

Council members,
Cllr J Whittaker (Chairman), Cllr Mrs C Finch, Cllr Mrs P Garner, Cllr M Harm,
Cllr G Johnson, Cllr T Mitchell, Cllr D Stewart MBE (Vice Chairman),
Cllr Mrs R Whittaker, Cllr D Woods.

Minutes of a Meeting of the Council held at the Imperial Hall (small room) **on Tuesday September 3rd, 2019 at 7pm.**

Introduction and fire precautions The Chairman welcomed everyone to the September meeting of the council and explained the fire evacuation procedures, the clerk signed the forms

Public Participation session: Residents are invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration. **(Members of the public are reminded that each presentation should take no more than three minutes).**

The following paragraph was read out;

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.

01.09.19 To record the Names of Members, Present. Cllr J Whittaker presiding;

Cllrs; Johnson, Mitchell, Stewart & Woods.

Also present were 4 members of the public and a member of the press.

The clerks C Maguire and C Mc Roy were in attendance.

02.09.19 Apologies for absence were received from Cllrs Finch, Garner & R. Whittaker.

Cllr Harm was not present.

03.09.19 To receive Declarations of Interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. (*Localism Act 2011 Code of Conduct*).

Cllr Mitchell personal and prejudicial interest Item 10b, grant application Epworth Imperial Hall, Personal interest as Ward Councillor items 14,16,17 & 18.

04.09.19 To note dispensations given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*). None requested.

05.09.19 To receive the Chairman's Announcements (*for information only*).

The Chairman thanked councillors and the clerks for attending the Turbary Road meeting on Monday 2nd September, agenda item later in the meeting; a DRAFT of the Epworth Echo would be presented to council at the October meeting would anyone with articles please submit them to the clerks.

06.09.19 To receive reports from Ward councillors *(for information only)*.

Cllr Mitchell reported that there would be significant road resurfacing in the Lockwood Bank and Eastfield Road area, residents have been informed; parking bays are due to be re-marked and several issues from the Conservation Walk have been identified.

07.09.19 To receive the Clerk's Report *(for information only)*.

Kings Head Croft CCTV & Lighting; NLC lighting has been fitted however having spoken to "videcom" and NLC the clerk understands that an additional power supply is required to the CCTV mast before the camera equipment can be installed. NLC will be fitting the additional power supply asap after which "videcom" can fit the CCTV. Further confirmed that CCTV mast would be painted black to match lighting columns.

Picnic benches -Once the CCTV is up and running the council can re-consider the location and re-fitting of the 2 picnic benches currently in storage.

HSBC Business Debit Card application; card now received; clerk will list items before expenditure for approval by members of the finance committee

Chapel of Rest – change of use; forms obtained from North Lincolnshire Council, completed, floorplan drawing obtained, forms scanned and returned to NLC August 1st, 2019. Nominal approval by NLC planning, full application to be submitted; forms have also been sent for building regs approval, a cost will be incurred depending on the level of work required – this to be determined by building regs.

Watering; due to poor condition of many of the baskets watering will cease a week early, Mrs Hodson is due a weeks' holiday which she will take as the last week of her contract. She does not wish to take up the contract again next year. Removal of the hanging baskets has been arranged.

Holidays: please note that the clerk will be in the office Wednesday September 4th and away until Wednesday September 18th then working the Wednesday Thursday and Friday.

Cemetery Memorial Inspection: the assistant clerk is sending out batches of letters week by week; notices are being placed on all memorials with the clerk's hand checking each one to ensure a letter is appropriate. In general residents have responded well and are accepting that work is required and must be paid for; the exception is one of the funeral directors who feels that the inspection has been too stringent and highlighted issues un-necessarily. Families referring to this company should be referred to a third-party mason for the repairs. All information on NAMM qualified masons has been included with the letters together with a note of the work required.

Cemetery Lodge roof repairs: the contractors have offered a price of £370.00 to replace missing and damaged slates, repoint gullies and remove, clean and replace the guttering that appears blocked. This work will be carried out later in the month approved by the clerk in consultation with the Chairman.

Financial Regulations: NALC/ERNLLCA have issued an updated version which the clerks will cross reference with the current policy to amend and update before presenting to Finance Committee and Full Council for adoption.

Good Councillors Guide: purchase order sent for 12 copies September 3rd

Speed monitoring West End Epworth – email sent requesting up to date monitoring (acknowledged)

Tree report re Church Walk – copy of report sent to residents at 6 Church Walk & Limes Cottage – clerk still to complete and send off tree works applications to NLC

Zurich Insurance; copy of recent buildings valuation sent 3.9.19 amended figure added to asset list

Annual Return: council is still waiting for the return of the audit paperwork

Office equipment: computer upgrade – new email work can be completed now that Town Council business card has been received.

Epworth & District Agricultural Society Ltd: grant cheque signed and handed over to Society Chairman at the Epworth Show by the Vice Chairman.

Letter of thanks sent to D Cooper for weeding at Kings Head Croft

Proposed by Cllr Stewart seconded by Cllr Woods **RESOLVED** clerks report noted.

08.09.19 To resolve Draft Minutes of a Meeting of the Council held on Tuesday August 1st, 2019 copies of which have been previously circulated, for approval and signature. Proposed by Cllr Stewart seconded by Cllr Mitchell **RESOLVED** an accurate record and signed by the Chairman.

09.09.19 To dispose of any business, if any, remaining from the last meetings.
No issues were raised.

10.09.19 Finance Committee: to receive DRAFT minutes of a committee meeting held on Wednesday August 28th at 7pm for approval and signature. Proposed by Cllr Johnson seconded by Cllr Stewart **RESOLVED** a true record and signed by the Chairman.

(a) Internal control: to receive copy July bank statements, the July Receipts & Payments account sheet and the July budget sheet for approval and signature of the Chairman. Proposed by Cllr Stewart seconded by Cllr Mitchell **RESOLVED** an accurate record and signed by the Chairman.

(b) Grant requests:

Epworth Imperial Hall: *Local Government Act 1972 sec 133 Community Buildings:* Grant request £3975.00 (three thousand nine hundred and seventy-five pounds)

Proposed seconded and **RESOLVED** to suspend the meeting to allow a committee representative to speak on behalf of the trustees; the Imperial Hall has a history going back 100 years, transferred in 1984 for a £1.00 fee from the then Parish Council. The income covers the running costs of the hall but not maintenance. Grant request to upgrade the kitchen, trustees will strip out the old kitchen and request £3975.00 as half of the cost of the replacement units.

The Council meeting resumed.

Having declared a prejudicial interest Cllr Mitchell left the meeting for the brief discussions on the application

As the meeting was then inquorate no decision was taken.

7.15 Committee representative left the meeting.

Cllr Mitchell returned to the meeting.

Epworth Colts: Local Government Act (Misc. Provisions) 1976 section 19 recreational facilities – committee recommend £5000.00 (five thousand pounds)

RESOLVED to suspend the meeting to allow a representative to speak:

The Chairman of the Epworth Colts addressed the meeting; previous grant used to relocate site to South Axholme Academy; club growth has been expeditionary! And has outgrown the site now with 23 teams from under 6, to adult. Plan to relocate the adult teams to Carrside 3 teams need full size pitches. Have taken 50-year lease from Epworth War Memorial Field Committee paying regular rent. £3000.00 already invested. Plans for better car park surfaces. 80 people attended

match last weekend. Will add entrance gate and tidy entrance. Also, interim building works. Criteria to move up the league which requires provision for male and female referees and improved playing surfaces. Provisional costings £20,000 (twenty thousand pounds) asking for a 25% contribution from Epworth Town Council.

Councillors noted that it was a fantastic facility, with 350 members and 60 coaches' councillors were advised that the majority came from Epworth, when asked if other councils had been approached the reply was "not yet".

The council resumed the meeting

Comments: great project, financially sustainable, club contribution 75%, socially inclusive, sustain Thurlow Committee, excellent presentation.

Proposed by Cllr Stewart seconded by Cllr Johnson **RESOLVED** £5000.00 (five thousand pounds)

7.30pm Epworth Colts Chairman left the meeting.

RESOLVED to suspend the meeting to allow British Legion representatives to speak;

Royal British Legion: Local Government Act 1972 section 137 committee recommendation £1000.00 (one thousand pounds) Representatives presented a photograph of the trailer and Gazebo which both require maintenance but enable them to interact with the public. The vehicle is sponsored by local businesses. Money raised goes towards the National Poppy Appeal and not into local funds. Locally they can provide emergency funding for individuals/families of servicemen and their dependants in need. Grant application is for a new Standard. As a unit they represent the Isle of Axholme. An essential service to support veterans in the community.

The meeting resumed: Proposed by Cllr Mitchell seconded by Cllr Stewart **RESOLVED** to grant £1000.00 (one thousand pounds)

7.45pm the British Legion representative left the meeting.

Epworth Christmas Lights: Local Government Act 1972 section 144 Committee recommend £1968.00 (one thousand nine hundred and sixty-eight pounds)

NOTE a committee member had previously addressed the Finance Committee

Proposed by Cllr Stewart seconded by Cllr Mitchell **RESOLVED** to grant £1968.00 (one thousand nine hundred and sixty-eight pounds)

11.09.19 Internal Control: To receive information regarding payments on the Financial Statements (such as direct debits and credit payments) approved by the Town Clerk since the last meeting of the Town Council, under powers granted by the Local Government Act 1972 s101 and in accordance with Council Policy.

NOTE: Banking dates are approximate and may vary from those listed

	Receipts				
27.08.19	R Wallace & Son Ltd	Rights & burial CR85			£275.00
27.08.19	Dignity Funerals (Fields)	Re open A193 burial fee			£100.00
27.08.19	R Wallace & Son Ltd	Re open 466 ashes burial			£75.00

	Cheques paid		Net	Vat	Total
22.08.19	104329	Grant Epworth show			£1,000.00
	Cancelled cheques				
	DD payments				
01.09.19	North Lincolnshire Council	Trade waste Cemetery			£21.60
01.09.19	North Lincolnshire Council	Cemetery rates			£53.00
25.09.18	O2	Mobile phone charges	£18.58	£3.72	£22.30
02.09.18	BT	telephone & internet	£91.82	£18.36	£110.18

Proposed by Cllr Stewart seconded by Cllr Mitchell **RESOLVED** financial information noted.
Schedule signed by the Chairman

12.09.19 Internal control: To resolve September cheques for payment as presented on the following schedule (*Local Government Act 1972 as amended*).

			Net	VAT	Total
104330	Andrew Moss	Fitting replacement swings	£150.00		£150.00
104331	ERNLLCA	Councillor training 9.8.19	£360.00	£72.00	£432.00
104332	Epworth Imperial Hall	Room hire August 6th	£22.50		£22.50
104333	C Maguire	Stamps	£16.80		£16.80
		Total cheques for payment			£621.30

Proposed by Cllr Stewart seconded by Cllr Mitchell **RESOLVED** cheques for payment approved as presented on the schedule. Schedule signed by the Chairman.

13.09.19 Environment Committee: to resolve DRAFT minutes from an Environment Committee meeting of Wednesday August 14th, 2019 copies of which have been previously circulated for approval and signature. Proposed by Cllr Woods seconded by Cllr Mitchell **RESOLVED** an accurate record and signed by the Chairman.

To resolve committee recommendations:

- To carry out regular litter picks; proposed by Cllr Mitchell seconded by Cllr Stewart and **RESOLVED** to set a date and invite councillors (clerk to publish date on facebook)
- To organise a community dog care event; proposed by Cllr Mitchell seconded by Cllr Stewart and **RESOLVED** to set a date with councillor support (publication on facebook)
- To register for a VE Day event 2020; proposed by Cllr Mitchell seconded by Cllr Stewart and **RESOLVED** to mandate the Environment Committee to research and cost events and bring back a schedule to full council.

14.09.19 Turbary Road: to receive notes and information from a meeting held with North Lincolnshire Council officers. Meeting attended by three councillors and the two clerks, consensus agreement, Epworth Town Council owns the land over which the footpath runs, footpath the responsibility of North Lincolnshire Council as the Highways Authority. Agreement to continue with contributions of £1000.00 (one thousand pounds) each to carry out maintenance plus additional contributions for stone as required. Thanks to Mr P Williams (Director of Operations at North Lincolnshire Council) who agreed the payment; noted that potholes were not an issue on a footpath. Also noted that maintenance was above that normally required for a footpath.

The clerk explained that copies of previous correspondence from North Lincolnshire Council with the addition of an update letter explaining the “status quo” could be sent to all Turbary Road residents inviting them to a meeting which the contractor would attend to explain the history and current position of all concerned with Turbary Road. Letter to include the legal definition of a footpath.

Proposed by Cllr J Whittaker seconded by Cllr Stewart and **RESOLVED**.

15.09.19 Epworth Cemetery Scale of fees: to resolve to adopt amended wording in line with the Memorial Safety Policy previously adopted. With the addition of BRAMM as qualified and registered Memorial Masons the amended document was proposed by Cllr Stewart seconded by Cllr Johnson and **RESOLVED** adopted as amended.

Noted that there were some issues with residents who had had Memorials placed within three years which had now been found to be “unstable” and that some responsibility should lie with the previous Memorial Masons.

16.09.19 Planning (Town & Country Planning Act 1990 as amended)

To resolve PA/2019/1471 Application for determination of the requirement for prior approval for a proposed change of use of an agricultural barn to dwelling

Site location; Ninevah Farm, Idle Bank, Epworth

Proposed by Cllr Johnson seconded by Cllr Stewart and **RESOLVED** to comment that an agricultural tie should be applied to the application.

17.09.19 Town Signage: to receive design options and resolve which style to adopt for North Lincolnshire Council to install. Proposed by Cllr Mitchell and seconded by Cllr Stewart and **RESOLVED** to mandate the Environment Committee to liaise with the Ward Councillor to recommend a preferred design.

18.09.19 Community Champion Awards: to nominate residents for the various categories.

Council had no further nominations, but, it was noted that community individuals could make nominations up to the stated deadline.

19.09.19 Epworth Charities: to nominate council representatives. Cllr J Whittaker put his name forward and was proposed by Cllr Stewart and seconded by Cllr Johnson. **RESOLVED.** Clerk to make enquiries about the previously nominated council members, if they could remain on the committee if they so wished.

20.09.19 Best Kept Village Competition: to nominate attendees to the award ceremony on Wednesday October 2nd, 2019 Messingham Village Hall 7.30pm. Proposed by Cllr Mitchell seconded by Cllr Stewart that Cllrs J Whittaker as Chairman and Cllr R Whittaker as Chairman of Environment Committee should attend **RESOLVED.**

21.09.19 Correspondence: to note list (*for information only pages 44 & 45 attached*). Proposed by Cllr Stewart seconded by Cllr Woods **RESOLVED** correspondence list noted.

22.09.19 To list: items for facebook. Community Champions Awards; information on Litter picking and Community dog care day (when available); BKV competition winner Small Town Group thank residents.

23.09.19 Questions to the Chairman: (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*). No issues were raised.

24.09.19 To confirm the date and time of the next monthly meeting as (*Tuesday October 1st, 2019*).

The member of the press left the meeting.

25.09.19 *In view of the confidential nature of the business concerning members of staff or legal issues about to be transacted, it is advisable and in the public interest that the press and public be temporarily excluded and they are asked to withdraw under the terms of the Public Bodies (Admission to Meetings) Act 1960 and of Standing Orders. THE COUNCIL MAY RESOLVE to exclude members of the press and public for the following agenda item:*

To authorise payments of salaries and related payments as per the confidential schedule. Proposed by Cllr Stewart seconded by Cllr Woods and **RESOLVED** that cheques for salaries and associated payments to the total value of £2836.14 were approved for payment, the Chairman signed the schedule.

To record the closure of the meeting at 8.30pm.

cm04.09.19.