Kirton in Lindsey Actively Supporting Sport In the Community KLASSIC

Minutes of the Meeting of the Trustee of KLASSIC Charity on
Wednesday 1st July 2026
KLASSIC, Kirton in Lindsey at 7pm.

Trustee Members Present : Hazel Fox (HF) (Chair), Pat Frankish (PF), Chris Howard (CH), Tony Pollitt (TP), & Barry Starkie (BS).

Trustee Members not present : David Garritt, Karen Gunn, Joy Kofoed & Suzanne Stephenson.

Also Present : Venue Manager (VM) (Cherilyn Morton), Town Clerk (TC) (Neil Taylor-Matson) and 1 Member of the Public (part).

Minutes

2607/01 Election of Members
Nominations were received for Tony Pollitt to join the committee.
RESOLUTION: That Tony Pollitt is elected as a member of the KLASSIC Charity Committee.

2607/02 Apologies for Absence
Apologies were received from Suzanne Stephenson.

2607/03 Declarations of Interest / Dispensations
a) No declarations were made.
b) No dispensations were given.

2607/04 Public Participation
A member of the public gave an update from Kirton in Lindsey Archery Club (KLAC) with regards to the Lincolnshire County Archery Society (LCAS) Outdoor Championships, which were hosted by KLAC at KLASSIC. They requested that their thanks be passed on to the Groundskeeper for the outstanding job of marking out the range, which was commented on by the judges and archers.

2607/05 Minutes
The Trustee Members considered the minutes of the KLASSIC Charity Committee meeting held on 3rd June 2026.
RESOLUTION: That the minutes of the 3rd June 2026 meeting are approved without amendment.

2607/06 Finances
a) The Trustee Members received an update regarding financial oversights from the Town Clerk noting no issues raised.
b) The Trustee Members discussed the accounts, bank statements and bank reconciliations received. CH offered support with regards to the KLASSIC finances.
c) The Trustee Members were updated on the opening of a savings account, and the need to receive the relevant Co-op Banking forms back from all Trustee Members before it can proceed. In light of the information provided it was decided not to proceed and give feedback to the bank with regards to Trustee Members concerns about the information requested on the forms. The TC offered to look into the charity branch of the CCLA, which is used by the Town Council, as an alternative savings account option.
d) The Venue Manager updated the Trustee Members on the progress of insurance matters. The Committee discussed and provided options for the information requested from three insurance companies in order for them to be able to provide quotations. The Venue Manager assured the Committee that the quote information would be submitted by Friday the 3rd July. If any more information is needed the Venue Manager will speak to the Chair about calling an Extraordinary Meeting.

2607/07 Kirton Lindsey Shed
CH gave an update to the Trustee Members that the working group had meet with Kirton Lindsey Shed earlier in the week and that DG had agreed to look at any planning issues. There was a discussion about Kirton Lindsey Shed's request for information on amounts of fees they will be charged. CH agreed to speak to them about this matter.

2607/08 Policies, Procedures and Risk Assessments
The Venue Manager updated the Trustee Members on the continuing work of the Fire Risk Assessment (FRA) actions and that the push bar door releases continue to be the main issue, although she had now found one company that had agreed to quote for the job. HF offered to send information for more companies that may be able to help.

2607/09 Committee

a) The Trustee Members discussed the need for a committee remit.

RESOLUTION: That HF would write the first draft of the remit, which would be sent to all committee members and then brought back to the next meeting for discussion.

b) The Trustee Members discussed which user groups should be invited to join the committee as non-voting members. It was agreed to initially invite the four annual agreement users (plus Kirton Lindsey Shed once established) but that this would be deferred until after the remit was in place.

2607/10 KLASSIC Pavilion Maintenance & Assets
The Trustee Members received an update on the brick cracking monitoring and progression of finding a Structural Surveyor to look at it. It was agreed to defer this to the next meeting as the insurance was currently a more important matter.

2607/11 Correspondence
The Trustee Members discussed correspondence received and forwarded by the Venue Manager. It was agreed to unsubscribe from some received and that some others were beneficial to the Venue Manager but not needed to be sent on to Trustee Members.

2607/12 Date of next Trustee Meeting
The Trustee Members discussed dates for future meetings and the fact that meetings held at the beginning of the month will mean the accounts are always received over a month behind. It was agreed that from September meetings will be moved to the 3rd Monday of the month.

2607/13 Exclusion of the Public & Press
The Trustee members 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.

2607/14 Staffing Matters
The Trustee Members received an update from the Staffing Working Group that work was still ongoing and would be brought back to the next meeting.

Meeting Closed 8.50pm

Signed: Dated: