

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Full Council held on Tuesday, 3rd October 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth

Public Participation

A member of the public spoke about a planning application on land next door to them, where a building had to be re-sited due to a storm water drain being found on the site.

01/10/23 Record of Members Present

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

02/10/23 Apologies and Reasons for Absence

There were no apologies because all members were present.

03/10/23 Declarations of Interest & Dispensations

- (i) Councillor Holt declared a personal and prejudicial interest in Item 16 - South Axholme Academy.
- (ii) No dispensations had been granted.

04/10/23 Planning

The Council considered the following planning applications:-

PA/2023/1421

Proposal: Application to remove condition 1 of IA/32/68 dated 22/04/1968 relating to occupational agriculture tie
Location: 1 Melwood Houses, Melwood Hill, Epworth, DN9 1HY
Applicant: S & M Hewson

Proposed by Councillor Stewart and seconded by Councillor Grantham - **It was resolved that the Council should support the planning application.**

A request for a recorded vote was made and it was as follows:

For: Councillors Finch, Grantham, Holt, Stewart, R Whittaker & Wilson

Against: Baker & J Whittaker

PA/2023/1365

Proposal: Planning permission to vary condition 2 of PA/2021/2119 namely to move relocate and re-design the dwelling, due to the location of existing SW drain
Location: 120 High Street, Epworth, DN9 1JS
Applicant: Mr Anthony Ash

Proposed by Councillor Stewart and seconded by Councillor Baker - **It was resolved that the Council should support the planning application.**

05/10/23 **Youth Council**

Councillor J Whittaker informed the Council that South Axholme Academy was hoping to reform the School Council and they would be in touch. Proposed by Councillor Baker and seconded by Councillor Stewart - **It was resolved that the update be noted.**

06/10/23 **Chairwoman's Report**

(i) Events - The Chairwoman had attended the ERNLLCA conference held on Friday, 15th September 2023, the Haxey Memorial Dedication Service held on Friday, 29th September 2023, and the Best Kept Village Presentations held on Monday, 2nd October 2023 - the latter with Councillor Wilson. **(ii) Resignation** - The Chairwoman informed councillors that sadly she had received a letter of resignation from Councillor Cooper. **(iii) Social Media Training** - The Chairwoman was due to attend training on Tuesday, 3rd October 2023, however it had been cancelled. Proposed by Councillor Stewart and seconded by Councillor Baker - **It was resolved the report be noted.**

07/10/23 **Ward Councillors' Report**

(i) Highways - The A161 between Tottermire Lane and Belton Coffee House / Picnic Area is currently scheduled for resurfacing between 23-29 October - the works and road closure will be carried out at night. Birchfield Road footpaths are also scheduled for resurfacing over the next few weeks. **(ii) Planning** - **a) PA/2022/1536** - Spoke against it on the grounds of an unacceptable loss of amenity to surrounding residents due to noise from camping and touring caravanning, and the Planning Committee refused the application for an expansion of the site. **b) PA/2023/1381** - Continue to receive significant contact from residents with reservations over drainage, off-site flood risks, increased traffic flows, impact on heritage and existing High Street shops, with the Epworth Business Forum having expressed strong concerns about the proposed development. Letter to all residents about the planning application to ensure those not online or on social media could have their views recorded and considered and closing date for public consultation extended to 6th October 2023. **(iii) Transport** - The contract with East Yorkshire Buses, who run 'Just Go' ends in March 2024 and NLC are committed to commissioning a new on demand bus service to replace Just Go. New Mon to Saturday bus services running between Scunthorpe and Doncaster via the Isle have been introduced to improve rural public transport provision. Hope to relaunch the 97 service asap (Isle community bus) after some 'tweaks' to the timetable and route with the intention of improving passenger numbers. **(iv) North Humber to High Marnham Power Lines** - Phase 1 of consultation has now ended and the project team are analysing feedback and will take this into account before launching Phase 2 of the consultation in Summer 2024. Oppose the current preferred route of the pylons due to risk of industrialisation of the landscape and it being inconsistent with aims to have the Isle designated as an AONB. **(v) Epworth Ward Surgery** - Held on 30th September 2023, but did not reveal any additional issues of significance. **(vi) Telephone Surgery** - Due to be held on 3rd October 2023. **(vii) NLC Live Well** - Roadshow type event due to be held on 4th October 2023 in Epworth at the Community Hub, it is aimed at helping residents to stay healthy and independent. Proposed by Councillor Finch and seconded by Councillor Stewart - **It was resolved that the report be noted.**

08/10/23

Minutes of the Last Meeting

(i) Ordinary Full Council Meeting - The minutes of an ordinary meeting of the Full Council held on Tuesday, 5th September 2023, had been circulated prior to the meeting. Proposed by Councillor Baker and seconded by Councillor Holt - **It was resolved that they be approved as a correct record.**

(ii) Extraordinary Full Council Meeting - The minutes of an extraordinary meeting of the Full Council held on Tuesday, 7th September 2023, had been circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Holt - **It was resolved that they be approved as a correct record.**

09/10/23

Clerk's Report

Minute 06/09/23 Ward Councillors - The Chairwoman and Vice-Chairman had not yet met with the Ward Councillors to talk about future engagement with the Council.

Minute 09/09/23 Correspondence (i) kk) Mr C Wragg - ROC Post. The Clerk had tried to find out who was responsible for the ROC Post, but without success. He would now contact the MP and ward councillors to see if they could help in anyway.

Minute 09/08/23 Correspondence (ii) e) Epworth Swimming Pool - Parking. The Clerk had received an email from North Lincolnshire Council about the parking situation, which stated they were working with all parties and spoken to the Manager of the swimming pool on several occasions to keep them updated. They were looking at extending parking for contractors by utilising the tennis courts as a temporary parking compound to free up all the car parking for visitors to the leisure centre and the swimming pool.

Minute 09/09/23 Correspondence (ii) a) Humberside Emergency Planning Service - A meeting of the Combined Cemetery & Environment Committee did not take place on Tuesday, 26th September 2023, therefore the Community Emergency Plan had not yet been reviewed.

Minute 09/09/23 Correspondence (ii) c) CPRE Northern Lincolnshire - Best Kept Village Competition. The Chairwoman and Councillor Wilson had attended the presentation which took place on Monday, 2nd October 2023, at 7.30 pm, in the Community Pavilion, Newport Drive, Winterton, and received on behalf of the Council vouchers worth £25.

Minute 09/09/23 Correspondence (ii) i) ERNLLCA - Annual General Meeting. The Chairwoman had attended the Conference rather than the AGM held on Friday, 15th September 2023, at 4.00 pm, at the Village Hotel, Henry Boot Way, Hull.

Minute 09/09/23 Correspondence (ii) m) ERNLLCA / NALC - Consultation on Local Plans. The consultation document was discussed at a meeting of the Planning Committee held on Monday, 11th September 2023, where it was resolved that due to time constraints and the complexity of the information councillors be allowed to respond individually if they wished to do so.

Minute 13/09/23 Social Media Policy - A convenient date for all interested parties had yet to be agreed.

Minute 14/09/23 Highway Matters - The Clerk had contacted North Lincolnshire Council about the ruts in the road and asked given road resurfacing improvements were taking place in the area if it could be done at the same time.

Minute 15/09/23 Planning - The Clerk had asked North Lincolnshire Council what the housing need for Epworth was and forwarded this onto councillors prior to them considering PA/2023/1381 at an Extra-Ordinary Meeting of the Council held on Thursday, 7th September 2023.

Minute 19/09/23 Telephone & Broadband - The Clerk had taken out on behalf of the Council a 24 month contract for Fibre Broadband & PAYG with Talk Talk at a cost of £21.95 + VAT per month.

Minute 20/09/23 Window Cleaning - The Clerk had asked R Wilkinson to clean the windows inside and out at Cemetery Lodge at a cost of £60.

Minute 21/09/23 Mole Control - The Clerk had asked Axholme Pest Control to carry out mole control at the Cemetery at a cost of up to £96 + VAT.

Minute 24/09/23 Facebook - The Clerk had managed to post some but not yet all of the items suggested at the last meeting.

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

10/10/23

Correspondence

- (i) a) Millea Group Limited - Facebook Posts about Belton Road Development
- b) Merchant Navy Fund - Raise the Red Ensign
- c) ERNLLCA - Conference & AGM
- d) Peninsula Business Services Limited - Employment Law and H&S Legislation
- e) Millea Group Limited - Isle Education Trust
- f) Millea Group Limited - Website Messages about Belton Road Development
- g) Councillor T Mitchell - PA/2023/1381
- h) Millea Group Limited - Doctors
- i) North Lincs Council - New Town & Parish Council Email Address
- j) Mr A Gore - Turbary Road
- k) North Lincs Council - Occasional Market Consent
- l) Bright HR - Workplace Stress
- m) Millea Group Limited - Q&A Session / Planning Portal Responses
- n) Councillor T Mitchell - Trees North Side of Kings Head Croft Field
- o) SLCC - Annual General Meeting
- p) North Lincs Council - Cabinet Meeting
- q) Millea Group Limited - Belton Road Development
- r) Ms E Wilson - Enquiry for Activity at Kings Head Croft
- s) PKF Littlejohn LLP - Annual Governance & Accounting Return 2022-2023
- t) Government Events - Adult Safeguarding Conference
- u) North Lincs Council - Occasional Market Consent
- v) Barton Upon Humber Town Council - Civic Service
- w) Bright HR - Salary Calculator
- x) North Lincs Council - Civic Service
- y) St. Andrew's Church - Grass Cutting
- z) Gov PD - Speaking & Presenting with Impact

- aa) Mr M Gibson - Open Letter to South Axholme Academy
- bb) VANL - Free Networking Event
- cc) Mr H Goodenough - Fountain Court
- dd) East Riding Voluntary Action - Community Vision
- ee) Millea Group Limited - Traffic / Drainage / Heritage
- ff) Mr M Lewis - Neighbourhood Plan
- gg) VANL - Funding Portal
- hh) Millea Group Limited - Design & Landscaping
- ii) Worknest - Chronic Complainer
- jj) North Lincs Council - Town & Parish Council Liaison Meeting Agenda
- kk) ERNLLCA - Discounted Energy Scheme & Streetscape Funding
- ll) ERNLLCA - Jo Cox Civility Commission
- mm) Humberside Police - Bonfire Activities
- nn) Mr A Fleet / North Lincs Council - Cutting of Footpaths
- oo) ERNLLCA - Election to NALC Larger & Smaller Councils' Committees
- pp) North Lincs Council - New Saturday 399 Timetable
- qq) North Lincs Council - Family Voice Representatives
- rr) North Lincs Council - Live Well: Senior Independent Living Events
- ss) Epworth Business Forum - Planning Objection
- tt) Barton Upon Humber Town Council - Charity Dinner
- uu) Councillor D Robinson - Epworth Mixed-Use Development Plans

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

(ii) a) RoSPA Play Safety Inspections - Inspection Reports. The Clerk provided each councillor with copies of the inspection reports for the Open Play Park and the Closed Play Park at Kings Head Croft. Proposed by Councillor Baker and seconded by Councillor Stewart - **It was resolved that the Clerk take the appropriate action after consulting with the Chairwoman and Vice-Chairman.**

b) Millea Group Limited - Footpath Link. The Council had considered a footpath link at a meeting of the Full Council held on Tuesday, 13th June 2023, and would not agree to a footpath which goes through the open space of the QE2 Field. The Clerk had now received a proposal for a footpath link which instead went round the edge of the QE2 Field, however there were potential boundary problems. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Council should not agree to the suggested path.**

c) Peninsula Business Services - Harassment & Bullying / Long Term Sickness. Details of a free webinar on 'Harassment & Bullying' due to be held on Wednesday, 4th October 2023, and another free webinar on 'Long Term Sickness' due to be held on Thursday, 5th October 2023. Proposed by Councillor R Whittaker and seconded by Councillor J Whittaker - **It was resolved that the information be noted.**

d) Slow Ways - National Walking Network. An invitation for the Council to contribute to the creation of Slow Ways - an ambitious crowd-sourced, community-verified national walking network that connects all of Britain's towns, cities and national parks. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the information be noted.**

11/10/23

Publications

The following publications had been received:-

Clerk & Councils Direct – Magazine	September 2023
North Lincs Council - Forthcoming Meetings	September 2023
Public Sector Network - Newsletter	September 2023
Rural Services Network - Rural Funding Digest	September 2023
SLCC - The Clerk	September 2023
ERPF - Employer Alert	
ERPF - Employer Bulletin	
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	

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

12/10/23

Committee / Working Group Reports

i) Planning Committee - The minutes of a meeting of the Planning Committee held on Monday, 11th September 2023, were circulated prior to the meeting. Proposed by Councillor Grantham and seconded by Councillor Holt - **It was resolved that they be approved as a correct record.**

ii) Personnel Committee - The minutes of a meeting of the Personnel Committee held on Tuesday, 12th September 2023, were circulated prior to the meeting. Proposed by Councillor J Whittaker and seconded by Councillor Baker - **It was resolved that they be approved as a correct record.**

13/10/23

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

06.09.23	BP	Equals	Transfer of Funds	378.00
19.09.23	Equals	Microsoft	Online Services	148.32
20.09.23	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	44.00
	DD	EDF Energy	Electricity	234.00
	BP	Utopia	Curtains	1,030.00
22.03.23	DD	EDF Energy	Electricity	34.00
26.09.23	DD	Everflow	Water Rates	5.22
	DD	Vodafone	Mobile Phone Charges	17.16
27.09.23	DD	Plusnet	Telephone & Broadband Charges	34.92
29.09.23	BP	Wages / Tax & NI / Pension	Month 6	3,496.64
02.09.23	DD	Scottish Power	Electricity	35.83
	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:-

03.10.23	BP	Torne Valley Ltd	Plant Food / Bin Bags	15.24
	BP	Shed on the Isle	Refurbishment of Plaque	62.44
	BP	Epworth Imperial Hall	Room Hire	130.00
	BP	Playsafety Limited	Annual Playground Safety Inspection	226.20
	BP	MWQA Ltd	Monthly H&S Competent Person Fee	72.00
	BP	R Wilkinson Window Cleaning	Cleaning of Cemetery Lodge Windows	60.00
	BP	ERNLLCA	Annual Conference	90.00
	BP	Glover & Co	Payroll Services	696.00
	BP	Torne Valley Ltd	Oil / Refuse Sacks / Bulb / Bin Bags	17.93
	BP	Axholme Pest Control	Mole Control	115.20
	BP	Mr S Quantrill	Mileage	8.10

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

(ii) Reimbursement of Expenses - A resident had incurred some expenses in buying some plants for the planters, which they had helped to maintain. Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that Mrs Janet Canning should be reimbursed £59.40 being the cost she had incurred in buying some plants for the planters.**

(iii) Bank Account Signatories - There was a need for more signatories for the Council's bank account. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that Councillor Baker and Councillor Holt be authorised to be additional signatories on the Council's bank account.**

14/10/23

Dog Fouling

The Clerk had received a response to the last email he had sent North Lincolnshire Council about dog fouling, specifically with regard to the Public Spaces Protection Order, and each councillor had been provided with a copy of this. Proposed by Councillor Baker and seconded by Councillor Stewart - **It was resolved that the Clerk should contact North Lincolnshire Council and ask it to ensure that signage to do with the Public Spaces Protection Order was up-to-date and ask them to remove any old signage, and in addition ask if there were any digital resources to promote these rules and raise awareness amongst local residents.**

15/10/23

Local Elections

The Clerk provided each councillor with a draft copy of the survey to do with national data collection on the 2023 local elections. Some questions were subjective, and therefore these had been left for councillors to answer collectively. Councillors went through the survey and the Clerk noted their answers to these questions. Proposed by Councillor Stewart and seconded by Councillor R Whittaker - **It was resolved that the Clerk should send off the amended survey to do with the Local Elections on behalf of the Council.**

16/10/23

South Axholme Academy

The Council had been asked if it was prepared to sponsor a trophy / shield for their first Sports Presentation Evening in October, and this opportunity was available for the price of £50.

The Clerk had sent the academy a grant application form to fill in, and not yet received it back. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that this item be deferred until the next meeting of the Full Council.**

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

17/10/23

Vacuum Cleaner

At a meeting of the Personnel Committee held on Tuesday, 12th September 2023, it made a recommendation that Full Council should buy an additional vacuum cleaner. Proposed by Councillor Baker and seconded by Councillor Stewart - **It was resolved that Full Council should agree with the recommendation made by the Personnel Committee and the Clerk be allowed to spend up to £130 + VAT on an additional vacuum cleaner.**

18/10/23

Tablet

At the last meeting of the Full Council it agreed that the Clerk should purchase two Samsung Galaxy Tab A8 10.5" tablets from Currys at a cost of £189 each, however when the Clerk came to buy them the price had gone up by £60 each.

The Clerk had therefore managed to obtain the following revised quotes:-

Argos

Samsung Galaxy Tab A8 10.5"	3GB RAM / 32GB Storage	£219
-----------------------------	------------------------	------

Currys

Samsung Galaxy Tab A8 10.5"	3GB RAM / 32GB Storage	£219
Samsung Galaxy Tab A8 10.5"	4GB RAM / 64GB Storage	£249

Ebuyer

Samsung Galaxy Tab A8 10.5"	2GB RAM / 32GB Storage	£275.75
-----------------------------	------------------------	---------

Proposed by Councillor Finch and seconded by Councillor Grantham - **It was resolved that the Clerk should purchase two of the higher spec Samsung Galaxy Tab A8 10.5" tablets from Curry's at a total cost of £498 - including VAT.**

19/10/23

Microsoft

The Council had to consider renewing its subscription of online services with Microsoft. Proposed by Councillor Stewart and seconded by Councillor Baker - **It was resolved that the Clerk should renew on behalf of the Council its subscription of Online Services with Microsoft at a cost of £588.**

20/10/23

Hedging

(i) Replacement of Hedging - The Clerk had managed to obtain the following quote to purchase some plants to replace hedging at the Cemetery killed by ivy:-

Axholme Landscapes	£7.50 + VAT per plant
--------------------	-----------------------

Proposed by Councillor Baker and seconded by Councillor Finch - **It was resolved that the Clerk should purchase twelve hedging plants from Axholme Landscapes at a cost of £90 + VAT.**

(ii) **Cutting of Hedge** - The Clerk had managed to obtain the following quote to cut the hedge on the Southern side of the Cemetery (top and one side):-

Paul Haywood

£90 - £100

Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk should ask Paul Haywood to cut the hedge on the Southern side of the Cemetery at a cost of up to £100.**

21/10/23

Town Walks

Since the last meeting of the Full Council councillors had carried out a Town Walk on Thursday, 14th September 2023, at 4 pm and split into two groups to cover different parts of the parish, and it had helped to highlight some problems within the parish to do with footpaths / roads / street furniture / notices and blocked gullies. The Clerk had been provided with a copy of the issues which had been noticed by councillors. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that:- (i) The Clerk should send the information arising from the Town Walk to North Lincolnshire Council. (ii) Another town walk should take place on Thursday, 12th October 2023, at 4 pm, starting from the car park of the Old School Inn.**

22/10/23

Town & Parish Council Liaison Meeting

Councillor Baker had attended the Town & Parish Council Liaison Meeting held on Thursday, 28th September 2023, and gave the following feedback:- **(i) Community Emergency Plan** - Councils need to check they have one and bring it up-to-date. **(ii) Winter Maintenance** - Explained the current situation and technical improvements to where they grit. **(iii) Roadwork List / Weekly Planning List** - Some asked for these to be distributed again to Councils. **(iv) PSPO** - Look at its implementation to see if it should have happened in the way it happened. **(v) Portal** - Problems with it. **(vi) Devolution** - Potential devolution of services such as grass cutting / litter picking / weedkilling / cleaning bus shelters / public toilets. Provide materials and training but refused to answer about money. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the feedback be noted.**

23/10/23

Best Kept Village Competition

It was suggested that letters of thanks should be sent to residents / businesses mentioned in the feedback received for this year's competition. Proposed by Councillor Stewart and seconded by Councillor Baker - **It was resolved that the Clerk should send out letters of thanks to residents mentioned in the feedback from this year's Best Kept Village Competition.**

24/10/23

Facebook

Councillors considered items for Facebook and suggested the following: Planning Applications / Dementia Friendly Dates. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the Clerk post the above items on the Council's Facebook page.**

25/10/23

Items Raised By Councillors

(i) Parking - Councillor R Whittaker informed the Council that a resident had reported to North Lincolnshire Council that a disabled parking bay had been removed at Church Street Car Park and replaced with an electrical charging point being fitted. However it was pointed out that a disabled parking bay had not been lost but moved to the side.

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

(ii) **Lanyards & Name Badges** - Councillor Finch provided councillors with information about the cost of having lanyards / name badges, however it was pointed out that the Council may still have some from when they were bought in the past. Proposed by Councillor Finch and seconded by Councillor Baker - **It was resolved that the Clerk be allowed to spend up to £25 + VAT on lanyards / name badges, if necessary - including photos.**

(iii) **Chain of Office** - Councillor Finch had attended ERNLLCA's annual conference and one of the sponsor's had provided her with a quote for a chain of office - £2,998 + VAT for silver plated, £3,998 + VAT for sterling silver, and £551 + VAT for hand-made case. Some councillors thought in the current climate to consider spending money on such an item was completely inappropriate, however some did concede that the ribbon may need cleaning / improving. Proposed by Councillor Finch and seconded by Councillor Stewart - **It was resolved that the information be noted.**

26/10/23

Date, Time & Place of Next Meeting

The next meeting of the Full Council is due to be held on Tuesday, 7th November 2023, at 7.00 pm, in the Small Hall of the Imperial Hall, Chapel Street, Epworth. In addition, there is also a meeting of the Planning Committee due to be held on Monday, 16th October 2023, followed by a meeting of the Finance Committee on Tuesday, 17th October 2023, and then a meeting of the Combined Cemetery & Environment Committee on Thursday, 19th October 2023, all at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor Finch and seconded by Councillor Stewart - **It was resolved the information be noted.**

27/10/23

Closure of Meeting

The Chairwoman declared the meeting closed at 8.58 pm.