



**Town Councillors are hereby summoned to attend the Monthly Meeting of
Kirton in Lindsey Town Council on
Wednesday 27th May 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 May 2026

AGENDA

2605/01 Apologies for Absence

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

2605/02 Declarations of Acceptance of Office

To confirm the Declarations of Acceptance of Office from all Councillors.

2605/03 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.

2605/04 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.

2605/05 Minutes

- a. To approve the minutes of the Full Council Meeting held 22nd April 2026 (*fwd 07/05/2026*)
- b. To approve the minutes of the Annual Council Meeting held 6th May 2026 (*fwd 08/05/2026*)
- c. To receive the draft minutes of the KLASSIC Charity Committee Meeting held 20/04/2026 (*fwd 01/05/2026*)
- d. To receive the draft minutes of the Promoting Kirton Committee Meeting held 11/05/2026 (*fwd 14/05/2026*)
- e. To receive the draft minutes of the Personnel & Disciplinary Committee Meeting held 15/05/2026 (*fwd 19/05/2026*)

2605/06 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:

- Louth Civic Service – 26th April

Councillors and Officers reports

- Gainsborough Civic Dinner – (24th April - Cllr Kofoed)
- Scribe – Unlock the Power of the Big Yellow Book (6th May – Town Clerk)
- Aubergine – Making Council documents accessible (13th May – Town Clerk)
- KOMPAN – Slide project site meeting (19th May – Town Clerk)
- WorkNest – 10 HR Challenges (19th May – Town Clerk, Cllr Pollitt, Cllr Frankish)

2605/07 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 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 signage for the public conveniences in the Market Place and agree any actions required.
- d. To receive any updates regarding information requests into accidents at the junction between the B1398 and the B1205 and agree any actions required. (*Cllr Pollitt*)
- e. To note advice received following the Clerk's Town and Parish Liaison Meeting in March on escalating outstanding issues with North Lincolnshire Council.
- f. To note the result of the second application to the North Lincolnshire Council Cultural Futures Fund for the digitisation of Town Council archives to create accessible social history for Kirton in Lindsey and agree any actions required.

2605/08 Community Speedwatch

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 (*fwd 14/05*).

2605/09 Speed Indicator Devices

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

2605/10 Whipping Post

To receive any updates following the collapse of the Whipping Post in November and agree any actions required, including update from the North Lincolnshire Council Grants Team. *(fwd 08/05/2026)*

2605/11 KLASSIC

To discuss correspondence required in reply to the CIO and Hetts solicitors and agree any actions required. *(fwd 14/05/2026)*

2605/12 Allotments

- a. To receive any relevant updates including regarding the entrance works planning application *(fwd 05/05/2026)*, inspections and works required to the car park edging agreeing actions required.
- b. To note the National Allotment Society National Allotment Survey and the completed return for Kirton in Lindsey. *(fwd 05/05/2026)*

2605/13 Grove Street Cemetery

To receive any relevant updates regarding the cemetery and agree any actions required.

2605/14 Royal Mail Post Boxes

To receive any update from Royal Mail regarding works to the post boxes at Grove Street and Dunstan Villas and agree any actions required.

2605/15 Open Spaces

- a. To receive the weekly visual play park inspection reports for signature and consider any updates regarding the play area – including slide replacement, 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 any update following concerns raised by a resident regarding light pollution at the former RAF Kirton in Lindsey site and agree any actions required. *(fwd 05/05/2026)*
- d. To discuss concerns raised by a resident regarding the deterioration of the former Officers Mess at the former RAF Kirton in Lindsey and agree any actions required. *(fwd 02/04/2026)*
- e. To discuss the protection of the Green following recent unauthorised encampment a Manor Park field in Scunthorpe and agree any actions required.
- f. To receive an update on flower beds around the town and the Town Council planting contact and agree any actions required. *(fwd 05/05/2026)*

2605/16 Financei. Income and Expenditure

- a. To receive notification of accounts paid by the Town Clerk under devolved authority. *(May 2026, fwd 19/05/2026)*.
- b. To receive the annual insurance renewal and agree any actions required. *(fwd 14/05/2026)*
- c. To receive notification from the Diamond Jubilee Town Hall of the monthly charge for office rent from 1st November 2026. *(fwd 18/05/2026)*

ii. Internal Control

To receive the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. *(April 2026, fwd 19/05/2026)*

2605/17 Policies and Procedures

- a. To review Policy 12: Health and Safety Policy last approved May 2025.
- b. To review Policy 29: Environmental Policy last approved May 2025
- c. To receive notification of an issue with the proposed date for the Annual Town Meeting and agree any actions required.
- d. To discuss the Town Council town volunteers list and agree any actions required *(fwd 07/05/2026)*
- e. To consider training opportunities including Planning and ERNLLCA Conference and agree any actions required.
- f. To discuss audio recording of closed meeting sessions by Councillors and staff and agree any actions required. *(Cllr Fox)*

2605/18 Planninga. To consider the following planning applications:

- i. PA/2026/554 <https://apps.northlincs.gov.uk/application/pa-2026-554> *(fwd 11/05/2026)*
Proposal: Planning permission for dropped crossing from highway to property and lay permeable block paving to driveway.
Location: 11 North Cliff Road, Kirton in Lindsey, DN21 4NJ.
- ii. PA/2026/567 <https://apps.northlincs.gov.uk/application/pa-2026-567> *(fwd 15/05/2026)*
Proposal: Application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009: Replacement pole to be installed under the existing overhead electricity line and new pole to be installed within 30 metres of the existing overhead electricity line.
Location: OS Grid Reference SE9308000511, Land surrounding junction of Cleatham Road and Scotter Road in the Kirton Lindsey Area.

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

- i. PA/2025/881 – FULL PLANNING PERMISSION – to erect two dwellings with integral garages at 7A Grayingham Road, Kirton in Lindsey, DN21 4EL.
- ii. PA/2026/285 - REMOVAL/VARIATION OF CONDITIONS - 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 at 1 Sylvester Street, Kirton in Lindsey, DN21 4NG
- iii. PA/2026/306 - FULL PLANNING PERMISSION - for conversion of existing outbuilding for short-term holiday let accommodation at 14 East Cross Street, Kirton in Lindsey, DN21 4EA
- iv. PA/2026/372 – PRIOR APPROVAL NOT REQUIRED – to erect an agricultural building at land East of B1398, Kirton in Lindsey, Kirton in Lindsey.

2605/19 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. Planting contractor – query about Queen Street flower bed (*fwd 05/05/2026*)
- c. Visit North Lincolnshire – April Tourism update (*fwd 05/05/2026*)
- d. NLC – News Direct update (*fwd 05/05/2026; 08/05/2026*)
- e. idVerde – increase in fuel costs notification letter (*fwd 05/05/2026*)
- f. Independent Brigg Line Rail Group – timetable for Saturday 16th May for display
- g. Resident – request for Article 4 Direction regarding Houses in Multiple Occupation (*fwd 05/05/2026*)
- h. National Allotment Society – details and request to complete National Allotment Survey (*fwd 05/05/2026*)
- i. Keystone Architecture – update on query about planning application for allotment entrance works (*fwd 05/05/2026*)
- j. ERNLLCA - HR issues for Councils webinar details (*fwd 05/05/2026*)
- k. ERNLLCA – Unity Trust Banking Forum information (*fwd 05/05/2026*)
- l. Kirton First – request to contact volunteer list for assistance (*fwd 05/05/2026*)
- m. Rural Services Network – Weekly newsletter (*fwd 05/05/2025; 08/05/2026; 14/05/2026*)
- n. LIVES – Request for funding consideration for training and recruitment (*fwd 05/05/2026*)
- o. LIVES – April Newsletter (*fwd 05/05/2026*)
- p. PCC – Reminder about the deadline for the Community Safety Fund deadline (*fwd 05/05/2026*)
- q. ERNLLCA – April Newsletter (*fwd 05/05/2026*)
- r. Humber & Wolds Rural Action – April Newsletter (*fwd 05/05/2026*)
- s. Resident – query about discussion of Officers Mess concerns noted under correspondence
- t. Community Vision – Newsletter (*fwd 05/05/2026*)
- u. GM Training Servies – Pesticides and Weed Spraying training information (*fwd 05/05/2026*)
- v. Lincolnshire Wildlife Trust – Wider Lincolnshire Network Newsletter (*fwd 05/05/2026*)
- w. ERNLLCA – Section 12 Martyn's Law Guidance consultation webinars (*fwd 05/05/2026*)
- x. Mr J. Lister – Plant Based Treaty endorsement request (*fwd 05/05/2026*)
- y. NLC – Forthcoming meetings notice for display
- z. Gainsborough Life – copy deadline information for June
- aa. Women's Institute – update on Steep Hill flower bed (*fwd 07/05/2026*)
- bb. NLC - Environmental Protection Team update re light pollution at former RAF site (*fwd 07/05/2026*)
- cc. NLC – Complaint about grass cutting received by NLC notified; relates to area outside KLTC responsibility
- dd. ERNLLCA – 2026 Conference information (*fwd 08/05/2026*)
- ee. Visit North Lincolnshire – Extra rail services on 16th May (*fwd 08/05/2026*)
- ff. Trent Cliff Gazette – copy deadline information for June edition
- gg. Humber Police – MyCommunityAlert – update of local priorities (farming equipment thefts) (*fwd 11/05/2026*)
- hh. Mr J. Lister – Plant Based Treaty endorsement request (further information provided) (*fwd 11/05/2026*)
- ii. North Lincolnshire Council – Grass cutting devolution – request for 2025/6 financial information and 2026/7 contractor information as required as part of the agreement in place. £692.08 loss for the last financial year reported. (*fwd 11/05/2026*)
- jj. NLC – update on weed maintenance clearance responsibilities (*fwd 11/05/2026*)
- kk. Humber Police – Police Cadet Volunteers information (*fwd 11/05/2026*)
- ll. Snowball – Helping Build More Accessible Communities (*fwd 12/05/2026*)
- mm. Louth Town Council – passing of Cllr Pauline Watson (*fwd 12/05/2026*)
- nn. Cllr Stephenson – Hetts request for update regarding KLASSIC CIO legal works (*fwd 14/05/2026*)
- oo. Events organiser – request for information about 2025 Christmas Festival
- pp. Resident – Allotment availability request
- qq. BRAMM - Spring Update (*fwd 14/05/2026*)
- rr. Council Culture – Thinking differently in council culture course information (*fwd 14/05/2026*)
- ss. Independent Memorial Inspection – Information about cleaning War Memorials
- tt. Visit North Lincolnshire – notification of next Tourism Networking meeting on 30th June (*fwd 14/05/2026*)
- uu. SBA Team PKF Littlejohn LLP – notification of receipt of AGAR Form 3 (*fwd 15/05/2026*)

- vv. ERNLLCA – Advice on update of NALC Contracts of Employment
- ww. Cadent – Closure of consultation for H2East Pipeline (*fwd 15/05/2026*)
- xx. ERNLLCA – Updates (Section 65, English Devolution and Community Empowerment Act 2026, Martyn’s Law and various training opportunities) (*fwd 15/05/2026*)
- yy. Cllr Howard – Freedom of Information Requests (2) – audio recordings of KLASSIC meetings May 2026 and December 2024-April 2026
- zz. Cllr Howard – Information request – KLASSIC Meeting 11 May 2026
- aaa. Cllr Howard – GDPR Subject Access Requests (2) - audio recordings of KLASSIC meetings May 2026 and all other KLASSIC meetings
- bbb. Bloom – invitation to new planter opening event (*fwd 19/05/2026*)
- ccc. ERNLLCA – details of HR *webinars* (*fwd 19/05/2026*)

2605/20 Date of next Meetings and Agenda Deadlines

- a. To confirm the date and time of the next monthly Town Council Meeting (subject to any change in circumstances) as:
Wednesday 24th June 2026 at 7pm at the Diamond Jubilee Town Hall.
NOTE: Agenda items to be submitted before Friday 12th June in line with Standing Orders.