



**Minutes of the Extraordinary Meeting of Kirton in Lindsey Town Council  
held on Thursday 21<sup>st</sup> August 2025  
at the Diamond Jubilee Town Hall, High Street, Kirton in Lindsey at 7.00pm**

Members Present: Cllr Hazel Fox (Chair), Cllr Pat Frankish,  
Cllr Tony Kitchen, Cllr Joy Kofoed, Cllr Barrie Starkie and  
Cllr Suzanne Stephenson.

Not present: Cllr David Garritt and Cllr Karen Gunn.

Cllr Fox welcomed everyone to the meeting and thanked the Cllrs for attending at short notice.

**MINUTES**

2508E3/01 Apologies

Town Clerk: Neil Taylor-Matson (Authorised leave).

2508E3/02 Declaration of Interests / Dispensations

- a. No declarations declared.
- b. No dispensations were granted.

2508E3/03 Public Participation

No members of the public present.

2508E3/04 Exclusion of the Public & Press

**Resolution: The Public & Press be excluded.**

2508E3/05 Staffing contingencies

Cllr Fox outlined the reason for the meeting to those present and requested contingency measures be discussed and agreed.

**Resolution: The Community Co-ordinator is contacted by Cllr Kofoed to offer 4 hours per week at the same rate of pay and conditions of employment, to cover the Venue Manager role pending acceptable references until further notice. Cllr Kofoed will hand over to the Community Co-ordinator the Venue Manager equipment required to manage the role.**

The Chair will request an agenda item for the next available Full Council meeting to discuss and agree future contingency measures required by the Town Council.

The meeting closed at 19.30 pm.

Signed:

Dated: