

EPWORTH TOWN COUNCIL

Cemetery Lodge Burnham Road Epworth DN9 1BY

Email: clerk@epworthtowncouncil.com Tel: 01427 872086



1 July 2021

Dear Councillors,

I hereby give notice of summons to attend a meeting of the Full Council Meeting that will be held on the following:

Tuesday 6 July 2021 to commence at 7 pm

For any apologies for attendance, please could you email me on clerk@epworthtowncouncil.com at your earliest opportunity.

With regards

Clare Boyall

Clerk

Epworth Town Council

The Councillors of the Epworth Town Council are hereby summoned to attend a Full Town Council Meeting at 7pm on Tuesday 6 July 2021 in the main hall at The Imperial Hall, Epworth.

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Covid Guidance

Any person attending this meeting must wear a face covering until seated and observe social distancing rules at all times. Please use the hand sanitiser provided on entering the meeting room.

AGENDA ITEMS FOR DISCUSSION AND DECISION

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.

Public Participation

Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session. The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking.

- 01/07/21** To record the names of members present
- 02/07/21** To receive apologies of absence
- 03/07/21** To receive **Declarations of Interest** by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. (*Localism Act 2011 Code of Conduct*).
- 04/07/21** To note **dispensations** given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*).
- 05/07/21** To receive the **Chairman's Announcements**
- 06/07/21** To receive reports from **Ward Councillors**
- 07/07/21** To receive the **Clerk's Report**
- 08/07/21** To resolve the **Draft Minutes of the Full Council Meeting held on 4 May 2021**
- 09/07/21** To resolve the **Draft Minutes of the Extraordinary Council Meeting held on 23 June 2021**
- 10/07/21** To receive applications for **Co-Option to fill a Casual Vacancy (Local Government Act 1972 s87 (1))**
- 11/07/21** To receive the **Financial Reports and Bank Reconciliation**

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12/07/21 To receive the Schedule of Payments

Cheque Payments

| No | Payee | Reason | VAT | Gross Amount |
|----|-----------------------------------|---------------------------|---------|--------------|
| 1 | Payroll | Month 2 | 0 | £1587.39 |
| 2 | Eva Jane | Hanging Basket Refund | 0 | £20.00 |
| 3 | The Foot Health Clinic | Hanging Basket Refund | 0 | £20.00 |
| 4 | Glover and Co | Payroll 2020/2021 | £104.00 | £624.00 |
| 5 | HMRC | Month 1 | 0 | £211.00 |
| 6 | P Barker | Expenses | 0 | £9.00 |
| 7 | E Von Sembach | Expenses | 0 | £15.60 |
| 8 | C Boyall | Expenses | 0 | £3.50 |
| 9 | MWQA Ltd | H&S Support May | 0 | £50.00 |
| 10 | Tuff Trax | Turbary Road | £100.00 | £600.00 |
| 11 | Agilico | April Invoice | £7.97 | £47.83 |
| 12 | Kingfisher Print | April Invoice | 0 | £186.00 |
| 13 | CPRE | Best Kept Village | 0 | £40.00 |
| 14 | Topline Pest Control | Woodworm Treatment | £136.00 | £816.00 |
| 15 | HMRC | Month 2 | 0 | £132.35 |
| 16 | MKS Groundcare | Grass Cutting | £40.00 | £240.00 |
| 17 | P Barker | Expenses | 0 | £11.25 |
| 18 | E Von Sembach | Expenses | 0 | £10.20 |
| 19 | Paul Hayward | Grass Cutting | 0 | £1035.00 |
| 20 | Arrow Publications | Advertising | £15.40 | £92.40 |
| 21 | Torne Valley | Consumables | 0 | £32.75 |
| 22 | Zurich Municipal | Annual Insurance | 0 | £1980.71 |
| 23 | K J Ash (Hatties) | Hanging Basket Refund | 0 | £20.00 |
| 24 | Payroll | Month 3 | 0 | £2017.89 |
| 25 | Cowley Fire Protection | Fire Extinguisher Service | £10.83 | £64.95 |
| 26 | Complete Business Solutions Group | Stationery | £3.95 | £23.70 |

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|----|-------------------------|-------------------------|---------|----------|
| 27 | JT Building and Joinery | Concrete base for a bin | 0 | £350.00 |
| 28 | ERNLLCA | Cllr Training Courses | £38.00 | £190.00 |
| 29 | Equals Card | Petty Cash Payment Card | £2.00 | £12.00 |
| 30 | MKS Groundcare | Grass Cutting | £40.00 | £240.00 |
| 31 | Public Sector Audit | Internal Audit | 0 | £1245.00 |
| 32 | C Boyall | Expenses | 0 | £14.67 |
| 33 | MWQA Ltd | H&S Support June | 0 | £50.00 |
| 34 | Tunes | Hanging Baskets | £386.90 | £2321.40 |

Direct Debit Payments

| | | | |
|----|---------------------------|------------------------------|---------|
| 1 | Scottish Power | Utility | £11.00 |
| 2 | Scottish Power | Utility | £11.00 |
| 3 | EDF | Utility | £12.00 |
| 4 | EDF | Utility | £85.00 |
| 5 | EDF | Utility | £21.00 |
| 6 | HSBC | Charges April | £27.70 |
| 7 | Plusnet | Landline and Broadband April | £39.60 |
| 8 | Siemen Financial Services | | £219.10 |
| 9 | N Lincs Council | Trade Waste | £64.04 |
| 10 | N Lincs Council | Business Rates May | £71.00 |
| 11 | Scottish Power | Utility | £11.00 |
| 12 | Scottish Power | Utility | £11.00 |
| 13 | EDF | Utility | £12.00 |
| 14 | EDF | Utility | £112.00 |
| 15 | EDF | Utility | £48.00 |
| 16 | HSBC | Charges May | £21.60 |
| 17 | Plusnet | Landline and Broadband May | £39.60 |
| 18 | Plusnet | Landline and Broadband June | £39.60 |
| 19 | N Lincs Council | Trade Waste | £40.04 |

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|----|-----------------|---------------------|--------|
| 20 | N Lincs Council | Business Rates June | £71.00 |
| 21 | Vodafone | Mobile April | £23.31 |
| 22 | Vodafone | Mobile May | £23.00 |
| 23 | Vodafone | Mobile June | £23.00 |

- 13/07/21 To Elect members of the Personnel Committee**
- 14/07/21 To receive and review the Standing Orders (Revised 2020)**
- 15/07/21 To receive and review the Data Protection Policy**
- 16/07/21 Planning Applications (Town & Country Planning Act 1990 as amended)**
16.1 Application No: PA/2021/997
Proposal: Application for the determination of the requirement for prior approval for the installation of an 18m phase 8 monopole c/w wraparound cabinet at base and associated ancillary works
Site Location: Open Space, Tottermire Lane, Epworth
- 16.2 Application No: PA/2021/1010**
Proposal: Planning permission for the erection of an extension for a swimming pool
Site Location: Melwood Grange, Melwood Hill, Epworth
- 17/07/21 Planning Permission Granted**
To receive information previously circulated.
- 18/07/21 Planning Permission Refused**
Application No: PA/2020/1117
Proposal: Planning permission to erect three dwellings and associated garages
Site Location: 7 Belton Road, Epworth, DN9 1JL
- 19/07/21 To Elect 2 Council representatives to ERNLLCA**
- 20/07/21 To receive the Local Government Boundary Commission for England Consultation on Electoral Wards**
- 21/07/21 To receive information regarding The Turbary**
Cllr J Whittaker.
- 22/07/21 To receive information on the Cemetery, Burnham Road, Epworth**
Cllr J Whittaker.
- 23/07/21 Installation of Community Radio Equipment at Council Offices**
To receive further information. Carried forward from previous meeting.
- 24/07/21 To receive and resolve the quotation for work on Cemetery Lodge**

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- 25/07/21 To receive the North Lincolnshire Green Energy Park notification of Public Consultation**
- 26/07/21 To elect 2 Town Council representatives to the Imperial Hall Committee**
- 27/07/21 To receive information on remote meetings**
Cllr D Stewart.
- 28/07/21 To resolve the siting of a gifted planter**
Cllr Finch.
- 29/07/21 Closure of Footpath 53**
To receive information from N Lincs Council (information previously circulated).
- 30/07/21 To resolve to purchase a Poppy Wreath under (Local Government Act 1972 s137)**
- 31/07/21 To receive information regarding an additional dog waste bin near to the cemetery**
Cllr Finch.
- 32/07/21 Questions to the Chairman**
Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the agenda.
- In view of the confidential nature of the business concerning members of staff or legal issues about to be transacted, it is advisable and in the public interest that the press and public be temporarily excluded, and they are asked to withdraw under the terms of the Public Bodies (Admission to Meetings) Act 1960 and of Standing Orders. THE COUNCIL MAY RESOLVE to exclude members of the press and public for the following agenda item:
- 33/07/21 To receive information on the appointment of a new Clerk.**
Cllr Harm.