

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Combined Cemetery & Environment Committee held on Thursday, 19th October 2023, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth

- 01/10/23** **Election of Chairman / Chairwoman**
Proposed by Councillor Grantham and seconded by Councillor Wilson - **It was resolved that Councillor Finch should be elected Chairwoman of the Combined Cemetery & Environment Committee for the forthcoming year.**
- 02/10/23** **Record of Members Present**
The following councillors were present: Councillors Finch (Chairwoman), Grantham and Wilson.
- 03/10/23** **Apologies for Absence**
There were no apologies because all members of the Committee were present.
- 04/10/23** **Declarations of Interest & Dispensations**
(i) There were no declarations of interest.
(ii) No dispensations had been granted.
- 05/10/23** **Clerk's Report**
Minute 05/03/23 King's Coronation - The Clerk had purchased a One 4 All Voucher to the value of £30 as the prize for the Best Dressed Business. 660m of bunting at a cost of up to £660, and two flags for the Market Place and Cemetery Lodge at a cost of up to £20.
- Minute 06/03/23 Hanging Baskets** - The Clerk had sought quotes to check the brackets, for them to be put up and taken down, their contents emptied and then put back in storage. In addition he had put before Full Council the risk assessment for putting up and taking down the hanging baskets. Full Council had approved both the quote and the risk assessment.
- Minute 07/03/23 Planters** - The Clerk had sought a quote for a contractor to plant and maintain the planters throughout the year and put this before Full Council, who agreed to it.
- Minute 08/03/23 Carpets** - Full Council had agreed with the recommendation made by the Combined Cemetery & Environment Committee to carpet the reception, stairs and first floor rooms of Cemetery Lodge, and this had now been done.
- Minute 09/03/23 Joinery & Electrical Work** - The Clerk had obtained a quote for the joinery work but not the electrical work, however the joinery work had already been carried out because it needed to be done prior to the fitting of the carpets.
- Minute 10/03/23 Wall Maintenance** - The Clerk still needed to obtain a quote to point up the church wall and seek advice about the bulge in the wall.
- Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that the report be noted.**

- 06/10/23** **D-Day**
 Whilst the Council was already looking at the possibility of lighting a Beacon for the 80th anniversary of D-Day on 6th June 2023, in addition the Chairwoman suggested a singer be asked to perform at the Imperial Hall to commemorate the occasion. It was estimated that this could cost up to £300, however a grant may be able to be applied for towards the cost of doing this. Proposed by Councillor Finch and seconded by Councillor Wilson - **It was resolved that a recommendation be made to Full Council to commemorate the 80th Anniversary of D-Day it should:- (i) Hire a singer to perform at the Imperial Hall. (ii) Put bunting up.**
- 07/10/23** **Beacon**
 The Clerk informed members of the Committee the existing landowner was not against the idea of the Beacon being moved and a quote had been obtained to do this, however North Lincolnshire Council would not allow the Beacon to be sited on Yealand Flats. The Clerk said the land owned by the town council was limited and the only possible locations a Beacon could go would be the Cemetery or the Queen Elizabeth 2 Field - the former was probably an inappropriate place for it whilst the latter was surrounded by trees. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that the matter should be put before Full Council.**
- 08/10/23** **Community Emergency Plan**
 At a meeting of the Full Council held on Tuesday, 5th September 2023, it was agreed that the Community Emergency Plan should be reviewed by the Combined Cemetery & Environment Committee. The Clerk had provided members of the Committee with copies of the current Community Emergency Plan and a template for a new Community Emergency Plan. Proposed by Councillor Finch and seconded by Councillor Wilson - **It was resolved that the Clerk should try and transfer the information from one document to the other and bring back a revised Community Emergency Plan to a future meeting.**
- 09/10/23** **Asset Register**
 At a meeting of the Full Council held on Tuesday, 13th June 2023, it was agreed that the Combined Cemetery & Environment Committee should go through the asset register and update it in conjunction with the Clerk over the year. Each member of the Committee had been provided with a copy of the asset register, and it was suggested that a stock take of the inventory should be carried out. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that the item be deferred to a future meeting.**
- 10/10/23** **Planters**
 Members of the Committee considered the maintenance of the planters and the planting of them for the winter / spring period. The Clerk would ask the contractor to weed the planters and then put new plants in. Proposed by Councillor Grantham and seconded by Councillor Wilson - **It was resolved that the Clerk be allowed to spend up to £25 on plants per planter.**
- 11/10/23** **Seats**
(i) Map of Seats - The Clerk provided each member of the Committee with a map showing the location of seats within the parish of Epworth, however he was aware that some seats were not on it and there may be others. Proposed by Councillor Finch and seconded by Councillor Wilson - **It was proposed that an audit of the seats be undertaken to enable the map to be updated.**

(ii) **Cleaning, Repairing & Varnishing of Seats** - Some of the seats were in need of maintenance work. Proposed Finch and seconded by Councillor Grantham - **It was resolved the Clerk ask the Groundsperson to clean, repair and varnish the seats which belonged to Epworth Town Council.**

12/10/23

Blinds

Members of the Committee considered the need for blinds upstairs at Cemetery Lodge and believed the purchase of two blinds for the first floor would help finish off the renovation work which had already taken place upstairs at Cemetery Lodge. It was estimated that it could cost up to £300. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that a recommendation be made to Full Council to purchase two blinds for upstairs at Cemetery Lodge.**

13/10/23

Bus Shelters

Members of the Committee considered the state of the bus shelters around Epworth, with one councillor having personally cleaned one of them because of the state it was in. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that the Clerk should contact North Lincolnshire Council and ask if the bus shelters could be cleaned.**

14/10/23

Date, Time & Place of Next Meeting

The next meeting of the Combined Cemetery & Environment Committee is due to be held on Monday, 20th November 2023, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth.

15/10/23

Closure of Meeting

The Chairwoman declared the meeting closed at 8.13 pm.