

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Full Council held on Tuesday, 5th December 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth

Public Participation

No member of the public expressed an interest in addressing the Council.

01/12/23 **Record of Members Present**

The following councillors were present: Councillors Finch (Chairwoman), Baker, Grantham, Holt, J Whittaker, R Whittaker & Wilson.

02/12/23 **Apologies and Reasons for Absence**

The Clerk had received no apologies for absence.

03/12/23 **Declarations of Interest & Dispensations**

(i) Councillor Grantham declared a personal interest in Item 15 (iv) Items Raised By Councillors - Benches.

(ii) No dispensations had been granted.

04/12/23 **Planning**

The Council considered the following planning application:-

PA/2023/1644

Proposal: Planning permission to erect two dwellings
Location: Hillcrest, 33 High Street, Epworth, DN9 1EP
Applicant: Mr Russell Bassindale

Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved that the Council should object due to the many flaws and inaccuracies in the planning application - including the name of the listed building, and also missing information - such as drainage.**

05/12/23 **Grant**

Standing orders were suspended to allow Mr Peter Barnard, a Director of Epworth Music Day, to speak. He said next year would be the 10th Music Day. They had considerable support from traders, the public and people from outside. There was enthusiasm for it to continue as over 50 groups had already expressed an interest in it. Last year they came with money in the bank, but this year they only had £300. Councillors discussed the grant application. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that the Council should make a \$145 grant of £2,352 to Epworth Music Day to help towards the cost of providing a music event in Epworth on Saturday, 22nd June 2024.**

06/12/23 **Youth Council**

The Chairwoman had attended the meeting held on Thursday, 23rd November 2023, and discussed the running of the Council with students and answered their questions. She had invited them to come and have a look at the Council Offices at Cemetery Lodge. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved the information be noted.**

07/12/23

Chairwoman's Report

(i) Remembrance Sunday - The Chairwoman thanked the Clerk and Councillor R Whittaker for their help with getting the Poppies from Cemetery Lodge and also the Vice-Chairman, Councillor Holt and the Clerk for putting them out on the day itself on Church Walk. As Chairwoman she had attended the church service held in St. Andrew's Church and laid a wreath, then met up with others afterwards to remove, clean and return the Poppies to Cemetery Lodge. **(ii) Poppies** - On Sunday, 19th November 2023, both her and Councillor Holt helped to take down the Poppies in the centre of Epworth. **(iii) Christmas Market** - On Sunday, 3rd December 2023, she informed councillors that Councillor Holt was brushing away snow before it started, whilst she was involved as a marshall on the day itself, and then afterwards litter picking. Proposed by Councillor Baker and seconded by Councillor Holt - **It was resolved the report be noted.**

08/12/23

Ward Councillors' Report - **(i) Highways** - The A161 resurfacing between Tottermire Lane and Belton Coffee House / Picnic Area is now complete. They did receive numerous complaints about the suitability of Tottermire Lane as a diversion route and made representations about this to the Highways Network Manager, but it was the only viable diversion route available. **(ii) Greater Lincolnshire Devolution** - North Lincolnshire Full Council has voted to support the next steps in the devolution process - this follows similar decisions by Lincolnshire County Council and North East Lincolnshire Council. A public consultation will now be launched across the Greater Lincolnshire area. **(iii) Transport** - Still working on a replacement for the 'Just Go' demand responsive bus service and hope to be able to give more information in the new year. The current 'Just Go' service will remain until a replacement is in place. They will also be relaunching the 97 Isle Shopper service asap following a route and timetable change aimed at increasing passenger numbers - the new service will include Haxey and Westwoodside. Councillor Mitchell, as the Northern Lincolnshire member of Transport for the North Board made representations about the importance of a Northern Lincolnshire - London direct rail service, the accessibility and attractiveness of our railway stations, and maintaining service levels on our Trans Pennine Express and Northern Rail services through North Lincolnshire. North Lincolnshire is to receive an additional £967k for bus services following the cancellation of HS2. **(iv) Epworth Community Hub** - The construction project has been slightly delayed as additional work needs to take place on the roof - this has unfortunately necessitated a full closure of the facility for a few more weeks than originally planned. Members will be offered a number of options as a result. Customers can use Axholme North (including the enhanced facilities), choose to suspend their membership FOC for the period of closure, access free of charge live streamed group fitness classes. The opening date is expected to be in July next year. **(v) Bin Calendars** - Some residents have expressed concern about the decision to no longer supply bin calendars. Collection dates have not changed and calendars will be printed in the next copy of News Direct - printed calendars will also be available on demand from NLC community hubs and libraries. **(vi) Polling Places Review** - This is a statutory review around the accessibility and relevance of polling stations and polling districts. **(vii) Planning** - Other than the withdrawal of the PA/2023/1381 there are no planning issues of significance to report. **(viii) Events** - Busy weekend of Christmas events - Epworth Christmas Lights, Belton Christmas Lights and Fair and Epworth Christmas Market. The volunteers had done a tremendous job. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved the Clerk should thank the ward councillor for his report and it be noted.**

09/12/23

Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Tuesday, 7th November 2023, had been circulated prior to the meeting. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that they be approved as a correct record subject to the correction of a proposer and seconder for Minute 10/11/23 - Clerk's Report.**

10/12/23

Clerk's Report

Minute 05/11/23 Grant - The Clerk informed councillors that Epworth Business Forum had provided the correct paperwork and therefore been paid the S145 grant of £780 to help towards the cost of the road closure for the Christmas Market, and in return he had received an email from Epworth Business Forum thanking the Council for the grant.

Minute 08/11/23 Ward Councillors' Report - The Clerk had contacted the Leader of North Lincolnshire Council to make him aware of the Council's disappointment due to the lack of a ward councillors' report last month and the continued lack of attendance of the ward councillors, and also copied in both ward councillors.

Minute 11/11/23 Correspondence (ii) b) Kirton in Lindsey Town Council

- Councillor Numbers. The Clerk had contacted Kirton in Lindsey Town Council to reiterate the Council's support about councillor numbers and suggest that a meeting is organised for town councils who wish to work together on this issue.

Minute 11/11/23 Correspondence (ii) d) Councillor Cooper - Resignation.

The Clerk had sent a letter to thank Mr Cooper for all his hard work as a local councillor.

Minute 11/11/23 Correspondence (ii) f) Councillor T Mitchell - Proposed

Transfer of Hospital Services. The Clerk had put information about the proposed transfer of hospital services on the Council's Facebook page.

Minute 11/11/23 Correspondence (ii) k) ERNLLCA - Playground

Inspection Training. The Clerk had not been able to book a place on the Playground Inspection Training due to be held on Tuesday, 12th December 2023, because it was full.

Minute 11/11/23 Correspondence (ii) l) Epworth Old Rectory - Letter of

Support. The Clerk had sent a letter of support on behalf of the Council to help Epworth Old Rectory's bid to the National Lottery Heritage Fund, and in return received an email from Epworth Old Rectory thanking the Council for its support.

Minute 21/11/23 Play Park - The Clerk informed councillors that Playdale

Playgrounds Ltd had replaced the Team Swing free of charge and been told there was no problem with the bearings on the Inclusive Orbit. He was now waiting for a revised quote for repairs.

Minute 22/11/23 Blinds - The Clerk informed councillors that two blinds had been purchased for upstairs at Cemetery Lodge from Dunelm at a cost of £68.

Minute 23/11/23 Fire Extinguisher & Fire Blanket Servicing - The Clerk

had asked Prestige Safety Services to carry out the servicing of the fire extinguishers and fire blanket at a cost of £31 + VAT, and this had been done.

Minute 24/11/23 PAT Testing - The Clerk had asked J R Cockin Electrical Contractors Ltd to carry out the PAT Testing at a cost of £135 + VAT, and this had been done.

Minute 25/11/23 Royal British Legion - The Clerk had paid the S137 grant of £25 made to the Royal British Legion for the Poppy Appeal on behalf of the people of Epworth.

Minute 26/11/23 Town Walks - The Clerk had sent the information arising from the Town Walk to North Lincolnshire Council.

Minute 27/11/23 Facebook - The Clerk had posted most of the items suggested for Facebook.

Proposed by Councillor J Whittaker and seconded by Councillor Finch
- **It was resolved that the report be noted.**

11/12/23

Correspondence

- (i) a) North Lincs Council - Rough Sleeper Count
- b) Peninsula Business Services - Risk Assessments Made Easy
- c) Goole Times - Local Remembrance Services
- d) St. Andrew's Church - Christmas Fayre Poster
- e) Worknest - Workplace Conflict Guide
- f) Mr A Rennoldson - Tyre Storage Expansion
- g) Better Housing Better Health - Fuel Poverty Support Service
- h) ERNLLCA - Pay Agreement 2023
- i) Mr J Franz - Archival Documents
- j) Croner Group Limited - Menopause & Mental Health Webinars
- k) Millea Group Limited - Housing Needs
- l) Bright HR - Menopause Policy
- m) Limes Dental Practice - Hedge at Side of Car Park
- n) Keep Britain Tidy - Buy Nothing New Month
- o) Mr A Cooper - Studcross Park
- p) ERNLLCA - VAT on Sports Facilities
- q) Worknest - Employment Law Changes
- r) Northern Powergrid - 24/7 This Winter
- s) ERNLLCA - Youth Engagement Insights Webinar
- t) LIVES - It Takes a Team to Save a Life
- u) Government Events - LGBTQ+ in the Workplace Conference
- v) North Lincs Council - Precept Requirement & Grant for 2024/25
- w) Bright HR - Employment Law Update Guide
- x) Ms A Johns - Christmas Market
- y) ERNLLCA - Being a Good Councillor Part 3 Slides

Proposed by Councillor Holt and seconded by Councillor Grantham
- **It was resolved that the information be noted.**

(ii) a) Mr P Riddiough - Complaint about Parking on Mowbray Street. Email from Mr Riddiough complaining about parking on Mowbray Street outside the Co-op. As more people parked on the road it made it difficult to travel down the street or enter the car park. He has personally been involved in a collision and knows of many others too, and therefore asked if it could be looked into as it was becoming more and more of an issue. Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that the Clerk should contact North Lincolnshire Council and query if some of the planning**

conditions for use of delivery vehicles were not being met, and also ask if community wardens could take a look at the problem and give advice to people parking in the wrong places and enforce the parking side of it.

b) Ms E Wilson - One Way System on Church Street. Email from Ms Wilson requesting a one way system on Church Street following a car accident where her car was written off by an articulated lorry, but she was also aware of numerous other incidents down this road. It was pointed out that the idea of a one-way system on Church Street had been discussed by the town council in the past, however it had not gone ahead with it. It was not something that could be trialled, in other words you either had to have it or not. It could lead to traffic speeding traffic and the loss of car parking spaces. Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that the Clerk should contact North Lincolnshire Council and to ask if it could look at the problem of HGV lorries and wide vehicles on Church Street and if there was a need for a restriction.**

c) Government Events - Social Media Content & Marketing Communications. Details of a training course due to take place on Tuesday, 9th January 2024. Proposed by Councillor Baker and seconded by Councillor R Whittaker - **It was resolved that the information be noted.**

d) Mr Z Mhetu MP - Twinning Opportunities. A request to consider twinning between Epworth in the UK and Epworth in Zimbabwe. In a letter to the Council, Hon. Zivai Mhetu - the MP for the Epworth North Constituency in Harare, Zimbabwe, referred to the historical ties and connections between Epworth UK and Epworth Zimbabwe, with the latter being founded by Methodist Missionaries from England, He believed that twinning opportunities between the two communities would mutually benefit residents and keep alive the historical ties that exist between them. Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that Mr Mhetu be thanked for his letter, but the Clerk inform him for various reasons the Council is not able to proceed, but to make him aware of an Epworth in the USA.**

e) North Lincs Council - Review of Polling Districts & Places. The Electoral Registration and Administration Act 2013 requires North Lincolnshire Council to carry out a review of its polling districts and polling places every five years. Electors within the area as part of this review are invited to make representations by Wednesday, 10th January 2024 relating to the boundaries of polling districts, the location and suitability of polling places and polling stations within them. Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that the information be noted.**

f) National Grid - North Humber to High Marnham Grid Upgrade Project. The first stage of the public consultation ran from 1st June to 27th July, and resulted in the production of a consultation summary which outlined the key themes from the feedback received during the consultation. The National Grid are keen to keep parish councils informed on the project and would welcome any opportunity to meet with them and provide a more detailed updated briefing from members of the project team. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the Clerk should invite the National Grid to give an update about the North Humber to High Marnham project.**

12/12/23

Publications

The following publications had been received:-

Public Sector Network - Newsletter	November 2023
SLCC - The Clerk	November 2023
North Lincs Council - Forthcoming Meetings	December 2023
ERPF - Employer Alert	
ERVAS - Community Vision	
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	

Proposed by Councillor Baker and seconded by Councillor J Whittaker
- It was resolved that the information be noted.

13/12/23

Committee / Working Group Reports

i) **Planning Committee** - The minutes of a meeting of the Planning Committee held on Tuesday, 14th November 2023, were circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Holt - **It was resolved that they be approved as a correct record.**

ii) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Tuesday, 14th November 2023, were circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Baker - **It was resolved that they be approved as a correct record.**

iii) **Combined Cemetery & Environment Committee** - The minutes of a meeting of the Combined Cemetery & Environment Committee held on Monday, 20th November 2023, were circulated prior to the meeting. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that they be approved as a correct record.**

iv) **Finance Committee** - The minutes of a meeting of the Finance Committee held on Tuesday, 28th November 2023, were circulated prior to the meeting. Proposed by Councillor J Whittaker and seconded by Councillor Holt - **It was resolved that they be approved as a correct record.**

14/12/23

Finance**(i) Accounts for Payment****ACCOUNTS FOR PAYMENT - DECEMBER 2023****Payments made before or since last meeting:-**

03.11.23	DD	Talk Talk	Telephone & Broadband Charges	38.28
10.11.23	Equals	Dunelm (Soft Furnishings) Ltd	Blinds	68.00
20.11.23	DD	EDF Energy	Electricity	1.00

	DD	EDF Energy	Electricity	19.00
	DD	EDF Energy	Electricity	234.00
21.11.23	DD	ICO	Data Protection Fee	35.00
	DD	EDF Energy	Electricity	4.00
27.11.23	DD	Everflow	Water Rates	24.08
	DD	Vodafone	Mobile Phone Charges	17.16
	DD	Epworth Business Forum	S145 Grant	780.00
28.11.23	DD	Talk Talk	Telephone & Broadband Charges	31.14
30.11.23	BP	Wages / Tax & NI / Pension	Month 8	5,193.32
01.12.23	DD	Scottish Power	Electricity	35.83
	DD	North Lincs Council	Business Rates	62.00

Proposed by Councillor J Whittaker and seconded by Councillor Finch
- It was resolved that these accounts be paid.

Payments submitted at this meeting:-

05.12.23	BP	ERNLLCA	Training - Chairs Training	72.00
	BP	Epworth Imperial Hall	Room Hire	75.00
	BP	George Tune & Son	Plants	120.00
	BP	Torne Valley Ltd	Trap / Bin Liners / Grease / Cleaning	29.29
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	Torne Valley Ltd	Tape / Refuse Sacks / Bin Bags	19.13
	BP	Dave Jaques Building Services	Clean Guttering / Refit Loose Tile	110.00
	BP	Paul Haywood	Hanging Baskets / Hedge / Planters	515.00
	BP	ERNLLCA	Training - Good Councillor	36.00
	BP	Mr S Quantrill	Mileage & Waterproof Trousers	29.05

Proposed by Councillor Finch and seconded by Councillor Holt
- It was resolved that these accounts be paid.

(ii) Savings Account

At a meeting of the Finance Committee held on Tuesday, 28th November 2023, it was suggested given the increase in interest rates that the Council should open a savings account where it kept as a minimum the Council's reserves. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that Full Council should agree with the recommendation made by the Finance Committee and open an Instant Access Savings Account with Unity Trust Bank with an initial deposit of £30,000.**

15/12/23

Items Raised By Councillors

(i) Public Rights of Way - Councillor Holt gave an update on the maintenance of public rights of way. He had been in dialogue over the last six months with the Clerk at Haxey Parish Council and North Lincolnshire Council and agreed to meet with them at the beginning of next year to try and keep on top of this. Proposed by J Whittaker and seconded by Councillor Finch - **It was resolved that the information be noted.**

(ii) Market Cross - Councillor Finch asked the Council to consider cleaning and improving the Market Cross given it is a focal part of the town, however because it was discoloured she believed it to be an eye-sore. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that the Clerk should seek advice from the Conservation Officer at North Lincolnshire Council about the Market Cross.**

(iii) **Planters** - Councillor Finch was concerned about the state of the two planters in the Market Place. Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that the Clerk should contact North Lincolnshire Council and ask them if they would look at the refurbishment of the planters in the Market Place.**

(iv) **Benches** - Councillor Grantham was prepared to donate two hardwood benches to the Council and the Clerk provided councillors with a photo of them and a quote to put them on a slab base and secure them to it. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that in principle the Council would accept the kind donation of the two benches - subject to a suitable location being found for them, and also allow the Clerk to spend up to £250 to secure them to the ground.**

(v) **Weeding** - Councillor Finch was concerned about the weeds in the Market Place. She wondered if the town council could do something about it and therefore obtained some quotes, however it was pointed out that it was North Lincolnshire Council's responsibility. Proposed by Councillor Baker and seconded by Councillor Finch - **It was resolved that the Clerk should contact North Lincolnshire Council and inform them that the Council was getting complaints about the weeds in the Market Place and there was a need for it to be re-grouted urgently because it not only looked a mess but posed a danger.**

(vi) **Bin Collection Calendars** - Councillor Baker was concerned about the decision made by North Lincolnshire Council not to distribute bin collection calendars to residents. However, in the Ward Councillors' Report there had been an assurance that they would be in the next copy of News Direct and also available on demand from NLC community hubs and libraries. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the information be noted.**

(vii) **Social Media & Communications Policy** - Councillor J Whittaker was concerned about the reach of the Council's Social Media presence and therefore wanted to elect nominated individuals to post on social media accounts on behalf of the Council to assist the Clerk. The Social Media & Communications Policy allowed for this under certain circumstances, however it did not state what these circumstances were.

Initially it was proposed by Councillor Baker and seconded by Councillor Finch not to elect any nominated individuals and to look at clarifying Section 12 of the Social Media & Communications Policy with regard to under what certain circumstances it would elect a nominated individual(s). However an amendment was then proposed by Councillor J Whittaker and seconded by Councillor R Whittaker to look at clarifying Section 12 of the Social Media & Communications Policy with regard to under what certain circumstances it would elect a nominated individual(s) but in the meantime nominate the Chair, Vice-Chair and Councillor J Whittaker to assist the Clerk with Facebook.

There was a request for a recorded vote on the amendment and it was as follows:-

For	Councillors J Whittaker & R Whittaker
Against	Councillors Baker, Finch, Grantham, Holt & Wilson

The amendment failed, therefore a vote then took place on the original proposal.

Proposed made by Councillor Baker and seconded by Councillor Finch - **It was resolved that the Council does not elect any nominated individuals and it looks at clarifying Section 12 of the Social Media & Communications Policy with regard to under what certain circumstances it would elect a nominated individual(s).**

There was a request for a recorded vote and it was as follows:-

For	Councillors Baker, Finch, Grantham, Holt & Wilson
Against	Councillors J Whittaker & R Whittaker

16/12/23

Rescission Notice

(i) The Clerk had received a rescission notice signed by five councillors to do with Minute 25/10/23 Items Raised By Councillors (iii) Chain of Office to rescind a decision to note the information. Proposed by Councillor J Whittaker and seconded by Councillor Holt - **It was resolved that the rescission notice be approved.**

(ii) Councillor Finch offered to pay for a chain of office to be attached to the existing pendant, it could cost in the region of £2,000 - £4,000, and said it would be her legacy to the town. It was pointed out that whilst the Council would not incur any upfront costs, there would be an ongoing cost of insuring it. One councillor believed whilst this was a great gesture from the Chairwoman, a chain of office was old fashioned and dated and if they wanted to leave a legacy they could spend it on something of benefit to the local community. There was a proposal not to accept the donation however it did not get a seconder and therefore failed, there was then a proposal to accept the donation.

Proposed by Councillor Grantham and seconded by Councillor Wilson - **It was resolved that the Council should accept the donation of a Chain of Office.**

There was a request for a recorded vote and it was as follows:-

For	Councillors Finch, Grantham & Wilson
Against	Councillor J Whittaker
Abstained	Councillors Baker, Holt & R Whittaker

17/12/23

Beacon

The Clerk had asked North Lincolnshire Council to reconsider their decision about the Beacon and also asked the ward councillors to support the town council. Whilst he had not yet heard back from North Lincolnshire Council, he had received a reply from one of the ward councillors who informed him that on this occasion there was little more they could do to help, The Clerk had emailed the landowner to ask if the Beacon could be used to commemorate the 80th Anniversary of D-Day on 6th June 2024, and was awaiting a reply. In the meantime one of the councillors had spoken with someone who owned land not far from the current location of the Beacon. Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved that the Clerk should make an official approach to Mr R Mills to see if he was prepared to have the Beacon relocated on his land.**

- 18/12/23** **CCTV**
(i) CCTV Control Centre - The Clerk had asked North Lincolnshire Council if the Chairwoman, Vice-Chairman and himself could visit the CCTV Control Centre to see the CCTV cameras in operation, and been told they could do so. **(ii) NAT Priority** - The Clerk had contacted the ward councillors about anti-social behaviour at Kings Head Croft and asked for an update given it was a NAT priority. **(iii) CCTV Agreement** - The Clerk had spoken with Woollas Security and they were not prepared to sign the CCTV agreement. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that the information be noted.**
- 19/12/23** **Administration**
 At a meeting of the Personnel Committee held on Tuesday, 14th November 2023, it discussed staffing. The Clerk had made use of the additional hours he had been allowed to work per month as and when required, but still found there was insufficient time to do all the tasks. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that Full Council should agree with the recommendation made by the Personnel Committee and look at employing someone to help the Clerk with administration for six hours per week for six months.**
- 20/12/23** **D-Day**
 At the last meeting of the Full Council it was resolved that the Clerk should provisionally book the singer and the rest of the arrangements should go back to the Combined Cemetery & Environment Committee. The Clerk informed councillors that the singer had been provisionally booked and D-Day was discussed at a meeting of the Combined Cemetery & Environment Committee held on Monday, 20th November 2023. It recommended to Full Council that to commemorate the 80th Anniversary of D-Day it should:-
 (i) Hire Mary Daw to perform on Thursday, 6th June 2024, at 7.00 pm, in The Thurlow Pavilion at a cost of £200. (ii) Put bunting up with the help of volunteers. (iii) Work with Epworth Primary Academy to hold an exhibition about D-Day. In addition it was suggested that there could be window displays and the standing soldiers be put up. Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved that Full Council should approve a budget of £350 for D-Day and the rest of it be delegated to the Combined Cemetery & Environment Committee to sort out.**
- 21/12/23** **Hanging Baskets**
 At a meeting of the Combined Cemetery & Environment Committee held on Monday, 20th November 2023, it discussed Hanging Baskets. The cost of the hanging baskets was heavily subsidised by the Council, and the amount paid by the businesses was a contribution towards the cost of providing them. At a meeting of the Finance Committee held on Tuesday, 28th November 2023, it agreed with a recommendation made by the Combined Cemetery & Environment Committee that the cost of a Hanging Basket for 2024 should be £35. Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved by Full Council that the cost of a Hanging Basket for 2024 should be £35.**
- 22/12/23** **Cemetery Charges for 2024 / 2025**
 The Finance Committee had met on Tuesday, 28th November 2023, to discuss Cemetery Charges for 2024 / 2025, and agreed with a recommendation made by the Combined Cemetery & Environment Committee.

Proposed by Councillor J Whittaker and seconded by Councillor Holt - **It was resolved that Full Council should agree with the recommendation made by both the Finance Committee and Combined Cemetery & Environment Committee that the charges for the Cemetery for 2024 / 2025 should be:-**

<u>Cemetery</u>	<u>Current</u>	<u>2024/25</u>		<u>Current</u>	<u>2024/25</u>
Purchase of Exclusive Right - Ashes	£243	£258	but if from outside Parish	£486	£516
Purchase of Exclusive Right - Body	£363	£385	but if from outside Parish	£726	£770
Purchase of Exclusive Right - Child U18	£91	£97	but if from outside Parish	£182	£194
Burial of Body	£121	£128	but if from outside Parish	£242	£256
Interment of Ashes	£91	£97	but if from outside Parish	£182	£194
Erection of Memorial	£61	£65	but if from outside Parish	£122	£130
Additional Inscription	£30	£32	but if from outside Parish	£60	£64
Chapel of Rest	Free	Free	but if from outside Parish	£61	£65
				per day	per day
Register Search Fee - Per Hour	£30	£32			

23/12/23

Wages & Salaries for 2024 / 2025

The Finance Committee met on Tuesday, 28th November 2023, to discuss the Wages & Salaries for 2024 / 2025, and agreed with a recommendation made the Personnel Committee:-

	<u>Current</u>	<u>2023/2024</u>
Town Clerk & RFO	SCP 28	£19.05
Groundsperson	SCP 4	£12.01
Cleaner	SCP 4	£12.01

Proposed by Councillor Baker and seconded by Councillor J Whittaker - **It was resolved that Full Council should agree with the recommendation made by both the Finance Committee & Personnel Committee that the Town Clerk & RFO, Grounds Person and the Cleaner be continued to be paid in accordance with the NJC Pay Scale for 2024 / 2025.**

24/12/23

Parish Precept for 2024 / 2025

Due to constraints of time it was suggested that the item be deferred, which would also give councillors more time to look at the precept figures. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that the Parish Precept for 2024 / 2025 should be deferred to the next meeting.**

25/12/23

Co-option

(i) Co-option Policy & Procedure - At the last meeting of the Full Council it was agreed that that the Personnel Committee should look at Co-option and then it should come back to Full Council. At a meeting of the Personnel Committee held on Tuesday, 14th November 2023, it discussed a draft Co-option Policy & Procedure, and the Clerk had provided each member with a copy of this document.

Proposed by J Whittaker and seconded by Councillor Finch - **It was resolved that the Council should agree with the recommendation made by the Personnel Committee and approve the Co-option Policy & Procedure.**

(ii) Co-option of a Member - The Clerk informed councillors that he had advertised the vacancy and had one expression of interest in response to it, however they had subsequently not submitted an application to join the Council. Proposed by Councillor Holt and seconded by Councillor Finch - **It was resolved that the Clerk should re-advertise the vacancy for a town councillor.**

26/12/23

SLCC

The Council had to consider whether it was prepared to pay the Clerk's membership renewal of SLCC for 2024. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the Council should pay the Clerk's membership renewal of SLCC for 2024 at a cost of £229.**

27/12/23

Facebook

Councillors considered items for Facebook and suggested the following: Planning, Co-option, Merry Christmas & Happy New Year, Return of Santa, Traffic Problems Co-op, Market Place, D-Day. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that the Clerk post the above items on the Council's Facebook page.**

28/12/23

Date, Time & Place of Next Meeting

The next meeting of the Full Council is due to be held on Tuesday, 9th January 2024, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth. In addition, there is also a meeting of the Planning Committee due to be held on Monday, 11th December 2023, followed by a meeting of the Personnel Committee on Monday, 18th December 2023 - all at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved the information be noted.**

29/12/23

Closure of Meeting

The Chairwoman declared the meeting closed at 9.43 pm.