



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council held on
Wednesday 24th June 2021
at the Church Halls, St Andrew's Street, Kirton in Lindsey at 7:00pm.**

Members present: Cllr Pat Frankish (Chair), Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Hazel Fox, Cllr David Garritt, Cllr Karen Gunn, Cllr Joy Kofoed, Cllr Ian Lawrence and Cllr Jack Startin.

Also present: Ward Cllr Trevor Foster (part), Nick Shoot, K-COM (part) and Town Clerk, Neil Taylor-Matson.

Prior to the meeting prayers were led by Cllr Frankish.

Public Participation: Nick Shoot, from K-COM's Early Engagement Team, addressed the meeting about the roll out of full fibre to Kirton in Lindsey following projects at Hibaldstow, Scawby, Brigg, Messingham, Barrow, Goxhill and others. K-COM are working closely with North Lincolnshire Council (NLC) and Highways however they contract out the works required to install the infrastructure. The infrastructure will cut out the copper infrastructure to improve connectivity and so will result in disruption as small trenches will need to be dug through pavements and verges. K-COM can assist with funding resurfacing of some pavements and liaise with NLC on the responsibilities for full resurfacing, especially where pavements are currently in poor condition. Community funding is available, pushed out via Town and Parish Councils for charities and projects of benefit within the town. The required take up, of 30% of the population, is in place to allow works to begin from w/c 5th July. Community champions are sought and events can be held to help with education about getting online for those unsure. The roll out will include all of the Kirton in Lindsey settlement boundary. Mr Shoot will act as the first point of call for receiving reports of concerns, problems or complaints. Kirton in Lindsey Town Council will be put in touch with the community funding lead and was asked to provide responses to queries from residents about the ongoing works to drive awareness of full fibre provision and options.

Nick Shoot left the meeting.

MINUTES

- 2106/01 Apologies for Absence
Apologies were received from Ward Cllr Neil Poole.
- 2106/02 Declaration of Interests / Dispensations
a. Cllr Kofoed declared a personal interest in item 2106/07 (d) (iv). Cllr Lawrence declared a personal interest in item 2106/07 (c).
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.
- 2106/03 Minutes
a. The Council considered the minutes of the Annual Council Meeting held on 06/05/2021.
RESOLUTION: That the minutes were duly approved and signed.
b. The Council received an update from the Clerk regarding tasks and actions, outlining the revised format following completion of the action of the P&D Committee to consider the Clerk's workload and responsibilities.
- 2106/04 Report from Ward / North Lincolnshire Councillors
Ward Cllr Trevor Foster addressed the Council and commented on the impressive Traingate sculpture enhancing the merit of the town, and an asset to Best Kept Village competitions, noting there is nothing else in North Lincolnshire to compare other than in Scunthorpe town centre.
Cllr Foster also discussed the current position at the Larkfleet development on Station Road. He noted that both Larkfleet and NLC are now communicating together - a step forward from the previous position of threats of legal action from both sides. The temporary stop notice will cease on 25th June but agreement on ways forward are now close. Discussion of breaches at the site by Larkfleet took place and Cllr Frankish noted that Ward Cllr Foster should take back to NLC the continued concerns and expectations of Kirton in Lindsey Town Council for NLC to sort out the issues for the benefit of the residents of Kirton in Lindsey. Cllr Foster noted and agreed with this.
- Ward Cllr Trevor Foster left the meeting.
- 2106/05 Mayor & Delegates reports –
The Council received reports from the Mayor, Councillors and Proper Officer attending meetings on behalf of the Council and confirmed decisions made via the means of Devolved Authority agreed on 6th May 2021.
- Chair's Report/Civic Events – Cllr Pat Frankish
 - **Kirton in Lindsey Community Sports Centre Meetings.** Cllr Frankish noted that Cllr Garritt and

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herself continue to attend these meeting with NLC and detailed the opportunities which are currently under discussion at ministry and parliamentary level.

- **Regeneration Meeting 3rd June.** Cllr Fox requested details of the dropped kerbs scheme to understand the 12 locations to be completed and the 14 locations which cannot be. The Clerk advised the Council that this information would be shared with all Councillors when received from NLC.
- **NATs 9th June – (Cllr Frankish)** – report received.
- **Traingate Unveiling 12th June (Cllr Frankish, Cllr Garritt & Cllr Gunn)** – report received. Cllr Gunn noted that the Council should sent a letter of thanks to Tony Bartlett.

RESOLUTION: That the Council sent a letter of thanks to Tony Bartlett.

ACTION: Town Clerk

- **NLC Young Mayor’s Environment Award** – noted as presented to Jessie Puczylo, aged 7.
 - **Devolved Authority** – the Council confirmed the following decision making:
 - **Planning application** responses 2021/619; 2021/783; 2021/841; 2021/636; 2021/821; 2021/891 and 2021/851
 - **Child Protection & Adult Safeguarding Policy Amendments** as part of allotments grant funding application
 - **MOD Officers Mess** – Asset of Community Value application submitted, currently processing with NLC.
 - **Councillor and Proper Officer Reports**
 - Meeting with **North Notts & Lincs Community Rail Partnership** 7th May (Clerk) – report received.
 - **Town and Parish Liaison** 16th June (Cllr Startin/Clerk) – report received.
 - **KLASSIC Park** (Cllr Garritt) – meeting with Peter Hawes to discuss tree planting.
- RESOLUTION: That a meeting of the KLASSIC Trustees is called to discuss proposals.**
- ACTION: Town Clerk**
- RESOLUTION: That Cllr Garritt prepares a paper about the proposals for the meeting.**
- ACTION: Cllr Garritt**
- **ERNLLCA Training** – ‘Managing a Disciplinary Procedure’ – Cllr Kofoed noted attendance by Cllr Fox and herself on this virtual training course.

2106/06

Finance

i. Income and Expenditure

a. The Council received notification of accounts paid by the Town Clerk under devolved authority LGA1972. The Clerk noted the receipt of the invoice from The George for the Traingate Project unveiling buffet held on 12th June and the recommendation by the Mayor that this is paid from the Mayor’s Allowance.

b. The Council approved accounts for payment.

ACTION: Town Clerk

ii. Internal Control

The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.

iii. External Control

The Council received notice that the Public Rights and Publication of the Unaudited Annual Governance & Accountability Return for the Year Ended 31st March 2020 is current and running this year for the period 10th June to 23rd July.

2106/07

Planning

a. The Council received information from the NLC Tree Officer regarding conservation area applications. It was noted that no condition may be placed on such applications for the replanting of trees. The options are only to approve a TPO to prevent the felling of a tree or to not approve a TPO to allow the felling of a tree. The Council noted disappointment that no conditions can be applied within conservation areas for the replanting of trees which are felled.

b. The Council considered the following planning application:

Number: PA/2020/826

Proposal: Notice of intention to fell a tree within Kirton in Lindsey’s Conservation Area.

Address: 2 Wickentree House, Queen Street, Kirton in Lindsey, DN21 4NS

RESOLUTION: That the Clerk submits ‘No Comment’ in response to this planning application.

ACTION: Town Clerk

c. The Council agreed comments to be provided to Planning Officer and Ward Councillors ahead of NLC

Planning Committee Meeting for Number PA/2021/120

Proposal: Planning permission to vary condition 6 and remove conditions 2 (iii) and 22 of planning permission 2002/0666 at Kirton Lindsey Landfill, Gainsthorpe Road, Gainsborough.

RESOLUTION: That the Clerk contacts the NLC Planning Officer, copying in the Ward Cllrs prior to the planning committee meeting to note the response that heavy traffic for the quarry should travel without coming through Kirton in Lindsey, the town should be avoided completely for the good of residents and the safety around Huntcliff Academy. Speed restrictions should be monitored for all movements to ensure that they are adhered to for highway safety.

ACTION: Town Clerk

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d. The Council received the following decision notifications from North Lincolnshire Council:

- i. PA/2020/151 - FULL PLANNING PERMISSION – to erect single storey front and rear extensions at Kenilworth, Cornwall Street, Kirton in Lindsey, DN21 4EH.
- ii. PA/2021/222 – FULL PLANNING PERMISSION – to provide tarmac hard standing to the front of the property at 28 Cornwall Street, Kirton in Lindsey, DN21 4EH.
- iii. PA/2021/358 – FULL PLANNING PERMISSION – to erect a single-storey rear extension and to make alterations to provide additional accommodation at 21 Mill Lane, Kirton in Lindsey, DN21 4DY.
- iv. PA/2021/221 – FULL PLANNING PERMISSION – to install a dropped kerb at 1 Lowfield Close, Kirton in Lindsey, DN21 4RD.
- v. PA/2021/774 – PRIOR APPROVAL NOT REQUIRED – for approval of a household extension at 12 Grayingham Road, Kirton in Lindsey, DN21 4EL.
- vi. PA/2021/362 – OUTLINE PLANNING PERMISSION – for three dwellings with appearance, landscaping, layout and scale reserved for subsequent consideration, and alteration to transition/drop kerb at land rear of 2, 2A & 4 North Cliff Road, Kirton in Lindsey.
- vii. PA/2021/783 – WORKS TO TREES IN A CONSERVATION AREA – NO TREE PRESERVATION ORDER MADE for intention to undertake pruning on one beech and two sycamore trees, and fell a Holly, all within Kirton in Lindsey's conservation area at Dunstan House, South Cliff Road, Kirton in Lindsey, DN21 4NR

e. The Council noted the temporary stop notice at Larkfleet Homes development on Station Road and communications from Larkfleet Homes and North Lincolnshire Council, agreeing any action required.

RESOLUTION: That the Clerk responds to Larkfleet Homes noting the extreme concern and continued dissatisfaction of Kirton in Lindsey Town Council over the risks associated to flooding due to their development of the level of the site. That the Town Council continues to work with NLC who are supporting both the Town Council and residents to prevent harm to existing residents. That this is copied to North Lincolnshire Council, the local MP and the Health and Safety Executive.

ACTION: Town Clerk

RESOLUTION: That communications are sent to Network Rail and the Ministry for Transport highlighting concerns regarding the undermining of the railway track.

ACTION: Town Clerk

f. The Council received the response from NLC regarding the request for a judicial review into the PA/2020/588 appeal decision for Ings Road and agreed actions required.

RESOLUTION: That the Clerk responds to NLC, copying in the local MP, expressing continued grave concerns about the proposals for this area, of Ings Road and the increased flood risk it brings to the Kirton in Lindsey area, but that the Town Council do understand the position NLC have outlined. That it is emphasised that the Town Council hope that NLC pay particular attention when reserved matters are dealt with as required to progress the application further.

ACTION: Town Clerk

RESOLUTION: That the NLC Environment Officer is contacted with the concerns of the Town Council about the removal and damage to the protected historic hedges down Ings Road as part of this development.

ACTION: Town Clerk

2106/08

Kirton Regeneration Group

The Council considered updates and agreed next steps from Regeneration Group meeting actions.

- Town Car Parking Provision

The Council received the final reporting from the Planning Consultant and agree actions required.

RESOLUTION: That the consultant is approved to proceed with the planning application as commissioned by the Town Council.

ACTION: Town Clerk

- Kirton in Lindsey Community Sports Centre

The Council were updated by Cllr Frankish that further information would be communicated when received.

- Resident survey

The Council received updates on the responses so far to the online survey and the continued development of the paper version. Costings were discussed for the printing and distribution of the survey.

RESOLUTION: That Life Publications are commissioned to finalise the design, publish and distribute the paper version of the survey to all households in Kirton in Lindsey.

ACTION: Town Clerk

- Connectivity, Infrastructure and Town Centre improvements

The Council discussed the presentation by K-COM, the options from NLC around the Community Renewal Fund, Town Centre improvements and the implementation of the one-way system in the Market Place.

RESOLUTION: That the offer from NLC to fund one part time employee for one year to carry out a feasibility study to look at bringing together all infrastructure and activities within the town is

accepted. The funding was noted as part of the central government Covid-recovery grant.

ACTION: Cllr Frankish

RESOLUTION: *That a working group from the PK Committee take this on as a project to shield the Town Clerk from the burden of additional workload.*

ACTION: PK Committee

RESOLUTION: *That NLC (Rob Waltham & Nikki Byrne) are contacted for updates on ideas and solutions for Kirton in Lindsey town centre improvements.*

ACTION: Cllr Garritt

RESOLUTION: *That in principle the Town Council support the installation of a No Entry sign on the path outside the Town Hall by NLC as part of the proposed one-way system.*

ACTION: Town Clerk

2106/09

Policies and Procedures

a. The Council approved the revised Standing Orders document following amendments agreed 6th May 2021.

b. The Council agreed cessation of devolved authority approved 6th May 2021.

c. The Council discussed provision for publishing recordings of Council meetings or live streaming meetings to increase public engagement.

RESOLUTION: *That feasibility and technical matters are looked into further.*

ACTION: Councillors

d. The Council discussed Committee meeting dates and timings.

RESOLUTION: *That the PK and GP Committees held on the second Monday of the month begin from 7:15pm onwards as from July 2021.*

ACTION: Town Clerk

e. The Council reviewed Policy 29: Environmental Policy last approved February 2020.

RESOLUTION: *That this Policy requires no amendments.*

ACTION: Town Clerk

f. The Council reviewed Policy 30: Bio-diversity Policy last approved February 2020.

RESOLUTION: *That this Policy requires no amendments.*

ACTION: Town Clerk

2106/10

Open Spaces

a. The Council received the monthly play park inspection report from Cllr Fox for signature, the Clerk noted the need for the Council to consider their responsibilities on actions arising from the reports.

b. The Council were updated on the dog fouling campaign and the request to NLC for more frequent emptying of bins by Cllr Fox. Impact value of the poster campaign was noted and it was agreed to continue with the current methods of display. Cllr Fox noted that NLC were still looking at the schedules for emptying of bins.

c. The Council received updates regarding grounds maintenance works and open spaces. The Clerk noted the continued monitoring of grass cutting works due to weather conditions, the notification to all contractors of the In Bloom judging date and the trial planting to improve the area just inside the cemetery gates.

d. The Council received costs for replacement tree guard for the oak tree on the Green and agree actions required.

RESOLUTION: *That works are not commissioned at this time to prevent increased attention and potential damage to the tree and surround.*

ACTION: Cllr Frankish

e. The Council considered any actions required regarding town event planning.

This was deferred to the next Promoting Kirton Committee meeting.

ACTION: Town Clerk

Councillor Cooper updated the Council on her article to appear in the next edition of Kirton First about inconsiderate and dangerous parking.

2106/11

Grove Street Cemetery

The Clerk updated the Council on the works still outstanding to complete the levelling of grave spaces, the scheduling of the memorial inspections for July, the required clearance of the rear area of the cemetery to discourage dumping of waste, maintenance of older uncared for graves and the concerns raised about the highly unusual missed grass cutting around the War Graves. The Commonwealth War Graves Commission were contacted about this but no response was yet received, however the Clerk noticed the grass was now cut in that area when in the cemetery earlier today.

2106/12

Allotments

The Council received an update on progress at the allotment site from Cllr Startin.

Cllr Startin confirmed he continues to seek quotations for weed suppressant membrane and plan the area for plot locations and sizing. The Clerk noted the application for grant funding to cover the costs of the contaminated land survey work was still with NLC for decision.

2106/13

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

a. The Clerk noted correspondence received after the Agenda was published; North Notts and Lincolnshire Rail Partnership South Humber Rail Link meeting update; Planning decisions PA/2020/1362 and PA/2021/492; NLC Planning Committee referrals for PA/2020/1967 and PA/2021/255 and planning application PA/2021/1158.

Correspondence for Discussion

b. Community Renewal Fund – Kirton in Lindsey Library and Youth Centre – Cllr Frankish – noted as updated at item 2106/08 (d).

c. Independent Brigg Line Rail Group – noted that the request by the group to NLC for additional railway station

signage was rejected but that the group instead crowd funded a self-adhesive solution to signpost the direction to the station for residents and visitors.

d. Plaque for bench – resident – a request from a resident for a plaque to be placed on a bench, with a preference for a bench on North Cliff Road.

RESOLUTION: That this cannot be supported at this time.

ACTION: Town Clerk

e. Ponds for North Lincolnshire initiative – the Wildscapes CIC scheme was discussed with invitation for locations to be nominated around North Lincolnshire.

RESOLUTION: That land at Ings Road is nominated.

ACTION: Town Clerk

f. ERNLLCA District Committee Meeting – Tues 13th July 7pm via Zoom / AGM matters

Advance notice to Cllr Startin and Cllr Fox for the District Committee Meeting with notice to the Council of the request for motions for the AGM in September.

RESOLUTION: That motions for the ERNLLCA AGM are discussed at the next GP Committee meeting and brought back to the next Full Council meeting.

ACTION: Town Clerk

g. Boundary review NLC Wards and Councillors – current consultation period noted.

h. Land query – Church Street – following a request from Cllr Kofoed for an update, the Clerk reported to the Council on a resident query about land ownership on Church Street which was referred back to NLC.

i. NALC – Community Payback Scheme – The Council considered options for applications to the scheme.

RESOLUTION: That the Clerk enquires about the potential for clearance of the rear cemetery area and repair works to public benches as feasible projects for the scheme.

ACTION: Town Clerk

j. North Lincolnshire Green Energy Park public consultation – Cllr Frankish noted that responses should be submitted to this consultation online individually.

ACTION: Councillors

2106/14 Agenda for next and future meetings

- Local Councils Award - Quality Council scheme.
- Market Pump refurbishment – Promoting Kirton Committee agenda.

2106/15 Date of next Meeting and Agenda Deadline

The Council confirmed the date and time of the next monthly Town Council Meeting to be, subject to any changes in circumstances including changes to legislation and public health restrictions, Wednesday 28th July 2021 in the Town Hall at 7pm. Agenda items to be submitted prior to Monday 19th July.

The meeting closed at 9:45pm

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| <u>Present:</u> | Cllr Pat Frankish Cllr Billy Boyd Cllr Kathy Cooper Cllr Hazel Fox Cllr David Garritt Cllr Karen Gunn Cllr Joy Kofoed Cllr Ian Lawrence Cllr Jack Startin |
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Signed:

Dated: