging branches to a Sycamore identified as T5 in and subject to Tree Preservation (Kirton in Lindsey) Order 1972.
Location: Glencoe, 6 Station Road, Kirton in Lindsey, DN21 4BB.
- b. To receive the following planning application information for notification only:
- i. [PA/2026/372](https://apps.northlincs.gov.uk/application/pa-2026-372) <https://apps.northlincs.gov.uk/application/pa-2026-372> (fwd 02/04/2026)
Proposal: Application to determine if prior approval is required to erect an agricultural building
Location: Land East of B1398, Kirton in Lindsey
- c. To receive notification of Lincolnshire County Council planning application PL/O101/25 regarding Vida Bio Energy Ltd seeking permission for the construction and operation of a biogas plant and exporting of by-products at land off Cross Lane, Glenthams. Public consultation closed 11/04/2026; a public meeting is planned to be held at Bishop Norton Village Hall at 7pm on 20th April 2026 and agree any actions required. (Cllr Pollitt)
- d. To receive the following decision notifications from North Lincolnshire Council:
- [PA/2026/104](#) – NO OBJECTIONS – Application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009 to install a new H (double) pole not exceeding 15 metres in height Ings Road, Kirton in Lindsey.

2604/16 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 – concerns about Ings Road development works
- c. Keystone Architecture – update on permission and design work (fwd 26/03/2026)
- d. Resident – Ings Road development concerns update (fwd 26/03/2026)
- e. ERNLLCA – Employment changes – Probation and Dismissal (fwd 30/03/2026)
- f. Cllr Howard – Information request – all correspondence to and from Keystone Architecture May 2025 to present
- g. Visit North Lincolnshire – March update (fwd 30/03/2026)
- h. Community Vision – Monthly update (fwd 30/03/2026)
- i. ERNLLCA – March Newsletter (fwd 30/03/2026)
- j. North Lincolnshire Council – News Direct weekly updates (fwd 30/03/2026; 07/04/2026; 10/04/2026)
- k. Public Sector Audit – update on requirements for Assertion 10 of the Internal/External Audit
- l. KOMPAN – notification of delay to works to repair Galaxy play equipment on the Green (to 11/05/2026) (fwd 30/03/2026)
- m. Gainsborough Life – copy deadline for May edition
- n. Fuelled North Lincs – request to share East programme information poster
- o. ERNLLCA – Managing Projects for Town and Parish Councils training information (fwd 30/03/2026)
- p. Resident – query about how to order a brown bin for household garden and food waste
- q. NLC – updates to queries about additional grass cutting works along the B1398 beyond South Cliff Road
- r. Tighes family – update on plans and progress regarding their land (fwd 02/04/2026)
- s. Rural Services Network – Weekly newsletter (fwd 02/04/2026; 10/04/2026; 16/04/2026)
- t. ERNLLCA – Lumii dementia safeguarding information (fwd 02/04/2026)
- u. Lincolnshire Wildlife Trust – information about Wilder Lincolnshire Network (fwd 02/04/2026)
- v. Cadets Scunthorpe – concerns about Officers Mess building, former RAF Kirton in Lindsey (fwd 02/04/2026)
- w. Resident – enquiry about which bin to put out for collection
- x. Resident – queries about waste bin and rubble at the cemetery
- y. ERNLLCA – Employment Rights Act webinar information (fwd 02/04/2026)
- z. Resident – enquiry about allotments
- aa. Resident – enquiry about responsibilities for the access lane off Wesley Street
- bb. Tighes – query about sharing of documentation (car park planning) (fwd 09/04/2026)
- cc. Royal Mail – Grove Street and Dunstan Villas post boxes update (fwd 10/04/2026)
- dd. NLC – In Bloom 2026 Community Grants funding notification (fwd 10/04/2026)
- ee. Keep Britain Tidy – Dog fouling pack offer (fwd 10/04/2026)
- ff. ERNLLCA – Planning training information (fwd 10/04/2026)
- gg. Public Sector Audit – receipt of completed 2025-26 Internal Audit report (fwd 13/04/2026)
- hh. H.East Pipeline – notification of extension of public consultation period to 14th May (fwd 14/04/2026)
- ii. Civic – City of Lincoln Civic Evensong invitation (June)
- jj. Community Payback – reminder of opportunities for community works (fwd 16/04/2026)
- kk. Brigg Locality Meeting – minutes and information from recent meeting (fwd 16/04/2026)

2604/17 Date of next Meetings and Agenda Deadlines

- a. To confirm the date and time of the Annual Town Council Meeting (subject to any change in circumstances) as:
Wednesday 6th May 2026 at 7pm at the Diamond Jubilee Town Hall.
NOTE: Agenda items to be submitted before Friday 24th April in line with Standing Orders.
- b. To confirm the date and time of the next monthly Town Council Meeting (subject to any change in circumstances) as:
Wednesday 27th May 2026 at 7pm at the Diamond Jubilee Town Hall.
NOTE: Agenda items to be submitted before Friday 15th May in line with Standing Orders.

2604/18 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.

2604/19 Staffing

- a. To consider the Community Co-ordinator role and the current temporary contract in place and agree any actions required.
- b. To note that from April 1st 2026, UK National Living Wage increased to £12.71 per hour and agree any actions required.