

# EPWORTH TOWN COUNCIL



30<sup>th</sup> March 2023

To: Members of Epworth Town Council

Councillors Finch (Chairwoman), Brumby, Cooper, Garner, Richmond, Stewart,  
J Whittaker & R Whittaker

**Dear Councillor**

I hereby give notice of the **Full Council Meeting of Epworth Town Council** due to be held on **Tuesday, 4<sup>th</sup> April 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.

## 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. **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. **Grants**  
To consider a request for financial assistance from Isle of Axholme Orchestra.
5. **Youth Council**  
To receive an update from the representatives and consider any further action to be taken.
6. **Turbary Road**  
To receive an update on Turbary Road and to consider any further action which may need to be taken.
7. **Chairwoman's Report**  
To receive a report from the Chairwoman.
8. **Ward Councillors' Report**  
To receive a report from the ward councillors.
9. **Minutes of the Last Meeting**  
To approve as a correct record the minutes of a meeting of the Full Council held on Tuesday, 7<sup>th</sup> March 2023.
10. **Clerk's Report**  
To receive a report from the Clerk.
11. **Correspondence**
  - (i) To note the following correspondence:-
    - a) North Lincs Council - Receipt of Planning Application PA/2022/2231
    - b) Mr G Pilgrim - Woodland
    - c) Northern Powergrid - Met Office Yellow Snow & Ice Alert
    - d) ERNLLCA - Changes to the VAT Rules on Sports Facilities & Training
    - e) Peninsula - Insight into HR, Employment Law and Health & Safety
    - f) HWRA - Household Fund for Oil/LPG Customers
    - g) Millea Group Limited - Ownership of Council Office
    - h) North Lincs Council - Candidate / Agent Briefing for Local Elections
    - i) Epworth Old Rectory - Care for a Cuppa Poster
    - j) Zurich Insurance - Underinsurance & Indexation
    - k) Bright HR - Step By Step Guide to Workplace Health & Safety Compliance
    - l) ERNLLCA / The Open Spaces Society - Open Spaces & Paths
    - m) ERNLCCA / Office of Environmental Protection - Protected Nature Sites
    - n) North Lincs Council - Easter Waste Collections 2023
    - o) Worknest - Guide to Performance Management
    - p) North Lincs Workers Memorial Day Organiser - Workers Memorial Day
    - q) Worknest - Strengthening Your Sickness Absence Framework
    - r) PlotBox - Data Migration Demystified
    - s) Mr M Harm - Precept
    - t) North Lincolnshire Council - Updated Electoral Register
    - u) Cloudy IT - Improved Agenda & Meeting Management
    - v) Epworth Town Council - External Auditor Instructions for 2022/23
    - w) ERNLLCA - New Joint Panel on Accountability and Governance
    - x) ERNLLCA - AGAR 2022/23
    - y) North Lincs Council - Notice of Elections
    - z) Isle Concert Singers - Isle Coronation Concert Poster
    - aa) North Lincs Council - A Green Future
    - bb) PCSO Gains - Epworth Park

- cc) Ms P Cawkwell - Buses
- dd) Public Sector Audit - VAT Implications of Selling Coronation Memorabilia
- ee) Mr & Mrs Travis - Planning Queries
- ff) BBC Radio Humberside - Coronation Events
- gg) North Lincs Council - Voter ID Notice
- hh) Alliance Volunteer Hub - The Big Help Out
- ii) North Lincs Council - Event Guidance & Training

(ii) To consider the following correspondence:-

- a) NALC - Fighting Climate Change with Local Council Action
- b) Government Events - Social Media Content & Marketing Communications
- c) North Lincs Council - Community Grant for King's Coronation Celebrations
- d) City of Doncaster Council - Doncaster Local Plan
- e) ERPF - Consultation on the Revised Pension Administration Strategy
- f) ERNLLCA / NALC - Consultation on Infrastructure Levy
- g) Mr D Addelee - Defibrillator & Flooding
- h) Mrs J Shipley - Dog Waste Bin

**12. Publications**

To note receipt of the following publications:-

Alliance Volunteer Hub - Newsletter	March 2023
Public Sector Network - Newsletter	March 2023
Rural Services Network - Rural Funding Digest	March 2023
SLCC - The Clerk Magazine	March 2023
ICCM - Member Newsletter	
NALC - Chief Executive's Bulletin	
NALC - Newsletter	
North Lincs Council - Weekly Roadworks	
Public Sector Executive - Online Newsletter	
Rural Services Network - Rural Bulletin	
SLCC - News Bulletin	
VANL - Newsletter	

**13. Committee / Working Group Reports**

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

Planning Committee	Thursday, 16 <sup>th</sup> March 2023
Combined Cemetery & Environment	Monday, 27 <sup>th</sup> March 2023

**14. Planning**

To consider the following planning application:-

PA/2023/116	Proposal: Planning permission to erect fencing & automated gates Location: 65a Station Road, Epworth, DN9 1JY Applicant: Mr Stat Sindhar
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**15. Finance**

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

**16. Scribe**

To consider the renewal of the accounts software for 2023 / 2024.

17. **Risk Assessments**
  - (i) To review the risk assessment for the Hanging Baskets
  - (ii) To review the risk assessment for the Bunting.
  
18. **Hanging Baskets**
  - (i) To consider a quote for maintenance work to do with the hanging baskets.
  - (ii) To consider quotes for the cost of the hanging baskets.
  - (iii) To consider a quote for removing the hanging baskets, disposing of their contents and the returning and storage of them.
  
19. **Planters**

To consider a quote for the planting, watering and maintenance of the planters.
  
20. **Carpets**

To consider a recommendation for the carpeting of the reception area, stairway and first floor rooms of Cemetery Lodge.
  
21. **ERNLLCA**

To consider renewal of membership for 2023 / 2024.
  
22. **Best Kept Village Competition**

To consider entering the Best Kept Village Competition for 2023.
  
23. **Electricity**

To review electricity suppliers.
  
24. **Items Raised By Councillors**
  - (i) **Dementia Friendly** - Councillor Brumby  
To receive an update on the Council and town becoming dementia friendly.
  
25. **Personnel**
  - (i) **Additional Hours**  
To discuss granting the Clerk additional hours to enable him to do a Clerk's training course.
  
26. **Questions to the Chairwoman**

Items of an immediate urgency that need to be acknowledged before the next meeting and have not been included on the agenda.
  
27. **Date, Time and Place of Future Meetings**

To confirm date, time and place of future meetings of the Council.
  
28. **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, 4<sup>th</sup> April 2023, at 7.00 pm,  
in the Small Hall of the Imperial Hall, Chapel Street, Epworth**

**Item 15 - Finance**

**ACCOUNTS FOR PAYMENT - APRIL 2023**

**Payments made before or since last meeting:-**

20.03.23	DD	EDF Energy	Electricity	10.00
	DD	EDF Energy	Electricity	16.00
	DD	EDF Energy	Electricity	35.00
23.03.23	DD	EDF Energy	Electricity	34.00
24.03.23	DD	Vodafone	Mobile Phone Charges	15.00
27.03.23	DD	Plusnet	Telephone & Broadband Charges	34.92
	DD	Everflow Water	Water Rates	23.22
28.03.23	Equals	Timpson	Key	10.00
30.03.23	BP	Axholme Landscapes	Hedging	96.00
	BP	Roy W Robinson	Decoration to Staircase	695.00
	BP	JB Rural Services	Grass Cutting	399.00
	BP	LIVES	S137 Grant	200.00
	BP	Epworth Old Rectory	S144 Grant	675.00
31.03.23	BP	Wages / Tax & NI / Pension	Month 12	5,683.24
01.04.23	DD	Scottish Power	Electricity	1.00
	DD	North Lincs Council	Business Rates	65.75

**Payments submitted at this meeting:-**

04.04.23	BP	ERNLLCA	Training Course - Good Employer	42.00
	BP	Torne Valley Ltd	Handle	24.06
	BP	Epworth Imperial Hall	Room Hire	27.50
	BP	Torne Valley Ltd	Bin Bags / Line / Gloves	17.38
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	60.00
	BP	Mr S Quantrill	Expenses - Mileage & Petrol	16.35