

# EPWORTH TOWN COUNCIL



30<sup>th</sup> November 2023

**To:** Members of Epworth Town Council

Councillors Finch (Chairwoman), Baker, Grantham, Holt, Stewart, J Whittaker,  
R Whittaker & Wilson

**Dear Councillor**

I hereby give notice of the **Full Council Meeting of Epworth Town Council** due to be held on **Tuesday, 5<sup>th</sup> December 2023**, 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.

## **A G E N D A**

- 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 & Dispersations**
  - (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. **Planning**

To consider the following planning application:-

PA/2023/1644

Proposal: Planning permission to erect two dwellings  
Location: Hillcrest, 33 High Street, Epworth, DN9 1EP  
Applicant: Mr Russell Bassindale

5. **Grant**

To consider a request for financial assistance from Epworth Music Day.

6. **Youth Council**

To receive an update from the representatives and consider any further action to be taken.

7. **Chairwoman's Report**

To receive a report from the Chairwoman.

8. **Ward Councillors' Report**

To receive a report from the ward councillors.

9. **Minutes of the Last Meeting**

To approve as a correct record the minutes of a meeting of the Full Council held on Tuesday, 7<sup>th</sup> November 2023.

10. **Clerk's Report**

To receive a report from the Clerk.

11. **Correspondence**

(i) To note the following correspondence:-

- a) North Lincs Council - Rough Sleeper Count
- b) Peninsula Business Services - Risk Assessments Made Easy
- c) Goole Times - Local Remembrance Services
- d) St. Andrew's Church - Christmas Fayre Poster
- e) Worknest - Workplace Conflict Guide
- f) Mr A Rennoldson - Tyre Storage Expansion
- g) Better Housing Better Health - Fuel Poverty Support Service
- h) ERNLLCA - Pay Agreement 2023
- i) Mr J Franz - Archival Documents
- j) Croner Group Limited - Menopause & Mental Health Webinars
- k) Millea Group Limited - Housing Needs
- l) Bright HR - Menopause Policy
- m) Limes Dental Practice - Hedge at Side of Car Park
- n) Keep Britain Tidy - Buy Nothing New Month
- o) Mr A Cooper - Studcross Park
- p) ERNLLCA - VAT on Sports Facilities
- q) Worknest - Employment Law Changes
- r) Northern Powergrid - 24/7 This Winter
- s) ERNLLCA - Youth Engagement Insights Webinar
- t) LIVES - It Takes a Team to Save a Life
- u) Government Events - LGBTQ+ in the Workplace Conference
- v) North Lincs Council - Precept Requirement & Grant for 2024/25
- w) Bright HR - Employment Law Update Guide
- x) Ms A Johns - Christmas Market
- y) ERNLLCA - Being a Good Councillor Part 3 Slides

(ii) To consider the following correspondence:-

- a) Mr P Riddiough - Complaint about Parking on Mowbray Street
- b) Ms E Wilson - One Way System on Church Street
- c) Government Events - Social Media Content & Marketing Communications
- d) Mr Z Mhetu - Twinning Opportunities
- e) North Lincs Council - Review of Polling Districts & Places
- f) National Grid - North Humber to High Marnham Grid Upgrade Project

**12. Publications**

To note receipt of the following publications:-

Public Sector Network - Newsletter	November 2023
SLCC - The Clerk	November 2023
North Lincs Council - Forthcoming Meetings	December 2023
ERPF - Employer Alert	
ERVAS - Community Vision	
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	

**13. Committee / Working Group Reports**

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

Planning Committee	Tuesday, 14 <sup>th</sup> November 2023
Personnel Committee	Tuesday, 14 <sup>th</sup> November 2023
Combined Cemetery & Environment Committee	Monday, 20 <sup>th</sup> November 2023
Finance Committee	Tuesday, 28 <sup>th</sup> November 2023

**14. Finance**

- (i) To note and approve the schedule of accounts for payment for December 2023.
- (ii) To consider a recommendation about a savings account.

**15. Items Raised By Councillors**

(i) **Public Rights of Way** - Councillor Holt

To receive an update on the maintenance of public rights of way.

(ii) **Market Cross** - Councillor Finch

To consider the cleaning and improvement of the Market Cross.

(iii) **Planters** - Councillor Finch

To discuss the planters in the Market Place.

(iv) **Benches** - Councillor Finch

To consider a donation of two benches for the Cemetery and if accepted the cost of providing a base and attaching them to it.

(v) **Weeding** - Councillor Finch

To discuss the weeding of the Market Place.

**(vi) Bin Collection Calendars** - Councillor Baker  
To discuss the decision not to distribute bin collection calendars to residents.

**(vii) Social Media & Communications Policy** - Councillor J Whittaker  
To elect nominated individual(s) to post on Social Media accounts on behalf of the Council.

**16. Rescission Notice**

(i) To consider a rescission notice signed by five councillors to do with Minute 25/10/23 Items Raised By Councillors (iii) Chain of Office to rescind a decision to note the information.

(ii) To consider a donation of a Chain of Office.

**17. Beacon**

To receive a further update on the Beacon and to consider any further action which may need to be taken.

**18. CCTV**

To receive a further update on CCTV and to consider any further action which may need to be taken.

**19. Administration**

To consider a recommendation that the Clerk should receive help with administration for six hours per week for six months.

**20. D-Day**

To further consider a recommendation on ways to commemorate the 80<sup>th</sup> Anniversary of D-Day on 6<sup>th</sup> June 2024.

**21. Hanging Baskets**

To consider a recommendation about the charge for a hanging basket in 2024.

**22. Cemetery Charges for 2024 / 2025**

To consider a recommendation about cemetery charges for 2024 / 2025.

**23. Wages & Salaries for 2024 / 2025**

To consider a recommendation about wages and salaries for 2024 / 2025.

**24. Parish Precept for 2024 / 2025**

To consider a recommendation about the precept for 2024 / 2025.

**25. Co-option**

(i) To approve the Co-option Policy & Procedure.

(ii) To consider the co-option of a member.

**26. SLCC**

To consider renewal of membership of SLCC for 2024.

**27. Facebook**

To consider items for Facebook.

**28. Date, Time and Place of Future Meetings**

To confirm date, time and place of future meetings of the Council.

**29. 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, 5<sup>th</sup> December 2023, at 7.00 pm,  
in the Small Hall of the Imperial Hall, Chapel Street, Epworth**

**Item 14 - Finance**

**ACCOUNTS FOR PAYMENT - DECEMBER 2023**

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

03.11.23	DD	Talk Talk	Telephone & Broadband Charges	38.28
10.11.23	Equals	Dunelm (Soft Furnishings) Ltd	Blinds	68.00
20.11.23	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	19.00
	DD	EDF Energy	Electricity	234.00
21.11.23	DD	ICO	Data Protection Fee	35.00
	DD	EDF Energy	Electricity	4.00
27.11.23	DD	Everflow	Water Rates	24.08
	DD	Vodafone	Mobile Phone Charges	17.16
	DD	Epworth Business Forum	S145 Grant	780.00
28.11.23	DD	Talk Talk	Telephone & Broadband Charges	31.14
30.11.23	BP	Wages / Tax & NI / Pension	Month 8	5,193.32
01.12.23	DD	Scottish Power	Electricity	35.83
	DD	North Lincs Council	Business Rates	62.00

**Payments submitted at this meeting:-**

05.12.23	BP	ERNLLCA	Training - Chairs Training	72.00
	BP	Epworth Imperial Hall	Room Hire	75.00
	BP	George Tune & Son	Plants	120.00
	BP	Torne Valley Ltd	Trap / Bin Liners / Grease / Cleaning	29.29
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	Torne Valley Ltd	Tape / Refuse Sacks / Bin Bags	19.13
	BP	Dave Jaques Building Services	Clean Guttering / Refit Loose Tile	110.00
	BP	Paul Haywood	Hanging Baskets / Hedge / Planters	515.00
	BP	ERNLLCA	Training - Good Councillor	36.00
	BP	Mr S Quantrill	Mileage & Waterproof Trousers	29.05