

Council members:

Cllr Mitchell (Chairman) Cllr Janney (Vice chairman), Cllr Astle, Cllr Baker, Cllr Dent, Cllr Harm, Cllr Johnson, Cllr Pearce, Cllr Robinson, Cllr Stewart MBE Cllr Truelove, Cllr Whittaker, Cllr Wilson & Cllr Woods.

Minutes of a Meeting of the Council held in the small room of the Imperial Hall Epworth on **Tuesday April 2nd 2019 at 7pm.**

The Chairman welcomed everyone to the last meeting of this council and explained the fire evacuation procedures (the clerk signed the forms).

The following paragraphs were read out:

**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.**

**Public Participation session:** Residents are invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration.

**(Members of the public are reminded that each presentation should take no more than three minutes).**

**Gill Crawley of The Old Rectory:** arrived after the start of the meeting which was then suspended to allow her to speak: Ms Crawley said that this year is the 350<sup>th</sup> anniversary of the death of Susannah Wesley a lady who educated her own children, conducted prayer meetings and challenged the establishment of the Church of England. The plan is to hold a flower festival in her name. There will be displays by “Botanical Engineering” using the whole house to display the story inspired by Susannah Wesley. Costs associated with the provision of large displays. Exhibition expected to be popular. There will also be small craft fair and a “mini gardens” display from the schools. Ms Crawley confirmed that there would be match funding of approximately £1000 (one thousand pounds) from The Old Rectory. The Chairman thanked Ms Crawley for her presentation, she then left the meeting at 7.10pm

**01.04.19 To record the Names of Members Present.** Cllr Mitchell presiding:

**Cllrs:** Baker, Harm (arrived at 7.17pm) Janney, Johnson, Stewart, Truelove, Whittaker, Wilson and Woods.

The clerk C Maguire was in attendance.

**02.04.19 Apologies for absence** were received from Cllrs Astle, Dent and Robinson, Cllr Pearce was not present.

**03.04.19 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*).

Cllr Whittaker personal interest item 13, The Old Rectory.

**04.04.19 To note dispensations** given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*). None requested.

**05.04.19 To receive the Chairman’s Announcements** (*for information only*). The Chairman announced that the Great British Spring Clean that the Council had resolved to support would be held on Sunday April 14th at 10am at Kings Head Croft, equipment would be provided by North Lincolnshire Council

and a collection point had been arranged. Councillors were welcome to attend. As this was the final meeting of the current council the Chairman thanked all present for their voluntary service and whether they were standing for election or standing down he wished everyone well. Finally he reminded councillors that the Annual Assembly was scheduled for Tuesday April 16th and as residents, they were all welcome to attend.

**06.04.19 To receive the Ward Councillor's Report** (*for information only*) The ward councillor was not present but was thanked in his absence by a councillor, for his reports but "not thanked" for his involvement in the Scrutiny Committee process that had reduced Epworth and other Town Councils in number from 15 to 9 councillors.

**07.04.19 To receive the Clerk's Report** (*for information only*).

**Cemetery Lodge and buildings valuation:** email from Grice & Hunter with price for valuation - agenda item Finance Committee/full council

**Assistant clerk: applications now closed:** Personnel Committee to meet shortlist required and dates for interviews.

**MKS Groundcare Ltd:** request from them for BACS payment – clerk to obtain details from bank on procedures – agenda item new council

**VANL: membership invoice** – agenda new council

**KHC swing seat replacements:** clerk has met with new provider of replacement parts – quotation requested, agenda item new council

**Planning:** next meeting Wednesday April 17<sup>th</sup> to include License application

**ERNLLCA:** news-letter circulated

**Merchant Navy Day:** fly the Red Ensign – reminder paperwork received for September 3<sup>rd</sup>

**Chapel of Rest:** one quotation received for cupboard for meters, agenda Cemetery Committee/full council

**Environment Committee:** street map option can be provided by NLC (copyright to be checked)

**Epworth & District Agricultural Society stand application** – agenda item new council

**Annual Assembly:** Notices on web-site and Facebook; planning report updated; attendance list can be completed after April full council meeting; annual report in progress

Proposed by Cllr Stewart seconded and **RESOLVED** clerks report noted.

**08.04.19 To resolve Draft Minutes of Meetings** of the Council held on Tuesday March 5th and Tuesday March 19th 2019 copies of which have been previously circulated, for approval and signature. Draft minutes of March 5th proposed by Cllr Stewart seconded by Cllr Woods **RESOLVED** a true record and signed by the Chairman.

Draft minutes of March 19th proposed by Cllr Janney seconded by Cllr Wilson **RESOLVED** a true record and signed by the Chairman.

**09.04.19 To dispose of any business,** if any, remaining from the last meetings. Noted that the grant from North Lincolnshire Council was for the roadside border planting at Kings Head Croft car park which had been done. Further noted that following the omission of the date of the Annual Assembly in the "Arrow" an apology had been offered and a free article.

**10.04.19 Finance Committee: To resolve draft minutes** from Finance Committee meeting of Wednesday March 27th 2019 copies of which have been previously circulated for approval and signature. With a minor typing error corrected, the minutes were proposed by Cllr Stewart seconded by Cllr Wilson **RESOLVED** a true record and signed by the Chairman. Noted that the item re the "bank card" was still un-resolved.

**11.04.19 Internal Control:** to receive a copy of the bank statements and balanced February account sheet for approval and signature of the Chairman. Proposed by Cllr Stewart seconded by Cllr Truelove **RESOLVED** an accurate record and signed by the Chairman.

**12.04.19 Internal Control:** to receive a copy of the budget sheet to date, April 2018 to March 2019 for approval and signature by the Chairman noting budget heading overspends and resolving to “vire” funds from reserves if required. Proposed by Cllr Stewart seconded by Cllr Truelove **RESOLVED** an accurate record and signed by the Chairman.

**13.04.19 Local Government Act 1972 Section 137 grant application:** to receive a copy of the grant application from The Old Rectory for £1000 (one thousand pounds) with committee recommendation to grant. Noting that the grant was being “match funded” by The Old rectory, proposed by Cllr Stewart seconded by Cllr Harm and **RESOLVED** to grant fund £1000.00 (one thousand pounds)

**14.04.19 Water-Plus:** to resolve that 2 councillors sign the new direct debit mandate for cemetery waste water which will be a variable payment taken at least 14 days after the bill is issued. Proposed by Cllr Stewart seconded by Cllr Harm and **RESOLVED**, the form was signed by Cllrs Janney and Mitchell.

**15.04.19 Salary cheques:** to resolve that 2 councillors may sign the month end cheques for salaries and related payments in the event that the May meeting is delayed by an election. After an explanation and discussion and confirmation that the cheques would not be signed until May 1st; proposed by Cllr Stewart seconded by Cllr Truelove and **RESOLVED** one abstention.

**16.04.19 Internal Control: To receive information regarding payments on the Financial Statements** (such as direct debits and credit payments) approved by the Town Clerk since the last meeting of the Town Council, under powers granted by the Local Government Act 1972 s101 and in accordance with Council Policy.

NOTE: banking dates are approximate and may vary from those listed

	<b>Receipts</b>				
13.03.19	North Lincolnshire Council	In bloom grant re KHC car park front wall border	£730.00		£730.00
02.04.19	Northern powergrid	Wayleave payment Turbary	£11.50		£11.50
Mar-19	VAT claim to Jan 2019		£2,872.41		
Mar-19	Zurich Insurance	Refund removal of Wesley Statue from policy cover	£19.51		
	<b>Cheques paid</b>		Net	Vat	Total
	<b>Cancelled cheques</b>				

	<b>DD payments</b>				
19.03.19	BT	Telephone & internet	£68.01	£13.60	£81.61
26.03.19	O2	Mobile phone charges	£19.42	£3.88	£23.30
01.04.19	North Lincolnshire Council	2019/2020 Cemetery rates 1st payment	£52.62		£52.62
	<b>Misc.</b>				
29.03.19	MKS Groundcare Ltd agenda May	Grass cutting 2019	£165.00	£33.00	£198.00
01.04.19	VANL	membership fee agenda May	£20.00		£20.00

Proposed by Cllr Harm seconded by Cllr Stewart **RESOLVED** financial information noted, schedule signed by the Chairman.

**17.04.19 Internal Control:** To resolve April cheques for payment as presented on the following schedule (*Local Government Act 1972 as amended*).

			Net	VAT	Total
104246	Epworth Imperial Hall	room hire 5th & 19th March			£45.00
104247	Cowley Fire	check/install extinguishers	£227.49	£45.59	£272.98
		<b>Total cheques for payment</b>			<b>£317.98</b>

Proposed by Cllr Johnson seconded by Cllr Harm **RESOLVED** cheques for payment as presented, schedule signed by the Chairman.

**18.04.19 ERNLLCA annual subscription:** to resolve the payment of the annual ERNLLCA subscription of £952.91. After considerable discussion on the merits and problems associated with the subscription proposed by Cllr Harm seconded by Cllr Stewart **RESOLVED** to pay the subscription.  
NOTED: ERNLLCA/NALC Governance review in progress councillors can engage with the process.

*Cllr Johnson declared a personal interest.*

**19.04.19 SLCC membership annual subscription:** to resolve payment of the annual clerk's SLCC subscription of £156.00. Proposed by Cllr Stewart seconded by Cllr Baker **RESOLVED** to pay the subscription.

**20.04.19 Kings Head Croft Service Level Agreement with North Lincolnshire Council:** to receive and resolve an amended SLA for litter picking at Kings Head Croft. The clerk explained that she had received the email with the proposed amendments to the Service Level Agreement on March 26th with the explanation that weekend service was no longer available. Proposed by Cllr Baker seconded by Cllr Truelove and **RESOLVED** to accept the new agreement with an instruction to the clerk to write to North Lincolnshire Council (copy to ward councillors) to complain about 1. The late notification of the changes and 2. To notify them of the council's disappointment that the weekend collections which had worked well in the past were no longer available.

**21.04.19 Environment Committee:** to resolve draft minutes from a meeting of Thursday March 14th 2019 copies of which have been previously circulated for approval and signature.

Proposed correction to the minute's item 5: that the committee had resolved to obtain a quotation from "Tunes" to supply plants and plant up all the containers.

With this amendment, proposed by Cllr Truelove seconded by Cllr Woods **RESOLVED** a true record and signed by the Chairman.

(a) Fields in Trust – Have a Field Day; to receive a committee recommendation to participate in this event scheduled for Saturday July 6th 2019. Proposed by Cllr Truelove seconded by Cllr Harm **RESOLVED** defer item for new council

**22.04.19 Correspondence:** to receive the correspondence list pages 119 - 121 (*for information only copy attached*). Query on NLC email of March 12th. Clerk to find and circulate. Proposed by Cllr Truelove seconded by Cllr Wilson **RESOLVED** correspondence list noted.

**23.04.19 To resolve** any items for Facebook. Repeat items on Great British Spring Clean and Annual Assembly

**24.04.19 Questions to the Chairman:** (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*). The Chairman was asked if, given the reduction in the number of councillors to 9 and having been nominated as a prospective ward conservative councillor and also standing as a conservative town councillor, was the independence of the council being compromised? The Chairman replied that council was not being politicised and that to the best of his knowledge he was the only person standing under a political banner and that he would continue to work collegiately.

**25.04.19 To confirm the arrangements for the May Meeting of the Council (post-election).** Date to be confirmed in due course.

**26.04.19** *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:*

(a) **To authorise** payments of salaries and related payments per the confidential schedule. Proposed by Cllr Stewart seconded by Cllr Harm **RESOLVED** that cheques to the value of £1929.01 for salaries and related payments could be signed. The Chairman signed the schedule.

**27.04.19** To record the closure of the meeting at 8.09pm.

cm 04.04.19