

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Full Council held on Tuesday, 7th June 2022, at 7.00 pm, in the Small Room of the Imperial Hall, Chapel Street, Epworth

Public Participation

A member of the public was present, however they did not wish to address the Council.

01/06/22 Record of Members Present

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

02/06/22 Apologies and Reasons for Absence

There were apologies from Councillor Garner - who was away.

Councillor Cooper joined the meeting at 7.01 pm.

03/06/22 Declarations of Interest & Dispensations

- (i) No declarations of interest were made.
- (ii) No dispensations had been granted.

04/06/22 Chairwoman's Report

(i) Isle of Axholme Flag - The Chairwoman had attended the ceremony in the Market Place, and the flag would be flown from the Mechanics' Institute Library.

(ii) Clean Up - Both the Chairwoman and Councillor Woods along with workers from Amey had helped to clean up the town centre. **(iii) Hanging**

Baskets & Planters - The Chairwoman drew attention to the fact that the hanging baskets were red, white and blue for the jubilee, and put up with the help of the Christmas Lights Committee, the Clerk, Councillor Cooper and Councillor R Whittaker who along with her husband also ensured all the planters were planted up. **(iv) Queen's Platinum Jubilee Celebrations**

- The Chairwoman also thanked those involved in putting the bunting up. She thanked Councillor R Whittaker for organising the planting of a tree at Epworth Primary Academy with the Principal, the Exhibition at St. Andrew's Church, and the piper in the Market Place. The Chairwoman herself had organised the Ceilidh with Norman Invasion and the Miss Marina Mae Concert - the latter involved flag waiving, dancing and ended with the singing of 'Land of Hope & Glory'. Mr Jake Stockwell was thanked for providing medical cover for both of these events. The Chairwoman also thanked Councillor Woods for organising the food vendors and gazebos on the day of the sports and games afternoon - which was a great success despite the weather. Reverend Paul Wilson kindly judged the 'Best Dressed Shop Window' and the 'Best Dressed Residence'.

The Chairwoman concluded her report by saying the events were a great success and involved great teamwork - well done. It was also acknowledged how hard the Chairwoman herself had worked. Proposed by Councillor Stewart & seconded by Councillor J Whittaker - **It was resolved the report be noted.**

05/06/22 Ward Councillors' Report

There was no report available.

06/06/22 Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Tuesday, 3rd May 2022, had been circulated prior to the meeting. Proposed by Councillor Finch and

seconded by Councillor J Whittaker - **It was resolved that they should be approved as a correct record.**

07/06/22

Clerk's Report

Minute 08/04/22 Humberside Police & Crime Commissioner - Community Payback. The Clerk had received an email from one of the ward councillors informing him of a delay in projects being done under community payback due to coronavirus.

Minute 12/04/22 Queen's Platinum Jubilee Celebrations (iii) Beacon

- The Clerk had asked North Lincolnshire Council if the Beacon could be moved from its existing location to the edge of some land they owned off Belton Road and they were prepared to consider it, therefore it would be discussed at the next meeting of the Combined Cemetery & Environment Committee.

Minute 10/05/22 Correspondence (ii) a) North Lincs Council - Integrated Transport Strategy. The Clerk had submitted the answers given by councillors in response to the questionnaire about the Integrated Transport Strategy.

Minute 10/05/22 Correspondence (ii) c) RSN - Membership of Rural / Market Town Group. The Clerk had informed RSN that the Council did not wish to not renew its membership of the Rural / Market Town Group.

Minute 17/05/22 Outdoor Gym Equipment - The Clerk was due to meet companies on-site for up to date quotes on the Outdoor Gym Equipment.

Minute 18/05/22 Queen's Platinum Jubilee Celebrations - The Clerk had spent £19.99 + VAT on games and sports equipment out of £100 + VAT.

Minute 19/05/22 Planters - The Clerk informed members of the Council that permission had been obtained from the landowners to move both planters from Tottermire Lane - one to Rectory Street and the other one to Mill View Close.

Minute 20/05/22 Electricity - The Clerk had arranged the 2 year fix with EDF for Electricity with payment made via direct debit.

Minute 21/05/22 Insurance - The Clerk had renewed the Council's insurance policy with Zurich Municipal for one year at a cost of £2,139.20.

Minute 22/05/22 ERNLLCA - The Clerk had renewed the Council's membership of ERNLLCA for 2022 / 2023 at a cost of £1,055.73.

Minute 23/05/22 Items Raised by Councillors (i) Dogs - The Clerk informed councillors that the Combined Cemetery & Environment Committee had looked at the wording for a dog sign and he was now seeking quotes.

Minute 25/05/22 Personnel (i) Probationary Period - The Clerk had confirmed Mr S Quantrill in post as Groundsperson.

Minute 25/05/22 Personnel (ii) Pay Award - The Clerk informed councillors the NJC Pay Award had been backdated to April 2021 for members of staff.

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

08/06/22

Correspondence

- (i) a) Mrs T Hobson - Turbary Road
- b) Millea Group Limited - New Chair
- c) Isle of Axholme Lions - Bosom Family Support
- d) Mrs T Hobson - Turbary Road Closure
- e) North Lincs Council - Standards Training Resources
- f) Support Ukraine Community - Donate Now to Save Lives
- g) Rural Market Town Group - Area Profiles & Fair Funding Summary
- h) Croner - Workplace Wellbeing: The Essentials Webinar
- i) Plusnet - Updating of Terms
- j) Cloudy IT - Free Webinars for Councils in May
- k) Councillor T Mitchell - Presentation of Isle of Axholme Flag
- l) Yorkshire Water - Work on Station Road / West End Road, Epworth
- m) Millea Group Ltd - Land at Belton Road, Epworth
- n) Bottesford Town Council - Chair & Vice Chair
- o) Citizens Advice North Lincolnshire - New Website and Campaign
- p) WorkNest - Employment Law Update Webinar
- q) NALC - Local Elections 2022 Survey
- r) Councillor T Mitchell - Facebook Page
- s) Alliance Volunteer Hub - Jubilee Events / Volunteers
- t) Unity Trust Bank - Savings & Loan Interest Rate Changes
- u) RSN - Rural Digital Connectivity Seminar
- v) ERNLLCA - Finance Advice Bulletins
- w) St. Andrews Church - Grass Cutting of Closed Churchyard
- x) Mechanics Institute - Jubilee Celebrations
- y) North Lincs Council - New Civic Year
- z) Epworth Old Rectory - Jubilee Celebrations Poster
- aa) Mrs T Hobson - Epworth Showground War Re-Enactment
- bb) ERNLLCA / NALC - Private Members' Ballot Electricity Bill
- cc) Alliance Volunteer Hub - Volunteer Week 2022
- dd) Public Sector Audit - Netting Off of Refunds & Reimbursements
- ee) Brigg Town Council - Mayor & Deputy Mayor 2022-23
- ff) North Lincs Council - Transfer of Grass Cutting
- gg) Kirton in Lindsey Town Council - Election of Mayor & Deputy Mayor
- hh) Immingham Town Council - Election of Mayor & Deputy
- ii) Mr S Mullen - Kings Head Croft Play Equipment
- jj) HWRA - Men in Sheds Poster

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

(ii) a) Ms A Lovell - Local Bus Service. Ms Lovell was concerned about what was happening with the local bus services 399 & 291 after 11th June 2022, and that two buses a day didn't seem right, therefore she asked the Council to find out what was happening. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that:- (i) The Clerk should contact North Lincolnshire Council and 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. (ii) Put such information on the public notice board along with whom to contact at North Lincolnshire Council about public transport.**

b) Plantlife International - Every Flower Counts Survey. A request to complete a survey. Proposed by Councillor J Whittaker and seconded by Councillor Cooper - **It was resolved that the information be noted.**

c) **ERNLLCA / Parkinson Partnership** - Finance Training. Information about various training courses being held from May to July 2022. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the information be noted.**

d) **ERNLLCA** - Clerk's Training Day. Details of a training day due to be held on Thursday, 16th June 2022, from 10.00 am to 4.00 pm, in The Ropewalk, Maltkiln Road, Barton upon Humber. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

e) **NALC** - NALC Events. Details of an online event about the Local Council Award Scheme due to be held on Thursday, 23rd June 2022, from 12.00 pm to 1.15 pm. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved that the Clerk be allowed to attend the Local Council Award Scheme on behalf of the Council.**

f) **Millea Group Ltd** - Land at Belton Road, Epworth. A request to formally present to the Council and residents at a public meeting the scheme for land off Belton Road, Epworth, following the public exhibition in April and prior to submitting any planning application. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the Clerk let Millea Group Ltd 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.**

g) **NALC** - Empowering Communities Conference. Details of a conference due to be held on Monday, 7th November 2022, in the America Square Conference Centre, in London. Proposed by Councillor Stewart and seconded by Councillor Cooper - **It was resolved that the information be noted.**

h) **Councillor Tim Mitchell** - Market Place Planters. Email asking if the ownership of the planters in the Market Place could be transferred from North Lincolnshire Council to Epworth Town Council. Some concerns were expressed about the implications of Epworth Town Council taking over ownership of the planters in the Market Place from North Lincolnshire Council, in relation to the maintenance, management and funding of them. Proposed by Councillor Stewart and seconded by Councillor Woods - **It was resolved that the Clerk let Councillor Mitchell know that if North Lincolnshire Council was prepared to carry on maintaining the planters in the Market Place then Epworth Town Council was prepared to carry on watering them.**

i) **RSN** - Rural Affordable Housing Seminar. Details of a seminar due to be held on Wednesday, 29th June 2022, from 11.00 am to 1.00 pm, via Zoom. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that the information be noted.**

09/06/22

Publications

The following publications had been received:-

ERNLLCA - Newsletter	April 2022
ERPF - Employer Alert	April 2022
Public Sector Network - Newsletter	April 2022
Alliance Volunteer Hub - Newsletter	May 2022
Clerks & Councils Direct - Magazine	May 2022

Environment Agency - Humber Strategy Newsletter	May 2022
ERPF - Employer Alert	May 2022
ERNLLCA - Newsletter	May 2022
North Lincolnshire Council - Forthcoming Meetings	May 2022
Public Sector Network - Newsletter	May 2022
Rural Services Network - Rural Funding Digest	May 2022
SLCC - The Clerk Magazine	May 2022
HWRA - Newsletter	Spring 2022
Fields In Trust - Trust News	
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	

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

10/06/22

Committee / Working Group Reports

i) **Combined Cemetery & Environment Committee** - The minutes of a meeting of the Cemetery and Environment Committee held on Monday, 9th May 2022, were circulated prior to the meeting. Proposed by Councillor Woods and seconded by Councillor R Whittaker - **It was resolved that they be approved as a correct record.**

ii) **Planning Committee** - The minutes of a meeting of the Planning Committee held on Monday, 23rd May 2022, were circulated prior to the meeting. Proposed by Councillor R Whittaker and seconded by Councillor Brumby - **It was resolved that they be approved as a correct record.**

iii) **Finance Committee** - The minutes of a meeting of the Finance Committee held on Monday, 30th May 2022, were circulated prior to the meeting. Proposed by Councillor Finch and seconded by Councillor J Whittaker - **It was resolved that they be approved as a correct record.**

11/06/22

Finance

(i) **Financial Report & Bank Reconciliation Statement** - The Clerk had provided each member of the Council with detailed monthly accounts for April 2022 for them to scrutinise. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the Financial Report & Bank Statement for April 2022 should be approved.**

(ii) Accounts for Payment

ACCOUNTS FOR PAYMENT - JUNE 2022

Payments made before or since last meeting:-

10.05.22	BP	FairFX Plc T/A Equals	Transfer of Funds	300.00
12.05.22	Equals	Jin Duo Xia Technology Ltd	Outdoor Games Set	23.99
	Equals	Saanvi (Portchester) Ltd	Flags & Table Covers	89.87
	Equals	Orchard Crown Ltd	Bunting	145.18

20.05.22	DD	EDF Energy	Electricity	9.00
	DD	EDF Energy	Electricity	35.00
	DD	EDF Energy	Electricity	65.00
26.05.22	BP	Container King Ltd	Temporary Toilets	216.00
	BP	FairFX Plc T/A Equals	Transfer of Funds	100.00
27.05.22	DD	Plusnet	Telephone & Broadband	39.92
30.05.22	BP	Playdale Playgrounds Ltd	Repairs to Play Equipment	2,183.51
	BP	ERNLLCA	Annual Membership	1,055.73
	BP	Zurich Municipal	Annual Insurance	2,139.20
01.06.22	DD	North Lincs Council	Business Rates	72.08
	DD	Scottish Power	Electricity	11.00
	DD	Scottish Power	Electricity	11.00

Proposed by Councillor Stewart and seconded by Councillor J Whittaker - **It was resolved that the action taken be approved, however noting that the payment for Business Rates was not £72.08 but £71.00.**

Payments submitted at this meeting:-

05.06.22	BP	Torne Valley Ltd	Funnel & White Line Marker	9.74
	BP	Arrow Publications Ltd	Advert	118.80
	BP	J T Building & Joinery Ltd	Repair Park Bench	80.00
	BP	Torne Valley Ltd	Rod	3.49
	BP	MWQA Ltd	H&S Competent Person Fee	50.00
	BP	MWQA Ltd	Risk Assessments	400.00
	BP	Epworth Imperial Hall	Room Hire	52.50
	BP	Torne Valley Ltd	Oil & Key	16.51
	BP	J T Building & Joinery Ltd	Re-fit Bin	40.00
	BP	Steven Smithey	Repair of Notice Board	96.00
	BP	Mr S Quantrill	Expenses - Mileage / Fuel Mower	16.38
	BP	Wages / Tax & NI / Pension	Month 2	3,631.72

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

12/06/22

Annual Governance Statement - Assertions Review

At a meeting of the Finance Committee held on Wednesday, 27th April 2022, it carried out an Annual Governance Statement - Assertions Review. The Clerk provided each councillor with a copy of it. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that Full Council should agree with the recommendation made by the Finance Committee and approve the Annual Governance Statement - Assertions Review**

13/06/22

Planning

(i) The following planning applications were considered:-

PA/2022/915

Proposal: To extend the existing single storey to the rear of the property. Extension works to include a single storey proportion for residential use and a storey and a half section for commercial use
Location: 50-52, High Street, Epworth, DN9 1EP
Applicant: Mr Samra Harjit, HI ACE H S Ltd

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

PA/2022/933

Proposal: To demolish an existing outbuilding and erect a 3 bed storey and a half dwelling

Location: 50-52, High Street, Epworth, DN9 1EP

Applicant: Mr Samra Harjit, HI ACE H S Ltd

Proposed by Councillor Woods and seconded by Councillor Stewart - **It was resolved that the Council should support the planning application but subject to concerns about the velux windows looking onto the neighbouring garden.**

14/06/22

Turbary Road

The Clerk informed members of the Council that North Lincolnshire Council had agreed to a meeting to try and find a solution to the problem of Turbary Road. It was due to take place on Thursday, 23rd June 2022, at 9.30 pm, at Normanby Gateway, Lysaghts Way, Scunthorpe. Proposed by Councillor R Whittaker and seconded by Councillor Brumby - **It was resolved that the Chairwoman, Vice-Chairman, Councillor J Whittaker and the Clerk should attend the Turbary Road Meeting on behalf of the Council, and the Clerk ask for three representatives from the Turbary.**

15/06/22

Planters

(i) Flowers & Shrubs for the Planters - It was estimated that each planter would cost about £20 each. Proposed by Councillor R Whittaker and seconded by Councillor Stewart - **It was resolved that the Council spend up to £160 + VAT on flowers and shrubs for the planters,**

(ii) Watering of the Planters - The Clerk had obtained a quote for the watering of the planters fortnightly from 1st June to the 30th September 2022. Proposed by Councillor J Whittaker and seconded by Councillor Stewart - **It was resolved that Mr Paul Haywood should be asked to water the planters at a cost of £25 per visit.**

16/06/22

Hanging Baskets

(i) Maintenance Work on the Hanging Baskets - The Clerk had obtained a quote for maintenance of the hanging baskets. Proposed by Councillor R Whittaker and seconded by Councillor Stewart - **It was resolved that Mr Paul Haywood should be asked to do maintenance work on the hanging baskets at a cost of £90.**

(ii) Removal, Disposal & Storage of Hanging Baskets - The Clerk had obtained a quote for removing the hanging baskets, disposing of their contents and returning them for storage. Proposed by Councillor R Whittaker and seconded by Councillor Stewart - **It was resolved that Mr Paul Haywood should be asked to remove, dispose & return the hanging baskets at the end of the season at a cost of £100.**

17/06/22

Weedkiller

The Clerk had obtained a quote for applying weedkiller to the Cemetery, and provided councillors with a copy of the quote, which allowed for the spraying of different parts of the Cemetery.

Proposed by Councillor J Whittaker and seconded by Councillor Brumby
- It was resolved that Complete Weed Control (Humberside) Ltd should be asked to spray the paths at a cost of £80 + VAT, whilst consideration of other areas within the Cemetery be deferred until the next meeting.

18/06/22

Phone & Broadband

The Council's phone and broadband contract was up for renewal and the Clerk had obtained the following quotes:-

BT	£37.95 + VAT per month	Unltd UK landline & mobile	1 Year
Plusnet	£30.10 + VAT per month	Unltd UK landline & mobile	2 Year
Talk Talk	£23.95 + VAT per month	Unltd UK landline & mobile	1 Year

Proposed by Councillor J Whittaker and seconded by Councillor Cooper - **It was resolved that the Council should remain with Plusnet at a cost of £30.10 + VAT per month for 2 Years.**

19/06/22

Water

The Council's water contract was up for renewal and the Clerk had obtained the following quotes:-

Black Sheep Utilities	£62.28 + Wholesale Costs
Everflow Water	£94.80 + Wholesale Costs

Proposed by Councillor Finch and seconded by Councillor R Whittaker - **It was resolved that the Council should remain with Everflow Water at a cost of £94.80 for the year due to the time involved in switching and currently having a credit balance.**

20/06/22

Cemetery

Proposed by Councillor J Whittaker and seconded by Councillor Stewart
- It was resolved that due to the confidential nature of the item to be discussed that both the press and public should be excluded. The Clerk provided councillors with correspondence from a family who wanted to bury a set of ashes in the Cemetery, and also some advice he had received with respect to this. Proposed by Councillor Stewart and seconded by Councillor Finch - **It was resolved that the Clerk should seek further advice from North Lincolnshire Council about the interment of ashes.**

21/06/22

Questions to the Chairwoman

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

22/06/22

Date, Time & Place of Next Meeting

The next ordinary meeting of the Full Council will be held on Tuesday, 5th July 2022, at 7.00 pm, in the Small Room of the Imperial Hall, Chapel Street, Epworth, however prior to this there will be an extra-ordinary meeting of the Full Council held on Tuesday, 21st June 2022, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth, There is also a meeting of the Combined Cemetery & Environment Committee and the Planning Committee due to take place on Monday, 13th June 2022, at 7.00 pm, therefore one of these will have to be re-arranged - both in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. **It was resolved the information be noted.**

23/06/22

Closure of Meeting

The Chairwoman declared the meeting closed at 9.00 pm.