EPWORTH TOWN COUNCIL



31st August 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, 5th September 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth, and you are summoned to attend.

Yours faithfully

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. <u>Declarations of Interest & Dispensations</u>

- (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. Chairwoman's Report

To receive a report from the Chairperson

5. Ward Councillors' Report

To receive a report from the ward councillors.

6. Ward Councillors

To allow the Chairwoman & Vice Chairman to talk to Ward Councillors about future engagement with the Council.

7. Minutes of the Last Meeting

To approve as a correct record the minutes of an Extraordinary Meeting of the Full Council held on Tuesday, 18th July 2023, and an Ordinary Meeting of the Full Council held on 8th August 2023.

8. <u>Clerk's Report</u>

To receive a report from the Clerk.

9. Correspondence

- (i) To note the following correspondence:-
- a) Mr A Fleet / Councillor T Mitchell / North Lincs Council Cutting of Footpaths
- b) HR Bright Handling Difficult Conversations
- c) North Lincs Council Code of Conduct
- d) Mr G Milnes / Water Management Consortium Turbary Road, Epworth
- e) Millea Group Limited Archaeology Trench Works
- f) Millea Group Limited Proposed Development Off Belton Road, Epworth
- g) Unity Trust Bank Plc FSCS Annual Review 2023
- h) VANL Event Bulletin
- i) Fields In Trust Survey 2023
- j) North Lincs Council Chains of Office for Parish Councils
- k) Millea Group Limited / Councillor T Mitchell / Royal Pilgrim Transparency
- I) Councillor T Mitchell HSBC Meeting
- m) VANL First Steps Forward Launch Event
- n) Peninsula Business Services Ltd Video on Basics of Managing Leave
- o) South Axholme Academy Sports Sponsorship
- p) BHIB Limited BHIB Councils Insurance to become Clear Councils
- q) ERNLLCA Investment Article
- r) Unity Trust Bank Plc Launch of New Post Office Counter Service
- s) Worknest Five New Employee Rights and Protections
- t) Better Housing Better Health Service Information
- u) ERNLLCA New Clerks Free Finance Training
- v) Microsoft Corporation Updates to Terms of Use
- w) PKF Littlejohn LLP Receipt of AGAR
- x) North Lincs Council Remembrance 2023
- y) North Lincs Council New 399 Monday-Friday Timetable
- z) North Lincs Council Childminder Briefing Advertisement
- aa) The Old Rectory Summer Crafts Posters
- bb) ERNLLCA Employment Support Section Updated
- cc) Microsoft Corporation Microsoft 365 Business Standard Price Increase
- dd) Epworth Bowls Club Quiz Poster
- ee) Epworth Times Best Kept Village Competition
- ff) Fields In Trust Notification of Fee Changes
- gg) Ms F Sahman Protected Tree to be Cut in Epworth
- hh) Millea Group Limited Website Link & Flyer for Development

- ii) Vitality Tips to Avoid Employee Burnout
- jj) The Old Rectory Posters
- kk) Mr C Wragg ROC Post
- (ii) To consider the following correspondence:-
- a) Humberside Emergency Planning Service Community Emergency Plan Review
- b) Government Events Crisis Communications Planning
- c) CPRE Northern Lincolnshire Best Kept Village Competition
- d) ERNLLCA Cemetery Management Training
- e) ERNLLCA Events Calendar Update
- f) Institute of Government & Public Policy Annual Local Government Event
- g) Better Housing Better Health Fuel Poverty Training Event
- h) Government Events Race at Work Conference 2024
- i) ERNLLCA Annual General Meeting
- j) The Planning Inspectorate North Humber to High Marnham EIA Scoping Notification and Consultation
- k) Government Events Allyship in the Workplace Conference 2023
- I) ERNLLCA / Power for People Energy Bill
- m) ERNLLCA / NALC Consultation on Local Plans
- n) ERNLLCA National Data Collection on 2023 Local Elections

10. Publications

To note receipt of the following publications:-

Alliance Volunteer Hub - Newsletter	July 2023
ERNLLCA - Newsletter	July 2023
ERNLLCA - Newsletter	August 2023
Public Sector Network - Newsletter	August 2023
Rural Services Network - Rural Funding Digest	August 2023

ERPF - Employer Alert Fields In Trust - News

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

VANL - Update

11. Committee / Working Group Reports

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

Planning Committee

22nd August 2023

12. Finance

To note and approve the schedule of accounts for payment for September 2023.

13. Social Media Policy

To reconsider the Social Media Policy.

14. Highway Matters

To consider concerns raised by a member of the public to do with ruts in the road, and a request for traffic lights / zebra crossing on Albion Hill.

15. Planning

To consider any additional information which may be required prior to considering PA/2023/1381 on Thursday, 7th September 2023.

16. Defibrillator Training

To further consider defibrillator training.

17. Communication & Engagement

To consider a quote for a regular article in The Arrow.

18. Tablet

To consider the purchase of a tablet.

19. Telephone & Broadband

To consider quotes for a new telephone and broadband supplier.

20. Window Cleaning

To consider a quote for the cleaning of the windows at Cemetery Lodge.

21. Mole Control

To consider a quote for mole control.

22. Combined Cemetery & Environment Committee

To elect a member(s) to the Combined Cemetery & Environment Committee.

23. Town Walks

To agree a date for councillors to carry out town walks within the parish.

24. Facebook

To consider items for Facebook.

25. Date, Time and Place of Future Meetings

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

26. 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, 5th September 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth

Item 12 - Finance

ACCOUNTS FOR PAYMENT - SEPTEMBER 2023

Payments made before or since last meeting:-

09.08.23	BP	Epworth & District Agric Society	S144 Grant	500.00
21.08.23	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	44.00
	DD	EDF Energy	Electricity	234.00
23.08.23	DD	EDF Energy	Electricity	34.00
25.08.23	DD	Vodafone	Mobile Phone Charges	17.16
29.08.23	DD	Plusnet	Telephone & Broadband Charges	34.92
30.08.23	BP	Equals	Transfer of Funds	200.00
	Equals	Londis	Fuel for Mower	23.47
31.08.23	BP	Wages / Tax & NI / Pension	Month 5	5,637.82
01.09.23	DD	Scottish Power	Electricity	35.83
	DD	North Lines Council	Business Rates	62.00

Payments submitted at this meeting:-

05.09.23	BP	Torne Valley Ltd	Bin Liners / Plant Food / Cleaning Mats	16.91
	BP	Torne Valley Ltd	Water / Bin Bags / Oil / Battery Charger	73.67
	BP	Complete Weed Control	Weed Control of Paths & Car Park	108.00
	BP	ERNLLCA	Good Councillor Guide to Employment	58.18
	BP	Torne Valley Ltd	Bin Liners / Weedkiller / Cleaning Mats	27.79
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	JB Rural Services	Grass Cutting	199.50
	BP	Mr S Quantrill	Mileage	8.10