

EPWORTH TOWN COUNCIL



22nd October 2022

To: Members of Epworth Town Council

Councillors Finch (Chairwoman), Brumby, Cooper, Fleet, Garner, Stewart,
J Whittaker, 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 November 2022, 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. **Dementia Friendly Council**
To receive a presentation from Mrs Helen Wright on becoming a dementia friendly council.
5. **Turbary Road**
To receive an update on Turbary Road and to consider any further action which may need to be taken.
6. **Chairwoman's Report**
To receive a report from the Chairwoman.
7. **Ward Councillors' Report**
To receive a report from the ward councillors.
8. **Minutes of the Last Meeting**
To approve as a correct record the minutes of a meeting of the Full Council held on Tuesday, 4th October 2022.
9. **Clerk's Report**
To receive a report from the Clerk.
10. **Correspondence**
 - (i) To note the following correspondence:-
 - a) North Lincs Council - Isle of Axholme Safetalk Training Session
 - b) North Lincs Council - Town & Parish Councils Liaison Meeting Agenda
 - c) HWRA - Renewed Membership
 - d) Immingham Town Council - Civic Service
 - e) North Lincs Council - Precept Timetable 2023/24
 - f) North Lincs Council - Town & Parish Council Elections on 4 May 2023
 - g) HWRA - Retirement of Chief Executive
 - h) Bright HR - How to Navigate the Upcoming Recession Seminar
 - i) Mr A Catherall - Proposed Dog Bin at Southern End of Footpath 58
 - j) Cognitive Publishing Ltd - The Challenge of Digital Inclusion Webinar
 - k) CPRE Northern Lincolnshire - Best Kept Village Presentation Photo
 - l) Tape 2 Tape - Parish Magazine Information
 - m) Worknest - Five Ways to Support your Employees' Financial Wellbeing Webinar
 - n) Unity Trust Bank PLC - Interest Rate Changing
 - o) Cloudy Group - Choosing the Right Cloud for Your Council Seminar
 - p) ERNLLCA / Edge IT Systems Ltd - Cloud Administered Councils - Reality/Myth?
 - q) ERNLLCA - North Lincolnshire District Committee Meeting
 - r) Epworth War Memorial Field - Poppies for Remembrance Day at the Thurlow
 - s) North Lincs Council - PA/2022/1365
 - t) ERPF - AGM
 - u) Worknest - Cost of Living Hub
 - v) Isle Choral Singers - Coffee Morning Poster
 - w) Northern Powergrid - New Gym Equipment Press Release
 - x) Epworth Old Rectory - Christmas Craft Fayre Poster
 - y) HWRCC - Menopause Awareness Month
 - z) ERNLLCA / Centre for Sustainable Energy - Place Project
 - (ii) To consider the following correspondence:-
 - a) GovNet Technology - Enhance Your Service Delivery Webinar

- b) North Lincs Council - North Lincolnshire in Bloom 2023
- c) ERNLLCA - NALC Events Survey
- d) North Lincs Council - Rough Sleeper Count 2022

11. Publications

To note receipt of the following publications:-

| | |
|---|----------------|
| Alliance Volunteer Hub - Newsletter | September 2022 |
| ERNLLCA - Newsletter | September 2022 |
| North Lincs Council - Forthcoming Meetings | October 2022 |
| Rural Services Network - Rural Funding Digest | October 2022 |
| ERPF - Employer Alert | |
| NALC - Chief Executive's Bulletin | |
| NALC - Newsletter | |
| North Lincs Council - News Direct | |
| North Lincs Council - Weekly Roadworks | |
| Public Sector Executive - Online Newsletter | |
| Rural Services Network - Rural Bulletin | |
| SLCC - News Bulletin | |
| VANL - Newsletter | |

12. Committee / Working Group Reports

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

| | |
|---|--|
| Combined Cemetery & Environment Committee | Monday, 10 th October 2022 |
| Personnel Committee | Tuesday, 11 th October 2022 |
| Planning Committee | Wednesday, 12 th October 2022 |
| Finance Committee | Monday, 17 th October 2022 |

13. Planning

To consider the following planning applications:-

| | |
|--------------|---|
| PA/2022/1770 | <p>Proposal: Listed building consent to create two ground floor commercial units, first and second floor one-bedroom apartments and a single storey rear extension including associated external staircase Location: 2-4 Albion Hill, Epworth, DN9 1HD Applicant: Mr & Mrs A Parker, Barclays Development Corporation</p> |
| PA/2022/1747 | <p>Proposal: Planning permission for reconfiguration / refurbishment creating two commercial units and two one-bedroomed apartments including a single-storey rear extension, external staircase and associated external works Location: 2-4 Albion Hill, Epworth, DN9 1HD Applicant: Mr & Mrs A Parker, Barclays Development Corporation</p> |

14. Finance

- (i) To approve the Financial Report & Bank Reconciliation Statements for July, August & September 2022.
- (ii) To approve the Budget Report for April 2022 to September 2022.
- (iii) To note and approve the schedule of accounts for payment for November 2022.

15. **Kings Head Croft**
To consider quotes to do with:- (i) Repairs of Play Equipment
(ii) Repairs of the Safety Surface
16. **Cemetery Lodge**
To consider quotes to do with the refurbishment of the stairway area.
17. **Isle of Axholme Short Matt Bowls**
To consider a request for a financial grant.
18. **Royal British Legion**
To consider a donation to the Poppy Appeal.
19. **Electricity**
To review electricity supplier.
20. **Complaints Policy & Procedure**
To further review the Council's Complaints Policy.
21. **Youth Council**
To receive an update and consider any further action to be taken.
22. **Personnel**
 - (i) **Probationary Period**
To consider a recommendation following the end of the probationary period for the Clerk / RFO.
 - (ii) **Training Courses**
To consider a recommendation regarding training courses for the Clerk / RFO.
 - (iii) **Employment**
 - a) To consider a recommendation to employ someone to look after the Planters.
 - b) To consider a recommendation to employ someone on a casual contract as grounds staff and when not available use a contractor.
23. **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.
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, 1st November 2022, at 7.00 pm,
in the Small Hall of the Imperial Hall, Chapel Street, Epworth**

Item 14 - Finance

ACCOUNTS FOR PAYMENT - NOVEMBER 2022

Payments made before or since last meeting:-

| | | | | |
|----------|--------|----------------------------|-------------------------------|----------|
| 04.10.22 | Equals | Royal British Legion | Lamp Post Poppies | 100.00 |
| 10.10.22 | Equals | Londis | Fuel for Mower | 17.43 |
| 19.10.22 | BP | Equals Money PLC | Transfer of Funds | 648.00 |
| 20.10.22 | DD | EDF Energy | Electricity | 9.00 |
| | DD | EDF Energy | Electricity | 35.00 |
| | DD | EDF Energy | Electricity | 65.00 |
| 24.10.22 | Equals | Microsoft | Online Services | 648.00 |
| | DD | EDF Energy | Electricity | 34.00 |
| 26.10.22 | DD | Everflow Water | Water Rates | 15.52 |
| | DD | Vodafone | Mobile Phone Charges | 25.22 |
| 27.10.22 | DD | Plusnet | Telephone & Broadband Charges | 34.92 |
| 31.10.22 | BP | Wages / Tax & NI / Pension | Month 7 | 2,930.46 |

Payments submitted at this meeting:-

| | | | | |
|----------|----|---------------------|---|-----------|
| 01.11.22 | DD | Scottish Power | Electricity | 1.00 |
| | DD | North Lincs Council | Business Rates | 71.00 |
| | BP | Torne Valley Ltd | Bin Liners & Sacks / Tubes / Air Freshner | 49.37 |
| | BP | BRS Tech Limited | Cloud Back-Up | 306.00 |
| | BP | Broxap Limited | Outdoor Gym Equipment | 14,263.20 |
| | BP | Zurich Municipal | Increase in Policy Cover | 88.39 |
| | BP | Torne Valley Ltd | Grease / Oil / Superclean | 18.06 |
| | BP | MWQA Ltd | Monthly H&S Competent Person Fee | 72.00 |