



**Minutes of the Meeting of Kirton in Lindsey Town Council held on Wednesday 25<sup>th</sup> July 2018 at the Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Joy Kofoed (Chair), Cllr Geoff Cossey, Cllr Maggie Davies, Cllr Pat Frankish, Cllr David Garritt, Cllr Karen Gunn, Cllr Tony Kidder, Cllr Paul Kelly, Cllr Andrew Kofoed and Cllr Jack Startin

Also Present: 3 members of the public (part); Town Clerk: Neil Taylor-Matson

Prior to the meeting, prayers were led by Cllr Pat Frankish

**Public Participation:**

Matt Carne introduced himself as the store manager at Station Road Co-Op and explained that the store is keen to offer support to the community, noting that the store website champions the work that they are already doing within the community. The store is keen for ideas for fund raising for the good of the community and happy to support the Town Council where they can. Mr Carne further explained that funds raised at the Gala were for the Music Dancing Feet Partnership and a current project is to raise funds for a buffet at the poppy cascade event on 17<sup>th</sup> October. Cllr Cossey asked Mr Carne if he would be able to assist the work of the council trying to get a footpath put into place between East Dale Drive and the Co-op by creating a pedestrian walkway within the rear car park. Mr Carne is happy to liaise further with Cllr Garritt about what can be done.

**MINUTES**

- 1807/01 Apologies for Absence  
Apologies for absence were received from Cllr Kathy Cooper, Cllr Billy Boyd, Ward Councillor Trevor Foster and Ward Councillor John England.
- 1807/02 Declaration of Interests / Dispensations  
a. Cllr Startin declared an interest in item 1807/16 d.  
b. No dispensations were sought or granted.
- 1807/03 Minutes of Previous Meetings  
a. The Council considered the minutes of the Full Council Meeting held on 27<sup>th</sup> June 2018.  
**RESOLUTION: That the minutes were duly approved and signed.**  
b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 9<sup>th</sup> July 2018.  
c. The Council received the draft minutes of the General Purpose Committee Meeting held 9<sup>th</sup> July 2018.
- 1807/04 Report from Kirton Lindsey Primary School  
Nicolien Lawson, Vice-Chair of Governors of Kirton Lindsey Primary School presented a report from the Governors. See Appendix A. Cllr A Kofoed asked if the children were to have any involvement in the events to commemorate the centenary of the end of World War I.
- 1807/05 Report from Ward / North Lincs. Councillors  
No Ward Councillors were present and no report was received.
- 1807/06 Mayor's & Delegate's Report (for information only unless specified)  
The Council received reports from the Mayor and Councillors attending meetings on behalf of the Council:
- Chair's Report/Civic Events – Cllr Joy Kofoed reported attendance at the Mayor of North Lincolnshire's Cream Tea on 29/06/18, introducing the Mayor's Charities of Lindsey Lodge Hospice and the Fire Fighters Charity. Cllr J Kofoed attended the successful Archery Club Open Shoot on 15/07/18 and presented the awards during the event. Cllr J Kofoed, Cllr Frankish and Cllr Startin attended the unveiling of the memorial plaque by the Airfields of Britain Conservation Trust at Manton on 22/07/18.  
**RESOLUTION: That the Council places a memorial wreath in retrospect at the Manton Memorial.** **ACTION: Town Clerk**
  - Cllr Startin, Cllr Davies and the Clerk attended the ERNLLCA District Committee and Town and Parish Liaison Meetings at the Civic Centre on 19/07/18 and Cllr Startin had

prepared reports which were handed round for any comments to be addressed at the next meeting.

**ACTION: Town Clerk**

- Cllr Frankish had prepared a report from the Police and Crime Commissioners Meeting on 26/06/2018 which was circulated prior to the meeting and noted.
- To was noted that the NATS meeting in July was cancelled and the next meeting is on a date to be confirmed in October.

1807/07

Kirton Regeneration Group

The Council received an update from the Kirton Regeneration Group and considered the following matters;

a. Nature reserve off Redbourne Mere. North Lincolnshire Council (NLC) to take the suggestion away and bring back to the next meeting in September.

b. One Way System and Mini-roundabout proposals. Highways to contact the Clerk and NLC consultation process to begin.

**ACTION: Town Clerk**

c. Crossing to the Green and installation of barrier at Town Hall Passage. NLC data collected for demand for the crossing not available at the meeting and the assessment completed showed that there is not the adequate space for a barrier to be placed at the end of the passage prior to King Edward Street.

d. Quiet Lane. Ian Jickells was not at the meeting and so update deferred to next meeting.

e. Grass maintenance. NLC to contact the Clerk with further information about the proposed scheme for the Town Council to take on all maintenance within the town.

**ACTION: Town Clerk**

f. Town Gateway signs and Historic Market Town Sign. The new gateway signs have arrived at NLC and are awaiting installation schedules for over the summer. NLC noted that the Town Council would need to apply for Historic Market Town signage.

**ACTION: Town Clerk**

g. Parish Paths Partnership. Dave Sanderson discussed the cutting of paths late last week and noted that the schedules need amending to improve the works. Lesley Potts was not at the meeting to update about the promotional leaflet.

h. Spatial planning. NLC reported that there was too much data to collate the information about Kirton in Lindsey but the information will be provided in due course.

Cllr Startin raised the following queries;

- Empty retail spaces – are empty domestic spaces also under review as NLC can take action.
- ACTION: Town Clerk**
- Data loops – will the information show the flow of traffic from both directions? Cllr Cossey noted that the Town Council should insist on data from both the abortive April collections as well as the July collection.
- ACTION: Town Clerk**
- KLASSIC funding – Cllr Startin noted that there are funding issues for the new facility at KLASSIC with Sport England turning down the initial grant application.
- Gateway Signs – Cllr Startin has identified potential locations for repositioning the gateway sign on South Cliff Road.
- ACTION: Town Clerk**
- Implementation of a road between Station Rd and Ings Rd – Cllr Startin suggested that options for an additional road between Station Road and North Cliff Road should be considered.

Section 106 Agreement – Allotments. The Council considered the paperwork from Richard Drabble and had no further amendments to make on the agreement.

MOD Land – the MOD sale of RAF Scampton was noted for its impact on Kirton in Lindsey with the officers mess building noted as potentially a very good community space. It was noted that at the Regeneration Meeting, Cllr Rob Waltham had stated that reservation of the land for the good of Lincolnshire as a whole was ongoing.

**RESOLUTION: That a follow up letter is sent to the MOD about the sale of the gym building and sports field to the Town Council for community use.**

**ACTION: Town Clerk**

**RESOLUTION: That a letter is sent to Nic Dakin MP requesting assistance on the issue.**

**ACTION: Town Clerk**

1807/08

Neighbourhood Plan

Cllr Frankish provided an update following the meeting of the Neighbourhood Plan steering group meeting on 16/07/18. The application to designate a Neighbourhood Area was submitted and the group have planned to meet again after the six week consultation process for that

Signed:

Dated:

application.

**RESOLUTION: That Cllr Frankish to write a short statement to go with the public consultation document.**

**ACTION: Cllr Frankish**

**RESOLUTION: That the Clerk works with Cllr Frankish on stakeholder information which is required by NLC.**

**ACTION: Clerk/Cllr Frankish**

1807/09

Open Spaces

a. The Council discussed matters regarding the Grounds Maintenance contract;

i. the replacement of the lost cemetery tree

**RESOLUTION: That a replacement tree is planted in the autumn as per the quotation for the previous purchased.**

**ACTION: Town Clerk**

ii. the discussion of 10 year contracts

**RESOLUTION: That the possibility of taking on 10 year grounds maintenance contracts is explored by the Promoting Kirton Committee with a report to be brought back to a future Full Council Meeting.**

**ACTION: Town Clerk**

iii the costings for Year 1-Year 3 of the current contract and costing for maintenance of the flowerbed outside the surgery were recieved

**RESOLUTION: That the rise of 3% in Year 3 is queried.**

**ACTION: Town Clerk**

**RESOLUTION: That the cost for maintenance of the flowerbed is queried to determine whether or not the price includes plants and planting.**

**ACTION: Town Clerk**

b. The Council discussed matters regarding the Parish Paths Partnership;

The Council noted that new schedules for cutting the paths are required from NLC.

**RESOLUTION: That an article is written for Kirton First to seek volunteers for a Kirton Footpaths Interest Group which could initially have monthly meetings.**

**ACTION: Town Clerk**

1807/10

The Centenary of the End of the First World War

The Council received updates about plans for centenary events including;

i. Report from Royal British Legion meeting

It was noted that the Royal British Legion will be attending the Civic Service on September 2<sup>nd</sup> as flag bearers.

a. Request for funding for benches

**RESOLUTION: That public subscription is sought to fund one bench to be placed on the existing concrete standing opposite the War Memorial on North Cliff Road and that the design favoured by the Royal British Legion is purchased including installation with the funds raised.**

**ACTION: Town Clerk**

b. The Green's boundary – War Memorial and chaining off of the area.

**RESOLUTION: That the concrete posts are dangerous and are to be removed. The costings of removing the current posts, purchasing new ones and installing them and reinstating the chain is prohibitive.**

c. Holly tree within War Memorial area

**RESOLUTION: That a holly tree is not purchased.**

d. Oak Tree

**RESOLUTION: That the largest sessile oak tree within the budget of £300 is purchased and planted to the west of the play area on the Green.**

**ACTION: Town Clerk**

**RESOLUTION: That a tree guard to the value of £200 is purchased to surround the oak tree.**

**ACTION: Town Clerk**

e. Request for assistance to fund buffet on 11/11/2018

**RESOLUTION: That the Town Council offer to pay half the cost of the buffet to a maximum of £250.**

**ACTION: Town Clerk**

f. Uplighters for the War Memorial

**RESOLUTION: That after research into the practicalities which has demonstrated the complications and expense of feeding electricity to the site, and the appreciation that it is a nice idea, it is deemed not feasible for the Town Council to provide lighting for the monument.**

ii. The Council noted the following;

a. NLC have confirmed that North Cliff Road and King Edward Street can be closed for up to 15 minutes on 11/11/18 without any further authorisation required as long as appropriate road

closure signs and barriers are put into place and manned.

b. Cleaning of the railings at the war memorial and the gates at the cemetery is to be promoted in Kirton First requesting volunteers for Saturday October 20<sup>th</sup> at 10am.

**ACTION: Town Clerk**

**RESOLUTION: That the two wooden signs outside the cemetery are removed, cleaned, sanded, re-stained, and the inlaid writing highlighted again in white before they are replaced prior to 11/11/2018. Cost of £45 per sign.**

**ACTION: Town Clerk**

1807/11

Town Events

a. The Council discussed feedback on the Summer Gala to provide points for discussion at the next Promoting Kirton meeting in September.

The Council noted positive feedback about the organisation and entertainment arranged.

**RESOLUTION: That concerns raised about parking are to be placed on the Agenda.**

**ACTION: Town Clerk**

b. The Council discussed current planning for the Christmas Festival prior to September meetings and decided actions around timings and stall information for publicity.

**RESOLUTION: That stall prices remain at £25 or £15 for local community groups and charities.**

**ACTION: Town Clerk**

**RESOLUTION: That the light switch on is brought forward to 5pm.**

**ACTION: Town Clerk**

Cllr Cossey left the meeting.

c. The Council noted the dates of the Town Fair as 25<sup>th</sup>-28<sup>th</sup> July 2018.

d. The Council noted the date of the Poppy Cascade at the Church as Wednesday 17<sup>th</sup> October.

e. The Council received and noted information on the early plans of the Town Hall Trustees to hold a Spring Celebration on Monday 6<sup>th</sup> May 2019.

1807/12

Community Champion nominations

The Council discussed the North Lincolnshire Council 2018 Community Champion awards and agreed on three nominations to be made.

**ACTION: Town Clerk**

1807/13

Deputy Mayor's Pendant

The Council considered quotations received for replacing the ribbon with a chain.

**RESOLUTION: That further competitive quotations are sought.**

**ACTION: Cllr Frankish**

1807/14

Town Clerk's Report / Correspondence for Information and Discussion

The Council received an update from the Town Clerk.

Correspondence for Information

a. Ongo path – Co-Op; it was noted that Ongo are now looking into the provision of a footpath between East Dale Drive and the rear of Station Road Co-Op.

b. Station Road – Co-Op parking issue; it was noted that NLC and Humberside Police are jointly looking into issues on Station Road.

c. Additional defibrillators update; it was noted that both KLASSIC and the garden centre have confirmed interest in having defibrillators installed and NLC have confirmed units are available.

d. Grove Street lease; it was noted that Pepperells Solicitors have contacted Cadent re the review of rent and the payment of arears.

e. ERNLLCA updates– AGM Resolution / Standing Orders; the request for a Resolution for the AGM and the responses to Councillors queries on Standing Orders was noted.

f. Assets of Community Value; it was noted that the application to register the Youth Centre and Library building as an asset of community value was submitted and that there is now an 8 week decision period.

g. TPO application; it was noted that the application for the tree preservation order for the lime trees on the Green was submitted but that the application has since gone astray on the NLC planning portal and the Clerk is working to resolve this.

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Dated:

Correspondence for Discussion

- i. Lease of Ash Well; it was noted that the area designated by NLC for lease to the Town Council was not as requested and the request sent back to the legal team via the Regeneration meeting.
- j. Beechcroft – Cyden Homes; the Council were asked by Cyden Homes for the approval of the suggested road name “Beechcroft Drive” for their Station Road development.

**RESOLUTION: That there is no objection to the name “Beechcroft Drive”**

**ACTION: Town Clerk**

- k. Brownies – Community Action award; the Brownies work for their Community Action award was shared with the Town Council which highlighted the groups concerns over dog fouling and litter in the town and the limited opening hours of the library.

**RESOLUTION: That the Mayor is delighted to attend a meeting of the Brownies in September to present them with their Community Action Award.**

**ACTION: Town Clerk/Cllr Kofoed**

- l. Training – SLCC and NALC Conferences August / October 2018;

**RESOLUTION: That approval is given for the Clerk to attend the NALC and SLCC National Conferences in October and to attend the SLCC Branch Meeting and Training Day in August.**

**ACTION: Town Clerk**

**RESOLUTION: That the NALC Conference schedule is circulated to all Councillors.**

**ACTION: Town Clerk**

- m. Cemetery Bench – request to purchase replacement on behalf of Kirton Quizzers; the offer to provide a donation for the community from the Quizzers was discussed.

**RESOLUTION: That it is suggested the donation goes towards the funding of the bench to be purchased and placed on North Cliff Road near to the War Memorial.**

**ACTION: Town Clerk**

Cllr Frankish left the meeting.

1807/15

Planning

- a. The Council considered the following pre-consultation:

Proposal: To divert public footpath 248

Site location: Windmill Plantation

Applicant: NLC / Truelove Property

**RESOLUTION: That representation is made by the Town Council that this footpath requires clear signage installing to make the public right of way clear.**

**ACTION: Town Clerk**

- b. The Council received and noted the following decision and appeal notifications:

Decision: PA/2018/960 – FULL PLANNING PERMISSION granted – Planning permission to erect a two storey extension with additional roof lights and dormer window and other associated external alternations (Resubmission of PA/2017/1890) at Rose Cottage, Gainsborough Road, Kirton in Lindsey, DN21 4EN.

Appeal: PA/2018/496 – Application for determination of the requirement for prior approval for a proposed change of use of Agricultural Building to a Dwellinghouse (Class 3). The Elms, 33 Moat House Road, Kirton in Lindsey, DN21 4DD

1807/16

Finance

- a. The Council received the invoice from the Cumbria Clock Company for £145.00

- b. The Council considered SLCC membership renewal at £208.00 (due 31/08/2018)

**RESOLUTION: That the renewal is approved for payment. ACTION: Town Clerk**

c. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972.

- d. The Council approved accounts for payment.

**RESOLUTION: That the accounts are duly paid.**

**ACTION: Town Clerk**

- e. The Council received the Finance Report with Bank Reconciliations to balance with the bank statements

f. The Council received the 1<sup>st</sup> Quarter Budget Monitoring Report and considered the recommendation from the General Purpose Committee “that the Council approve the vire of

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money from 'General Reserves' to 'Administration – Maintenance' to cover the costs around purchase and installation of the shed".

**RESOLUTION: *That the recommendation is approved.* ACTION: Town Clerk**

1807/17

Agenda for next and future meetings

The Council considered any items to be added to the Agenda for next or future meetings.

**RESOLUTION: *No items requested at this time.***

1807/18

Date of next Meeting

a. The date and time for the initial meeting of the Allotments Committee was agreed for Wednesday 22<sup>nd</sup> August at 7pm.

b. The Council confirmed the date and time of the next Town Council Meeting as (subject to any change in circumstances):

**Wednesday 26<sup>th</sup> September 2018 at 7pm  
in the Town Hall, High Street, Kirton in Lindsey**

The meeting closed at 9:45pm.

Hello, my name is Nicolien Lawson and today I stand here in front of you as the vice chair of governors at Kirton Lindsey Primary school to give you an update about what's been going on at the school.

I probably don't have to give you much of an introduction but just for those who don't know. We currently have 228 children on roll and we have ten teaching staff. Our motto is 'Where young minds shine' and we have four aspirational pillars that underpin that motto, which includes

- Spotting and nurturing individuality and talent
- Maximising the use of our resources to support the development of articulate, confident children, who have a thirst for learning
- As a school, exceed national expectations
- Make sure every child is taught by consistently good teaching staff

This year, we continued to focus on the main core subjects: maths, reading and writing. For that reason, a new type of learning walk were conducted throughout the year and included reviews of how these subjects were taught in all years, whether teachers had appropriate resources and whether children were engaged and challenged in the subject matter. In recent years, we have formed close ties with schools similar to ours in the local area, including Brigg and Messingham and during each of these subject reviews, the Head Teachers of both those schools participated as well as our own Head, Mrs Randall, the subject leaders and various governors. An external School Improvement Partner has also been present. Feedback from these external educators concluded that there is consistently good teaching in the school. Our children are always commended for the exemplary behaviour in school and this is having a good impact on their learning. We have had a big push on reading in the school, and with the introduction of the STAR reading scheme a few years ago, now 85% of our children read at least three times a week at home, up from 64% in 2016.

Another main priority for us this year was to develop a school culture that promotes positive mental health for staff and pupils. We invested in a new PHSE programme called Jigsaw, which brings together Personal, Social, Health and Economic education, emotional literacy, social skills and spiritual development in a one lesson-a-week programme. Jigsaw aims to help children know and value who they really are and how they relate to other people in this ever-changing world. It builds skills essential for life and relationships, equips them for a diverse world and aims to give them resilience and inner strength. We are proud to say that at Kirton Lindsey Primary, we don't prepare children for tests, we help to prepare them for life and the challenges it may throw at them.

In addition to classroom learning, we also recognise that physical education and exercise is incredibly important and we have created tons of activities and opportunities this year.

In February, we had a school track marked out on the playground, which is just short of 200m long and this was fully funded by the Friends of Kirton Lindsey Primary School, our parents association. Children and staff have made good use of it by taking up the class track challenge and run or walk the 200m every day. All our children participated in our first Race for Life and also in the various house sports and competitive sports competitions throughout the year. We have seen the launch of a new school hockey club as well as new family fitness and family Olympics classes outside of school. Of course, we were also involved in competitions with other schools including cross country, dodgeball, tag rugby, athletics, multi-sports.

All this hard work paid off and this month, we found out that we were awarded the School Games Silver Mark Award, which is a government led award scheme that rewards schools for their commitment to the development of competition across their school and into the community.

We continue to invest in the school and this summer will see our outdoor space being regenerated with the addition of a new trim trail as well as an outdoor classroom/picnic area and a tarmac track around the outside of the field to extend the playground track.

Signed:

Dated:

Finally, I wanted to give you a quick update on the school roll, I know some of you will have heard this in the Kirton Regeneration meeting already.

For this school year just gone, we were predicted to have 208 children at our school, but we ended up 228 - a difference of more than 10%. The local authority is expecting a birth rate dip in Kirton and the surrounding catchment area - though our own prediction in the next two years see no real change. Kirton is a popular area for families to move into and for that reason, we have seen a steady stream each term, so governors and senior leaders at the school are expecting the numbers to rise. These numbers are not taking into account any of the new housing developments which we have been granted planning permission. In the next few years, 500 new houses will be built in Kirton. The local authority uses a 20% yield number in terms of primary school places needed, so with 500 houses that means we need to be able to accommodate 100 new school places in the next few years.

Currently we have 9 classes and no spare classroom. Two classrooms can only accommodate up to 20 pupils due to their size. If the roll expanded beyond current numbers, we would have to look at extending the school accommodation in terms of classrooms, toilets and group learning spaces. Also, we would begin to struggle in the winter months when we can't use the field, to have the whole school on the playground together at lunch time unless we extended this too. At the moment, we already split break times for this reason.

Governors also raised concerns about the release of the Section 106 money which is paid by developers to North Lincs Council and which has been allocated specifically to our school to improve the infrastructure. Planning documentation showed that this money is not released until a third of the houses on each development have residents in them. With aforementioned space struggles, this would leave us unable to accommodate the new children moving into these properties.

At the previous Kirton Regeneration meeting in May, Sandra Burniston, Access Manager for Capital, Building and Visits at North Lincs Council, came to discuss the aforementioned concerns. She confirmed that the primary school is looking close to full - they continue to monitor our school roll on an annual basis and there were no immediate plans to address this as of yet. Both herself and Rob Waltham did however confirm that should the school need to be extended before the Section 106 money is released, then North Lincs Council have a duty to provide these school places and would be paying for the associated costs. I have since been in touch with Sandra and she has agreed to visit the full governor board early September to discuss the latest numbers, and the process in terms of extending the school, should it come to that. It does remain a concern which we will continue to highlight.

I hope this has given you a good overview of what we are doing at the primary school but I'd be happy to answer any questions you may have. The Town Clerk and I have discussed about me coming to give you an update around the end of every term so if that's something you think is useful, I'd be happy to do so and I hope this is the start of redeveloping the relationship between the primary school and the town council.

Thank you.

Signed:

Dated: