

EPWORTH TOWN COUNCIL



27th January 2022

To: Members of Epworth Town Council

Councillors J Whittaker (Chairman), Brumby, Cooper, Finch, Garner, Stewart,
R Whittaker & Woods

Dear Councillor

I hereby give notice of the **Full Council Meeting of Epworth Town Council** due to be held on **Tuesday, 1st February 2022, at 7.00 pm**, in the **Small Room of the Imperial Hall, Chapel Street, Epworth**, and you are summoned to attend.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Gary Johnson'.

Gary Johnson
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. **Co-option**
To co-opt a member on to the Council.
5. **Chairman's Report**
To receive a report from the Chairman.
6. **Ward Councillors' Report**
To receive a report from the ward councillors.
7. **Minutes of the Last Meeting**
To approve as a correct record the minutes of an ordinary meeting of the Full Council held on Tuesday, 11th January 2022.
8. **Clerk's Report**
To receive a report from the Clerk.
9. **Correspondence**
 - (i) To note the following correspondence:-
 - a) ERNLLCA - Planning Training
 - b) Northern Powergrid - Thank You
 - c) Lindsey Lodge Hospice - Charity Dinner
 - d) Broughton Town Council - Cancellation of Civic Service
 - e) North Lincs Council - Town & Parish Clerk Check
 - f) Worknest - Managing Performance Issues / Grievances & Dismissals Webinar
 - g) Ms Claire Smith - Jubilee Celebrations
 - h) ERNLLCA - New Website
 - i) Alliance Volunteer Hub - Live Well Flyer
 - j) ERNLLCA - Queen's Platinum Jubilee
 - k) Brigg Town Council - Charity Civic Dinner
 - l) ERNLLCA - Phishing Emails
 - m) Groundwork - Charities Urge Green & Resilient Response to Gas Crisis
 - n) North Lincs Council - New Funding for Queen's Platinum Jubilee
 - o) NALC - New Year Open Letter
 - p) ERNLLCA - Important Message from Chairman
 - q) Bright HR - Protecting Your Business From the Great Resignation
 - r) Unity Trust Bank Plc - Interest Rates
 - s) HM Lord Lieutenant of Lincolnshire - Queen's Platinum Jubilee
 - t) Ms Gabby Taylor - Local History
 - u) Mr R Walker - Storm Drains
 - v) Valuation Office Agency - Ownership Details
 - w) Humber & Wolds Rural Action - Bulk Oil Buying Scheme
 - x) Alliance Volunteer Hub - Trustee for HWRA
 - (ii) To consider the following correspondence:-
 - a) ERNLLCA - Project Management Training
 - b) ERNLLCA / Scribe - Free Training Webinars
 - c) NALC - OFCOM Review of Postal Regulations
 - d) Mr G Milnes / Miss A Davis - Turbary Road
 - e) North Lincs Council - Playground Inspection
 - f) North Lincs Council - Support Grant to Town & Parish Councils
 - g) Croner - Returning to Work Safety Seminar
 - h) North Lincs Council - Spring in Bloom 2022

10. Publications

To note receipt of the following publications:-

Clerk & Councils Direct - Magazine	January 2022
Rural Services Network - Rural Funding Digest	January 2022
SLCC - The Clerk Magazine	January 2022
Fields In Trust - Trust News	
NALC - Chief Executive's Bulletin	
NALC - Newsletter	
North Lincs Council - Business Focus & Update	
North Lincs Council - News Direct	
North Lincs Council - Weekly Roadworks	
Public Sector Executive - Online Newsletters	
Rural Services Network - Rural Bulletin	
SLCC - News Bulletin	
VANL - Newsletter	

11. Committee / Working Group Reports

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

Combined Cemetery & Environment Committee	Monday, 17 th January 2022
Finance Committee	Monday, 24 th January 2022

12. Planning

a) To consider the following planning applications:-

PA/2021/2148	Proposal: Planning permission to erect a two storey extension to the rear of the dwelling Location: 59 Station Road, Epworth, DN9 1JY Applicant: Mr Steven Crouch
PA/2021/1802	Proposal: Planning permission to install a new shop front, a rear and side extension and floor plan alterations Location: 78 High Street, Epworth, DN9 1EP Applicant: Mr R Mills, North Lincs Property Ltd

13. Finance

- (i) To agree to the transfer of all direct debits from HSBC to Unity Trust Bank Plc.
- (ii) To approve the Financial Report & Bank Reconciliation Statement for December 2021.
- (iii) To approve the Budget Report for April - December 2021.
- (iv) To note and approve the schedule of accounts for payment for February 2022.

14. Telecommunications Mast

To consider sending a letter about the visual impact of the mast on Tottermire Lane.

15. Grass Cutting

To agree the specification for the Grass Cutting of the Closed Churchyard, Kings Head Croft and the Cemetery.

16. Hanging Baskets

To agree the specification for this year's Hanging Baskets.

17. Signs & Notice boards

To consider a quote to repair / replace the lettering on signs and notice boards.

18. **Projector**
To consider the repair of the old projector / purchase of a new projector.
19. **Blower**
To agree to the disposal of an obsolete piece of equipment.
20. **Queen's Platinum Jubilee Celebrations**
To consider recommendations about the programme of events and costs for the Queen's Platinum Jubilee Celebrations.
21. **Questions to the Chairman**
Items of an immediate urgency that need to be acknowledged before the next meeting and have not been included on the agenda.
22. **GDPR**
To receive an update on a GDPR issue and to consider any action to be taken.
23. **Date, Time and Place of Future Meetings**
To confirm date, time and place of future meetings of the Council.
24. **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, 1st February 2022, at 7.00 pm,
in the Small Room of the Imperial Hall, Chapel Street, Epworth**

Item 13 - Finance

ACCOUNTS FOR PAYMENT - FEBRUARY 2022

Payments made before or since last meeting:-

30/09/2021		Unity Trust Bank	Bank Charges	18.00
23/12/2021	DD	ICO	Data Protection Fee	35.00
31/12/2021		Unity Trust Bank	Bank Charges	18.00
		Unity Trust Bank	Bank Charges	18.00
		Unity Trust Bank	Bank Charges	0.80
20/01/2022	DD	EDF Energy	Electricity	9.00
	DD	EDF Energy	Electricity	35.00
	DD	EDF Energy	Electricity	65.00
22/01/2022	DD	HSBC	Bank Charges	10.00
26/01/2022	DD	Vodafone	Mobile Phone Charges	23.31
	DD	Everflow Water	Water Rates	22.51
27/01/2022	DD	Plusnet	Telephone & Broadband Charges	39.60
31/01/2022	BP	SLCC	Annual Membership	215.00
	BP	Rural Services P'ship Ltd	Membership of RMTG	55.00

Payments submitted at this meeting:-

01/02/2022	DD	North Lincs Council	Trade Waste Disposal	61.23
	DD	North Lincs Council	Business Rates	71.00
	DD	Scottish Power	Electricity	11.00
	DD	Scottish Power	Electricity	11.00
	BP	Torne Valley Ltd	Fork / Rake / WD40	30.30
	BP	Steven Smithey	Repairs to Notice Board	78.00
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	50.00
	BP	Torne Valley Ltd	Brick Line & Ear Protectors	27.49
	BP	MKS Groundcare Ltd	Grasscutting	240.00
	BP	ERNLLCA	Training - Councillor Brumby	108.00
	BP	Mr P Barker	Expenses - Mileage	7.20
	BP	Wages / Tax & NI / Pension	Month 10	3,060.26