

EPWORTH TOWN COUNCIL



31st March 2022

To: Members of Epworth Town Council

Councillors J Whittaker (Chairman), Brumby, Cooper, Finch, Fleet, 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, 5th April 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 that reads '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. **Chairman's Report**

To receive a report from the Chairman.

5. **Ward Councillors' Report**

To receive a report from the ward councillors.

6. **Minutes of the Last Meeting**

To approve as a correct record the minutes of an ordinary meeting of the Full Council held on Tuesday, 1st March 2022.

7. **Clerk's Report**

To receive a report from the Clerk.

8. **Correspondence**

(i) To note the following correspondence:-

- a) NHS Test & Trace - QR Poster Service
- b) Barton Upon Humber Town Council - Civic Dinner
- c) HSBC - Risk of Fraud Is Increasing
- d) Northern Powergrid - £8.2 Million Investment in Epworth & Haxey
- e) Rural / Market Town Group - Clerks Advisory Panel
- f) Public Sector Audit - VAT
- g) Rural / Market Town Group - Online Meeting for Members
- h) Labour Group Office - Workers Memorial Day
- i) ERNLLCA - Updates on 2021 / 2022 Pay Settlement
- j) Vodafone - Important Changes to Mobile Account
- k) Mr D Keeley - Clearcom / KCOM Fibre Installation
- l) ERNLLCA - 2021 / 2022 Pay Award
- m) ERNLLCA - Training Calendar
- n) Ms F Glynn - Litter from Recycling Centre on Belton Road
- o) Public Sector Audit - Revised Thresholds for Public Contracts
- p) ERNLLCA / NALC - International Women's Day
- q) ERNLLCA - Happy Year Ending Training
- r) BBC Radio Humberside - Jubilee Celebration
- s) Ms L Wraith - Tree Debris
- t) Unity Trust - Debit Interest Rates
- u) Mr J Wainwright - Beacon
- v) Winterton Town Council - Civic Dinner
- w) Isle Choral Singers - Concert Poster
- x) Green Lane Association - Countryside Access
- y) ERNLLCA - Appointment of New Executive Officer
- z) ERNLLCA - Scribe Year End Resources
- aa) ERNLLCA / CloudyIT - Free IT Webinars
- bb) Mr S Mullen - Broken Equipment
- cc) Yorkshire Water - Work on Turbary Road & Wroot Road
- dd) Conservative Group Office - Isle Flag
- ee) Bright HR - How to Effectively Manage HR in Your Business Seminar
- ff) Everflow Water - Wholesale Price Changes
- gg) Mr D Maule - Nuisance Dogs Barking
- hh) North Lincs Council - Epworth Traffic Signal Replacement
- ii) ERNLLCA - Ukraine & Legal Topic Notes
- jj) NALC - Make a Change
- kk) HWRA - Men in Sheds
- ll) North Lincs Council - New System for Handling Invoices
- mm) NALC - Utility Aid

(ii) To consider the following correspondence:-

- a) Mr G Milnes - Turbary Road
- b) NALC - Star Council Awards
- c) ERNLLCA / Parkinson Partnership - Finance Training
- d) Humberside Police & Crime Commissioner - Community Payback
- e) ERNLLCA - Spring Training Day
- f) North Lincs Council - Integrated Transport Strategy
- g) ERNLLCA - NALC Letter to Smaller Councils

9. Publications

To note receipt of the following publications:-

ERNLLCA - Newsletter	February 2022
Clerk & Councils Direct - Magazine	March 2022
North Lincs Council - Forthcoming Meetings	March 2022
Public Sector Network - Newsletter	March 2022
Rural Services Network - Rural Funding Digest	March 2022
SLCC - The Clerk Magazine	March 2022
North Lincs Council - Forthcoming Meetings	April 2022
NALC - Chief Executive's Bulletin	
NALC - Events	
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	

10. Committee / Working Group Reports

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

Planning Committee	Wednesday, 9 th February 2022
Planning Committee	Tuesday, 8 th March 2022
Personnel Committee	Monday, 14 th March 2022
Finance Committee	Tuesday, 15 th March 2022
Combined Cemetery & Environment Committee	Wednesday, 23 rd March 2022
Planning Committee	Monday, 28 th March 2022

11. Finance

- (i) To approve the Financial Report & Bank Reconciliation Statement for February 2022.
- (ii) To note and approve the schedule of accounts for payment for April 2022.
- (iii) To give authority to the Clerk to request transfers between accounts to help facilitate the payment of bills.

12. Queen's Platinum Jubilee Celebrations

- (i) To consider a recommendation to advertise the musical events on the new waste bins.
- (ii) To consider a recommendation for the small area at the back of the Kings Head Croft car park to be used by food / drink vendors.
- (iii) To consider a recommendation to ask North Lincolnshire Council if the beacon could be moved to a new location on land they own.

13. **Waste Bins**
 - (i) To discuss the outcome of the waste bin consultation and consider any action to be taken.
 - (ii) To consider a recommendation about asking North Lincolnshire Council to re-instate the dog waste bin which has been removed from the field end of the footpath leading from Eastfield Road to the rear of Lockwood Bank.
14. **Hedges**

To consider a recommendation to replace some of the hedging at the cemetery.
15. **Gravel for Cemetery Paths**

To consider a recommendation to purchase some gravel for the cemetery paths.
16. **Electricity**

To review electricity suppliers and also the way in which the bills are paid.
17. **Internal Auditor**

To appoint an internal auditor for 2021 / 2022.
18. **Dementia Training**

To approve the cost of hiring the Imperial Hall for dementia training.
19. **Best Kept Village Competition**

To consider entering the Best Kept Village Competition for 2022.
20. **Items Raised by Councillors**
 - (i) **Mayor** - Councillor Finch
To further consider having a Mayor.
 - (ii) **Communication** - Councillor J Whittaker
To discuss how the Council engages with residents.
 - (iii) **Dogs** - Councillor J Whittaker
To consider if dogs should be permitted in the Cemetery.
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. **Personnel**
 - (i) **Probationary Period**
To consider a recommendation following the end of the probationary period for the Groundsperson.
 - (ii) **Contract of Employment**
To consider a recommendation about a contract of employment for the Town Clerk & RFO.
 - (iii) **Pay Award**
To consider any action to be taken following the NJC Pay Award for 2021 / 2022.
23. **Annual Town Meeting**

To arrange a date for the Annual Town Meeting.

24. Date, Time and Place of Future Meetings

To confirm date, time and place of future meetings of the Council.

25. 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, 5th April 2022, at 7.00 pm,
in the Small Room of the Imperial Hall, Chapel Street, Epworth**

Item 11 - Finance

ACCOUNTS FOR PAYMENT - APRIL 2022

Payments made before or since last meeting:-

21/03/2022	DD	EDF Energy	Electricity	9.00
	DD	EDF Energy	Electricity	35.00
	DD	EDF Energy	Electricity	65.00
22/03/2022		HSBC	Bank Charges	8.00
25/03/2022	DD	Vodafone	Mobile Phone Charges	23.31
28/03/2022	DD	Plusnet	Telephone & Broadband Charges	39.43
31/03/2022	BP	Complete Business Solutions	Paper	29.92
	BP	ERNLLCA	Training Course	84.00
	BP	J T Building & Joinery Services Ltd	Rebuild Churchyard Wall	350.00
	BP	Mr A E Savory	Beacon Inspection	24.04
01/04/2022	DD	North Lincs Council	Business Rates	72.08
	DD	Scottish Power	Electricity	11.00
	DD	Scottish Power	Electricity	11.00

Payments submitted at this meeting:-

05/04/2022	BP	Starboard Systems Limited	Annual Accounts Licence	561.60
	BP	Epworth Imperial Hall	Room Hire	22.50
	BP	J T Building & Joinery Services Ltd	Replace Door Lock	55.00
	BP	Torne Valley Ltd	Weedkiller / Refuse Sacks / Cleaning	57.79
	BP	Torne Valley Ltd	Shaft for Fork	5.18
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	50.00
	BP	MKS Groundcare Ltd	Grasscutting	240.00
	BP	Mr P Barker	Expenses - Mileage	5.40
	BP	Mr S Quantrill	Expenses - Mileage & Refuse Sacks	8.85
	BP	Wages / Tax & NI / Pension	Month 12	3,157.96