



**Minutes of the Meeting of Kirton in Lindsey Town Council
Promoting Kirton Committee held on Monday 14th July 2025
at the Diamond Jubilee Town Hall, High Street, Kirton in Lindsey at 6.30pm**

Members Present: Cllr Hazel Fox (Chair), Cllr Pat Frankish, Cllr David Garritt, Cllr Suzanne Stephenson, Alison Birkett and Martin Hollingsworth.

Members not present: Cllr Karen Gunn, Cllr Barry Starkie and Victoria Rumary.

Also present: Two members of the public, Assistant Clerk: Cheri Morton & Town Clerk: Neil Taylor-Matson.

Cllr Fox welcomed everyone to the meeting.

MINUTES

PK2507/01 Election of Members

No nominations were received to join the Committee.

PK2507/02 Apologies

Apologies were received from Cllr Barry Starkie and Victoria Rumary.

PK2507/03 Declaration of Interests / Dispensations

- a. Cllr Stephenson declared a personal interest at PK2507/07 (Christmas Festival – Indoor of Town Hall).
- b. No dispensations were granted.

PK2507/04 Public Participation

No matters were raised.

PK2507/05 Minutes of the Previous Meeting

The Committee considered the minutes of the PK Committee Meeting held on 9th June 2025. The Town Clerk noted thanks to Cllr Hazel Fox for taking the minutes of the meeting.

RESOLUTION: That the minutes be signed as a true and accurate record.

PK2507/06 Community Co-Ordinator update

The Town Clerk reported that a P&D Committee meeting had taken place on Friday 11th July and the recruitment process and advertising were agreed. Funding applications are ongoing work to be started.

PK2507/07 Town Events

The Committee discussed information and actions required along with updates at this time regarding Town Events.

- Summer Gala and Scarecrow Trail - review. – The Assistant Clerk provided an update noting there were eight entries this year, and the results of the voting were 1st Prize to Creative Cuppa ('Kirstie Allsopp & Esme Young') with seven public votes and 2nd Prize to Orchard Close ('Elton John') with four votes. A donated prize was awarded for the Word Challenge. It was discussed that names should be required on voting slips going forward. It was discussed that prizes were not yet agreed by the Committee for the winners.

RESOLUTION: That gift vouchers are purchased from No. 12 Chocolatier for 1st (£10) and 2nd (£5) prizes to be awarded.

ACTION: Town Clerk/Assistant Clerk

The Assistant Clerk provided an update on the Gala, noting a total of twelve stalls at the event. North Lincolnshire Council (NLC) Community Wellbeing also attended and were pleased with the interest and take up shown. Field of Dreams were unable to showcase their dogs due to the hot weather. Thanks were noted to Cllr Garritt for the provision of a cold drinks stall at the last minute due to the hot weather. There were three entries into the Fancy Dress competition with the winner to switch on the Christmas Lights in November. Alison asked that thanks were recorded to Cheri and the Councillors who helped on the day as this was greatly appreciated, particularly by the WI. Discussion took place around sources of power including the research into leisure batteries, the provision of giant games for children and the availability of food and drink during the event. The First Aider had cancelled on the day of the event, but First Aid cover was available through three different sources throughout the event. Thanks were given to Victoria for running her craft stall and collecting donations for future town events. The total raised was yet to be counted, and will be reported back at the next meeting. The Town Clerk noted that banners were no longer permitted to be displayed on the library railings, but that the Assistant Clerk had found other locations within the town to place the Gala banners this year.

- SportsZone: Attendance figures were reported by the Assistant Clerk; 09/06: 9; 16/06: 7; 13/06: 10; 30/06: 6 and 07/07: 10.

• 'Bricks at the Park' and 'Booknic' events: Documentation requested was received from both organisers. The Booknic organisers were extremely disappointed to be asked for a donation to hold the event, as libraries are non-profit making and have an ethos of 'free and open to all'. They explained that other Parish and Town Councils they work with a

Signed:

Dated:



donation has never been asked for and questioned the support for community events in the town from the Town Council. The Town Clerk worked with the organisers to help resolve the issue around this and advised a donation would not be required, this smoothed relations and they have confirmed the event is now planned to go ahead, providing posters for display.

For 'Bricks at the Park' the organisers have worked closely with the Assistant Clerk to provide all the information and meet all the requirements requested, this has required a lot of input from the Assistant Clerk. The costs to put on the event have increased for the business beyond their expectations and the Town Clerk asked for clarification on the level of donation to be requested from them. Access for the event set up / take down still requires some clarification.

RESOLUTION: That a £10-£20 donation is requested, but this can be waived if not feasible.

ACTION: Town Clerk

- James Town Circus – the Committee received the request for the organisers to attend Wed 10th – Sun 14th September. This was supported in principle as long as access could be resolved.

RESOLUTION: That an item is placed on the next Full Council Meeting agenda to discuss access.

ACTION: Town Clerk

RESOLUTION: That if no other provision is available, access is provided by the Town Clerk within working hours, and so if necessary the bollards are removed Tuesday 9th and replaced on Monday 15th September.

ACTION: Town Clerk

- Baton of Hope (15th September) – the Town Clerk noted the work involved to liaise between the point of contact at NLC and the nominees which will be ongoing until the event.

- Civic Service (5th October) – the Assistant Clerk provided an update with 19 confirmed and 12 apologies so far. The Church and Church Halls are booked as are the Church representatives Rev Swannack & Pat Frankish. Organist to be booked and catering costings still to be confirmed. Cllr Fox is to approach the school(s) to try to arrange a soloist following on from her attendance at the Brigg Civic Service over the weekend.

- Christmas Festival (30th November) - The Assistant Clerk reported bookings are slowly coming in, with one food vendor confirmed for Sylvester Street and others expressing interest. The Risk Assessment was reviewed. Quotes and arrangements for the Christmas Tree were discussed. Alison noted that the WI had raised funds towards sponsorship of the Christmas Tree by selling brick-a-brac during the Gala. Cllr Garritt noted that some lighting for stalls will need replacing and requested approval of a budget. It was also discussed about using the large marquee for shared stalls. The Town Clerk provided an update that the lighting cables on the Town Hall had been tidied, and further work may be required.

RESOLUTION: That the Risk Assessment is approved.

ACTION: Assistant Clerk

RESOLUTION: That Fillinghams are the preferred supplier for the Christmas Tree, with a £650 budget agreed and that sponsorship is sought from across the town with a minimum of £50 put forward.

Sponsors to be recognised with a notice on the Christmas Tree stand.

ACTION: Assistant Clerk

RESOLUTION: That a budget of £50 is approved for lighting for stalls.

ACTION: Town Clerk

RESOLUTION: That stalls under the shared area of the marquee are to be £15 for a 6ft table.

ACTION: Assistant Clerk

RESOLUTION: That costings to purchase weights for the marquee are brought to the next meeting.

ACTION: Assistant Clerk

- Town Crier. The Town Clerk had prepared a draft policy as agreed at the last meeting and had reached out to the Guild to register the town as having a Town Crier, awaiting a reply.

RESOLUTION: That with the removal of '3. The position will be held for a year and will be re-elected at the Annual Town Meeting' the policy was approved.

ACTION: Town Clerk

PK2507/08 Open Spaces

No update was received from In Bloom but an update to be sought. The Committee noted that the Market Place, library and Redbourne Mere planting is very effective and noted appreciated for the work carried out and to the watering team dealing with the current hot weather. The Town Clerk had sought clarification from the insurers regarding cover for the litter pickers. This was confirmed as covered by the Council's policy if they are carrying out litter picking on the sole instruction of the Council.

RESOLUTION: That further information is sought regarding potential insurance cover for litter pickers from NLC or Keep Britain Tidy.

ACTION: Town Clerk

PK2507/09 Date of next Meeting and Agenda Deadline

The Committee confirmed the date and time of the next Promoting Kirton Committee meeting as 8th September 2025 at 6:30pm, with agenda items to be submitted in writing prior to Friday 29th August in line with Standing Orders.

The meeting closed at 7:26 pm.

Signed:

Dated: