

Kirton in Lindsey
Actively Supporting Sport
In the Community

KLASSIC

Minutes of the Meeting of the Trustee of KLASSIC Charity on
Tuesday 26th March 2026
Town Hall, Kirton in Lindsey at 7pm.

Trustee Members Present : Hazel Fox (HF) (Chair), David Garritt (DG), Chris Howard (CH), Pat Frankish (PF) & Barry Starkie (BS).

Trustee Members not present : Joy Kofoed & Suzanne Stephenson

Also Present : Venue Manager (VM) (Cherilyn Morton), Town Clerk (TC) (Neil Taylor-Matson), Tony Pollitt (TP) and 2 Members of the Public.

Minutes

- 2603(3)/01 Apologies for Absence
Apologies were received from Suzanne Stephenson.
- 2603(3)/02 Declarations of Interest / Dispensations
a) No declarations were made.
b) No dispensations were given.
- 2603(3)/03 Public Participation
No matters were raised.
- 2603(3)/04 Year End Accounts 2024-2025, Independent Examiner and Annual Return
a) The Trustee Members received confirmation of the submission of the approved Serious Incident report to the Charity Commission on 19/03/2026, ahead of submission of the annual return.
b) The Trustee Annual Report was signed by HF & DG, as agreed at the meeting held 4th March 2026.
c) The Trustee discussed approval of the Annual Accounts from the Independent Examiner for submitting to the Charity Commission.
RESOLUTION: That the Annual Accounts from the Independent Examiner be approved and signed by HF & DG.
- 2603(3)/05 Fire Risk Assessment
a) The Trustee Members received an update on progress regarding the Fire Risk Assessment. Chris Howard requested a recorded vote on all the following agenda items.
RESOLUTION: That TP's father-in-law be paid £150 to come and do a fire risk assessment.
All in favour – HF, DG, CH, PF & BS.
RESOLUTION: That the interim Fire Risk Assessment (FRA) be adopted and signed by the Venue Manager.
For – DG, PF, & BS, Against – CH, Abstained - HF
b) The Trustee Members received the details of additional hours worked by the Venue Manager and discussed retrospective approval for the hours to be paid. The Town Clerk requested that the trustee be mindful of the FRA being given priority over everything else and other additional works tasked at meetings were not currently happening.
RESOLUTION: That the work on the FRA be counted as normal working hours and the extra 12 hours be paid for normal working activities.
All in favour – HF, DG, CH, PF & BS.
- 2603(3)/6 Date of next Trustee Meeting
The Trustee Members agreed the date of Monday 20th April, 7pm at KLASSIC, for the next meeting.

Signed: 

Dated: 20/04/2026