



Kirton in Lindsey Town Council

Contact the Council: Town Clerk phone 01652 648978; e-mail enquiries@kirtoninlindseytowncouncil.gov.uk or visit the Town Council website at www.kirtoninlindseytowncouncil.gov.uk

Full Council Meeting Minutes July 2026

Wednesday 22 July 2026, Diamond Jubilee Town Hall, Kirton in Lindsey at 7pm

Present Councillors:

Councillor Hazel Fox (Chair), Councillor Pat Frankish, Councillor David Garritt, Councillor Karen Gunn, Councillor Chris Howard, Councillor Joy Kofoed and Councillor Barry Starkie

Councillors Not Present:

Councillor Tony Politt and Councillor Suzanne Stephenson

Also Present:

Ward Councillor Trevor Foster, two members of the public (part), Town Clerk, Neil Taylor-Matson (in attendance) and Assistant Clerk, Cheri Morton (voluntarily, part)

2607/01 Apologies for Absence

Apologies were received from Councillor Tony Pollitt and Councillor Suzanne Stephenson

2607/02 Declaration of Interests / Dispensations

- Cllr Frankish declared a prejudicial interest in item 2607/15 a. i. (PA/2026/297)
- No Dispensations were granted

2607/03 Public Participation

A member of the public spoke about their concerns about potential enforcement action required in relation to the new housing development work off Ings Road. The concerns raised are differences in the proposed finished floor level (FFL) on some plots to the FFL on the main approval; a conflict with the original permission, levels information and sections drawn to protect privacy of existing dwellings. North Lincolnshire Council (NLC) are aware of the concerns and have contacted the developers Newett Homes (NH) for clarification, also recommending NH to cease works on site until the matter is fully resolved. NH have yet to provide clarification and have not ceased works. The resident requested any assistance from the Town Council and NLC on these concerns. NLC are promised a response from NH by the end of the week. Cllr Garritt will follow this up with the planning department on Friday this week. Cllr Foster noted the high-risk approach of NH continuing the development until the matter resolved.

Another member of the public highlighted information from the Extensive Urban Survey (2021) identifying the area of the Ings Road housing development as medieval. Copies of this report to be circulated for information. Residents were thanked for attending and for the information they had shared.

2607/04 Minutes

- The Council approved the minutes of the Full Council Meeting held 24th June 2026

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

- The Council received the minutes of the KLASSIC Charity Committee Meeting held 01/07/2026
- The Council received the draft minutes of the Promoting Kirton Committee Meeting held 13/07/2026

2607/05 Mayor & Delegates Reports

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

Councillor Reports

Standards Training – NLC – 30th June and 16th July. Cllrs Frankish, Pollitt, Starkie, Fox and Howard had attended. It was felt the training was useful and had clarified some points. Queries to clarify concerns about conflicts of interest had resulted in ambiguous answers

AI for Council Operations in 2026 – 1st July – Cllr Kofoed. Unable to attend due to illness

Play Area Inspection training – 7th July – Cllr Starkie. This had proved very useful and provided lots of new information for how to carry out thorough inspections. This input is now in use for current and future inspections, with more issues identified and look at

Digital AGAR in Action and Proper Practices Update – 13th July. The Town Clerk attended this online training about forthcoming changes to the submission process for the Annual Governance and Accountability Return. Over 600 had booked places and over 360 attended. The system was explained and appears logical. Early adopters who use the new system next year will receive the incentive of having their External Audit fee paid

2607/06 Report from North Lincolnshire Council / Ward Officers

a. Ward Councillor Trevor Foster provided updates. The Local Government Reorganisation decision was that NLC will retain status as a single unitary authority. NLC was recently awarded Council of the Year at The MJ Achievement Awards. Neighbourhood Action Team (NAT) meetings will move to be held six monthly, rather than quarterly, due to patchy attendance and the low crime area. NLC summer recess has now started which means formal meetings will resume in early September.

Cllr Howard asked Cllr Foster for an update on Spa Hill surfacing works after communication received from NLC that this is now not going ahead. Cllr Fox and Cllr Howard noted the three-year wait so far for resurfacing works to be undertaken and the previous assurances that the works were scheduled for this financial year. Cllr Foster and Cllr Garritt were not aware the works were not going ahead as planned, and assured the Town Council they would push for these works to be completed as soon as possible.

Discussion took place about the updates received by the Town Council from Andy Fidell via Communities Exec Support with both Ward Councillors unaware of these updates or the changes they indicated to previously agreed work and schedules. It was requested that the communications received be shared with both Ward Councillors so that matters could be looked into internally.

Ward Cllr David Garritt provided an update on highway works and patching works scheduled and ongoing. Cornwall Street is due for slurry sealing works this month. In terms of bus stop maintenance, a list of the bus stops and the works needed for each is required to be provided.

The bus stop south bound on Station Road near Beechcroft Drive is now reinstalled. The damaged Redbourne Mere town boundary sign has been replaced and Cllr Garritt is pursuing the signage. March Lane and Red Lion Passage have been cleared of weed growth. Updates will be further chased about the potential nature reserve off Redbourne Mere.

Cllr Kofoed requested that it be recorded that the signage for Redbourne Mere is in progress.

b. The Town Clerk discussed the response received from NLC about outstanding matters previously raised which was now brought into question and appeared to be factually incorrect. The Town Clerk felt that residents should be made aware of the works the Town Council is pressing for action on and the responses received back from NLC, however due to queries on the factual accuracy of the information was now concerned about misinformation. It was felt that clarification was needed via NLC and the Ward Councillors before information is shared with the community.

c. The Council noted the outstanding matter raised with NLC regarding signage for the public conveniences in the Market Place and the formal complaint submitted which was never responded to. NLC have advised this was escalated to the relevant manager and a response would be provided once the information was received.

d. Standards Training update. The Council confirmed responses received to the Town Clerk by Cllr Fox; Cllr Kofoed; Cllr Starkie; Cllr Frankish; Cllr Pollitt; Cllr Howard; Assistant Clerk and Community Co-Ordinator. Those attending training this year were Cllr Fox, Cllr Starkie, Cllr Frankish, Cllr Pollitt and Cllr Howard. Cllr Garritt received training provided separately by NLC. The Town Clerk reminded the Council that attendance of Standards Training is mandatory under the Code of Conduct.

e. The Council received information and a request from NLC Library Services about concerns over parked vehicles in the library car park and the impact these have on library users, including requested support for installation of three signs along the lines of 'reserved for library users'.

RESOLUTION: *That support is given for the installation of three signs to request those spaces are reserved for library users during library hours.* ACTION: Town Clerk

2607/07 War Memorial

The Town Clerk noted the Kirton in Lindsey Society had provided to the Town Council the Indenture dated 1920 and the Declaration of Trust dated 1922, as well as various pieces of old correspondence from/to the Charity. This followed the Society's receipt of documentation from the late Brumptons' estate.

2607/08 Community Speedwatch

Cllr Starkie provided an update, National Community Speedwatch Day, 15th July, saw different groups of volunteers active in different areas. This resulted in some vehicles captured speeding through different areas around the same time. The percentage of vehicles speeding is generally declining, however has increased slightly on North Cliff Road (NCR). Most vehicles found to be speeding are not registered in Kirton in Lindsey. The NLC Speed Indicator Device (SID) on NCR is faulty, this appears to be power issue and is getting looked into. A recent complaint about sun glare from a Community Speedwatch volunteer vehicle has been referred to the Co-Ordinator at Humberside Police. Cllr Fox queried the current number of volunteers. Cllr Starkie advised around eight, however more are always welcomed and although some have left other people have also recently joined. The large majority of response from residents is positive. Cllr Kofoed provided an update on Community Support Mounted Unit (CSMU) and the Close Pass Operation educating drivers to stick to 10 mph and remaining 2 metre distance when passing horses, also the provision of information stands on recent changes regarding dogs and sheep worrying. There are now 10 CSMU operatives in our area. The Town Clerk noted that the six new Community Speedwatch signs are in place on each of the town boundary signs. Cllr Fox advised that she is still waiting for confirmation from the Police and Crime Commissioner about when the funding for SID applications reopens.

2607/09 Whipping Post

The Town Clerk noted that works are slightly delayed due to a supplier issue and are now expected to be completed at the beginning of September. NLC are informed with reference to the planned photo call.

2607/10 Allotments

The Town Clerk noted the replies so far from NLC regarding the allotment entrance works, noting that Planning had requested a further measurement for Highways which was quickly provided by the contractor. NLC have not yet replied further - the response period for queries is usually around one month. Cllr Garritt offered to chase a response up. National Allotment Week 10-16th August was noted, tenants are aware and information about what other sites around the country are planning was shared with them.

2607/11 Grove Street Cemetery

The Town Clerk updated the Council noting that the shed requires some maintenance works and costs are to be sought. Receipt of a refund for the missed waste collection in March was received from NLC this month. The memorial testing works are completed. 17 memorials failed, most of which had to be laid down immediately due to the danger they posed. Of these, 13 previously failed the testing works in 2021 and were stood back up without the required works to them to make them safe. The Town Clerk was asked to look into the legal position the Council has in dealing with this worrying situation.

2607/12 Open Spaces

a. The Council received the weekly visual play park inspection reports (dated 01/07; 10/07 and 16/07) for signature. Cllr Starkie noted some minor issues which he had resolved. Additional sand was delivered and the Town Clerk and Cllr Starkie attended to move the three tonnes of sand into the sandpit. Two residents also came across to help and were thanked. Cllr Fox asked that thanks to the residents were noted in the minutes. Cllr Starkie raised concerns that safety chains are not part of the MeToYou swing array. With the RoSPA inspection due next month it was discussed that any action should wait for their recommendations. Cllr Starkie was thanked for carrying out the inspections. The Town Clerk provided an update on the installation of the new slide. This is completed and the relevant reporting sent back to NLC regarding the Section 106 funding. Although this issue was not identified on the post-installation inspection report, both RPII qualified inspectors, Cllr Fox and Cllr Starkie, had raised concerns about the installed rope anchoring

system chain protectors and the potential trip hazard they may cause. KOMPAN have offered to amend this so that the chain protectors are no longer required and instead install anti-pinch connectors to provide additional safety. The Town Clerk also reported discrepancies on the invoice for KOMPAN including skip hire and a hotwash welfare van which there was no evidence of provision or use of. This was ongoing.

RESOLUTION: *That the annual operational RoSPA report is awaited for any action required with the MeToYou swing.*

RESOLUTION: *That KOMPAN are asked to remove the chain protectors and install anti-pinch connectors.*

ACTION: Town Clerk

RESOLUTION: *That the discrepancies on the invoice are chased up for resolution.* ACTION: Town Clerk

b. The Council received the weekly inspection reports (dated 29/06; 10/07 and 16/07) for the outside gym equipment. Issues were reported with two pieces of equipment which Cllr Starkie has put out of action. Streetscape are aware and due to visit and advise further. Thanks were noted to Cllr Starkie for carrying out the inspections.

c. The Town Clerk provided an update on the Parish Paths Partnership, noting the second cut of the season was due. Cllr Kofoed advised FP255 was recently cut but that the hedges needed attention. The Town Clerk advised contact would be chased with the Public Rights of Way Officer at NLC to ask the landowner to action. Cllr Kofoed reported PF254 was cut but not the entire route to Northorpe. The Town Clerk advised the Town Council's contractors only cut to the parish boundary.

d. The Town Clerk provided an update on works to the directional fingerposts and historic street signs. A quotation for works to the rotten directional sign at Grayingham Road was still awaited. The historic street signs work was underway and works to those with permission should be completed at the start of August.

e. The Council considered works to town benches. The Town Clerk reported that Scouts didn't have enough members to take on the work and the Youth Club had expressed interest in members creating designs for benches. Further information was sought on this idea. No response was received from Kirton Academy.

2607/13 Finance

i. Income and Expenditure

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

b. The Council considered the renewal of SLCC membership for the Town Clerk at £316.00.

RESOLUTION: *That the renewal is approved.* ACTION: Town Clerk

c. The Council considered plans ahead of the annual Remembrance Service and the requirement for the purchase of wreaths.

RESOLUTION: *That three wreaths are purchased; two poppy wreaths and one RAF style wreath.* ACTION: Town Clerk

d. The Council approved accounts for payment.

ii. Internal Control

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

b. The Council received the 1st Quarter Budget Monitoring Report with no comments or actions required.

2607/14 Policies and Procedures

a. The Council reviewed Policy 07: Member/Officer Protocol last approved July 2025.

RESOLUTION: *That this policy is approved without amendment.* ACTION: Town Clerk

b. The Council discussed membership of Town Council Committees with the Town Clerk noting quorum concerns at the last three committee meetings held. Cllr Gunn was nominated to join the Promoting Kirton and Personnel & Disciplinary Committees. Cllr Kofoed was nominated to join the KLASSIC Charity Committee.

RESOLUTION: *That Cllr Gunn joins the Promoting Kirton and Personnel & Disciplinary Committees.*

RESOLUTION: *That Cllr Kofoed joins the KLASSIC Charity Committee.*

c. The Council discussed the ERNLLCA Annual General Meeting and their Call for Motions with deadline of 21

September (as discussed initially at May meeting). Cllr Frankish suggested putting forward a motion for clarification around concerns about conflicts of interest. The Town Clerk offered to draft a request and circulate this to check if it met expectations/requirements.

RESOLUTION: *To put forward a motion for the clarification around concerns about conflicts of interest should this meet expectations and requirements after circulation.* ACTION: Town Clerk

c. The Council considered Wirehouse Employer Services offer of professional services – Employment Law & HR Services / Health and Safety Services.

RESOLUTION: *That professional memberships to NALC, ERNLLCA and SLCC provide the advice required at this time.* ACTION: Town Clerk

2607/15 Planning

a. The Council considered the following planning applications:

i. PA/2026/297

Proposal: Application for approval for reserved matters (access, appearance, landscape, layout and scale) pursuant to outline planning permission PA/2022/395 for up to 60 dwellings Amended site layout, house types, landscaping, provision of public open space, pumping station details, boundary treatments, Suds, lighting details, updated design and access and heritage statement, foul and surface water details, impermeable areas, travel plan, highway and site entrance details. PLUS updated drainage strategy.

Location: Jack Tighe Ltd, Redbourne Mere, Kirton in Lindsey, DN21 4NW

Cllr Frankish declared an interest and left the meeting.

RESOLUTION: *That the Clerk responds “that the Council does not find itself qualified to comment on flooding and drainage proposals, but remains broadly supportive of the application; remains aware of privacy protection concerns expressed by residents of existing dwellings. In terms of flooding and drainage, defers to the Lead Local Flood Authorities comments.”* ACTION: Town Clerk

Cllr Frankish returned to the meeting.

ii. PA/2026/743

Proposal: Planning permission to install a pedestrian entrance and a separate vehicle entrance with a sliding gate.

Location: 8 Endell Drive, Kirton in Lindsey, DN21 4GB.

RESOLUTION: *That the Clerk responds with ‘No Comment’ to this application.* ACTION: Town Clerk

iii. PA/2026/796

Proposal: Planning permission to extend roof and erect two-storey rear extension.

Location: 9 Highfield Drive, Kirton in Lindsey, DN21 4EB.

RESOLUTION: *That the Clerk responds with ‘No Comment’ to this application.* ACTION: Town Clerk

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

i. PA/2026/168 – APPROVED – Application for a non-material amendment to reserved matters PA/2023/1166 , granted on appeal (Appeal Ref: APP/Y2003/W/25/3367635) namely to alter plots 3, 5-8, 10, 11, 12, 14, 16, 17, 19, 47, 48, 54, 55, 61, 62, 66, 67, 69, 70 and 72-74 along with the addition of EV charging points on all plots at Land off Ings Road, Kirton in Lindsey, DN21 4BX.

ii. PA/2026/362 – FULL PLANNING PERMISSION – to erect two dwellings - Homestead, 36 Queen Street, Kirton in Lindsey, Gainsborough, DN21 4NX.

iii. PA/2026/420 – CONSENT TREE PRESERVATION ORDERS – to thin, crown lift and reduce overhanging branches to a Sycamore identified as T5 in and subject to Tree Preservation (Kirton in Lindsey) Order 1972 - Glencoe, 6 Station Road, Kirton in Lindsey, DN21 4BB.

iv. PA/2026/554 – HOUSEHOLDER PLANNING PERMISSION – for the creation of a vehicular access at 11 North Cliff Road, Kirton in Lindsey, DN21 4NJ.

v. PA/2026/576 – CONSENT TREE PRESERVATION ORDERS – to reduce lateral branch growth of Sycamore (*Acer pseudoplatanus*) identified as T1 overhanging the roof and northern elevation of the neighbouring property (5 South Cliff Road) by pruning back to suitable growth points in order to remove branch contact with the roof and provide appropriate clearance from the building. The tree is subject to Tree Preservation (The Queens Head, 1 King Edward Street, Kirton in Lindsey) order 1999 - Queens Head, 1 King Edward Street, Kirton in Lindsey, DN21 4NF.

The Council noted: PA/2026/66 – The application for permission to erect an electricity substation at Manton Quarry, B1398, DN21 4JT was withdrawn.

c. The Council considered the response from North Lincolnshire Council to the request to take proactive steps to implement an Article 4 Direction for Kirton in Lindsey and the further requests from the resident agreeing actions required.

Additional requests: if the Town Council could write back to North Lincolnshire Council's Planning Department to request the following proactive measures:

a. Early Warning Monitoring: Request that Kirton in Lindsey be placed on a planning watchlist, so that any future notifications or incremental trends towards high-density housing conversions in our parish are flagged early.

b. Local Plan Protections: Ensure that during any upcoming reviews of North Lincolnshire's Local Plan, strong wording is maintained to protect smaller rural market towns like Kirton in Lindsey from unbalanced housing stock conversions.

RESOLUTION: *That these additional requests are supported and sent through the NLC Planning.* ACTION: Town Clerk

2607/16 Town Clerk's Report / Correspondence for Information and Discussion

The Council received the Town Clerk's report including correspondence for information and discussion.

Correspondence for Information and Discussion

a. The Council discussed distribution of correspondence.

RESOLUTION: *That no changes to correspondence distribution be made at this time.*

b. The Council noted any correspondence received after the Agenda was published as: Ings Road potential enforcement action issues updates; NLC News Direct update; Retford Memorials memorial works information request; Local Government Reorganisation update; External Audit completion notification; Doncaster Sheffield Airport consultation; NLC Bear Cub trail invitation.

c. NLC – Bosom Belles Concert invitation in aid of the Mayor of North Lincolnshire's Charity

d. NLC – Visit North Lincolnshire June Tourism update

e. ERNLLCA – Managing Complex & Tactical Grievances free WorkNest webinar

f. ERNLLCA – Tackling Toxic Employees/RIDDOR free training webinars information

g. CPRE – Best Kept Village competition update

h. NLC – notification of resident complaint about FP255 requiring cutting – update provided

i. Civic – Gainsborough Civic Service (September)

j. Resident – query about scattering ashes in public places – referred to NLC

k. ERNLLCA – Reminder/instructions for Play Area Inspection training (fwd to Cllr Starkie)

l. Wirehouse Employer Services - offer of professional services – Employment Law & HR Services / Health & Safety Services

m. ERNLLCA – Data Protection and Social Media courses

- n. ERNLLCA – Details of Home Officer webinar on Martyn’s Law 20th July
- o. Military vs Cancer – request to help publicise upcoming Charity Summer Ball
- p. Resident – comments on successful reporting of issues to NLC via proper channels
- q. Kirton Lindsey Primary Academy – copy of letter to NLC/MP regarding need for lollipop crossing patrol
- r. NLC – Mayor’s Civic Service invitation (October)
- s. Immingham Town Council – Mayor’s Garden Party invitation (August)
- t. NLC – News Direct updates
- u. Winterton Town Council – cancellation of Civic Service (July)
- v. Crowle & Ealand Town Council – invitation to Civic Service (January)
- w. Cllr Stephenson – response to complaint to Royal Mail regarding Dunstan Villas post box
- x. ERNLLCA – District Committee Meeting notification (22nd July)
- y. Library Services – concern about parking and need for reserved spaces signage
- z. KOMPAN – confirmation of completion of works to embankment slide & inspection
- aa. Broughton Town Council – change of date for Civic Service (January)
- bb. ERNLLCA – Monthly newsletter
- cc. Resident – query about memorial safety testing works & Church Graveyard
- dd. NLC – Brigg Locality Meeting notes
- ee. Resident – notification via phone of change of address for Council Tax purposes – signposted to NLC
- ff. ERNLLCA – NALC updates
- gg. Planting Contractor – update about watering, grass and temporary use ban
- hh. Resident – potential enforcement action notification re land Off Ings Road
- ii. Ward Councillor – response to potential enforcement action re land off Ings Road
- jj. Resident – update on NLC response to scattering ashes in public places
- kk. KOMPAN – handover pack for slide and rope pull installation
- ll. RoSPA Play Safety Team – confirmation of annual operational inspection
- mm. Resident – concern about potential closure of the Scout group
- nn. O’Neill Patient Solicitors LLP – requirement for certificate of compliance for remortgage of property at Henlow Close – signposted to NLC.
- oo. Resident – complaint about parking of vehicle by Community Speedwatch volunteers – fwd to Humberside Police co-ordinator.

2607/17 Date of next Meeting and Agenda Deadline

The Council confirmed, subject to any change in circumstances, the date and time of the next monthly Town Council Meeting as 23rd September 2026 at 7pm at the Diamond Jubilee Town Hall.

NOTE: Agenda items to be submitted in writing prior to Friday 11th September in line with Standing Orders.

The meeting closed: 8:30