

# EPWORTH TOWN COUNCIL



31<sup>st</sup> 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, 5<sup>th</sup> 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

A handwritten signature in blue ink that reads 'Gary Johnson'.

**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.

## A G E N D A

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. **Declarations of Interest & Dispensations**
  - (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, 18<sup>th</sup> July 2023, and an Ordinary Meeting of the Full Council held on 8<sup>th</sup> August 2023.
8. **Clerk's Report**  
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
    - l) 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



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, 7<sup>th</sup> 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, 5<sup>th</sup> 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 Lincs 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