



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council  
held on Wednesday 24<sup>th</sup> September 2025  
at the Diamond Jubilee Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Hazel Fox (Chair), Cllr Pat Frankish, Cllr Tony Kitchen, Cllr Joy Kofoed, Cllr David Garrett, Cllr Karen Gunn, Cllr Barry Starkie and Cllr Suzanne Stephenson.

Also present: 13 members of the public including Kathryn Allsopp, Christopher Howard, Susanne Law, Antony Pollitt, Victoria Rumary, Assistant Clerk, Cheri Morton (voluntarily) and Town Clerk, Neil Taylor-Matson.

## MINUTES

Cllr Fox opened the meeting and welcomed members of the public attending.

**2509/01 Apologies for Absence**

No apologies were received. Gianni Vercetti, a candidate for Co-Option, had apologised that he would be unable to attend.

**2509/02 Former Town Mayor, Mrs M.P. Brumpton**

The Council received a tribute to former Councillor and Mayor, Mrs M.P. Brumpton read by the Town Clerk. *Pauline Brumpton joined the Town Council in July 1983 and became Mayor in 1993, serving two terms of Office, leaving the Town Council in 1999. Pauline was heavily involved in many aspects of the community including through 1st Kirton in Lindsey Scouts, Town Council, WI, Churches and the Royal British Legion - including organising the sale of poppies in Kirton for over 50 years. During her time on the Town Council, the West Glanford Plan and Glanford Borough Council Rural Development programme were completed, there was dispute over Humberside and campaigns for the return to Lincolnshire, the development of a playing field for the town along with a BMX track and development of the A15 to M180 South link road along with the introduction of Sunday trading legislation. Pauline passed away on 11th September to be reunited with her beloved husband Cecil.*

A minutes silence was observed.

**2509/03 Declaration of Interests / Dispensations**

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

**2509/04 Public Participation**

No matters were raised.

**2509/05 Minutes**

- a. The Council approved the minutes of the Full Council Meeting held 23<sup>rd</sup> July 2025.

**RESOLUTION: That the minutes were duly approved and signed.**

- b. The Council approved the minutes of the Extraordinary Full Council Meeting held 1<sup>st</sup> August 2025.

**RESOLUTION: That the minutes were duly approved and signed.**

- c. The Council approved the minutes of the Extraordinary Full Council Meeting held 21<sup>st</sup> August 2025.

**RESOLUTION: That the minutes were duly approved and signed.**

- d. The Council approved the minutes of the Extraordinary Full Council Meeting held 28<sup>th</sup> August 2025.

**RESOLUTION: That the minutes were duly approved and signed.**

- e. The Council received the minutes of the KLASSIC Charity Committee Meeting held 16/07/2025.

- f. The Council received the draft minutes of The Green and The Market Place Charity Committee Meeting held 01/08/2025.

- g. The Council received the draft minutes of The War Memorial and Garden of Edward Elmhirst Duckering Charity Committee Meeting held 01/08/2025.

- h. The Council received the minutes of the KLASSIC Charity Committee Meeting held 13/08/2025.

- i. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 08/09/2025.

- j. The Council received the draft minutes of the Finance and Planning Committee Meeting held 08/09/2025.

- k. The Council received the draft minutes of the KLASSIC Charity Committee Meeting held 10/09/2025.

**2509/06 Report from North Lincolnshire Council / Ward Councillors**

- a. Ward Cllr David Garrett noted contact with the Conservative Group office that afternoon to confirm that Nicholas Pickering will be in touch with the Town Clerk in due course regarding arranging a meeting to discuss KLASSIC Park and any involvement from North Lincolnshire Council (NLC) Legal, following the Town Clerk's attempts to make contact since 29<sup>th</sup> August. Cllr Garrett has had to escalate enquiries about the Redbourne Mere nature reserve project to Director level at NLC, however they are currently unavailable to respond. Following the recent resurfacing works at Redbourne Mere remedial work has taken place due to the poor quality of workmanship by the contractor. There are still issues and a further analysis is to be carried out to establish if further remedial works are required. Road closure signs left by Anglian Water at Moat House Road were removed late after causing some confusion. There is ongoing work at Maple Close regarding additional parking needs and landscaping, matters regarding the landscaping to be looked into by planning enforcement. Maple Close residents also had missed bin collections but these were resolved. Cllr Garrett has made efforts to chase up the replacement of Church Street and Grayingham Road street signs but has received no responses. Responses have been provided regarding the NLC free

appliances scheme for pensioners. NLC continue to seek a meeting with Lincolnshire County Council to discuss the B1205 junction. A phone surgery for residents was recently carried out. Flooding at North Dale Court recently occurred and work is ongoing to resolve the causes of this. Complaints have been dealt with regarding the use of human waste on fields and environmental health are looking into these. Issues at Barnard Meadows to do with fencing around the small play area and damage to tree saplings have led to an assessment of this area to be carried out, including potential play area improvements via Safer Neighbourhoods. Budgets are currently under review with the request for ward projects information to be submitted for consideration. The fostering team continue to seek foster carers and anyone interested in more information is invited to get in touch with NLC.

Cllr Kofoed requested an update on white line marking along South Cliff Road and resurfacing of the Cornwall Street footpath between Lowfield House and Doctors Surgery. Cllr Garrett advised he would chase these works up. **ACTION: Cllr Garrett** Cllr Kitchen requested that parking outside the convenience store on South Cliff Road be reviewed due to congestion caused in this area. Cllr Garrett explained that a survey and consultation would need to be carried out.

**RESOLUTION: That NLC are asked to review congestion caused by parking in this area.**

**ACTION: Cllr Garrett**

- b. The Town Clerk asked for any updates regarding road maintenance works at March Street/Wesley Street and ownership queries raised by resident regarding Wray Street/Traigate. No updates were available.
- c. The Council considered requesting a replacement boundary sign on Redbourne Mere due to the damage caused by, amongst other things, BB gun bullets.

**RESOLUTION: That NLC are asked to replace this damaged boundary sign.**

**ACTION: Cllr Garrett**

- d. The Council discussed concerns about the number of accidents occurring along Redbourne Mere and considered requesting a speed limit review to be undertaken by North Lincolnshire Council as raised by Cllr Kofoed.

**RESOLUTION: That previous signage requests for 'tractors/vehicles turning' signs be chased up.**

**ACTION: Cllr Garrett**

- e. The Council discussed concerns raised by residents about the lack of enforcement around the use of the new disabled parking bay in the Market Place.

**RESOLUTION: That Market Place traffic enforcement is requested from NLC.**

**ACTION: Town Clerk**

- f. The Council discussed concerns raised by a resident about the recent resurfacing works carried out at Redbourne Mere. This matter was discussed and an update provided at Item a.
- g. The Council noted arrangements made for free electric blanket testing in conjunction with North Lincolnshire Council to take place on Thursday 2<sup>nd</sup> October at the Community Café between 2pm and 4pm. The Town Clerk confirmed means of publicity about this used to inform residents of the opportunity.

#### 2509/07 Community Speedwatch

The Council considered the Community Speedwatch Scheme following a request from residents as notified in July and followed up with a further enquiry in September.

**RESOLUTION: That the Town Council support the establishment of a Community Speedwatch group for the town and that Safer Roads Humber are chased up on this matter.**

**ACTION: Cllr Garrett**

#### 2509/08 Flagpole

- a. The Council considered an approach to the Diamond Jubilee Town Hall regarding the installation of a flagpole as raised by Cllr Gunn. Cllr Frankish and Cllr Fox declared interests as Diamond Jubilee Town Hall Trustees and Cllr Fox asked Cllr Kofoed to Chair this item. Cllr Fox noted that this would be added to the agenda of the next meeting of the Diamond Jubilee Town Hall Trustees.

**RESOLUTION: That a request is made to the Diamond Jubilee Town Hall to consider the installation of a flagpole.**

**ACTION: Town Clerk**

- b. The Council received concerns raised by residents regarding intentions of flags attached to lampposts and Councillor endorsements. The Council discussed these matters and concluded this Council was not in a position to take any action.

#### 2509/09 Mayor & Delegates Reports

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

##### Mayor's Report on Civic Events attended – Cllr Hazel Fox:

- Royal British Legion - Dinner Night (8<sup>th</sup> August)
- Royal British Legion - VJ Day / 85<sup>th</sup> Anniversary of the Battle of Britain (16<sup>th</sup> August)
- Kirton Academy - Official opening of new facilities (4<sup>th</sup> September)
- Barton upon Humber - Civic Dinner (20<sup>th</sup> September)
- Brick Hut – Lego Collection Auction for Brain Cancer Research in memory of Josh Cullen (21<sup>st</sup> September). Cllr Fox expressed thanks to the Brick Hut for holding this event.
- ERNLCA - Conflict in Council Culture training (23<sup>rd</sup> September). Cllr Fox and the Town Clerk noted the value of attending this interesting training session and urged others to do so if it is repeated.

##### Councillors and Officers reports

- NLC Town and Parish Liaison Meeting (24<sup>th</sup> July) – Cllr Frankish reported attending and the continued position that Clerks are not invited to attend these meetings.
- Assertion 10 Audit Training (9<sup>th</sup> September) – Town Clerk reported attending this virtual training session with the main take

away from this that at present, the Town Council are meeting requirements for the new Assertion 10 which will come into effect with the next annual audit, however strong recommendations are that Councillors have dedicated .gov.uk email addresses for Council business.

• NLC Special Town and Parish Liaison Meeting – Local Government Reorganisation (11<sup>th</sup> September) – Cllr Frankish reported attending and noted that no discussion had taken place on the potential impact on Town and Parish Councils.

2509/10 Allotments

a. The Council received an update from the Town Clerk that Keystone Architecture planning contractors were instructed following a positive reference from Winterton Town Council and their quotation of £750.00 (with detailed assumptions and omissions to be considered). On site meeting held 29th August. Preparatory work now ongoing in consultation with NLC planning officers.

b. The Council considered inspection scheduling.

**RESOLUTION: That tenants are to be informed the October inspections will take place on Friday 24<sup>th</sup> October.**

**ACTION: Town Clerk**

c. The Council received a request from a tenant for additional bark chippings to be provided for communal paths.

**RESOLUTION: That the tenant is asked to provide further information on quantity required and potential costs.**

**ACTION: Town Clerk**

2509/11 KLASSIC

Clr Frankish declared an interest.

a. The Council received a letter from the CIO, as hand delivered and read out at the Extraordinary Full Council meeting held 28<sup>th</sup> August.

b. The Council considered amendments to the Deed including the removal of Standing Orders as per Resolution made at KLASSIC Charity Meeting a year ago on 12<sup>th</sup> August 2024.

**RESOLUTION: This matter is deferred due to current uncertainties.**

c. The Council received any update regarding Land Registry and Legal Advice. The Town Clerk had circulated the update regarding Land Registry from the solicitors to all Councillors on 4<sup>th</sup> September, in terms of Legal Advice Cllr Garritt had provided an update in his earlier NLC report but no response had been received by the Town Clerk. When a response is received by the Town Clerk it will be circulated to all Councillors.

d. The Council considered the publication of previous KLASSIC Charity meeting minutes on the Town Council website as requested by Cllr Kofoed. The Town Clerk advised that since the meeting arrangements were as a Committee of the Council the minutes had been published on the Town Council website.

2509/12 Car Parking Provision

The Council considered car parking provision for the town and considered any actions required following updates received from the landowner representatives at the beginning of July. Cllr Fox had circulated a proposal to Cllr Garritt for review and due to the continuing commercially sensitivity of matters around land designation this would be considered by Cllr Garritt for response, prior to further circulation.

**RESOLUTION: That Cllr Garritt responds to the proposal by Cllr Fox prior to further circulation.**

**ACTION: Cllr Garritt/Town Clerk**

2509/13 Finance

i. Income and Expenditure

a. The Council received notification of accounts paid by the Town Clerk under devolved authority (September 2025).

b. The Council received notice of the Local Government Services Pay Agreement for 2025-26.

c. The Council considered the renewal of SLCC membership for the Assistant Clerk at £110.00.

**RESOLUTION: The payment of the membership renewal was not supported.**

d. The Council received an update regarding the appointment of a Community Co-Ordinator and potential future funding for the role. The Town Clerk reported that Mandy Coote was appointed on 1<sup>st</sup> September and that a decision on funding is expected at the end of October. Funding could not retrospectively be applied, so costs prior to any grant of funding could not be claimed.

e. The Council considered equipment provision for the Community Co-Ordinator role at the request of Cllr Stephenson.

**RESOLUTION: That a total of £750.00 from Reserves to be utilised to purchase laptop and a 'pay as you go' phone for use by the Community Co-Ordinator.**

**ACTION: Town Clerk**

f. The Council noted the unsuccessful application to the Cultural Futures Project for the digitisation of Town Council archives to create accessible social history for Kirton in Lindsey. The fund was hugely oversubscribed and the second round of funding has been cancelled. The main reason for the proposal not getting approval at this stage was a lack of identified partnership working, with a more ambitious collaboration project supported for resubmission in January.

g. The Council received a brief update regarding works required to noticeboards within the town. The Town Clerk noted little progress on this and works/research ongoing.

h. The Council considered plans ahead of the annual Remembrance Service and information received from the Royal British Legion regarding the request from the Vicar to be involved, involvement of the Mayor, donation and maintenance works. Cllr Fox noted that the Vicar was unable to be involved this year due to circumstances outside of his control and the large area he covers, and noted that she would be making a reading at the Royal British Legions request. The Royal British Legion had advised the bollards which separate the Green from the War Memorial area are in need of maintenance.

**RESOLUTION: That a £310.00 donation is made to the Poppy Appeal for 2025.**

**ACTION: Town Clerk**

**RESOLUTION: That the Royal British Legion are asked if they know of volunteers, including veterans, who could provide manpower for repainting the bollards if the Town Council provided the paint.**

**ACTION: Cllr Fox**

i. The Council received notification of the successful application to the Cadent Centre for Warmth Project for grant funding for training and advice to provide community support and information.

**RESOLUTION: That the grant funding money is utilised to support Warm Spaces within the town.**

**ACTION: Town Clerk**

j. The Council received a request from The War Memorial and Garden of Edward Elmhirst Duckering Charity to cover the costs associated with land registration works.

**RESOLUTION: That the land registration charges of £999.80 (estimated) and land valuations costs (to be notified) are covered by the Town Council as The Memorial and Garden of Edward Elmhirst Duckering Charity have no income.**

**ACTION: Town Clerk**

k. The Council received a request from Royal British Legion of Kirton in Lindsey for financial support in purchasing two new Union Flags to fly over the town War Memorial at £65 for two flags.

**RESOLUTION: That the offer from a resident to supply the flags at no charge is put to the Royal British Legion.**

**ACTION: Cllr Kofoed**

**RESOLUTION: If the flags from the resident are unsuitable, the Town Council will meet the £65 in costs for two flags.**

**ACTION: Town Clerk**

l. The Council approved accounts for payment (September 2025).

ii. Internal Control

a. The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook. (July/August 2025)

b. The Council considered receipt of bank statements if a charge is introduced by the bank to do so.

**RESOLUTION: That if the bank introduces charges for printed postal bank statements, the Council moves to printing internet banking statements.**

**ACTION: Town Clerk**

iii. External Control

a. The Council received the External Auditor Report for 2024-25. The Town Clerk had provided a written report noting that the external audit report returned with no actions or matters to be drawn to the attention of the authority. The report is now published in line with requirements of the regulations.

b. The Council received notification of initial internal auditor visits booked for 2<sup>nd</sup>-3<sup>rd</sup> October 2025.

2509/14 Planning

a. The Council considered the following planning applications:

i. PA/2025/1065

Proposal: Planning permission to erect a single storey rear extension and garage.

Location: Northcliffe House, 4 North Cliff Road, Kirton in Lindsey, DN21 4NH.

**RESOLUTION: That the Clerk responds with 'no comment' to this planning application.**

**ACTION: Town Clerk**

ii. PA/2025/1079

Proposal: Planning permission to replace existing timber external doors, windows and conservatory with new uPVC external doors, windows and conservatory.

Location: 4A Spa Hill, Kirton in Lindsey, DN21 4NE.

**RESOLUTION: That the Clerk responds with 'no comment' to this planning application.**

**ACTION: Town Clerk**

b. The Council received the following planning applications for information only (outside of schedule of meetings):

i. PA/2025/814

Proposal: Outline planning permission to erect a detached self-built dwelling including access, all other matters reserved for subsequent consideration.

Location: Land adjacent to 3 York Road, Kirton in Lindsey, DN21 4PS (fwd 21/07/2025)

ii. PA/2025/931

Proposal: Planning permission to vary the planning condition of planning application PA/1999/0920 granted on 31/03/2000 which were added by non-material amendment PA/2024/1365 granted on 12/12/2024 namely to amend the house type for plots 104 and 105, to remove road 3 and replace with open space area.

Location: Windmill Plantation, Kirton in Lindsey, DN21 4FF (fwd 01/08/2025)

iii. PA/2025/937

Proposal: Planning permission to vary condition 2 of PA/2022/1574 for new dwelling design.

Location: Ashlyn, Grayingham Road, Kirton in Lindsey, DN21 4EL (fwd 31/07/2025)

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

i. PA/2025/762 – CONSENT UNDER TREE PRESERVATION ORDER for proposed work to two horse chestnut trees within Kirton in Lindsey's conservation area at 9 South Cliff Road, Kirton in Lindsey, DN21 4NP.

ii. PA/2025/796 – CONSENT UNDER TREE PRESERVATION ORDER for proposed work to a plum tree, a cherry tree and two conifers within Kirton in Lindsey's Conservation Area at 23 South Cliff Road, Kirton in Lindsey, DN21 4NP.

iii. PA/2025/798 – CONSENT UNDER TREE PRESERVATION ORDER for proposed work to fell a beech tree within Kirton in Lindsey's conservation area at 16 South Cliff Road, Kirton in Lindsey, DN21 4NP.

iv. PA/2025/931 – REMOVAL/VARIATIONS OF CONDITIONS for planning permission to vary the plans condition of planning application PA/1999/0920 granted on 31/03/2000 which were added by non-material amendment PA/2024/1365 granted on 12/12/2024 namely to amend the house type for plots 104 and 105, to remove road 3 and replace with open space area at Windmill Plantation, Kirton in Lindsey, DN21 4FF.

v. PA/2023/1166 – PLANNING INSPECTORATE APPEAL DECISION APPEAL ALLOWED – for approval of reserved matters, namely appearance, landscaping, layout and scale pursuant to condition 1 of outline planning permission PA/2020/588 granted on appeal dated 26 March 2021 for a residential development comprising 74 dwellings, open space and associated infrastructure at Land off Ings Road, Kirton in Lindsey, DN21 4BJ.

2509/15 Open Spaces

a. The Council received the weekly visual (28/07; 14/08; 21/08; 13/09; 24/09) and monthly operational (22/07; 15/08; 10/09) play park inspection reports for signature as well as the annual operational inspection (04/09) from RoSPA. Concerns were raised about the number of issues raised in the RoSPA report which were not identified by the NLC inspection team. Cllr Fox thanked Cllr Kitchen for carrying out the weekly inspections. The Town Clerk confirmed the cost of the zip line repair had been £924.00.

b. The Council discussed the play area inspections service level agreement with North Lincolnshire Council.

**RESOLUTION: That the list of issues identified by RoSPA are sent to NLC and requested to be resolved.**

**ACTION: Town Clerk**

c. The Council received the weekly (24/07; 04/08; 10/08; 24/08; 21/09) and monthly operational (22/07; 15/08; 10/09) inspection reports for the outside gym equipment. Cllr Fox thanked Cllr Starkie for carrying out the weekly inspections.

d. The Council received the notes from the grounds maintenance (planting) meeting held in June meeting and an update from the Town Clerk following discussion with the contractor.

**RESOLUTION: Due to the amount of confusion following the meeting, a further meeting is to be arranged with the same parties and the Town Clerk.**

**ACTION: Town Clerk**

e. The Council considered maintenance of the heritage street name signs in the town which were put into place by this Council.

**RESOLUTION: That the Council support the maintenance of these signs and seek costings for the works.**

**ACTION: Town Clerk**

f. The Council considered alternative means for securing access to and across the Green ahead of taking any recommendations to the Green and the Market Place Charity for consideration.

**RESOLUTION: That no action is taken at present and the situation is monitored.**

2509/16 Policies and Procedures

a. The Council reviewed Policy 33: Dignity at Work last approved September 2024.

**RESOLUTION: That this policy is approved without amendment.**

**ACTION: Town Clerk**

b. The Council considered the resolution made at the Annual Council Meeting in May to develop a Strategic Plan.

**RESOLUTION: That the Town Clerk contacts the members of the working group to begin arrangements to hold a meeting.**

**ACTION: Town Clerk**

2509/17 Councillor Co-Option

The Council considered seven applications for Co-Option to fill one vacancy on Kirton in Lindsey Town Council, the seven candidates being:

- Kathryn Allsopp
- Christopher Howard
- Susanne Law
- Ellen Lumgair
- Antony Pollitt
- Victoria Rumary
- Gianni Vercetti (had provided apologies ahead of the meeting).

Candidates present were each invited to address the Council, with the opportunity given for Councillors to ask any questions.

**RESOLUTION: That due to non-attendance at the meeting, Ellen Lumgair and Gianni Vercetti are not taken forward for consideration.**

**RESOLUTION: That Christopher Howard is Co-Opted to fill the vacancy.**

**ACTION: Town Clerk**

Cllr Fox abstained from voting on the second resolution.

2509/18 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 and Discussion

a. The Council noted correspondence received after the Agenda was published: Beverley Civic Dinner invitation; PCC Community Safety Round 7 launch and deadline information; ERNLLCA Play Inspection training; Appeal Decision PA/2024/997; NLC News Direct; CPRE AGM information; Broughton Civic Service invitation; Resident enquiry about business advertising in noticeboards and on the kirtoninlindsey.com website; Men in Shed premises enquiry; passing of former Gainsborough Town Councillor and former Mayor Pearl Banyard; Rural Services Network weekly news; notification of PA/2025/1135.

b. ERNLLCA – Local Government Reorganisation Survey

c. ERNLLCA – Local Government pay offer agreement

- d. The George – update following reply to concerns about ball games in the Market Place
- e. Independent Brigg Line Rail Group – Trans Pennine Express via Brigg
- f. NLC – News Direct updates
- g. Visit North Lincolnshire – July Tourism Partnership update
- h. NLC Cultural Futures Community Grants decision letter – unsuccessful
- i. Civic – Kirton Academy invitation to official opening of new facilities (September)
- j. Civic – Barton upon Humber – confirmation of Civic Dinner details (September)
- k. ERNLLCA – Finance Courses and Good Councillors Guide to Finance
- l. Rural Services Network – Weekly Newsletters
- m. Independent Brigg Line Rail Group – Trans Pennine Express via Brigg update
- n. LIVES – Flying High This July & The Big Give Launch
- o. Resident – query about contact for local Department of Work and Pensions
- p. NLC Fuelled – information for promoting the summer Fuelled activities and campaigns
- q. ERNLLCA – WorkNest webinar and resources
- r. NLC – forward notice of upcoming carriageway resurfacing works
- s. National Allotment Society – August 2025 mailing
- t. Diamond Jubilee Town Hall – Chair of Town Hall Trustees re The George complaint re ball games
- u. Trent Valley Gliding Club – responses to letters of support
- v. Resident – query about current status of Kirton in Lindsey In Bloom
- w. The George – update information regarding ball games
- x. Resident – Request for Able Community Care home security stickers for vulnerable residents
- y. NLC – Town and Parish Liaison Special Meeting on Local Government Reorganisation (September)
- z. KLASSIC CIO – letter to KLTC and KLASSIC Trustee members regarding preferred route of KLTC to lease
- aa. Civic – NLC Civic Service invitation (October)
- bb. Police & Crime Commissioner – Annual Policing Survey
- cc. Resident – information about damage to Share The Road sign, Ings Road
- dd. KLASSIC Corporate Trustee – request for scanning of documentation
- ee. Resident – query about clearance and cleaning of One Way signage, Church Street
- ff. Resident – report of visibility impact from conker street, Spa Hill/Church Street junction
- gg. Civic – Gainsborough Civic Service Save The Date (October)
- hh. National Allotment Society – virtual Allotment Officers Forum information (September)
- ii. Resident – request to be added to Allotments waiting list
- jj. Cumbria Clock Co – request for organisation of annual Town Clock service
- kk. Trent Valley Gliding Club – update on club position following letter of support
- ll. ERNLLCA – notification of change to date for AGM
- mm. GC3 Vulnerability Management Team – check on vulnerabilities and actions taken
- nn. Resident – enquiry about whether KLTC will be meeting to discuss PA/2025/881 – Grayingham Road
- oo. Resident – report of catenary wiring issue Christmas Lighting
- pp. Resident – formal complaint received and referred to Chair of P&D Committee
- qq. Civic – North East Lincolnshire Charity Race Night (September)
- rr. ERNLLCA – Preventing Workplace Harassment training information
- ss. Cleatham Manton Parish Meeting – concerns regarding quarry leased to Ashcourt
- tt. NLC – notification of September forthcoming meetings for display
- uu. Resident – complaint regarding Share the Road signs Ings Road
- vv. HSBC – Notification of reduction in interest rates from 21 October
- ww. Baton of Hope – delivery of t-shirts and chasing up of missing part of one order
- xx. St Andrew's Church – copied into arrangements for servicing of the church clock
- yy. Cadent Centre for Warmth – update on application process and identity checks required
- zz. Resident – enquiry about the Diamond Jubilee Town Hall toilets/public conveniences
- aaa. BRAMM – Burial Authorities Newsletter
- bbb. Greater Lincolnshire for All - reminder of virtual meeting schedule
- ccc. ERNLLCA – Assertion 10 webinar information
- ddd. ERNLLCA – Safety Management and Fire Safety courses – **the Town Clerk noted that Cllr Kofoed was booked onto the IOSH Safety for Executives and Directors one days course at Barton upon Humber (£155).**
- eee. ERNLLCA – AGM information for 24<sup>th</sup> September
- fff. ERNLLCA – NLC Road Safety and NLC Local Government Reform survey information
- ggg. ERNLLCA – Information on webinar - The Employment Rights Bill
- hhh. Gainsborough Town Council – notice of passing of former Mayor Keith Panter
- iii. Dentist Near Me – request for their information to be included on website
- jjj. ICCM – Membership Survey 2025 request for completion
- kkk. Gainsborough Life – request for article submissions for next edition of magazine
- lll. Resident – enquiry about existence of any watercolour art group for all levels
- mmm. NALC – Open Letter from Cllr Keith Stevens (Chair)
- nnn. Civic – North Lincolnshire Council invitation to Food and Fundraising event (October)
- ooo. KLASSIC CIO – letter regarding joint meeting with Kirton in Lindsey Town Council
- ppp. NLC – Town and Parish Liaison Meeting update – Clerks invited / Local Government Reorganisation
- qqq. NLC – Tourism Partnership update

rrr. ERNLLCA – Training update information  
 sss. ERNLLCA – August Newsletter  
 ttt. Resident – query about signs indicating a forthcoming road closure on Redbourne Mere (September)  
 uuu. Cadent Centre for Warmth Fund – confirmation of successful application  
 vvv. Resident – complaint and concern over the intentions behind attaching flags to lampposts  
 www. Resident – complaint and concern over intentions of flags attached to lampposts and Councillor endorsements  
 xxx. Resident – complaint about the non-permitted use of the new disabled bay in the Market Place  
 yyy. Resident – complaint about abuse of the new disabled parking bay and yellow lines in the Market Place  
 zzz. ERNLLCA – Training information for IT training  
 aaaa. Independent Brigg Line Rail Group – Yellowbellies Day Out report  
 bbbb. Humber and Wolds Rural Action – September Newsletter  
 cccc. Royal British Legion – request for information ahead of the 2025 Remembrance Service  
 dddd. Resident – enquiry about allotment availability and waiting list  
 eeee. Microsoft – notification of price increase for software subscriptions  
 ffff. Civic – Mablethorpe and Sutton Town Council Charity Christmas Party invite (December)  
 gggg. National Allotment Society – August Newsletter  
 hhhh. CPRE – September Newsletter and AGM information  
 iii. Resident – enquiry about demolition contractor at former RAF site for photography permissions  
 jjjj. Allotments – query about access issues from tenant  
 kkkk. Resident – complaint about recent road resurfacing works carried out at Redbourne Mere  
 llll. Mobile Greengrocer – enquiry about availability of greengrocer within the town for a business venture  
 mmmm. ERNLLCA – General Power of Competence questionnaire for Clerks to complete  
 nnnn. Civic - North East Lincolnshire Council – Mayor's Coffee Morning invitation (October)  
 oooo. Resident – complaint about abuse of the new disabled parking bay in the Market Place  
 pppp. Resident – enquiry about planning meeting and response to PA/2025/881  
 qqqq. West Lindsey District Council – notification of passing of former Chair Steve England  
 rrrr. Community Vision – monthly updates  
 ssss. Civic - Broughton Town Council – reminder of date for Civic Dinner (April)  
 tttt. Local business – enquiry about date for Christmas Festival  
 uuuu. Civic - Brigg Town Council Brigg Amateur Operatic Society (November)  
 vvvv. Civic – Winterton Town Council Civic Service (October)  
 www. Resident – Circus booking enquiry  
 xxxx. ERNLLCA – HR 101 for Small Employers training details – **the Town Clerk noted that Cllr Kofoed and the Town Clerk were booked on this free virtual course.**  
 yyyy. Civic – Barton upon Humber Civic Dinner – change of menu notification  
 zzzz. NLC Conservative Group Office - query regarding quarry leased to Ashcourt discussed February 2024  
 aaaa. Ward Cllr Foster – query regarding information about Ashcourt Quarry  
 bbbb. NLC – Town and Parish Liaison Special Meeting Local Government Reorganisation documents  
 cccc. KLASSIC CIO – confirmation of receipt of previous emails providing updates  
 dddd. ERNLLCA – expressions of interest sought for First Aid at Work training  
 eeee. Diamond Jubilee Town Hall – request to confirm representative Trustee for 2025-2026 – **the Town Clerk reported responding back to confirm Cllr Starkie as the current nominated Representative Trustee, with the next Annual Meeting of the Town Council scheduled for May.**  
 ffff. ERNLLCA - community Resuscitation and Defibrillator training

#### 2509/19 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 22<sup>nd</sup> October 2025 at 7pm at the Diamond Jubilee Town Hall.**

**NOTE: Agenda items to be submitted before Monday 13<sup>th</sup> October in line with Standing Orders**

#### 2509/20 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.**

#### 2509/21 Grove Street Cemetery

The Council considered any actions required regarding an unauthorised memorial.

**RESOLUTION: That the plot owners are requested to provide a retrospective application, compliance certification and payment of the applicable memorial fee, otherwise as the Burial Authority the Town Council have the power to remove the unauthorised memorial.**

**ACTION: Town Clerk**

Cllr Gunn requested a recorded vote: All in favour with the exception of Cllr Gunn who abstained.

2509/22 Personnel Committee update

The Council received an update report from the P&D Committee.

The Town Clerk, on behalf of Cllr Kofoed, reported that following the Extraordinary Meeting held 1<sup>st</sup> August, an external independent specialist had accepted to take on work required and provide advice following the recommendation from East Riding and Northern Lincolnshire Local Council's Association (ERNLLCA). The hourly rate for this work was noted as £25. Work on the ongoing matter continued but was expected to conclude soon.

2509/23 Staffing Contingencies

The Council discussed future staffing contingencies at the request of Cllr Fox.

Cllr Fox asked that a note of thanks be recorded in the minutes to the Town Clerk for the help and assistance provided during a period of annual leave. Thanks were also recorded to Mandy Coote, Community Co-Ordinator for the paid assistance she had provided as cover for a role.

**RESOLUTION: That a contingency policy is drafted for consideration.**

**ACTION: Town Clerk**

The meeting closed at 21:20.