



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council
held on Wednesday 24th January 2024
at the Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Hazel Fox (Chair), Cllr Billy Boyd, Cllr Kathy Cooper, Cllr Adam Delsignore, Cllr Pat Frankish, Cllr David Garritt, Cllr Joy Kofoed and Cllr Suzanne Stephenson.

Also present:, Five members of the public and Assistant Clerk, Cheri Morton (voluntarily) (part) and Town Clerk, Neil Taylor-Matson.

MINUTES

- 2401/01 Apologies for Absence
 a. No apologies were received.
 b. The Mayor reminded all Councillors of the procedure for submitted apologies directly to the Town Clerk with reason prior to the meeting, partly to inform of quoracy for meetings.
- 2401/02 Declaration of Interests / Dispensations
 a. Cllr Delsignore declared a personal interest in item 2401/16.
 b. No dispensations were granted.
- 2401/03 Public Participation
 Two members of the public raised concerns about planning application PA/2023/1166 with reference to heavy traffic movements and potential damage to their property. A member of the public also noted concerns about the same planning application in regard to site levels; quality of streetscape/hedgerow; position of proposed play provision; management of biodiversity area; highway design; construction management plan; boundary treatments; public contributions under s106; lack of meaningful front gardens; material palette of housing types, density and phasing and surface water/drainage. Members of the public who had addressed the Council asked for these concerns to be taken into consideration by the Town Council when responding to the consultation. The Council thanked the members of the public for raising their concerns and recommended that they also leave their own comments as part of the consultation. A resident asked for any update regarding contact with North Lincolnshire Council (NLC) highways regarding a site visit to discuss the proposed Halifax Bomber Memorial and noted his increasing frustration at the lack of communication coming back from NLC. Ward Cllr Garritt noted that he had pressed the matter with Highways and noted the urgency to them. The resident noted that he would make contact himself with NLC Highways over the next week as the two-month delay for a response was unacceptable.
- 2401/04 Minutes
 a. The Council considered the minutes of the Extraordinary Full Council Meeting held 18th December 2023.
RESOLUTION: That the minutes were duly approved and signed.
 b. The Council considered the minutes of the Full Council Meeting held 20th December 2023.
RESOLUTION: That the minutes were duly approved and signed.
 c. The Council received the minutes of the Promoting Kirton Committee Meeting held 8th January 2024.
 d. The Council received the minutes of the General Purposes Committee Meeting held 8th January 2024.
- 2401/05 Report from Ward / North Lincolnshire Councillors
 a. Ward Councillor David Garritt noted apologies from Ward Cllr Trevor Foster and provided updates regarding NLC inspection of drainage works at the Tudor Reach development which has confirmed the drainage work is in accordance with agreements with the local flood authority monitoring this closely. Planning application PA/2023/866 was approved at the Planning Committee with 96 conditions and a requirement for annual reviews into actual costs in order to establish any s106 payments which could be made. Concerns about the slippery path along March Lane as reported by a resident highlighted to NLC for cleaning. Nominations in September from the Town Council for assets of community value were confirmed as successful. Work continues to chase drain cleaning responsibilities with Truelove Property for the development at Windmill Way. An update was received by Ward Cllr Garritt from NLC to advise they understand the former RAF Control Tower (a listed building) has changed ownership. Ward Cllr Garritt continues to try to progress matters around repairs to the bus stop on Cornwall Street, disabled parking space in the Market Place; Steep Hill railings and path, placement of street signs. It was noted that there is now an additional 103 bus running and potential funding for flashing speed indicator signs. Concerns have been raised by the Ward Cllrs about both Grayingham and Queens Head crossroad safety, a query about the source of the potential funding for a nature reserve on Redbourne Mere and the wish list for a monthly market, recreation provision and improvements/maintenance of the general infrastructure of the town. Cllr Frankish asked if the mini-roundabout proposal for the Queens Head junction could be looked into again as it was approved in principle five years ago and the example in Messingham appears to be a success story. Cllr Stephenson asked if a further update request regarding the Control Tower could be diarised by Cllr Garritt as the information provided by NLC at this time was extremely limited. Cllr Stephenson also noted that waiting for the police report from one accident at the Grayingham Road crossroads would be unlikely to assist with the joint review by local authorities and therefore requested NLC clarify when a police report might be expected and report details of what work has been carried out so far as part of this review. Cllr Cooper noted that traffic lights might be the best solution at the

Signed:

Dated:

Queens Head junction, like those which have improved the situation at the Messingham/Scotter junction. Cllr Boyd noted concerns about the feasibility of a mini-roundabout at the junction particularly during periods when the A15 is closed and the town is used as a diversion route.

b. The Council received updates from North Lincolnshire Council on highways matters including consultation on yellow line markings along the B1398 towards Lincoln. Cllr Garritt had already noted most ongoing highway matters.

RESOLUTION: That the Council agrees with the removal of the yellow line markings when the road is resurfaced, from the boundary of the housing along South Cliff Road and out towards Lincoln. **ACTION: Town Clerk**

c. The Council received an update regarding the Grayingham crossroads road safety joint review by North Lincolnshire Council and Lincolnshire County Council. This matter was covered during the earlier discussion.

2401/06

Mayor & Delegates Reports

The Council received reports from the Mayor, Councillors and Officers attending Civic Events or meetings on behalf of the Council:

The Mayor reported that there had been no Civic events to attend since the last meeting.

Councillor and Officer Reports:

- Neighbourhood Action Team meeting – 20th December – Cllr Garritt reported crime figures were now coming through but remain collected as the former Ridge area report. There were no issues of repeated anti-social behaviour, but issues with vehicle crime and execution of warrants were noted along with racist graffiti issues in Kirton in Lindsey and caravan parking in cul-de-sac at Hibaldstow. The difficulties around tackling parking on verges due to the lack of relevant enforcement was noted.
- Allotments Advisory meeting – 18th January – Cllr Frankish reported that an update from this meeting would be discussed at item 2401/11.
- Car Parking working group – 22nd January – The Clerk reported attending a meeting with the member of the public on the working group with further information at item 2401/10.
- Grounds Maintenance – 24th January – The Clerk reported meeting with the ID Verde contract manager with further information at item 2401/12.

2401/07

Finance

i. Income and Expenditure

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

(January 2024)

b. The Council considered the purchase of 'Essential Law for Cemetery and Crematorium Managers' at £33.80.

RESOLUTION: That this purchase is approved.

ACTION: Town Clerk

c. The Council considered the purchase of a 2TB External hard drive for data back-up purposes at a maximum of £80 + VAT.

RESOLUTION: That the purchase is approved for an encrypted device.

ACTION: Town Clerk

d. The Council approved accounts for payment.

ACTION: Town Clerk

e. The Council received updates on the UK Shared Prosperity Fund applications. The Clerk noted the requirement as part of the funding for public surveys and the problems encountered in getting responses to surveys. The survey is currently published online and will be further promoted in the next issue of Kirton First. Posters are displayed in noticeboards and additional posters will be displayed around the play area when the weather improves. It was recommended that online posts are repeated noting the need for responses in order to secure future funding and that the information about the survey could be included on the new Community website launching in February.

f. The Clerk noted that there was no update to report regarding funding from North Lincolnshire Council for outside gym equipment.

g. The Council discussed the presentation of budgeted grants to groups and organisations for 2024-2025.

RESOLUTION: That the presentations will form part of the Annual Town Meeting on 17th April.

ACTION: Town Clerk/Assistant Clerk

ii. Internal Control

a. The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (December 2023)

b. The Council received the 3rd Quarter Budget Checks and thanked the Clerk for the presentation of the information.

c. The Council received notification that the next visit from the Internal Auditor for 2023/24 is February 15th.

2401/08

Planning

a. The Council received notification of the publication of the new National Planning Policy Framework (NPPF).

b. The Council received notification of the government consultation on Street Vote Development Orders.

RESOLUTION: That if the deadline allows, a meeting is held at 6pm, prior to the next Promoting Kirton Committee meeting, to complete the consultation document. **ACTION: Town Clerk**

Cllr Stephenson requested a recorded vote to be made. For: Cllr Cooper, Cllr Delsignore, Cllr Fox, Cllr Frankish, Cllr Garritt, Cllr Kofod. Against: Cllr Stephenson. Abstain: Cllr Boyd.

c. The Council noted the town population details received from the Humberside Emergency Planning Service (2020 estimate) of 3,322; and from the Rural Market Town Group from the 2021 Census of 3,313.

d. The Council considered the following planning applications:

- i. Application: PA/2023/1955
Proposal: Planning permission to erect a single-storey rear extension and replacement of outbuilding and conservatory.
Site Location: 1 Sylvester Street, Kirton in Lindsey, DN21 4NG
RESOLUTION: That the Clerk responds “No Comment” to this planning application.
ACTION: Town Clerk
- ii. Application: PA/2023/1166
Proposal: AMENDED DESCRIPTION – Alterations to the layout, changes to house types and housing mix, increase in number of dwellings to 90, alterations to materials and boundary treatment and levels plan including finished floor levels.
Site Location: land off Ings Road, Kirton in Lindsey, DN21 4BX
RESOLUTION: That the Clerk responds “Object” to this planning application, noting material objections including dwelling sizes and types; biodiversity landscaping; site levels; highway safety; frontage onto Ings Lane; access onto Lane End; hard boundaries; unsympathetic urban appearance; phasing of the development; lack of environmental future proofing and impact on facilities and infrastructure.
ACTION: Town Clerk

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

- i. PA/2023/1479 – HOUSEHOLDER PLANNING PERMISSION – to erect a conservatory at 37 Park Hill, Kirton in Lindsey, DN21 4NL.
- ii. PA/2023/1910 – FULL PLANNING PERMISSION – to erect plots 89 & 92 with amended house design at Plots 89 & 92 Selby Close, Kirton in Lindsey, DN21 4FF.

2401/09 Policies and Procedures

a. The Council considered the draft Policy 35: Recruitment Policy, deferred from December.

RESOLUTION: That amendments proposed to paragraphs 4.1; 7.2 and Procedure: 1.0 paragraphs 1.1 and 1.2 are made to the draft and that it is then brought back to the next Full Council meeting.
ACTION: Town Clerk

b. The Council reviewed Policy 24: Press and Media Policy last approved January 2023.

RESOLUTION: That this policy is approved without amendment. **ACTION: Town Clerk**

c. The Council reviewed Policy 28: Learning and Development Policy last approved January 2023.

RESOLUTION: That this policy is approved without amendment. **ACTION: Town Clerk**

d. The Council considered the requirement for new tree safety reporting following previous reporting in March 2020.

RESOLUTION: That quotations are sought to bring back to the next available meeting.

ACTION: Town Clerk

e. The Council discussed availability for ERNLLCA whole council training.

RESOLUTION: That there is more general availability for a daytime training session.

RESOLUTION: Councillors to confirm availability to the Clerk to collate. **ACTION: Councillors**

2401/10 Car Parking Provision

The Council received an update from the working group on matters around proposed car parking provision, including receipt of the Design Out Crime Officers report and recommendations from the working group for traffic needs surveys following receipt of quotations.

RESOLUTION: That a six-day (Mon-Fri 7am-7pm) survey is approved to be undertaken by Nationwide Data Collection at £3,100. **ACTION: Town Clerk**

Cllr Boyd requested a recorded vote to be made. For: Cllr Cooper, Cllr Delsignore, Cllr Fox, Cllr Frankish, Cllr Garritt, Cllr Kofoed.
 Against: Cllr Boyd. Abstain: Cllr Stephenson.

The Council discussed the timing for the survey to take place.

Standing Orders were suspended for a member of the public who is a member of the working group to outline reasoning that the Town Clerk should make the decision on the week the survey is to take place. The Town Clerk explained that the Council is responsible for decision making and a collective decision-making process removes any perception of bias against one individual.

RESOLUTION: That Nationwide Data Collection are appointed to carry out the survey as professionals and use their independent expertise to carry out the survey as soon as possible, noting the tight timeframe which the working group have identified. **ACTION: Town Clerk**

Cllr Stephenson requested a recorded vote to be made. For: Cllr Cooper, Cllr Delsignore, Cllr Fox, Cllr Frankish, Cllr Garritt, Cllr Kofoed. Against: Cllr Boyd. Abstain: Cllr Stephenson.

2401/11 Allotments

Cllr Frankish provided an update about the allotments, including agreement on a review of rent payments for April 2025 and the development of an Allotment Management Group. Cllr Boyd asked when the data would be made available from NLC regarding the traffic monitoring carried out on the B1400 last year.

RESOLUTION: That the Allotments Advisory Committee is disbanded and has become an Allotments Working Group with Cllr Frankish, Cllr Cooper and Cllr Boyd remaining as members.

RESOLUTION: That the Town Council will no longer purchase sheds for allotment tenants.

RESOLUTION: That the tenancy agreements are amended regrading references to the Advisory Committee and provision of sheds.

ACTION: Allotments Working Group

RESOLUTION: That research is undertaken around costs for a noticeboard for the allotments site.

ACTION: Allotments Working Group

RESOLUTION: That a review of rent for April 2025 is made by April 2024.

ACTION: Allotments Working Group

2401/12

Open Spaces

The Council received the visual and operational play park inspection reports for signature. The Clerk noted serious concerns with the continuing lack of communication from NLC regarding operational inspections of the play area and repair works which they had agreed to. The Clerk noted meeting with the ID Verde contract manager to discuss the grass cutting schedule and the lack of cut in November 2023. By way of apology the team will carry out works to the edging of along King Edward Street and the Green from the War Memorial to the library.

RESOLUTION: That Cllr Fox as Chair of the Council and Cllr Garritt as Ward Cllr make approaches to NLC to outline the unacceptable situation with lack of communication.

ACTION: Cllr Fox and Cllr Garritt

2401/13

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 and Discussion

a. The Clerk noted correspondence received after the Agenda was published, including Youth Justice Partnership update regarding arson and racist graffiti; grounds maintenance information; allotments meeting report; Town Hall alarm and CCTV engineers; Resident concerns about Queen's Head junction; successful nomination of Assets of Community Value notification (including call from the Local Democracy Reporter from the Grimsby Live group); Hedgehog Highway; Rural Bulletin and ERNLLCA training questionnaire.

b. Humber & Wolds Rural Action – Winter Newsletter

c. Humberside Police/North Lincolnshire Council – Youth Justice Partnership/Restorative Justice (racial hate incidents)

d. ERNLLCA – NALC Legal update

e. NLC - News Direct

f. NLC – Notification of planning Committee consideration for PA/2023/823

g. Resident – query about child chaperone licences

h. Humberside Police – feedback for PCC funding proposal

i. NLC – update regarding bins at Gainsborough/Grayingham Road areas

j. Caloo – order acknowledgement and expected date of works at 30th January

k. Independent Brigg Line Rail Group – January ticket prices

l. Rural Market Towns Group – Public Services consultation

m. NLC - Destination Lincolnshire Tourism strategy and management update for Lincolnshire

n. The Green – roadway obstruction reporting via Cllr Fox

o. Resident – query about reporting of potholes

p. Resident – query about blocked drain reporting

q. Budgeted grants – note of thanks received from North Lincolnshire Woodland Trust and update to note success in also securing £15,000 from NLC

r. North Notts & Lincs Community Rail Partnership Stakeholder Meeting dates 2024

s. Resident – copied into correspondence from Ward Cllrs regarding Tudor Reach development, Station Rd

t. Resident – enquiry about contact details for In Bloom

u. Ward Cllr Foster – update regarding online portal issues reported

v. Rural Services Bulletins

w. ID Verde grounds maintenance contractors – notice of contract novation – The Clerk noted that future invoices would now be in the name ID Verde rather than Burleys as previously.

x. NLC – Market Consent application notification (Pop Up Market – deadline 23 January)

y. Town Hall – internal CCTV contractor visit and queries

z. ERNLLCA – update information regarding whole council training availability

aa. Resident – query on council tax payments – The Clerk noted that this was a call from a resident in Retford who is renting out a property and wanted information on setting up council tax payments – signposted to NLC.

bb. Police Funding Survey (deadline 26th January)

cc. NALC – Newsletter

dd. ERNLLCA – D-Day 80 information updates

ee. Rural Services Network – Tourism survey feedback

ff. ERNLLCA – funding to churches update

gg. Resident – query about planning permission requirements for solar panels

hh. Independent Brigg Line Rail Group – details of Grimsby Telegraph report

ii. Resident - Grant funding queries follow up (KLASSIC Park)

RESOLUTION: That a reply is sent to the resident noting that the Council is taking this matter very seriously and that there is ongoing work and further investigation which is required to be

done to clarify the issues raised. The Council are doing all that it can resolve the issue and will inform them of the outcome once the procedure is completed in full. ACTION: Town Clerk

Cllr Fox requested a recorded vote to be made. For: Cllr Boyd, Cllr Cooper, Cllr Delsignore, Cllr Frankish, Cllr Garritt, Cllr Kofoed, Cllr Stephenson. Against: Cllr Fox.

jj. North East Lincolnshire Council – notification of passing of former Mayor Colin Eastwell

kk. Community Vision – fortnightly update

ll. NLC – Tourism Partnership update

mm. Resident – concern about strangers and the protection of children within the town

nn. Resident – complaint about 'No West Lindsey' signage at NLC Household Recycling Centre, Redbourne Mere -

The Clerk explained the resident had asked for action to be taken over the unprofessional signage at the site and that they would be contacting NLC about this matter.

The Council agreed to suspend Standing Order 3 (x) to allow the meeting to continue.

2401/14 Date of next Meeting and Agenda Deadline

The Council confirmed the date and time of the next monthly Town Council Meeting (subject to any change in circumstances)

as: **Wednesday 28th February 2024 at 7pm at the Diamond Jubilee Town Hall**

NOTE: Agenda items to be submitted before Monday 19th February in line with Standing Orders.

2401/15 Exclusion of the Public & Press

The Council considered 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.

RESOLUTION: That the public and press be excluded.

Cllr Delsignore declared an interest and left the meeting.

2401/16 Personnel - Community Co-Ordinator

The Council discussed the probationary period for Community Co-Ordinator.

RESOLUTION: That executive summary reports from Promoting Kirton Committee meetings are circulated to all members of the Council. ACTION: Town Clerk

RESOLUTION: That the Community Co-Ordinator is confirmed as having successfully completed the probationary period. ACTION: Town Clerk

The meeting closed at 21:36