

## EPWORTH TOWN COUNCIL

### Minutes of a Meeting of the Full Council held on Tuesday, 5<sup>th</sup> July 2022, at 7.00 pm, in the Small Room of the Imperial Hall, Chapel Street, Epworth

#### Public Participation

Members of the public were present, however they did not wish to address the Council prior to the meeting,

#### **01/07/22**      Record of Members Present

The following councillors were present: Councillors Finch (Chairwoman), Brumby, Fleet, Garner, Stewart, J Whittaker & R Whittaker.

#### **02/07/22**      Apologies and Reasons for Absence

There were apologies from Councillor Woods - who was away, whilst Councillor Cooper warned that he would be late.

#### **03/07/22**      Declarations of Interest & Dispensations

(i) Councillor R Whittaker declared a personal and prejudicial interest in Item 13 (ii) - Finance and also a personal interest in Item 21 - Fire Extinguishers & Fire Blanket, whilst Councillor J Whittaker declared a personal and prejudicial interest in Item 21 - Fire Extinguishers & Fire Blanket.  
(ii) No dispensations had been granted.

#### **04/07/22**      Queen's Platinum Jubilee Celebrations

The Chairwoman presented the awards to the following winners:-

Best Dressed Shop Window - The Little Boutique  
Best Dressed Residence - Mrs A Tinsley & Family

**It was resolved that the winners be noted.**

#### **05/07/22**      Turbary Road

Representatives of Epworth Town Council, North Lincolnshire Council, and The Turbary, had attended a meeting held on Thursday, 23<sup>rd</sup> June 2022, at 9.30 am, in Normanby Gateway, Scunthorpe.

Councillors were provided with correspondence from Colin Wilkinson, the Principal Access and Commons Officer at North Lincolnshire Council, which gave a brief outline of what he believed the next steps were following the meeting about Turbary Road:

- (i) Registering of the land by the town council.
- (ii) Granting of easements to residents.
- (iii) Entering into an agreement with North Lincolnshire Council about the maintenance of Turbary Road.

In addition, councillors were provided with some quotes from the meeting which had been recorded.

Proposed by Councillor J Whittaker and seconded by Councilor Stewart - **It was resolved that standing orders be temporarily suspended to allow a member of the public to speak.**

Mr Graham Milnes, a resident of the Turbary, thanked Councillors Finch and Whittaker and the Clerk for attending the meeting with North Lincolnshire Council about Turbary Road. Having dealt with it for a long time, he believed it was the most positive meeting there had been for a long time and he was hoping and looking forward to Full Council support in moving forward with Turbary Road.

Standing orders were reinstated and Councillor J Whittaker spoke about the three things he believed the Council needed to do with regard to Turbary Road, however some councillors expressed concerns about what the Council had been asked to do by North Lincolnshire Council.

Councillor Cooper joined the meeting at 7.22 pm.

**Proposed by Councillor J Whittaker & seconded by Councillor Stewart - It was resolved that the Clerk should:- (i) Write to Haxey Parish Council and ask for £2,000 of the surplus from their devolved grass cutting budget to help towards maintenance of Turbary Road for the rest of the financial year. (ii) Look into what was required financially and legally to register Turbary Road with the Land Registry. (iii) Write to North Lincolnshire Council and ask the Principal Access and Commons Officer to rewrite and accurately reflect what he said in the meeting on letter headed paper, and then date and sign it.**

06/07/22

**Chairwoman's Report**

The Chairwoman commented that the hanging baskets were looking glorious and informed councillors that the weeds had been sprayed in the town and the bunting would be taken down on Sunday, 10<sup>th</sup> July 2022, at 9.30 am. Proposed by Councillor Stewart & seconded by Councillor Cooper - **It was resolved the report be noted.**

07/07/22

**Ward Councillors' Report**

There was no report available. Proposed by Councillor Cooper and seconded by Councillor Stewart - **It was resolved that the Clerk should contact the ward councillors to say how disappointed the Council was that no one attended the meeting or provided a ward report.**

08/07/22

**Minutes of the Last Meeting**

**(i) Ordinary Full Council Meeting** - The minutes of an ordinary meeting of the Full Council held on Tuesday, 7<sup>th</sup> June 2022, had been circulated prior to the meeting. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that they should be approved as a correct record.**

**(ii) Extraordinary Full Council Meeting** - The minutes of an extraordinary meeting of the Full Council held on Tuesday, 21<sup>st</sup> June 2022, had been circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor J Whittaker - **It was resolved that they should be approved as a correct record.**

09/07/22

**Clerk's Report**

**Minute 09/02/22 Correspondence (ii) h) North Lincs Council** - Spring in Bloom 2022. The Clerk had been informed by North Lincolnshire Council that because it had spent less than anticipated, it would only receive a grant of £240.45 rather than £249.

**Minute 08/06/22 Correspondence (ii) a) Ms A Lovell** - The Clerk had contacted North Lincolnshire Council to ask what the current public transport provision was for Epworth and the Isle, and also the planned future public transport provision for Epworth and the Isle, and when he received such information he would put it on the public notice board along with whom to contact at North Lincolnshire Council about public transport.

**Minute 08/06/22 Correspondence (ii) e) NALC** - NALC Events. The Clerk had not been able to attend the Local Council Award Scheme on behalf of the Council, however Councillor R Whittaker had done so and was not sure if the Council met all the criteria for it with regard to training and elections.

**Minute 08/06/22 Correspondence (ii) f) Millea Group Ltd** - Land at Belton Road, Epworth. The Clerk had let Millea Group Limited know that the Council would welcome a public meeting for them to formally present the scheme to local residents following the public exhibition and prior to submitting any planning application, however it would not participate in it.

**Minute 08/06/22 Correspondence (ii) h) Councillor Tim Mitchell** - Market Place Planters. The Clerk had let Councillor Mitchell know that if North Lincolnshire Council was prepared to carry on maintaining the planters in the Market Place Epworth Town Council was prepared to carry on watering them.

**Minute 13/06/22 Planning** - The Clerk had passed onto North Lincolnshire Council the views they had expressed on the planning applications which had been considered at the last meeting of the Full Council.

**Minute 17/06/22 Weedkiller** - The Clerk had asked Complete Weed Control (Humberside) Ltd to spray the paths at a cost of £80 + VAT.

**Minute 18/06/22 Phone & Broadband** - The Clerk had arranged a 2 year contract with Plusnet for phone and broadband at a cost of £29.10 + VAT per month via direct debit.

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

**10/07/22**

**Correspondence**

- (i) a) North Lincs Council / VANL - UK Shared Prosperity Fund
- b) Brigg Town Council - Civic Service Invitation
- c) Councillors Mitchell & J Whittaker - Maintenance of Belton Picnic Area
- d) Mrs A Tinsley - Thank You for Best Dressed Residence
- e) North Lincs Council - Flag Raising Ceremony
- f) Millea Group Ltd - Presentation
- g) HWRA - Volunteers' Week
- h) VANL - Social Media & Fundraising Training
- i) North Lincs Council - Update of Clerk & Chair Contact Details
- j) Croner - Workplace Equality, Diversity & Inclusion
- k) Bright HR - HR Essentials Seminar
- l) The Seafarer's Charity - Fly the Red Ensign Campaign
- m) North Lincs Council - Community Safety Fund
- n) Worknest - Performance Managing Staff With Medical Conditions Webinar
- o) RSN - Rural Affordable Housing Seminar
- p) Mr A Dudley-Wood - People Burning Rubbish

- q) North Lincs Council - Transfer of Grass Cutting
- r) Mr P Priestley - Promotion of Historical Event
- s) North Lincs Council - Childminder Briefing Sessions
- t) SLCC - New Advice Telephone Number
- u) KCOM - Market
- v) ERNLLCA - Invitation to Harbour Business Coaching
- w) Everflow Water - Invoice Discrepancy
- x) North Lincs Council - Annual Review of Declaration of Interests
- y) Yorkshire Water - Change in Process
- z) SLCC - Civility & Respect Project Update
- aa) Zurich Municipal - Change to UK Legal Status
- bb) ERNLLCA - North Lincs District Committee

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

**(ii) a) North Lincs Council** - Local Plan Publication Draft Addendum Consultation. A public consultation on the last stage of the new North Lincolnshire Local Plan (known as the Publication Draft Addendum, began at 5.00 pm on Monday, 30<sup>th</sup> May 2022, and will close at 5.00 pm on Monday, 11<sup>th</sup> July 2022. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the information be noted.**

**b) ERNLLCA** - Being A Good Councillor Training. Details of a two-part training course with Part 1 due to be held on Tuesday, 19<sup>th</sup> July 2022, from 2.00 pm to 4.00 pm and again from 6.30 pm to 8.30 pm, and then Part 2 on Wednesday, 20<sup>th</sup> July 2022, from 2.00 pm to 4.00 pm and again from 6.30 pm to 8.30 pm. Proposed by Councillor J Whittaker and seconded by Councillor Cooper - **It was resolved that councillors be allowed to attend the 'Being A Good Councillor Training' at a cost of £30 + VAT per session, and let the Clerk know if they wished to do so.**

**c) Fields in Trust** - UK's Favourite Parks. Invitation to take part in Fields in Trust's UK's Favourite Parks 2022 and nominate a park, which if eligible will progress to a public vote and could be crowned the UK's Favourite Queen Elizabeth II Field 2022. It was noted that nominations closed on Tuesday, 5<sup>th</sup> July 2022, at noon. Proposed by Councillor Finch and seconded by Councillor Cooper - **It was resolved that the Clerk should try and enter the Council in the Field in Trust's UK's Favourite Parks Competition.**

**d) NALC** - Dementia Survey. A request to complete a survey on dementia friendly councils. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

**e) North Lincs Council** - Understanding Misuse of Substances & Alcohol Courses. Details of an Understanding the Misuse of Substances course due to be held on Tuesday, 19<sup>th</sup> July 2022, and an Understanding Alcohol Misuse course due to be held on Tuesday, 26<sup>th</sup> July 2022, from 9.30 am to 4.30 pm, in Suite 4, Normanby Gateway, Scunthorpe. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

**f) NALC** - NALC Events. Details of a 'Working Between the Tiers' event due to be held on Wednesday, 28<sup>th</sup> September 2022, from 12.00 pm to 1.15 pm. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the information be noted.**

**g) VANL** - Food Hygiene & Health and Safety Training. Details of a 'Food Hygiene' course due to be held on Wednesday, 27<sup>th</sup> July 2022, starting at 9.00 am, and also a 'Health & Safety' course due to be held on Friday, 2<sup>nd</sup> September 2022, starting at 9.00 am - both £40 per person. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved that the information be noted.**

**h) LIVES** - Supporter Day. An invitation to attend an 'Afternoon with LIVES' on Tuesday, 19<sup>th</sup> July 2022, at the Epic Centre, Lincolnshire Showground, from 12.30 pm to 3.00 pm. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved that the information be noted.**

**11/07/22**

**Publications**

The following publications had been received:-

Alliance Volunteer Hub - Newsletter	June 2022
Civility & Respect - Newsletter	June 2022
North Lincolnshire Council - Forthcoming Meetings	June 2022
Public Sector Network - Newsletter	June 2022
Rural / Market Towns Group - Newsletter	June 2022
Rural Services Network - Rural Funding Digest	June 2022
North Lincolnshire Council - Forthcoming Meetings	July 2022
Fields In Trust - Trust News	
NALC - Chief Executive's Bulletin	
NALC - Newsletter	
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	

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

**12/07/22**

**Committee / Working Group Reports**

**i) Planning Committee** - The minutes of a meeting of the Planning Committee held on Tuesday, 14<sup>th</sup> June 2022, were circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Garner - **It was resolved that they be approved as a correct record.**

**ii) Combined Cemetery & Environment Committee** - The minutes of a meeting of the Cemetery and Environment Committee held on Monday, 20<sup>th</sup> June 2022, were circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Finch - **It was resolved that they be approved as a correct record.**

**13/07/22**

**Finance**

**(i) Accounts for Payment**

**ACCOUNTS FOR PAYMENT - JULY 2022**

**Payments made before or since last meeting:-**

28.06.22	Equals	Londis	Fuel for Mower	27.27
	Equals	Torne Valley Ltd	Weedkiller & Fuel Can	30.98
27.06.22	DD	Plusnet	Telephone & Broadband	39.60
	DD	Vodafone	Mobile Phone Charges	25.22
30.06.22		Unity Trust Bank	Bank Charges	18.00
	DD	Scottish Power	Electricity	17.22
	BP	Wages / Tax & NI / Pension	Month 3	3,354.11

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

**Payments submitted at this meeting:-**

05.07.22	BP	Torne Valley Ltd	Repair of Mower - Cable	45.00
	BP	Torne Valley Ltd	Edging Tool & Couplings	20.58
	BP	Public Sector Audit	Internal Audit	790.00
	BP	George Tune & Son	Hanging Baskets & Plants	2,617.00
	BP	MWQA Ltd	H&S Competent Person Fee	50.00
	BP	Torne Valley Ltd	Repair of Mower - Spark Plugs	51.95
	BP	Torne Valley Ltd	Refuse Sacks, Bin Liners & Twine	22.84
	BP	ICCM	Membership	63.00
	BP	Epworth War Memorial Field	Hire of Hall	32.50
	BP	CPRE Northern Lincolnshire	Best Kept Village Competition	50.00
	BP	Mr S Quantrill	Expenses - Mileage	7.65
	BP	Mr G Johnson	Expenses - Mileage & Bridge Tolls	67.20

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

**(ii) Reimbursement of Expenses** - Councillor R Whittaker had purchased some compost for the planters. Proposed by Councillor Cooper and seconded by Councillor Finch - **It was resolved that Councillor R Whittaker should be reimbursed for the £15 she had spent on compost, however the Clerk should in addition email all councillors to remind them they should not incur expenditure on behalf of the Council without permission.**

Note: Councillor R Whittaker had earlier declared an interest in this item and therefore left the room whilst it was discussed.

**14/07/22**

**Social Media Policy**

Each councillor was provided with a copy of the Council's current Social Media Policy to review. Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the Social Media Policy be approved subject to a change to allow a nominated councillor by resolution of the Full Council to also moderate the Council's Facebook page along with the Chair / Vice-Chair or Clerk of the Council.**

**15/07/22**

**Weedkiller**

At the last meeting of the Full Council held on Tuesday, 7<sup>th</sup> June 2022, it agreed that the cemetery paths should be sprayed, however other areas of the cemetery should be deferred until this meeting. Councillors were provided with a quote to spray different parts of the cemetery and discussed if there was a need to do so.

Proposed by Councillor Cooper and seconded by Councillor Stewart - **It was resolved that Complete Weed Control (Humberside) Ltd should be asked to spray the Western section of the Cemetery (from the cherry tree downhill towards the hedge) at a cost of £220 + VAT,**

16/07/22

#### **Dog Waste Bin**

At a meeting of the Combined Cemetery & Environment Committee held on Monday, 9<sup>th</sup> May 2022, it considered a response from North Lincolnshire Council about it not reinstating the dog waste bin at the field end of the footpath leading from Eastfield Road to the rear of Lockwood Bank. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that Full Council should agree with the recommendation made by the Combined Cemetery & Environment Committee and the Clerk should contact North Lincolnshire Council and inform them that:- (i) Their reply was unacceptable due to the usage of the bin. (ii) Dog fouling had worsened since the removal of the bin. (iii) Suggest a new larger bin and the operatives use a bin trolley. (iv) Residents had complained about it to councillors.**

17/07/22

#### **Isle of Axholme Flag**

At a meeting of the Combined Cemetery & Environment Committee held on Monday, 20<sup>th</sup> June 2022, it considered the possibility of buying another Isle of Axholme Flag. It recommended that the Council should give the Epworth Mechanics Institute a flag to fly in the Market Place and for the Council to buy another flag to fly at Cemetery Lodge. Proposed by Councillor Cooper and seconded by Councillor J Whittaker - **It was resolved that there was a need to look into the cost of purchasing an Isle Flag and information about the flag be posted on the Council's website / facebook page.**

18/07/22

#### **Notice Board**

At a meeting of the Combined Cemetery & Environment Committee held on Monday, 20<sup>th</sup> June 2022, it considered replacing the perspex window on the public notice board in the Market Place - the window facing The Red Lion. Estimated cost in the region of £80 - £100 + VAT. Proposed by Councillor J Whittaker and seconded by Councillor R Whittaker - **It was resolved that Full Council should agree with the recommendation made by the Combined Cemetery & Environment Committee and the Clerk be allowed to spend up to £100 + VAT to replace the perspex window on the public notice board in the Market Place.**

19/07/22

#### **Tables**

The Clerk provided councillors with quotes to purchase tables for the Chapel of Rest:-

Furniture at Work	1830mm x 610mm x 700mm	£105.00 + VAT
Supplies	1830mm x 610mm x 710mm	£108.56 + VAT
YPO	Website down	

There were tables of various lengths, widths and heights and it was thought that the Clerk should be allowed to use his judgement to choose the most appropriate table for the Chapel of Rest. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk seek three quotes and be allowed to spend up to £520 + VAT on purchasing four tables which were best value for the Chapel of Rest.**

20/07/22

**Signs**

At a meeting of the Combined Cemetery & Environment Committee held on Monday, 9<sup>th</sup> May 2022, it discussed the wording for dog signs in the Cemetery and each councillor had been provided with a copy of it along with a quote for the signs. The wording was amended by Full Council who also asked for it to be gold text on a green background. Proposed by Councillor R Whittaker and seconded by Councillor Brumby - **It was resolved that the Clerk should purchase three revised A4 signs for the Cemetery from A Signs at a cost of £45 + VAT.**

21/07/22

**Fire Extinguishers & Fire Blanket**

The Clerk had managed to obtain the following quotes for the servicing of the fire extinguishers and fire blanket at Cemetery Lodge:-

Cowley Fire Protection	£54.12 + VAT
Prestige Safety Services	£31.00 + VAT

Proposed by Councillor Cooper and seconded by Councillor Brumby - **It was resolved that the Clerk should ask Prestige Safety Services to carry out the servicing of the fire extinguishers and fire blanket at a cost of £31 + VAT.**

Note: Councillor J Whittaker had earlier declared an interest in this item and therefore left the room whilst it was discussed.

22/07/22

**VANL**

The Council considered if it should become a member of VANL, who provided services and training to the voluntary sector in North Lincolnshire. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Council should join VANL for 2022 / 2023 at a cost of £20.00.**

23/07/22

**ERNLLCA**

The Council was eligible to elect two representatives to ERNLLCA to attend and vote at meetings. Proposed by Councillor Finch and seconded by Councillor Cooper - **It was resolved that it should not elect any representatives and the information be noted.**

24/07/22

**Items Raised By Councillors**

(i) **Youth Council** - Councillor J Whittaker had spoken about a Youth Council in the past with a councillor from Belton who wanted a Youth Council for Belton. Councillor Mitchell, one of the ward councillors, had put on hold any plans for a Youth Council for Epworth & Belton until after the North Lincs Youth Council elections, but now felt that whilst a parish youth council may stimulate the interest of young people it was more effective to instead direct young people towards involvement and engagement with the North Lincs Youth Council, because it already has well established links with North Lincs Council and had real and meaningful influence over council policies and strategy relating to young people - for example on education, facilities, public transport etc. Councillor J Whittaker wanted to explore the feasibility of getting young people to feed ideas into the Council. He had spoken with a youth worker at North Lincs Council and they would support it but not run it, therefore he thought about chatting to the school council at South Axholme Academy and possibly working alongside that, so wondered if the Council was positive about a Youth Council for the South of the Isle of Axholme.



Proposed by Councillor J Whittaker and seconded by Councillor Brumby  
**- It was resolved that a Working Group be set up to liaise with South Axholme Academy to see how the Council could liaise with the School Council.**

(ii) **Defibrillator** - Councillor J Whittaker gave an update on the defibrillator. Prices had gone up and there were also some stock issues, however there were other associated costs to do with putting a defibrillator in the telephone box in the Market Place; such as buying a new glazing kit to enable the existing panes to be removed and replaced, and also for the telephone box to be painted, however there were no costs regarding connecting it to an electricity supply because this had been checked out by an electrician and there was already an active supply. Quotes had been received for the above and would be submitted to Northern Powergrid to see if they would give a grant towards the defibrillator. Proposed by Councillor R Whittaker and seconded by Councillor Stewart - **It was resolved that the update on the defibrillator be noted.**

**25/07/22**

**Cemetery**

Proposed by Councillor Copper and seconded by Councillor R Whittaker.  
**- It was resolved that due to the confidential nature of the item to be discussed that both the press and public should be excluded.** At the last meeting of the Full Council held on Tuesday, 7<sup>th</sup> June 2022, the Clerk was asked to seek further advice from North Lincolnshire Council about an interment of ashes, whilst he had not managed to obtain any advice from the North Lincolnshire Council he had instead received advice from the Institute of Cemetery and Crematorium Management. Proposed by Councillor Brumby and seconded by Councillor Cooper - **It was resolved that the interment of ashes be allowed to take place subject to a statutory declaration being made.**

**26/07/22**

**Questions to the Chairwoman**

There were no questions of an immediate urgency to the Chairwoman.

**27/07/22**

**Date, Time & Place of Next Meeting**

The next meeting of the Full Council will be held on Tuesday, 2<sup>nd</sup> August 2022, at 7.00 pm, in the Small Room of the Imperial Hall, Chapel Street, Epworth. There is also a meeting of the Planning Committee due to be held on Tuesday, 12<sup>th</sup> July 2022, at 7.00 pm, followed by a meeting of the Finance Committee on Monday, 18<sup>th</sup> July 2022, at 7.00 pm - both in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor Cooper and seconded by Councillor Stewart - **It was resolved the information be noted.**

**28/07/22**

**Closure of Meeting**

The Chairwoman declared the meeting closed at 9.30 pm.