



## ENVIRONMENT & CEMETERY COMMITTEE

Local Government Act 1972 section 101

Cllrs: C Finch, G Johnson, T Mitchell, D Stewart, R Whittaker & D Woods EPWORTH TOWN COUNCIL

### COVID 19 NOTICE

Government has legislated that as of 4th April 2020, Town Council meetings can now be held remotely via online video technology, to enable self-isolation and health and safety guidance to be adhered to during the COVID-19 pandemic. Epworth Town Council has chosen to use Zoom to facilitate meetings

Cemetery Lodge  
Burnham Road  
Epworth  
Doncaster  
North Lincolnshire  
DN9 1BY

Minutes of a meeting of the Combined Committee (Environment/Cemetery) of Epworth Town Council held remotely via "zoom" on Monday July 20th at 7pm. **Tel: (01427) 872086**

**Public Participation session:** In normal circumstances members of the public are welcome to address the meeting during public participation at 7pm; whilst Epworth Town Council supports the rights of people to do this, during the current covid-19 crisis, for health and safety reasons, and to ensure physical isolation guidance can be followed, meetings will be held digitally, via on-line technology: Join Zoom Meeting

1. **To record** the names of members present Cllr Finch Committee Chairman, Cllrs Mitchell, Whittaker, Stewart at 7.10pm & Cllr Woods at 7.25pm.
2. Apologies for absence were received from Cllr Johnson who also gave notice of his resignation from the committee.
3. **To receive** declarations of interest (*existence and nature regarding items on the Agenda Localism Act 2011*). Cllr Mitchell, personal interest item 10 as Ward Cllr.
4. **To receive notification of dispensations** approved by the clerk with reference to items on the agenda (*Code of Conduct and Localism 2011*). None requested.
5. **To discuss** Cemetery signage (possible replacement). After discussion, proposed by Cllr Finch seconded by Cllr Mitchell **RESOLVED** clerk to obtain quotations for new lettering (refurbishment) of the existing sign
6. **To discuss** purchase of new Cemetery green bin **RESOLVED** clerk to obtain cost to replace 2 bins that have no lids. Full council to approve.
7. **To discuss** refurbishment of 2nd floor (bathroom) at Cemetery Lodge. refurbishment to maintain the structural integrity of the building, proposed by Cllr Finch seconded by Cllr Mitchell **RESOLVED** clerk to obtain quotations to remove all old fittings and strip back peeling wallpaper.
8. **KHC:** to discuss condition of inclusive rotunda with view to replacement. Proposed by Cllr Whittaker seconded by Cllr Finch **RESOLVED** clerk to ask "Playdale" to investigate
9. **KHC:** to receive information/quotation from the clerk for various works at Kings Head Croft (following Town Walk) Clerk has obtained quotation from current grass cutting contractor to carry regular removal of weeds from outside and within fenced play area (£20.00 per visit) and to cut back vegetation by churchyard wall for £240.00 proposed by Cllr Finch seconded by Cllr Mitchell **RESOLVED** committee recommendation to full council that these works are carried out. Further **RESOLVED** clerk to obtain 3 quotations for path-works as specified
10. **To discuss** provision of bike stands on NLC premises "the Hub" Epworth. NOTE: Cllr Mitchell to have scheduled discussion with NLC on conservation quality bike stands and will report back in due course.
11. **Market Square phone box:** to discuss possible liaison with NLC/Community

**Clerk: Caroline Maguire 01427 872086 answer phone**  
**Mobile: 077343 86628 9-5 Monday – Friday**  
**E-mail: epworth.council@btconnect.com**

JJ



Heartbeat Trust: Cllr Mitchell had obtained additional information from the Heartbeat Trust on the costs to provide and maintain a defibrillator, option to obtain a community grant from NLC with contribution from Epworth Town Council: proposed by Cllr Finch seconded by Cllr Whittaker

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**RESOLVED** proposal with full information from Cllr Mitchell to full council

12. **Town Maps:** to discuss requirements and confirm instructions to clerk  
Item deferred to follow-up meeting with copy of map to all committee members
13. **Gift Vouchers:** to confirm names of residents to receive vouchers and confirm instructions to clerk. Cllr Whittaker proposed to use to enhance “the village” not seconded. Cllr Woods proposed Best Kept Shop competition not seconded. Cllr Mitchell proposed Best Kept Garden competition seconded by Cllr Finch **RESOLVED** proposal to full council.
14. **Cemetery Inspection:** to receive information from the clerk on administration to date and discuss ongoing processes. The clerk explained that on working through the memorial Inspection paperwork a memorial marked as a “risk” had been identified, in consultation with the Chairman the clerk had arranged for the unsafe memorial to be laid down costing £100.00 plus VAT, further updates to future committee meetings.
15. **To discuss** the relocation of large wooden planters & arrange site visits.  
**RESOLVED** sites to be discussed during Town Walk.
16. **To discuss** the potential locations for crocus bulbs: **RESOLVED** sites to be discussed during Town Walk
17. **To discuss** sending a letter to resident re overhanging tree at Kings Head Croft: proposed by Cllr Mitchell seconded by Cllr Whittaker **RESOLVED** clerk to write letter “in first instance” asking resident to remove damaged and overhanging willow branch
18. **To discuss** the possibility of planting a community orchard in the Cemetery grounds proposed by Cllr Whittaker seconded by Cllr Mitchell **RESOLVED** clerk to ask Axholme Landscapes for advice on location and tree varieties.

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8pm meeting closed, clerk to call additional meeting to complete the agenda.

cm21.07.20

*J. Whittaker*  
4/8/20

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Cllrs: C Finch (Committee Chairman), T Mitchell, D Stewart, R Whittaker & D Woods

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Minutes of a meeting of the Combined Committee (Environment/Cemetery) of Epworth Town Council held remotely via "zoom" on Monday July 27th 7pm. Tel: (01427) 872086

**Public Participation session:** In normal circumstances members of the public are welcome to address the meeting during public participation at 7pm; whilst Epworth Town Council supports the rights of people to do this, during the current covid-19 crisis, for health and safety reasons, and to ensure physical isolation guidance can be followed, meetings will be held digitally, via on-line technology: None present

1. **To record** the names of members present Cllr Finch Committee Chairman, Cllrs Stewart, R. Whittaker & Woods
2. Apologies for absence were received from Cllr Mitchell.
3. **To receive** declarations of interest (*existence and nature regarding items on the Agenda Localism Act 2011*). None declared.
4. **To receive notification of dispensations** approved by the clerk with reference to items on the agenda (*Code of Conduct and Localism 2011*). None requested.
5. **Town Maps:** to discuss requirements and confirm instructions to clerk (example map attached) Suggested items for addition to the map for information: Chemist, Post Office, Public Toilets, Pubs, "Main" shops, Epworth Hub. Proposed by Cllr Finch seconded by Cllr Stewart **RESOLVED** clerk to distribute copies to shops in Epworth requesting feedback. Future agenda item to reconsider.
6. **CCTV:** further discussions on CCTV provision following referral back to the committee from full council (minute reference 19.07.20). Proposed by Cllr Finch seconded by Cllr Stewart **RESOLVED** to defer the item until next year.  
*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 COMMITTEE MAY RESOLVE to exclude members of the press and public for the following agenda:*
7. **To discuss** extended role of watering employee following clerk's letter and Meeting (*minute reference 8 meeting June 23<sup>rd</sup>*). Proposed by Cllr Stewart seconded by Cllr Woods **RESOLVED** Committee recommendation to employment current waterer for up to 8 additional hours /week on minimum wage to carry out specified tasks, specified on time sheets and managed by the clerk.
8. **To nominate** items for Facebook photograph of litter picking; town map with requests for comments.

**To record** the closure of the meeting at 7.25pm.

cm28.07.20

J. Whittaker  
4/8/20

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