

EPWORTH TOWN COUNCIL



27th April 2022

To: Members of Epworth Town Council

Councillors Brumby, Cooper, Finch, Fleet, Garner, Stewart, J Whittaker, R Whittaker & Woods

Dear Councillor

I hereby give notice of the **Annual Full Council Meeting of Epworth Town Council** due to be held on **Tuesday, 3rd May 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.

A G E N D A

1. **Election of Chairperson and Appointment of Deputy Chairperson**
To consider the election of Chairperson and appointment of Deputy Chairperson and to receive declarations of acceptance of office.
2. **Appointment of Committee Members / Council Representatives**
To consider the representation on Council committees, working groups and outside bodies.
3. **Record of Members Present**
To record the names of members present.

4. **Apologies and Reasons for Absence**
To receive and accept any apologies and reasons for absence.
5. **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.
6. **Chairperson's Report**
To receive a report from the Chairperson
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 an ordinary meeting of the Full Council held on Tuesday, 3rd April 2022, and also an extraordinary meeting of the Full Council held on Monday, 25th April 2022.
9. **Clerk's Report**
To receive a report from the Clerk.
10. **Correspondence**
 - (i) To note the following correspondence:-
 - a) Millea Group Limited - Holmes & Gardens and Adjacent Land
 - b) PKF Littlejohn LLP - Annual Governance & Accountability Return
 - c) NALC - Civility & Respect Project
 - d) ERNLLCA - North Lincolnshire District Committee
 - e) Unity Trust Bank - Change in Interest Rates
 - f) Millea Group Limited - Belton Road, Epworth
 - g) Barton Upon Humber Town Council - Cancellation of Civic Event
 - h) BBC Radio Humberside - Bus Services
 - i) Bright HR - Mental Health, Your Workplace and You Seminar
 - j) RSN - Rural Decarbonisation Seminar
 - k) Millea Group Limited - Garden Centre Epworth & Proposed Plans
 - l) WorkNest - Health & Safety Compliant Webinar
 - m) Cllr J Whittaker / Mr P Barnard - Proposed Mixed Use Development
 - n) Cllr J Whittaker / Mr W Flanagan - Public Consultation on Land at Belton Road
 - o) BBC Radio Humberside - Make A Difference Awards
 - p) Ms T Hobson - Turbary Road
 - q) Humberside Police - Criminal Damage at Kings Head Croft
 - r) ERNLLCA - Ukranian Refugee Appeal
 - s) North Lincs Council - Upcoming Fostering & Supported Lodgings Event
 - t) NALC - Make a Change Video
 - u) Isle of Axholme Rotary - Flyer
 - v) Guide Dogs for the Blind - Volunteer Poster
 - w) VANL - Job Opportunities
 - (ii) To consider the following correspondence:-
 - a) North Lincs Council - Integrated Transport Strategy
 - b) Plantlife International - Cowslip Survey
 - c) RSN - Membership of Rural Town Group

- d) Fields in Trust - AGM
- e) NALC - Fighting Climate Change Event
- f) ERNLLCA - Sector Finance Survey
- g) DMBC - Consultation on Draft Supplementary Planning Document
- h) Cllr T Mitchell / Mr A Catherall - Tidying Up of Properties

11. Publications

To note receipt of the following publications:-

ERNLLCA - Newsletter	March 2022
Alliance Volunteer Hub - Newsletter	April 2022
Rural / Market Towns Group - Newsletter	April 2022
Rural Services Network - Rural Funding Digest	April 2022
North Lincolnshire Council - Forthcoming Meetings	April 2022
ERPF - Employer Bulletin	
NALC - Chief Executive's Bulletin	
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	

12. Committee / Working Group Reports

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

Personnel Committee	Monday, 14 th March 2022
Planning Committee	Monday, 11 th April 2022
Finance Committee	Wednesday, 27 th April 2022

13. Finance

- (i) To approve the Financial Report & Bank Reconciliation Statement for March 2022.
- (ii) To note and approve the schedule of accounts for payment for May 2022.
- (iii) To approve the Budget Report for April - March 2022.

14. Bank Accounts

To review the signatories to the Council's bank accounts.

15. Committees & Working Groups

To review the terms of reference for Committees & Working Groups.

16. Policies

To review the Council's policies.

17. Outdoor Gym Equipment

To confirm size and location of gym equipment.

18. Queen's Platinum Jubilee Celebrations

To consider the purchase of some equipment for games and sports.

19. Planters

To agree to the location of two planters and a waiver forms.

20. **Electricity**
To review electricity suppliers and also the way in which the bills are paid.
21. **Insurance**
To consider renewal of insurance premium for the Council.
22. **ERNLLCA**
To consider renewal of membership for 2022 / 2023.
23. **Items Raised by Councillors**
(i) **Dogs** - Councillor J Whittaker
To consider if dogs should be permitted in the Cemetery.
24. **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.
25. **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.
26. **Date, Time and Place of Future Meetings**
To confirm date, time and place of future meetings of the Council.
27. **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, 3rd May 2022, at 7.00 pm,
in the Small Room of the Imperial Hall, Chapel Street, Epworth**

Item 13 - Finance

ACCOUNTS FOR PAYMENT - MAY 2022

Payments made before or since last meeting:-

19/04/2022	BP	Epworth & District Agric Society	Epworth Show - Trade Stand	54.00
20/04/2022	DD	EDF Energy	Electricity	9.00
	DD	EDF Energy	Electricity	35.00
	DD	EDF Energy	Electricity	65.00
22/04/2022		HSBC	Bank Charges	8.00
27/04/2022	DD	Plusnet	Telephone & Broadband Charges	39.60

Payments submitted at this meeting:-

03/05/2022	DD	North Lincs Council	Business Rates	72.08
	DD	Scottish Power	Electricity	11.00
	DD	Scottish Power	Electricity	11.00
	BP	de Mowbray's Musicke	Norman Invasion	50.00
	BP	Mr S Quantrill	Fuel for Mower	9.75
	BP	Torne Valley Ltd	Oil & Weedkiller	27.94
	BP	North Lincs Council	Trade Waste	582.00
	BP	Epworth Imperial Hall	Room Hire	22.50
	BP	Torne Valley Ltd	Staples & Plastic Mesh	48.36
	BP	Torne Valley Ltd	Oil / Weedkiller / Bin Liners	72.49
	BP	Axholme Pest Control	Mole Control	102.00
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	50.00
	BP	Mr S Quantrill	Expenses - Mileage / Can / Fuel for Mower	44.40
	BP	Wages / Tax & NI / Pension	Month 1	3,795.04