



**Minutes of the Meeting of Kirton in Lindsey Town Council held on
Wednesday 18th December 2019
at the Town Hall, High Street, Kirton in Lindsey at 7:00pm.**

Members present: Cllr Pat Frankish (Chair), Cllr Billy Boyd, Cllr Kathy Cooper,
Cllr Geoff Cossey, Cllr Hazel Fox, Cllr David Garritt,
Cllr Karen Gunn, Cllr Tony Kitchen & Cllr Jack Startin.
Also present: 2 members of the public (part) and Town Clerk: Neil Taylor-Matson.

Prior to the meeting prayers were led by Cllr Frankish.

Public Participation:

- A resident thanked the Mayor for an update provided prior to the meeting regarding the Traingate project.

MINUTES

- 1912/01 Apologies for Absence
No apologies were received.
- 1912/02 Declaration of Interests / Dispensations
a. Declarations of non-pecuniary personal interests were made by Cllr Cossey for In Bloom and Kirton First at 1912/06, Cllr Cooper for In Bloom at 1912/06, Cllr Fox for Town Hall at 1912/06 and Cllr Frankish for Town Hall and Kirton First at 1912/06 and Huntcliff Academy at 1912/12.
b. Dispensations were granted to Cllr Frankish to enable her to take part in discussions relating to In Bloom and Neighbourhood Plan without having to declare an interest as a member of the In Bloom and Neighbourhood Plan groups. This decision was made as without the dispensations the number of persons prohibited from participating in any particular business could be so great a proportion of the body transacting the business as to impede the transaction of the business. These dispensations shall expire on the date of Town Council elections in May, 2023.
- 1912/03 Minutes
a. The Council considered the minutes of the Full Council Meeting held on 27/11/2019.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council considered the minutes of the Extraordinary Full Council Meeting held on 11/12/2019.
RESOLUTION: That the minutes were duly approved and signed.
c. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 09/12/2019.
d. The Council received the draft minutes of the General Purpose Committee Meeting held 09/12/2019.
e. The Council received an update from the Clerk regarding tasks and actions, noting 9 out of the 32 actions raised at the November meeting remained outstanding along with 21 further actions from previous meetings.
- 1912/04 Report from Ward / North Lincs. Councillors
The Clerk reported apologies from all three Ward Cllrs received at 18:41, with Christmas greetings and information that they would be speaking against PA/2019/1069 which has been called in for discussion by the NLC Planning Committee.
- 1912/05 Mayor's & Delegate's Report
The Council received reports from the Mayor, Councillors and Proper Officer attending meetings on behalf of the Council:
- **Chair's Report/Civic Events – Cllr Pat Frankish**
 - Gainsborough Town Council Charity Christmas Ball 29/11/2019 – in aid of St Barnabas Hospice.
 - West Lindsey Carol Service 05/12/2019 – important to continue links with surrounding neighbours
 - Table Tennis Exhibition Match 12/12/2019 – great local sporting event
 - **Councillor and Proper Officer Reports including;**
 - Barton Christmas Lights 30/11/2019 (Cllr Fox/Cllr Garritt) – worthwhile attending and interest in the lantern parade as potential for reintroduction to Kirton's event
 - EY & NL SLCC Training & AGM 03/12/2019 (Clerk) – useful input but disappointing cancellation of the Cyber Security session
 - NLC Risk Assessment Training 10/12/2019 (Clerk) – very useful practical session with plenty of examples and variety of experience from different event organisers.
 - NLC Standards Training 05/12/2019 (Cllr Fox) – useful session with new information regarding standards approach to social media with published guidance to follow in 2020.
 - VE Day 75 Planning Meeting 12/12/2019 (Cllr Fox/Cllr Cooper)
- Request received from the Royal British Legion for financial support for provision of refreshments and equipment, and WI request use of equipment as previously provided for the Summer Gala activities.
RESOLUTION: That the Community Pot fund is increased to £1,500 for 2020-2021

Signed:

Dated:

RESOLUTION: That the Royal British Legion are advised they will be required to make a Community Pot application for the funding requested **ACTION: Cllr Cooper**

1912/06

Financei. Income and Expenditure

- a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972.
 b. The Council approved accounts for payment. (December 2019) **ACTION: Town Clerk**
 c. The Council considered the Community Pot grant funding application received from 1st Kirton Lindsey Scout Group

RESOLUTION: That grant funding of £300 from the Community Pot fund was approved.

ACTION: Town Clerk

ii. Internal Control

- a. The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (November 2019)
 b. The Council considered approval of the telephone banking mandate for the Town Clerk as Primary User of the bank account.

RESOLUTION: That the business telephone banking mandate is approved and signed by two bank account signatories.

ACTION: Town Clerk

iii. Precept 2020-2021

- a. The Council considered the budgeted grant funding application received from KLASSIC

RESOLUTION: That grant funding of £4,900 for 2020/21 was approved.

- b. The Council considered the budgeted grant funding application received from LIVES

RESOLUTION: That grant funding of £1,000 for 2020/21 was approved.

- c. The Council considered the budgeted grant funding application received from 1st Kirton in Lindsey Guides & Brownies

RESOLUTION: That grant funding of £500 for 2020/21 was approved.

- d. The Council considered the budgeted grant funding application received from Kirton Call

RESOLUTION: That grant funding of £1,825 for 2020/21 was approved.

- e. The Council considered the budgeted grant funding application received from Kirton in Lindsey In Bloom

RESOLUTION: That grant funding of £2,000 for 2020/21 was approved.

- f. The Council considered the budgeted grant funding application received from Helping Dog Paws

RESOLUTION: That grant funding of £500 for 2020/21 was approved.

- g. The Council considered the budgeted grant funding application received from Diamond Jubilee Town Hall

RESOLUTION: That grant funding of £2,400 for 2020/21 was approved.

- h. The Council considered the budgeted grant funding application received from Kirton First

RESOLUTION: That grant funding of £1,200 for 2020/21 was approved.

- i. The Council considered the budgeted grant funding application received from Evergreens

RESOLUTION: That grant funding of £750 for 2020/21 was approved.

- j. The Council discussed the holding of the annual Civic Dinner

RESOLUTION: That the Town Council continue to hold an annual Civic Dinner.

- k. The Council reviewed the budget proposal for 2020-2021 following adjustments made at the Extraordinary Meeting held 11/12/2019.

RESOLUTION: That the cemetery pest control contract is renewed on a five year agreement.

ACTION: Town Clerk

RESOLUTION: That under Burial Grounds - Maintenance Works is increased from £1,000 to £4,520 to cover agreed topple testing works and continued pest control on a five year agreement.

ACTION: Town Clerk

RESOLUTION: That under Promoting Kirton – Maintenance is increased from £200 to £1,000.

ACTION: Town Clerk

RESOLUTION: That under Administration (Grants and Donations) – Community Pot is increased from £1,000 to £1,500

ACTION: Town Clerk

RESOLUTION: That the budget proposal remains on the table and is considered for final approval at the January 2020 Full Council Meeting.

ACTION: Town Clerk

1912/07

Planning

The Council received the following decision notification from North Lincolnshire Council:

PA/2019/1605 – APPROVAL – planning permission to relocate a solar voltaic array including associated works at Whitehoe Farm 1, Gainsborough Road, Kirton in Lindsey, DN21 4EN.

1912/08

Kirton Regeneration Group

The Council received an update on, and agree next steps regarding, actions from Regeneration Group meetings:

- a. Car parking provision

Surveys of the area have begun, and a Principle Designer is required to be appointed.

RESOLUTION: That the revised quotation for works to complete architectural and agent services for the project from Origin Design Studios are accepted and the company are also approached to provide additional services as the Principle Designer.

ACTION: Town Clerk

Signed:

Dated:

b. Vincent Hall

Update received from Operational Property at NLC regarding any renewal of an ACV application. Huntcliff Academy have expressed interest in use of the Hall if it becomes available and a viewing of the building requested. Local badminton players have also expressed an interest should the Hall come back into use. Dates were proposed for the next Regeneration Meeting, to include a focus on the Vincent Hall project.

RESOLUTION: That a site visit is arranged early in the new year.

ACTION: Town Clerk

RESOLUTION: That the next Regeneration Meeting is organised for 30/01/2020.

ACTION: Town Clerk

c. Traingate Project

Cllr Frankish updated the Council on the discussion at the Promoting Kirton Committee, for a group to be formed of Kirton in Lindsey Society, In Bloom, Tony Bartlett and the Town Council to discuss a project plan and public consultation. A member of the Town Council was required for the group.

RESOLUTION: That Cllr Gunn attends as representative of the Town Council.

ACTION: Cllr Gunn

d. Other matters

The Council discussed updates regarding the NLC Market Place one-way system scheme, the request for the Historic Market Town signs for the A15 and Share the Road signs on Ings Rd.

RESOLUTION: One-way system consultation to be published in the January issue of Kirton First.

ACTION: Town Clerk

RESOLUTION: That due to costings the Historic Market Town signs are not progressed further without financial backing of the businesses of the town. Cllr Cossey to write an article for publication in Kirton First.

ACTION: Cllr Cossey

RESOLUTION: That further Share The Road signs are requested to be displayed back to back at

ACTION: Town Clerk

1912/09

Policies and Procedures

a. The Council reviewed the Reserves Policy, last approved December 2018

RESOLUTION: That this Policy requires no amendments.

ACTION: Town Clerk

b. The Council reviewed the Press & Media Policy, last approved February 2019

RESOLUTION: That this Policy requires no amendments.

ACTION: Town Clerk

1912/10

Open Spaces

a. The Council was unable to receive the monthly play park inspection report from Cllr Kitchen for signature who had not had the opportunity to complete the inspection this month.

b. The Council noted repairs required to the chain link fencing on the Green. A local contractor had been approached by the Clerk to carry out the work when available to do so.

c. The Council received an update on works required following initial liaison with Land Registry.

RESOLUTION: That the required forms are completed, and assistance from Councillors is requested from the Clerk as appropriate.

ACTION: Town Clerk

d. The Council received an update the Parish Paths Partnership agreement.

NLC have recently carried out works to repair bridges, signs and stiles along the network and the Clerk has provided detailed information around missing waymarks. An update on the devolved services of highway grass cutting and the parish paths partnership is expected from NLC prior to Christmas.

1912/11

Allotments

There was no update to report, other than a request from NLC Community Grants Team for an update on the funding application.

RESOLUTION: That the funding application is progressed.

ACTION: Cllr Startin

1912/12

Town Clerk's Report / Correspondence for Information and Discussion

The Council received the Town Clerk's report including correspondence for information and discussion.

Correspondence for Information

a. Noted in Friday Digest reports sent to all Councillors weekly. *See Appendix A, available on request.*

b. The Council noted correspondence received after the Agenda was published – the Clerk noted one item of correspondence received – NALC open letter to all Councillors – to be distributed via email with the minutes of the meeting.

Correspondence for Discussion

c. KLASSIC Trusteeship, legal advice received

RESOLUTION: That on the advice received, KLASSIC should approach the Charity Commission to seek approval to transfer the assets to the Town Council if they wish the Town Council to take on the trusteeship.

ACTION: Town Clerk

d. Dropped kerb suggestion at High Street/Sylvester St

The Council discussed the suggestion from a resident to move a lowered kerb from outside the Co-Op on Sylvester St to opposite the Chemist on High Street.

RESOLUTION: That NLC Highways are asked to consider the request, noting that it comes from a resident.

ACTION: Town Clerk

e. Traffic Mirror request from residents at Barnard Meadows

The Council discussed the request from residents at Barnard Meadows for a traffic mirror to make egress from the estate safer.

RESOLUTION: That Cllr Garritt researches costs of traffic mirror prior to the Clerk sending a request to NLC.

ACTION: Cllr Garritt/Town Clerk

f. Response regarding complaints received about the Green and the Cemetery

Cllr Frankish updated the Council regarding her meeting with the resident. The road around the Green is a private road for the residents to maintain and so if they wish to install a further bollard they can, and apologies were offered for confusion caused by the Town Council previously acting out of good will and installing bollards. The resident has agreed to raise the No Parking sign by a foot to reduce the trip hazard. The ongoing upkeep works in the cemetery were discussed and appreciated and any future concerns to be reported directly to Cllr Frankish. Cllr Gunn presented an urn from the cemetery to the Council explaining that damage to the urn was more likely to have been caused by contractors than by children which the resident had told Cllr Gunn the Clerk had claimed. The Clerk wished for it to be recorded that at no point had he claimed children had caused damage in the cemetery.

RESOLUTION: That Cllr Frankish writes to the resident to confirm the discussion had.

ACTION: Cllr Frankish

g. Email account – capacity issues. The Clerk reported receiving a charge for the Town Council email account exceeding 1GB data storage. The cost to increase capacity to 2GB was noted as £1 per month.

RESOLUTION: That the agreed capacity for the Town Council email account is increased to 2GB.

ACTION: Town Clerk

h. Scotton Neighbourhood Plan consultation

The Council discussed any comments to make regarding the Plan in the consultation period.

RESOLUTION: That the Council congratulate Scotton on their plan and comment that it is positive to see the creation of Neighbourhood Plans locally.

ACTION: Town Clerk

i. Huntcliff Academy invitation for inclusion in information pack

RESOLUTION: That the invitation for inclusion at a cost of £300 is declined.

ACTION: Town Clerk

j. ERNLLCA – Being a Good Employer training, Feb 2020

RESOLUTION: That Cllr Cooper and the Clerk attend the training course.

ACTION: Town Clerk

k. Christmas Lights Competition

RESOLUTION: That the Old Court House is awarded Best Traditional and 18A High Street is awarded Best Modern display. That South Dale Crescent is commended for community spirit.

ACTION: Cllr Frankish

1912/13 Agenda for next and future meetings
Civic Award nominations

1912/14 Date of next Meeting and Agenda Deadline
The Council confirmed the date and time of the next Full Council Meeting as (subject to any change in circumstances):

Wednesday 22nd January 2020 at 7pm

at the Town Hall, High Street, Kirton in Lindsey
NOTE: AGENDA ITEMS BEFORE MON 13th JANUARY

The meeting closed at 8:50pm

<u>Present:</u>	Cllr Pat Frankish Cllr David Garritt Cllr Billy Boyd Cllr Kathy Cooper Cllr Geoff Cossey Cllr Hazel Fox Cllr Karen Gunn Cllr Tony Kitchen Cllr Jack Startin
-----------------	---

Signed:

Dated: