

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Full Council held on Tuesday, 4th July 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street , Epworth

Public Participation

No member of the public expressed a wish to address Full Council prior to the start of the meeting.

01/07/23 **Record of Members Present**

The following councillors were present: Councillors Finch (Chairwoman), Baker, Cooper, Grantham, Holt, Stewart, J Whittaker, R Whittaker and Wilson.

02/07/23 **Apologies and Reasons for Absence**

There were no apologies, because all members of the Council were present.

03/07/23 **Declarations of Interest & Dispensations**

- (i) Councillor Finch declared a personal interest in Item 17 (ii) Horse Warning Signs.
(ii) No dispensations had been granted.

04/07/23 **Appointment of Vice Chairperson**

Proposed by Councillor Stewart and seconded by Councillor Grantham - **It was resolved that Councillor Baker be appointed as the Vice-Chairman for the forthcoming year, and he duly signed a declaration of his acceptance of office.**

05/07/23 **Appointment of Committee Members / Council Representatives**

Combined Cemetery & Environment Committee	Councillors Finch, Grantham & R Whittaker
Finance Committee	Councillors Finch, Holt, J Whittaker, Stewart & Wilson
Planning Committee	Councillors Baker, Grantham, Holt, R Whittaker & Wilson
Personnel Committee	Councillors Baker, Cooper, Stewart & J Whittaker
Appeals Panel	Councillors Finch, Grantham, Holt, R Whittaker & Wilson
Epworth Imperial Hall	No representative
Epworth Charities	Councillor Baker & Whittaker
ERNLLCA	Councillors Baker & Finch
NATS	Councillors Baker & J Whittaker
Snow Warden	Councillor J Whittaker

Proposed by Councillor Stewart and seconded by Councillor Cooper
- It was resolved that the representation on committees, working groups and outside bodies be as above.

06/07/23

Planning

To consider the following planning applications:-

PA/2023/1173 Proposal: Planning permission to erect a two-storey side extension
 Location: 41 Reapers Rise, Epworth, Doncaster, DN9 1JE
 Applicant: Paul Skidmore

Proposed by Councillor R Whittaker and seconded by Councillor Grantham - **it was resolved that the Council should support the planning application.**

PA/2023/1175 Proposal: Planning permission for alterations and extensions
 Location: Chestnut House, Wroot Road, Epworth Turbary, Epworth, DN9 1EF
 Applicant: Samraj Radford

Proposed by Councillor Baker and seconded by Councillor Stewart - **It was resolved that the Council should neither support or object to the planning application.**

PA/2023/686 Proposal: Planning permission to erect extension
 Location: 39A Burnham Road, Epworth, DN9 1 BX
 Applicant: Mr & Mrs Ellis

Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **it was resolved that the Council should support the planning application.**

07/07/23

Epworth & District Agricultural Society

The Clerk had received a request for financial assistance from Epworth & District Agricultural Society and provided each councillor with a copy of the information. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Council should make a \$144 grant of £500 to Epworth & District Agricultural Society to help towards the cost of a marquee for the horticultural section for this year's Epworth Show.**

Note: Councillor Wilson declared an interest and left the room whilst this item was discussed.

08/07/23

Youth Council

No youth representative in attendance. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that this item be deferred.**

09/07/23

Chairwoman's Report

(i) Welcome - The Chairwoman welcomed Councillors Baker, Cooper, Holt & Wilson to the meeting, and also the Chairwoman of Belton Parish Council and her husband - who were observing the meeting. **(ii) Changing of the**

Standard - The Chairwoman had attended this event. **(iii) Epworth Music Day** - Huge success, many musicians offered their services free (including Councillor J Whittaker and the Isle Choral Singers). All the businesses were open and tables and chairs lined the road, the Ecoists cleared up afterwards and the Council was thanked for its sponsorship. **(iv) Grass Cutting Contracts** - Extended for a further three years, so if the town council is interested need discussion prior to the end of it. Mr Andy Tate from North Lincolnshire Council able to attend next meeting. **(v) Armed Forces Flag Raising Ceremony** - The Chairwoman had attended this on Monday, 19th June 2023. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved the report be noted.**

10/07/23

Ward Councillors' Report

(i) Highways and Footpaths - A161 improvement project through Epworth now complete, also secured funding for a road improvement project for Fieldside and part of Birchfield Road. Footpaths resurfaced on Rectory Street, Greengate, Pinfold, Woodland Way, Greengate, Eastfield Road, Melwood View, Lockwood Bank, Newland View and Lindsey Court.

(ii) Bus Services - A wholly North Lincs funded and operated pilot 97 Isle service was launched in May - intended to connect the smaller Isle settlements not served by commercial scheduled routes with the larger retail and service centres such as Epworth and Crowle. **(iii) North Humber to High Marnham Power Line Proposals** - Whilst supporting the concept of clean and secure electricity supplies concerns about the potential impact of this project on the landscape and disruption to communities. **(iv) Parish Paths, Verges and Weeding** - Devolved maintenance of rural paths and grass verges to town and parish councils some time ago. North Lincs Council enter into a contract with participating town and parish councils and grant fund the functions - leaving the parish council to get best value by arranging their own contractor at a cost and schedule that meets the need of the parish. North Lincs Council allow any surplus grant monies to be used for the benefit of the parish. **(v) New Community Hub at Epworth Leisure Centre Site** - This new multi-million pound project is well underway and looking forward to having new council and health facilities closer to home and accessible for local residents - reducing the need to travel for essential services and supporting rural communities. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the report be noted.**

11/07/23

Minutes of the Last Meeting

(i) Ordinary Full Council Meeting - The minutes of an ordinary meeting of the Full Council held on Tuesday, 13th June 2023, had been circulated prior to the meeting. Proposed by Councillor Stewart and seconded by Councillor Grantham - **It was resolved that they be approved as a correct record subject to Minute 11/06/23 Correspondence (ii) e) ERNLLCA - Conference & AGM - the time being 9.30 am not pm.**

(ii) Extraordinary Full Council Meeting - The minutes of an extraordinary meeting of the Full Council held on Wednesday, 21st June 2023, had been circulated prior to the meeting. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that they be approved as a correct record.**

12/07/23

Clerk's Report

Minute 21/05/23 Weedkiller - The Clerk had asked Complete Weed Control to spray the cemetery paths & car park at a cost of £90 + VAT.

Minute 23/05/23 Institute of Cemetery & Crematorium Management

The Clerk had renewed the Council's corporate membership of the Institute of Cemetery & Crematorium Management for 2023 / 2024 at a cost of £95.

Minute 24/05/23 Electricity - The Clerk had taken out on behalf of the Council a one year deal with EDF for electricity.

Minute 06/06/23 Planning - The Clerk had passed onto North Lincolnshire Council the views expressed on the planning applications which had been considered at an Ordinary Meeting of the Full Council held on Tuesday, 13th June 2023.

Minute 11/06/23 Correspondence (ii) a) Millea Group Limited - The Clerk had let Millea Group Limited know that the Council would not agree to a footpath which goes through the open space of the QE2 Field.

Minute 11/06/23 Correspondence (ii) d) Ms F Donkin - Activities for Kids. The Clerk had informed Ms Donkin that the town council agreed that activities for young children are important and asked her to see if this was something that North Lincolnshire Council may be able to help with.

Minute 11/06/23 Correspondence (ii) g) National Grid - North Humber to High Marnham Consultation. The Clerk had contacted National Grid to (i) Thank them for the Online Briefing they gave to parish councillors within North Lincolnshire. (ii) Inform them the Council supported a route running as close as possible to the current infrastructure to minimise the impact on residential areas. (iii) Wondered if there was any possibility of the power cables running underground? (iv) Wanted to draw to the attention of National Grid that the area is being considered as an Area of Outstanding Natural Beauty (AONB).

Minute 11/06/23 Correspondence (ii) i) West Butterwick Parish Council - Full Council Training. The Clerk had informed West Butterwick Council of those who wished to attend the Whole Council Training on 22nd June 2023.

Minute 14/06/23 Asset Register - The Clerk had updated the Council's Asset Register for the year.

Minute 15/06/23 Annual Governance & Accountability Return - The Clerk informed councillors that the Unaudited Annual Governance & Accountability Return for 2022/23 along with the Notice of Public Rights had been posted on the Council's notice board and website by 30th June 2023.

Minute 16/06/23 Community Cycle Hub - The Clerk had written to the ward councillors to see if they could help R-evolution to provide a Community Cycle Hub, because it was something the Council would like to see happen.

Minute 17/06/23 Epworth Town Centre - The Clerk had written to North Lincolnshire Council and the ward councillors informing them that complaints had been received about the state of the town centre and asking if anything could be done - especially with the Best Kept Village Competition coming up.

Minute 18/06/23 King's Coronation Bench - The Council had asked Mr Paul Hayward to assemble and install the bench on a slabbed base at the chosen location in the Cemetery at a cost of £170.

Minute 20/06/23 Items Raised By Councillors (i) Flag - The Clerk had purchased a larger Isle of Axholme Flag from Flying Colours Flagmakers Limited a cost of £38.55 + VAT.

Minute 20/06/23 Items Raised By Councillors (ii) Curtains = The Clerk had asked Utopia to provide curtains for the Chapel of Rest from Utopia at a cost of £2,060.

Minute 23/06/23 Personnel (i) Additional Hours - The Clerk had been paid the additional hours he had worked to cover the Groundsperson whilst he was on annual leave.

Minute 29/06/23 Co-option - The Clerk confirmed that all of the co-opted councillors had signed a declaration of acceptance of office.

Minute 30/06/23 Planning - The Clerk had passed onto North Lincolnshire Council the views expressed on the planning applications which had been considered at an Extraordinary Meeting of the Full Council held on Wednesday, 21st June 2023.

Proposed by Councillor Stewart and seconded by Councillor R Whittaker
- **It was resolved that the report be noted.**

13/07/23

Correspondence

- (i) a) North Lincs Council - Park Gym Facilities
- b) Ms D Booth - Public Footpath Maintenance
- c) Mr D Ingram - Facebook Post Re Powerline Proposal
- d) Humber & North Yorks Cancer Alliance - Free Cancer Awareness Session
- e) St. Andrew's Church / Lindsey Chamber Orchestra - Summer Concert
- f) Scribe - Legal Armour for Parish & Town Councils
- g) Plusnet - Important Information About Business Services
- h) National Grid - North Humber to High Marnham Presentation Slides
- i) Worknest - Tackling Toxic Behaviours in the Workplace
- j) LIVES - Update
- k) Ms J Lindall - Person at Cemetery
- l) Scribe - Revolutionising Local Transportation
- m) Unity Trust Bank - New Online Banking Service
- n) Ms S Hunter - Epworth Show
- o) North Lincs Council - Chairman & Clerk Details
- p) Bright HR - Free Wellbeing Policy
- q) West Butterwick Parish Council - Whole Council Training Slides
- r) Ms S May - Co-option of Council Members
- s) Mr J Franz - Epworth Turbary

Proposed by Councillor Baker and seconded by Councillor Stewart
- **It was resolved that the information be noted.**

(ii) a) Play Safety - Reduced Rate Play Area Inspections. Reduced rates in August of £75 + VAT per site with an additional fee of £3.50 + VAT per item over five. Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved that the Clerk should ask Play Safety Ltd to carry out inspections of the Play Equipment at Kings Head Croft.**

b) **ERNLLCA** - D Day 80th Anniversary. Guide for councils to take part in the event to commemorate the anniversary of the D-Day landings on 6th June 2024. Proposed by Councillor R Whittaker and seconded by Councillor Cooper - **It was resolved that the possibility of lighting a Beacon to commemorate the 80th Anniversary of the D-Day landings should be delegated to the Combined Committee.**

c) **ERNLLCA** - Councillor Training Guide. Details of various courses being held from July to November 2023. Proposed by Councillor Stewart and seconded by Councillor Baker - **It was resolved that Councillor Holt be allowed to attend Being a Good Councillor - Parts 1, 2 & 3, and Councillor R Whittaker the Planning Reforms at a total cost of £120 + VAT.**

d) **ICCM** - Articles Consultation. Informal consultation on proposed changes to the articles of association. Proposed by Councillor J Whittaker and seconded by Councillor Finch - **It was resolved that the information be noted.**

e) **North Lincs Council** - Occasional Market Consent for Wesley Memorial Methodist Church. Information about an application for a market on Saturday, 5th August 2023, at Wesley Memorial Methodist Church, and a request for any comments by Thursday, 10th July 2023. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the Council should support this application for an occasional market consent.**

f) **Mrs J Levesley** - Beltoft Road Appearance. Complaint about the untidy / uncared for appearance of the roadside as you enter / leave Epworth on Beltoft Road. In addition a comment about the plaque for the tree planted to commemorate the Queen's Jubilee being overgrown, and the nearby bin near being smelly with the hot weather. Proposed by Councillor Finch and seconded by Councillor Stewart - **It was resolved that the Clerk:- (i) Contact North Lincolnshire Council about the appearance of the roadside verges on Beltoft Road and ask them to do something about them. (ii) Inform Mrs Levesley that the overgrowth has been cut back to reveal the plaque and with regard to the bin a consultation is being carried out with residents of where the bin is going to be relocated.**

g) **Ms H Bodle** - Poor Path & Hedge Overgrowth. Complaint from a resident who had contacted North Lincolnshire Council over three weeks ago expressing concerns about the hedge overhanging the footpath on a section of the A161 just after Mill View Close as you leave Epworth and head towards Belton, because it posed a danger to their children who walk the footpath. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk should contact North Lincolnshire Council to see if it could action the hedge getting cut as a matter of urgency due to concerns over pedestrian safety and also copy the ward councillors in.**

h) **Kirton-in-Lindsey Town Council** - Councillor Numbers. An email asking if members were concerned about the low number of councillors permitted for town councils across North Lincolnshire following North Lincolnshire Council's Community Governance Review in 2017. There were concerns about the impact of the reduction from fifteen councillors down to nine councillors and a general feeling that there should be more councillors on the town council to help it function.

Proposed by Councillor J Whittaker and seconded by Councillor Baker
- It was resolved that the Clerk write a letter to Kirton-in-Lindsey Town Council expressing concerns about the impact of the number of councillors and the Council was prepared to collaborate with them on this - the letter to be shown to the Chairwoman and Vice-Chairman.

14/07/23

Publications

The following publications had been received:-

ERNLLCA - Newsletter	June 2023
Rural Services Network - Rural Funding Digest	June 2023
ERPF - Employer Alert	
ICCM - Member Newsletter	
NALC - Chief Executive's Bulletin	
NALC - Events	
NALC - Newsletter	
North Lincs Council - Business Focus	
Public Sector Executive - Online Newsletter	
Rural Services Network - Rural Bulletin	
SLCC - News Bulletin	
VANL - Newsletter	

Proposed by Councillor Baker and seconded by Councillor Stewart
- It was resolved that the information be noted.

15/07/23

Finance**(i) Accounts for Payment****ACCOUNTS FOR PAYMENT - JULY 2023****Payments made before or since last meeting:-**

14.06.23	Equals	Flying Colours Flagmakers Ltd	Isle of Axholme Flag	41.94
20.06.23	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	22.00
	DD	EDF Energy	Electricity	234.00
26.06.23	DD	Everflow Water	Water Rates	26.08
	DD	EDF Energy	Electricity	34.00
27.06.23	DD	Vodafone	Mobile Phone Charges	17.16
	DD	Plusnet	Telephone & Broadband Charges	34.92
28.06.23	Equals	Londis	Fuel for Mower	21.59
30.06.23		Unity Trust Bank	Bank Charges	4.50
		Unity Trust Bank	Bank Charges	18.00
	BP	Wages / Tax & NI / Pension	Month 2 & 3	3,528.51
03.07.23	DD	Scottish Power	Electricity	1.00
	DD	North Lincs Council	Business Rates	62.00

Proposed by Councillor Stewart and seconded by Councillor Finch
- It was resolved that the action taken be approved.

Payments submitted at this meeting:-

04.07.23	BP	JB Rural Services	Grass Cutting	399.00
	BP	George Tune & Son	Hanging Baskets & Bedding Plants	3,001.20
	BP	Torne Valley Ltd	Plant Food / Line / Oil / Scraper	71.27
	BP	Roy W Robinson	Painting of Phone Box	520.00
	BP	JT Building & Joinery Ltd	Remove / Replace Panes in Phone Box	250.00
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	West Butterwick PC	Training - Full Council	70.00
	BP	Steven Smithey	Reglaze Notice Board	168.00
	BP	Torne Valley Ltd	Cleaning / Bin Liners / Plant Food	16.31
	BP	JB Rural Services	Grass Cutting	399.00
	BP	Mr S Quantrill	Mileage & Trousers	44.82
	BP	Mr G Johnson	Smoke Alarms	9.98

Proposed by Councillor Stewart and seconded by Councillor Finch
- It was resolved that these accounts be paid.

16/07/23

Electricity

The Clerk had managed to obtain the following quotes from a broker and the current energy provider:-

Positivity	80.6p per day standing charge and 27.1 p per kWh
Scottish Power	91.21p per day standing charge and 29.01p per kWh

It was felt better to stay with the current provider given it would not involve having to set up a new direct debit and with there also being a credit balance.

Proposed by J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk should take out on behalf of the Council a 1 year contract with Scottish Power with a standing charge of 91.21 pence per day and a rate of 29.01 pence per kWh - to be paid by direct debit.**

17/07/23

Items Raised By Councillors

(i) **Dog Fouling** - Councillor Baker drew attention to an article he had seen about community wardens and dog fouling. He expressed concerns about dog owners being fined £100 by community wardens for not having the proper waste bags even if their dog had not fouled. He was also interested to know under what legislation this had been done, how has it had been publicised and how many people in Epworth had been fined. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the Clerk should contact North Lincolnshire Council under the Freedom of Information Act and ask about the powers of community wardens with regard to dog fouling.**

(ii) **Horse Warning Signs** - Councillor Finch had been approached by a resident with concerns about the safety of horse riders on the double bends along the road out of Epworth to Epworth Showground and the need for horse warning signs. Proposed by Councillor Cooper and seconded by Councillor Stewart - **It was resolved that the Clerk should contact North Lincolnshire Council to ask if it could look into putting up appropriate horse warning signage near the livery stables on Carrside.**

- 18/07/23** **Personnel**
(i) Additional Hours - The Clerk requested that payment for additional hours he had worked be deferred until after a meeting of the Personnel Committee had been held. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved that this item be deferred until the next meeting of the Full Council**
- 19/07/23** **Date, Time & Place of Next Meeting**
The next meeting of the Full Council will be held on Tuesday, 8th August 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth. Proposed by Councillor Finch and seconded by Councillor Stewart - **It was resolved the information be noted.**
- 20/07/23** **Closure of Meeting**
The Chairwoman declared the meeting closed at 9.00 pm.