

Council members,

Cllr J Whittaker (Chairman), Cllr Mrs C Finch, Cllr Mrs P Garner, Cllr M Harm,
Cllr G Johnson, Cllr T Mitchell, Cllr D Stewart MBE (Vice Chairman),
Cllr Mrs R Whittaker, Cllr D Woods.

Minutes of a Meeting of the Council which was held at the Imperial Hall (small room) **on Tuesday March 3rd, 2020 at 7pm.**

Introduction and fire precautions The Chairman welcomed everyone to the meeting and reminded them of the evacuation procedures if required.

Public Participation session: Residents were invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration. **(Members of the public were reminded that each presentation should take no more than three minutes).** 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. One member of the public was present who wished to highlight an issue regarding the reduced frequency of Epworth Rural Day Centre meetings at the Thurlow Pavilion from weekly to fortnightly and express the concerns of service users.

Dave Lofts, Senior Planning Specialist North Lincolnshire Planning gave a presentation on Neighbourhood Planning. He explained the process and assured the Council of the high level of support available if it chooses to go ahead.

Chris Barwell, Place Planning & Housing North Lincolnshire Council gave a presentation on the Local Development Plan. He explained the regular review process and asked that the Council provide comments as it had done previously.

01.03.20 To record the Names of Members Present. Cllr J Whittaker presiding.
Cllrs Garner, Harm, Mitchell, Stewart, R Whittaker and Woods.
In attendance C McRoy Assistant Clerk

02.03.20 To receive Apologies for absence. Apologies were received and accepted from Councillors Finch & Johnson.

03.03.20 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 Mitchell personal interest in items 11 and 17 as a Ward member, item 18 a member of the Show committee, and item 19 a member of the Heritage Group.

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

05.03.20 To receive the Chairman's Announcements (*for information only*). The Chairman

informed members that the planning permission the Council had requested for change of use of the Chapel of Rest to enable it to also be used as a meeting room had been granted by North Lincolnshire Council.

06.03.20 To receive reports from Ward councillors (*for information only*). Councillor Mitchell asked for feedback on whether his Ward reports were as the Council wanted them. He then updated the Council regarding the North Lincolnshire Council budget setting for the forthcoming financial year. He informed members of the flood protection grants (up to £300) which would be available for members of the public, the safe and sound scheme for home security measures for residents over 70 years old, and confirmed that the post 16 in education public transport subsidy will remain in place.

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

Clerks report and update to Feb 20th, 2020

Epworth Food Fest (minute 20.02.20) date of Friday October 2nd booked with Nikki Byrne.

Hanging basket income: monies paid-in to date £700 currently 43 baskets (includes 4 at mechanics Institute FOC for cost of water and storage of bowser)

Epworth Heritage Centre – letter of support sent – Agenda item March for further discussion.

Sarah Hewson: non attending speaker in January – alternative meeting dates have been provided for Sarah Hewson to attend.

Chapel of Rest: meter reading appointment currently set for Monday March 9th between 12 and 4pm. The clerk intends to cover this appointment!

Minute 22.02.20 Lobbying NLC re councillor numbers letter to be done.

Health & Safety risk assessments: minute 14.12.19 clerks to look for options for a 3rd party organisation to carry out risk assessments.

VAT: the clerk has prepared the next VAT return sheet June to December 2019 which requires checking by two finance committee members before it can be sent off.

Proposed by Cllr Harm, seconded by Cllr Mitchell

RESOLVED: Clerk's report noted.

08.03.20 To resolve Draft Minutes of a Meeting of the Council held on Tuesday February 4th, 2020 copies of which have been previously circulated, for approval and signature.

Proposed by Cllr Stewart, seconded by Cllr Mitchell

RESOLVED: a true record and signed by the Chairman.

09.03.20 To receive draft minutes of an extra ordinary meeting of the council held on Tuesday February 18th, 2020 copies of which have been previously circulated for approval and signature.

Proposed by Cllr Stewart, seconded by Cllr Mitchell

RESOLVED: a true record and signed by the Chairman.

10.03.20 To dispose of any business, if any, remaining from the last meetings. Councillor R Whittaker enquired whether the Epworth Echo had been produced yet, and the Assistant Clerk informed the Council that unfortunately due to time constraints in covering the office, she had been unable to complete the draft yet. Councillor R Whittaker also enquired whether the playground had been jet-washed yet, and the Assistant Clerk updated Council that there was an issue with the lack of on-site water supply, but a contractor was still being sought. Councillor R Whittaker further enquired whether the 2 grant applications had been submitted

to North Lincolnshire Council for In Bloom and VE Day event funding, and the Assistant Clerk confirmed that they had.

11.03.20 Neighbourhood planning: to discuss and resolve whether or not to work towards an Epworth Neighbourhood Plan. Members discussed the possibility and the necessity of producing a Neighbourhood Plan for the area, and opinions were expressed that there was little need for one.

Proposed by Cllr Stewart, seconded by Cllr R Whittaker

RESOLVED: That the Town Council does not proceed with production of a Neighbourhood Plan.

12.03.20 To resolve Grant application: Section 137 LGA 1972 Isle Choral Society grant request £500.00 (five hundred pounds). Councillor Stewart proposed that the grant be given, Councillor Mitchell proposed an amendment that an amount of £250 be granted, seconded by Councillor R Whittaker.

RESOLVED: That a s137 grant of £250 be made to the Isle Choral Society.

13.03.20 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 (schedule attached).

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

	Receipts		Net	Vat	total
	Hanging basket contributions received to date		£700.00		£700.00
	Cheques paid		Net	Vat	Total
					£0.00
	Authorised Card Payments		Net	Vat	Total
04.02.20	Post Office	stamps & receipt book	£20.79		£20.79
	DD payments		Net	Vat	total
	ESTIMATED FIGURES ONLY				
22.01.20	HSBC	Bank charges	£16.55		£16.55
17.01.20	Everflow	Cemetery water	£8.57		£8.57
02.02.20	BT	Info not available			£0.00
25.02.20	O2	Info not available			£0.00

Proposed by Cllr Stewart, seconded by Cllr Mitchell **RESOLVED:** Financial information noted, and the schedule signed by the Chairman.

14.03.20 Internal control: To resolve March cheques for payment as presented on the following schedule (*Local Government Act 1972 as amended*).

			Net	VAT	Total
104428	Torne Valley	Grounds maintenance equipment servicing	£179.42	£35.89	£215.31
104429	Simpkins Kenny Ltd	Inspection of Cemetery Lodge stairs	£633.88	£126.78	£760.66
104430	S Costello (Builders)	Concrete pad Cemetery Lodge	£770.00		£770.00
104431	Epworth Imperial Hall	Room hire 4th & 18th February	£45.00		£45.00
104432	Cancelled cheque		£0.00		£0.00
104433	Asgard Steel Storage	pro forma invoice	£1,625.84	£325.17	£1,951.01
		Total cheques for payment			£3,741.98

Proposed by Cllr Stewart, seconded by Cllr Mitchell that all payments be made except to Simpkins Kenny, amount to be queried. **RESOLVED:** cheques for payment approved as presented apart from Simpkins Kenny. The schedule was signed by the Chairman.

15.03.20 To discuss the current committee structure and possible changes. Item deferred to the end of the meeting to allow time for a full discussion.

16.03.20 CPRE: Best Kept Village competition: to resolve to enter the competition and additional categories. There was a discussion regarding new categories for this year.

Proposed by Cllr Harm, seconded by Cllr Mitchell

RESOLVED: The Council to enter the competition in 2020 and the Environment Committee be mandated to decide which categories to enter.

17.03.20 Planning (Town & Country Planning Act 1990 as amended) to receive and discuss the new **Local Plan** information from North Lincolnshire Council submission from the Town Council by March 27th. There was a discussion regarding the proposed new Local Plan. Proposed by Cllr Woods and seconded, Cllr Mitchell abstained from voting.

RESOLVED: The Council's Planning Committee be mandated to make detailed comments on the consultation. **FURTHER RESOLVED:** The Council wishes to support the proposed site off Mill View on the basis that it is used to provide additional housing for older members of the community and the access is not directly off the A161.

To receive information on planning decisions

PA/2019/1765 Refusal of Planning permission: for outline planning permission to erect 3 dwellings with all matters reserved for subsequent consideration at 9a West End Road, Epworth.

PA/2019/1800 Refusal of Planning permission: outline planning permission for residential development with appearance landscaping and scale reserved for subsequent consideration on land adjacent to "Shirecroft", 34 Station Road, Epworth.

PA/2019/2016 Full Planning permission to retain a steel framed agricultural building at West Hale Farm, Idle Bank, Epworth.

PA/2019/2089 Full Planning permission: for retention of timber play/storage shed for a temporary period of 5 years at 28 Hollingsworth Lane, Epworth.

Epworth Town Council applications:

PA/2019/1881 Consent to cut down or carry out work on trees protected by a tree preservation order: various pruning works at Cemetery House – approved.

PA/2019/1894 Consent to cut down or carry out work on trees protected by a tree preservation order: various pruning works to trees in closed churchyard and Lime Tree walk – approved

PA/2019/1886 works to trees in a conservation area: various pruning and felling of dead trees at Kings Head Croft – approved.

NOTE: the schedule for all these works has been drawn up and can be put out to tender.

PA/2019/2013 – planning permission for mixed use of Chapel of Rest to include meeting room – awaiting decision.

RESOLVED: Noted

18.03.20 Epworth & District Agricultural Show: to resolve whether or not to have and “man” a stand this year. Proposed by Cllr R Whittaker, seconded by Cllr Garner

RESOLVED: Town Council to have a 12 feet square stand to be manned by Councillor volunteers.

19.03.20 Epworth Heritage: to receive an email from Peter Barnard and resolve the way forward. There was a discussion regarding potential uses of the site. Proposed by Cllr R Whittaker and seconded by Cllr Harm

RESOLVED: That a letter be sent to the diocese asking that the area be tidied up and suggesting that if not sold the land be used as a community green space and remind the Diocese of their responsibility to keep the site secure.

20.03.20 Simpkins Kenny Ltd: to receive a report and recommendations on the condition of the wooden staircase at Cemetery Lodge. Members questioned the level of detail of the report and the cost. There was a discussion about the previous report and lack of clarity of instructions to the Clerk.

RESOLVED: That 3 quotes be obtained from local joiners for any necessary works.

21.03.20 Environment Committee – to resolve Draft minutes from a meeting held on Thursday January 23rd, 2020, at Cemetery Lodge. Proposed by Cllr R Whittaker and seconded by Cllr Stewart.

RESOLVED: a true record and signed by the Chairman

22.03.20 Travelling expenses: to receive current ERNLLCA advice, current policy and claim forms for discussion and possible amendment. There was a discussion regarding the mileage limit, rate and costs of car parking and tolls and the need to share transport to training wherever possible. Proposed by Cllr Stewart and seconded by Cllr Mitchell

RESOLVED: To increase the distance limit for claiming mileage to 100 miles and to amend the Council’s policy for approval at the next meeting.

23.03.20 Haxey Neighbourhood Planning area: to receive information and resolve a response. Proposed by Cllr R Whittaker and seconded by Cllr Stewart

RESOLVED: Noted

24.03.20 Annual Assembly of the Town Meeting: to resolve the date (usually mid-April) of the 2020 meeting.

RESOLVED: The date was set at the 14th of April 2020

25.03.20 Correspondence: to note list page 90.

RESOLVED: Noted

26.03.20 To list: items for Facebook.

RESOLVED: items be added regarding VE Day events and the Local Plan consultation.

27.03.20 Questions to the Chairman: (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*). Cllr R Whittaker asked whether an item could be included on the community page of the Arrow regarding VE Day events.

28.03.20 To confirm the date and time of the next monthly meeting as Tuesday April 7th, 2020.

29.03.20 *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 to the value of £2572.78 as per the confidential schedule. Proposed by Cllr Stewart and

RESOLVED: Payments be made as per the schedule, which was signed by the Chairman.

The meeting was then closed at 9.30 and all remaining items were deferred to the next meeting.

CMR18.03.20