

# EPWORTH TOWN COUNCIL



28<sup>th</sup> September 2023

To: Members of Epworth Town Council

Councillors Finch (Chairwoman), Baker, Cooper, Grantham, Holt, Stewart,  
J Whittaker, R Whittaker & Wilson

Dear Councillor

I hereby give notice of the **Full Council Meeting of Epworth Town Council** due to be held on **Tuesday, 3<sup>rd</sup> October 2023**, at **7.00 pm**, in the **Small Hall of the Imperial Hall, Chapel Street, Epworth**, and you are summoned to attend.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Gary Johnson'.

**Gary Johnson**  
Town Clerk to the Council

## Public Participation

Members of the public may speak prior to the meeting on issues they would like to bring to the attention of the Full Council, however public participation shall not exceed 15 minutes.

Note that this Council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting by means of the recording and expresses hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any member of the public who may be present who do not wish to be filmed or recorded. The Council meeting is recorded, and the recording is saved for a period of no less than 12 months.

## AGENDA

1. **Record of Members Present**  
To record the names of members present.
2. **Apologies and Reasons for Absence**  
To receive and accept any apologies and reasons for absence.
3. **Declarations of Interest & Dispensations**
  - (i) To record any declarations of interest in respect of the agenda.
  - (ii) To note any dispensations given to any member of the Council in respect of the agenda.

4. **Planning**

To consider the following planning applications:-

PA/2023/1421            Proposal: Application to remove condition 1 of IA/32/68 dated 22/04/1968 relating to occupational agriculture tie  
Location: 1 Melwood Houses, Melwood Hill, Epworth, DN9 1HY  
Applicant: S & M Hewson

PA/2023/1365            Proposal: Planning permission to vary condition 2 of PA/2021/2119 namely to move relocate and re-design the dwelling, due to the location of existing SW drain  
Location: 120, High Street, Epworth, DN9 1JS  
Applicant: Mr Anthony Ash

5. **Youth Council**

To receive an update from the representatives and consider any further action to be taken.

6. **Chairwoman's Report**

To receive a report from the Chairwoman.

7. **Ward Councillors' Report**

To receive a report from the ward councillors.

8. **Minutes of the Last Meeting**

To approve as a correct record the minutes of an Ordinary Meeting of the Full Council held on Tuesday, 5<sup>th</sup> September 2023, and an Extraordinary Meeting of the Full Council held on 7<sup>th</sup> September 2023.

9. **Clerk's Report**

To receive a report from the Clerk.

10. **Correspondence**

(i) To note the following correspondence:-

- a) Millea Group Limited - Facebook Posts about Belton Road Development
- b) Merchant Navy Fund - Raise the Red Ensign
- c) ERNLLCA - Conference & AGM
- d) Peninsula Business Services Limited - Employment Law and H&S Legislation
- e) Millea Group Limited - Isle Education Trust
- f) Millea Group Limited - Website Messages about Belton Road Development
- g) Councillor T Mitchell - PA/2023/1381
- h) Millea Group Limited - Doctors
- i) North Lincs Council - New Town & Parish Council Email Address
- j) Mr A Gore - Turbary Road
- k) North Lincs Council - Occasional Market Consent
- l) Bright HR - Workplace Stress
- m) Millea Group Limited - Q&A Session / Planning Portal Responses
- n) Councillor T Mitchell - Trees North Side of Kings Head Croft Field
- o) SLCC - Annual General Meeting
- p) North Lincs Council - Cabinet Meeting
- q) Millea Group Limited - Belton Road Development
- r) Ms E Wilson - Enquiry for Activity at Kings Head Croft
- s) PKF Littlejohn LLP - AGAR Queries
- t) Government Events - Adult Safeguarding Conference
- u) North Lincs Council - Occasional Market Consent
- v) Barton Upon Humber Town Council - Civic Service

- w) Bright HR - Salary Calculator
- x) North Lincs Council - Civic Service
- y) St. Andrew's Church - Grass Cutting
- z) Gov PD - Speaking & Presenting with Impact
- aa) Mr M Gibson - Open Letter to South Axholme Academy
- bb) VANL - Free Networking Event
- cc) Mr H Goodenough - Fountain Court
- dd) East Riding Voluntary Action - Community Vision
- ee) Millea Group Limited - Traffic / Drainage / Heritage
- ff) Mr M Lewis - Neighbourhood Plan
- gg) VANL - Funding Portal
- hh) Millea Group Limited - Design & Landscaping
- ii) Worknest - Chronic Complainer
- jj) North Lincs Council - Town & Parish Council Liaison Meeting Agenda
- kk) ERNLLCA - Discounted Energy Scheme & Streetscape Funding
- ll) ERNLLCA - Jo Cox Civility Commission
- mm) Humberside Police - Bonfire Activities
- nn) Mr A Fleet / North Lincs Council - Cutting of Footpaths
- oo) ERNLLCA - Election to NALC Larger & Smaller Councils' Committees
- pp) North Lincs Council - New Saturday 399 Timetable
- qq) North Lincs Council - Family Voice Representatives
- rr) North Lincs Council - Live Well: Senior Independent Living Events
- ss) Epworth Business Forum - Planning Objection
- tt) Barton Upon Humber Town Council - Charity Dinner
- uu) Councillor D Robinson - Epworth Mixed-Use Development Plans

(ii) To consider the following correspondence:-

- a) RoSPA Play Safety Inspections - Inspection Reports
- b) Millea Group Limited - Footpath Link
- c) Peninsula Business Services - Harassment & Bullying / Long Term Sickness
- d) Slow Ways - National Walking Network

## 11. **Publications**

To note receipt of the following publications:-

Clerk & Councils Direct - Magazine	September 2023
North Lincs Council - Forthcoming Meetings	September 2023
Public Sector Network - Newsletter	September 2023
Rural Services Network - Rural Funding Digest	September 2023
SLCC - The Clerk	September 2023
ERPF - Employer Alert	
ERPF - Employer Bulletin	
ICCM - Member Newsletter	
NALC - Chief Executive's Bulletin	
NALC - Events	
NALC - Newsletter	
North Lincs Council - Business Focus	
Public Sector Executive - Online Newsletter	
Rural Services Network - Rural Bulletin	
SLCC - News Bulletin	

## 12. **Committee / Working Group Reports**

To note / approve the minutes of the following committee / working group meetings:-

Planning Committee	Monday, 11 <sup>th</sup> September 2023
Personnel Committee	Tuesday, 12 <sup>th</sup> September 2023

13. **Finance**
  - (i) To note and approve the schedule of accounts for payment for October 2023.
  - (ii) To consider the reimbursement of some expenses incurred in buying plants for the planters.
  - (iii) To agree new signatories for the Council's bank account.
14. **Dog Fouling**

To discuss a response from North Lincolnshire Council about dog fouling, specifically with regard to the Public Spaces Protection Order.
15. **Local Elections**

To consider a survey to do with national data collection on the 2023 local elections.
16. **South Axholme Academy**

To consider the sponsorship of a trophy / shield.
17. **Vacuum Cleaner**

To consider a recommendation to buy an additional vacuum cleaner.
18. **Tablet**

To further consider the purchase of a tablet(s).
19. **Microsoft**

To consider renewal of subscription for online services.
20. **Hedging**
  - (i) To consider a quote to purchase some plants to replace hedging at the Cemetery.
  - (ii) To consider a quote to cut the hedge on the Southern side of the Cemetery.
21. **Town Walks**

To receive feedback about the town walk and consider any action which needs to be taken.
22. **Town & Parish Council Liaison Meeting**

To receive feedback from the town and parish council liaison meeting.
23. **Best Kept Village Competition**

To consider sending letters of thanks to residents / businesses mentioned in the feedback received for this year's competition.
24. **Facebook**

To consider items for Facebook.
25. **Items Raised By Councillors**
  - (i) **Parking** - Councillor R Whittaker  
To discuss the removal of a disabled parking bay at Church Street car park due to an electrical charging point being fitted.
  - (ii) **Lanyards & Name Badges** - Councillor Finch  
To consider the purchase of Lanyards and Name Badges.
  - (iii) **Chain of Office** - Councillor Finch  
To consider having a Chain of Office.
26. **Date, Time and Place of Future Meetings**

To confirm date, time and place of future meetings of the Council.

**27. Closure of Council Meeting**  
To note the time the meeting closed.

Note: All members of the Public & Press are welcome to attend.

If you wish to speak on any matter on the agenda or anything else that affects the Parish of Epworth, please let the Clerk know prior to the start of the meeting.

**Appendix for Full Council Meeting held on Tuesday, 3<sup>rd</sup> October 2023, at 7.00 pm,  
in the Small Hall of the Imperial Hall, Chapel Street, Epworth**

**Item 13 - Finance**

**ACCOUNTS FOR PAYMENT - OCTOBER 2023**

**Payments made before or since last meeting:-**

06.09.23	BP	Equals	Transfer of Funds	378.00
19.09.23	Equals	Microsoft	Online Services	148.32
20.09.23	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	44.00
	DD	EDF Energy	Electricity	234.00
	BP	Utopia	Curtains	1,030.00
22.03.23	DD	EDF Energy	Electricity	34.00
26.09.23	DD	Everflow	Water Rates	5.22
	DD	Vodafone	Mobile Phone Charges	17.16
27.09.23	DD	Plusnet	Telephone & Broadband Charges	34.92
29.09.23	BP	Wages / Tax & NI / Pension	Month 6	3,496.64
02.09.23	DD	Scottish Power	Electricity	35.83
	DD	North Lincs Council	Business Rates	62.00

**Payments submitted at this meeting:-**

03.10.23	BP	Torne Valley Ltd	Plant Food / Bin Bags	15.24
	BP	Shed on the Isle	Refurbishment of Plaques	62.44
	BP	Epworth Imperial Hall	Room Hire	130.00
	BP	Playsafety Limited	Annual Playground Safety Inspection	226.20
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	R Wilkinson Window Cleaning	Cleaning of Cemetery Lodge Windows	60.00
	BP	ERNLLCA	Annual Conference	90.00
	BP	Glover & Co	Payroll Services	696.00
	BP	Torne Valley Ltd	Oil / Refuse Sacks / Bulb / Bin Bags	17.93
	BP	Axholme Pest Control	Mole Control	115.20
	BP	Mr S Quantrill	Mileage	8.10