



**Minutes of the Monthly Meeting of Kirton in Lindsey Town Council
held on Wednesday 17th December 2025
at the Diamond Jubilee Town Hall, High Street, Kirton in Lindsey at 7pm.**

Members present: Cllr Hazel Fox (Chair), Cllr Pat Frankish, Cllr Chris Howard, Cllr David Garritt, Cllr Karen Gunn and Cllr Suzanne Stephenson.

Members not present: Cllr Joy Kofoed and Cllr Barry Starkie.

Also present: 4 members of the public (part), Assistant Clerk, Cheri Morton (voluntarily) and Town Clerk, Neil Taylor-Matson.



MINUTES

2512/01 Apologies for Absence

Apologies were received from Ward Cllr Trevor Foster.

2512/02 Declaration of Interests / Dispensations

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

2512/03 Public Participation

No matters were raised.

2512/04 Minutes

a. The Council considered the minutes of the Full Council Meeting held 26th November 2025. Cllr Howard did not agree the minutes were a correct record as they did not record his three proposals verbatim at item 2511/10 – KLASSIC. The Clerk advised the Council that minutes are not a verbatim record.

RESOLUTION: *That these minutes are amended to the wording for the 3 resolutions exactly as Cllr Howard read out and the minutes re-presented to the Council at the next meeting.* **ACTION: Town Clerk**

The Chair asked that the minutes be brought back to the next meeting for approval and signing.

b. The Council received the draft minutes of the Promoting Kirton Committee Meeting held 8th December 2025.

c. The Council received the draft minutes of the Finance and Planning Committee Meeting held 8th December 2025.

2512/05 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:

- Kirton in Lindsey Christmas Festival – (30th November) – Cllr Fox asked for thanks to be recorded to the Assistant Clerk for all her hard work in delivering this successful event and also wished to thank the Events Working Group, Cllr Garritt, Cllr Frankish and the Town Clerk for their voluntarily work for the event.
- City of Lincoln – Civic Carol Concert (2nd December)
- North Lincolnshire Council – Christmas Concert at Broughton (4th December) – Cllr Fox noted she had sent apologies.

Councillors and Officers reports

- NAT Ridge – (3rd December) - Cllr Frankish noted poor attendance of the meeting with recommendations discussed to report any breach of planning by lorries.

2512/06 Report from North Lincolnshire Council / Ward Councillors

a. Ward Cllr David Garritt reported:

- Attending a few meetings
- Opportunities for replacement/maintenance of bus shelters
- Collapse of the Whipping Post
- Further distribution of free appliances for older residents
- Chasing up of highway matters with no progress due to the time of year.
- Lack of reporting of anti-social behaviour at Barnard Meadows

The Town Clerk noted issues with the new 'MyAccount' system for logging issues with North Lincolnshire Council (NLC) – no history is transferred from the old system and no copy of reporting is sent through as it was previously.

b. The Council noted no progress on outstanding matters raised with NLC including road maintenance works (March Street/Wesley Street), street resurfacing at Cornwall Street, ownership queries raised by resident regarding Wray Street/Traingate path, signage on Redbourne Mere and parking enforcement. Cllr Garritt advised that due to the time of year there was no value in chasing these up and would wait until the new year to do so.

c. The Town Clerk reported that all the details regarding concerns about the maintenance and signage for the public conveniences in the Market Place was passed to Cllr Garritt as agreed and that no update had been received.

d. The Town Clerk reported that an update was received from Allison Homes that the bin on The Maltings estate had been emptied and a sign would be put in place at the small play provision regarding dogs.

Signed:

Dated:

e. The Town Clerk provided an update on the Community Speedwatch scheme, noting the initial meeting of some of the volunteers, the provision of equipment and training with the first session now planned for the new year.

2512/07 Kirton Lindsey and Scotter Surgery

For Information Only – the Council noted that the Kirton Lindsey and Scotter Surgery has moved to an online appointment system (requested by Cllr Kofoed).

2512/08 Whipping Post

The Council noted the recent collapse of the Whipping Post. Cllr Garritt noted the safe recovery to a secure place and that Mary and Martin Hollingsworth (Kirton in Lindsey Society) are in communication with NLC about next steps. Cllr Garritt will request that the Town Clerk is copied into correspondence.

2512/09 Speed Indicator Devices

The Council received an update on progress with research into process for the funding of speed indicator devices for the town. Cllr Fox noted that NLC Highway Traffic Safety have recommended Station Road opposite The Maltings as an alternative to North Cliff Road due to the trees at the North Cliff Road site. NLC have also advised that the Town Council are to carry out any consultation with residents near to the proposed locations.

RESOLUTION: That the recommendation for Station Road as an alternative to North Cliff Road is approved.

RESOLUTION: That the locations of South Cliff Road, Redbourne Mere and Station Road are progressed.

RESOLUTION: That Cllr Fox provides exact location detail to the Town Clerk so that consultation letters can be distributed.

ACTION: Cllr Fox/Town Clerk

2512/10 KLASSIC

a. The Council received communication with an update from the KLASSIC CIO. Cllr Frankish declared an interest.

RESOLUTION: That the informal meeting arranged with the Town Council and KLASSIC CIO on Monday 22nd December is the appropriate time to discuss and respond to this.

b. The Council received an update from the working group.

RESOLUTION: That the Working Group convene following the informal meeting arranged with the Town Council and KLASSIC CIO on Monday 22nd December to discuss the points requested by Hetts and bring recommendations back to the Full Council.

ACTION: Working Group

RESOLUTION: That the Town Clerk seeks clarity from Hetts around the wording 'Heads of Terms' to assist the Working Group in their discussions.

ACTION: Town Clerk

2512/11 Allotments

The Town Clerk updated the Council to note that work is progressing on the report which the company currently hope to have completed prior to Christmas.

2512/12 Open Spaces

a. The Council received the weekly visual play park inspection reports by Cllr Starkie (dated 28/11 and 12/12) for signature.

b. The Council discussed the play area inspections service level agreement (SLA) with NLC. The Town Clerk reported that a quotation from NLC is awaited for an SLA to run Apr 26-Mar 27 and that Caloo and KOMPAN were also contacted to ask what they could offer. Caloo offer an annual operational inspection covering their equipment only. The Council discussed quotations received from Caloo, Streetscape, Sovereign and KOMPAN for replacement options for the embankment slide. The Clerk also noted contacting Sutcliffe Play who declined to quote and Wicksteed to carried out a site visit but hadn't followed up with a quotation.

RESOLUTION: That the quotation from KOMPAN is investigated further, for two fully costed options for a like for like replacement of the embankment slide and for a larger slide solution outside of the gated area, with recommendations to be given on the potential placement for this.

ACTION: Town Clerk

c. The Council received the weekly inspection reports by Cllr Starkie (dated 24/11 and 12/12) for the outside gym equipment.

d. The Town Clerk provided an update on grounds maintenance works noting that the middle bed on North Cliff Road and the two smaller beds near Park Farm on South Cliff Road were all now grassed over and the beds at the Richdale Avenue junction had been cleared ready for new planting.

e. The Town Clerk provided an update on the works required for a protective coating on the Grandad's Plough sculpture, and that the sculptor had advised this was best applied in warm weather and so was to be arranged for the spring. The resident has been updated with this information.

2512/13 Policies and Procedures

The Council reviewed Policy 27: Lone Worker Policy last approved December 2024.

RESOLUTION: That this policy is approved without amendment.

ACTION: Town Clerk

2512/14 Finance

i. Income and Expenditure

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

b. The Council noted the Financial Services Compensation Scheme deposit limit increasing from £85,000 to £120,000 per institution from December 1st 2025.

ii. Internal Control

The Council received the Finance Report and Bank Reconciliations to balance with the bank statements and cashbook.

iii. Precept 2026-2027

a. The Council received a report from Nutshell regarding their grant from the previous financial year.

Budget Planning

b. The Council received and considered the budget planning documentation for 2026-2027. Specific budget lines were discussed and the changes to the budget are to be implemented with costings in line with the tax base figures from NLC to be brought back to the January meeting.

RESOLUTION: That the following suggestions from the Finance and Planning Committee were approved: Councillor Training – increased from £300 to £500; Staff expenses/travel costs – increased from £100 to £200; budget for Community Sports Sessions to be £700. ACTION: Town Clerk

RESOLUTION: That the Community Pot budget is retained at £900. ACTION: Town Clerk

RESOLUTION: That the S137 Grants budget (Poppy Appeal) is retained at £310. ACTION: Town Clerk

RESOLUTION: That the Play Area Maintenance budget is increased from £3,000 to £10,000. ACTION: Town Clerk

RESOLUTION: That Christmas Festival Road Closures budget is increased from £985 to £1,250. ACTION: Town Clerk

2511/15 Planning

The Council received the following decision notification from North Lincolnshire Council:

PA/2025/634 – APPROVAL OF RESERVED MATTERS – (appearance, landscaping, layout and scale) pursuant to outline planning permission PA/2022/1408 dated 10/07/2023 for a residential development of 28 dwellings at Southdown House, Grayingham Road, Kirton in Lindsey, DN21 4EL.

2512/16 Councillor Co-Option

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

- Antony Pollitt

Antony was invited to address the Council, with the opportunity given for Councillors to ask any questions.

RESOLUTION: That Antony Pollitt was taken forward for consideration.

RESOLUTION: That Antony Pollitt is Co-Opted to fill the vacancy.

ACTION: Town Clerk

2512/17 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 Clerk noted the following correspondence received after the Agenda was published; Police reassurance visit; Brigg Line Rail Group information for display; ICCM Journal; NLC News Direct update; NLC Town and Parish Liaison meeting notification for January; Solaris Rechargeable lights maintenance quotation; National Allotment Society AGM details; KLASSIC CIO meeting preference; NLC Burns Night Civic invitation (January); Beverley Civic Dinner invitation (January); NLC Play Area SLA queries; Residents query on partial tarmacking of Vicarage Lane; Memorial testing update from Diocese of Lincoln; Rural Services Network update; British Register of Accredited Memorial Masons newsletter; National Cyber Security Centre guidance for set up of Vulnerability Monitoring Service; Pension Regulator Re-enrolment and re-declaration requirements; Police and Crime Commissioner Road Safety Measures grant scheme information.

b. North Lincolnshire Council – information about simpler, smarter recycling programme and request to promote

c. Beaver Fencing – information about services offered for walls and fencing solutions

d. Grant funding - Note of thanks from Scouts for approval of grant funding

e. Cemetery – memorial enquiry reference stillbirth in 1941

f. Redlynch Leisure Installations – notification of forthcoming government funding for play areas

g. Visit North Lincolnshire – November updates

h. Greater Lincolnshire For All – Letter from Leaders of Boston, East Lindsey and South Holland on local government reorganisation

i. North Lincolnshire Council – 2026/27 Precept Requirement and Grant information

j. North Lincolnshire Council – News Direct weekly updates

k. Nutshell – report on grant funding received 2025-26

l. Gainsborough Life – notification of copy deadline for January

m. Tighes – notification of requirement to demolish building

n. North Lincolnshire Council – forthcoming meetings information for display

o. Town Hall – Martyn's Law update (First Aid and Evac Chair training)

p. B1205/B1398 Crossroads - information update from Head of Highways, Lincolnshire County Council

q. University of Leeds – National Climate Ambassador Scheme information

r. NALC – Note of thanks for submission of devolution case study

s. NLC – receipt of Electoral Register 2026

t. ICCM – Enhanced bereavement leave policy information

u. Rural Services Network – Weekly Newsletters

v. Caloo – acknowledgement of order for play area maintenance works

- w. ERNLLCA – Data & Security e-learning training reminder
 - x. Allison Homes – updates on the emptying of the bin at the children’s play facility at The Maltings
 - y. Independent Brigg Line Rail Group – update on passenger numbers and posters for display
 - z. ERNLLCA – Information on training available to book
 - aa. NLC – notification that PA/2025/814 will be considered by Planning Committee 17/12/2025
 - bb. NLC – notification that PA/2025/881 will be considered by Planning Committee 17/12/2025
 - cc. NLC – notification that PA/2025/1159 will be considered by Planning Committee 17/12/2025
 - dd. North Lincolnshire Council – revised Local Plan Statement of Community Involvement
 - ee. Independent Brigg Line Rail Group – information about RAIL magazine article
 - ff. Brigg Town Council – copied into query to NLC regarding weed clearing requirements of devolved works
 - gg. North Lincolnshire Council – Fostering Recruitment Team information and request to promote
 - hh. Civic – North Lincolnshire Council Civic Dinner (March)
 - ii. Hetts – clarification on need to update the KLASSIC Proprietorship Register of the Land Registry title
 - jj. KLASSIC CIO – update information
 - kk. Resident – complaint that gravestones laid down in the cemetery are making the cemetery look unkempt (*via Cllr Fox*)
- Cllr Fox provided further details and it was discussed that she would write to provide feedback from the Town Council to the resident.**

2512/18 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 January 2026 at 7pm at the Diamond Jubilee Town Hall.**

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

2512/19 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.

2512/20 Civic Award 2025

The Council received and considered four nominations for the 2025 Civic Award, the four nominees being:

- Caroline Hodder and George
- Becks Harris
- Ian Steadman
- Gill Ayre

RESOLUTION: That winners are informed and invited to the Civic Dinner in March.

ACTION: Town Clerk

RESOLUTION: That purchase of the Civic Award is made.

ACTION: Town Clerk

The meeting closed at 20:15.