



**Minutes of the Meeting of Kirton in Lindsey Town Council
Promoting Kirton Committee held on Monday 8th September 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 (part), 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 (part) and Town Clerk: Neil Taylor-Matson.

Cllr Fox welcomed everyone to the meeting.

MINUTES

- PK2509/01 Election of Members
No nominations were received to join the Committee.
- PK2509/02 Apologies
Apologies were received from Cllr Barry Starkie, Assistant Clerk, Community Co-Ordinator and Cllr Garritt who had advised he would arrive after the start of the meeting.
- PK2509/03 Declaration of Interests / Dispensations
a. Cllr Stephenson declared a personal interest at PK2509/07 (Christmas Festival – Indoor of Town Hall).
b. No dispensations were granted.
- PK2509/04 Public Participation
No matters were raised.
- PK2509/05 Minutes of the Previous Meeting
The Committee considered the minutes of the PK Committee Meeting held on 14th July 2025.
RESOLUTION: That the minutes be signed as a true and accurate record.
- PK2509/06 Community Co-Ordinator update
The Town Clerk had provided a brief written update noting the National Lottery Community Fund application was submitted and acknowledged on 4th August with a 12-week decision time stated (end of October). Mandy Coote started the role on 1st September is currently carrying out behind the scenes works to update the website, with contact planned to all groups and organisations featured. A training session is also arranged for Cadent Centre for Warmth project next week, which funding was applied for and confirmed as successful on 28th August. A further progress report will be provided at the October Committee meeting.
- PK2509/07 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 Committee discussed the Summer Gala event including potential for greater community collaboration rather than the splitting events happening at different times and need for improved visibility of promotional material. The difficulty of permissions for displaying banners was noted. The need for a greater family/children focus was discussed. Thanks were noted to the Victoria Rumary for raising £10.28 by running a craft stall throughout the event and to the WI for raising £125 selling brick a brac which they have donated towards the Christmas tree fund.
- Cllr Garritt joined the meeting
Refreshment/food vendors were discussed and the issues around generators for power was explained.
RESOLUTION: That gazebo covers are looked into and costs brought back to consider the replacement/renewal of these. ACTION: Town Clerk
RESOLUTION: That cash and carry membership is sought for the Town Council. ACTION: Town Clerk
The Committee discussed the scarecrow trail and the limited entries. It was considered that promotion of an exciting prize might improve entries. A branding for the trail was also discussed so that it is clear the scarecrows are part of a trail organised by the Town Council.
RESOLUTION: That enquiries are made into the Anne Wild Cup as a potential annual prize. ACTION: Alison Birkett
RESOLUTION: That promotional branding in introduced for future trails to improve identification and visibility. ACTION: Town Clerk
RESOLUTION: That hampers become the winning prizes for both summer and Christmas competitions, with businesses initially contacted to seek donations towards the creation of these. ACTION: Town Clerk

Signed:

Dated:



- **SportsZone:** The Town Clerk noted that these sessions will end for this year at the end of this month and a review is then recommended for the forthcoming year with feedback from users and providers.
- **'Bricks at the Park' and 'Booknic' events:** The Clerk provided an overview of these successful and popular town events. Bricks at the Park was carefully child and family orientated with a fun vibe. The Booknic proved to be very popular and has increased take up at the library. The organisers remain concerned about the approach to request a donation from library services to hold the event and this led to limited publicity outside of the town and a reluctance to build on the event. The Town Clerk recommended that work is carried out to improve relations.
- **James Town Circus** – The Town Clerk reported that the Circus have confirmed they are able to proceed with the space available and have begun promotion. The Town Clerk noted concern about the time involved for one person to remove the bollards for access and the weathering of the locks.
- **Baton of Hope** (15th September) – the Town Clerk noted communication has continued with the Town Council as a link between the nominees and the organisers. The majority of the nominees will be carrying the Baton around Central Park, however there is also part of the route near British Steel covered by a representative from Kirton in Lindsey. T-shirts were ordered and have arrived and were passed to the nominees. It is hoped increased promotion will be seen to promote this event and the involvement of four representatives for Kirton in Lindsey.
- **Civic Service** (5th October) – Cllr Fox and the Town Clerk provided an update to confirm matters were in hand with numbers to be confirmed with the catering company once responses were received back. Venues, including the organist, are booked and Cllr Fox is working with Rev Swannack & Pat Frankish to finalise the order of service. A representative from Kirton Academy is planned to be part of the service.
- **Christmas Festival** (30th November) - The Town Clerk noted a request from a business in the Market Place if the Christmas Lights could go on earlier each evening after the main switch on event and noted that the time was only recently moved back to 4pm due to electricity costs and the lack of darkness between 3pm and 4pm. The Co-Op Community Champions funding was not successful, but was up against stiff competition with Kirton First and the Scouts also in the same round for voting. There are more cabling issues with cable ties breaking and local firm Lytec have been contacted to assist with re-tying cables as cherry pickers will be required to do this. During this process, Lytec have expressed interest in becoming involved in the lighting contract again. This is the last year of the current lighting contract, and so it will be a good opportunity to weigh up options around hiring and buying lighting and working with local installation teams.

The Committee discussed a Christmas themed town competition, with the idea of 'a Christmas character' as the theme with a Christmas themed hamper to be the prize.

RESOLUTION: That the Christmas Lights timer is adjusted to 3.30pm on a trial for this year and the business is informed.

ACTION: Town Clerk

RESOLUTION: That the Town Clerks action in instructing Lytec to deal with the cabling issues at £95.00 is approved.

RESOLUTION: That preparations are made for a Christmas Character competition with a Christmas themed hamper as the prize.

ACTION: Town Clerk

PK2509/08 Open Spaces

a. No update was received from In Bloom and the situation with the group remains uncertain. Concerns were raised about the grant funding provided to the group by the Town Council and others. Cllr Frankish offered to speak to other residents to see if there is interest in forming a new group. The notes from the meeting on 4th June with Councillors and the Town Council planting contractor were discussed, with the ideas put forward at the meeting to be costed. Litter picking was discussed with the query about insurance researched and the best option available appearing to be Keep Britain Tidy. The information about this has been passed to Janet Caughley who is leading litter picking. The Town Clerk noted that issues with dog fouling were likely to increase as the dark nights draw in, and it was suggested that information may be worth discussing with both schools for children to be involved in an educational piece on the dangers of dog fouling ahead of winter.

RESOLUTION: That a letter is sent to the In Bloom lead to thank them for all that they achieved in the town and requesting an update on their future intentions and plans, including a request for the return of the grant funding so that the money can be made available/earmarked for similar use as intended.

ACTION: Town Clerk

b. The Committee received a request from KLOTS to take on a trough planter, to be sited at the town boundary on South Cliff Road, plant up and maintain with funding to be provided. The Committee discussed that due to the current uncertainty and need to review all planting around the town, this is something that could not be considered until a future point.

RESOLUTION: That KLOTS are thanked for their request and informed that due to a current need to review all planting around the town this is something that can be considered again in the future.

ACTION: Town Clerk

PK2509/09 Date of next Meeting and Agenda Deadline

The Committee confirmed the date and time of the next Promoting Kirton Committee meeting as 13th October 2025 at 6:30pm, with agenda items to be submitted in writing prior to Friday 3rd October in line with Standing Orders.

The meeting closed at 7:37 pm.

Signed:

Dated: