

EPWORTH TOWN COUNCIL



6th June 2024

To: Members of Epworth Town Council

Councillors Finch (Mayor), Baker, Grantham, Holt, Milnes, 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, 11th June 2024, at 7.00 pm**, in the **Chapel of Rest, Cemetery Lodge, Burnham, Road, 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.

AGENDA

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 & 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.

4. **Grant**
To further consider the request for financial assistance from The Shed on the Isle.

5. **Planning**
To consider the following planning application:-

PA/2024/641 Proposal: Notification to fell an ash tree identified as T1
 within Epworth's Conservation Area
 Location: 22 Queen Street, Epworth, Doncaster, DN9 1HG
 Applicant: Toby Ball

6. **Mayor's Report**
To receive a report from the Mayor.

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 a meeting of the Full Council held on Tuesday, 7th May 2024.

9. **Clerk's Report**
To receive a report from the Clerk.

10. **Correspondence**
 - (i) To note the following correspondence:-
 - a) ERNLLCA - Ethical Property Foundation
 - b) Vulnerability Registration Service - Care For Those Who Care
 - c) The Planning Inspectorate - Keadby Hydrogen - EIA Scoping Notification & Consultation
 - d) Dementia Friendly Steering Group - Minutes
 - e) Health Assured - Inclusivity & Diversity Guide
 - f) Health Assured - Mental Health in the Workplace Webinar
 - g) Croner - International HR Day
 - h) ICCM - Dying Awareness Week
 - i) Worknest - 10 Upcoming Employment Law Changes
 - j) Mr A Fleet - Public Rights of Way
 - k) North Lincs Council - PA/2024/498 Received & Registered
 - l) ERNLLCA - NALC Legal Bulletin Update (April 2024)
 - m) The Planning Inspectorate - Public Path Creation & Definitive Map Modification (Public Bridleway 119, Epworth & Haxey) Order 2022
 - n) Bright HR - Free Temporary Contract
 - o) Peninsula - How to Navigate Staff Illness & Absence Without Risk
 - p) Millea Group Ltd - Proposed Development Belton Road, Epworth
 - q) Mr K Ellis - Wood Chippings in Cemetery
 - r) Northern Powergrid - Replacement of Rotten HV Wooden Poles
 - s) Kirton in Lindsey Town Council - Election of Mayor & Deputy Mayor
 - t) Barton Upon Humber Town Council - Mayor & Deputy Mayor
 - u) Mrs A Tinsley - Epworth Open Gardens
 - v) Worknest - Addressing Mental Health Challenges in the Workplace
 - w) Bottesford Town Council - Bottesford Civic Party 2024-2025
 - x) Mr V Flynn - Planning for the Garden Centre
 - y) ERPF - Online Employer Training Sessions
 - z) NALC - ERNLLCA - Good Councillor's Guide

- aa) North Lincolnshire Council - North Lincolnshire Civic Party 2024-2025
- bb) Epworth Old Rectory - Half-Term Crafts
- cc) The Ridings Folk Group - Epworth Music Day Ceilidh
- dd) Ms V Cummings - Overgrown Trees
- ee) ERNLLCA - Energy Projects Policy Consultation
- ff) ERNLLCA - Evidence for a Motion to NALC
- gg) Mr D Street - Dog Mess
- hh) Community Vision - Funding Webinars
- ii) Unity Trust Bank plc - New Cheque Books & Paying-In Books
- jj) ERNLLCA - NALC Councillor Allowances Survey
- kk) Millea Group Limited - PA/2024/513 Letters of Support
- ll) Immingham Town Council - Mayor for 2024/25
- mm) Health Assured - Absence Policy Guide
- nn) Bright HR - Five Lessons in HR and Health & Safety
- oo) Worknest - Holiday Rights Reference Guide
- pp) Peninsula - HR Essentials: Understanding the Dismissal Process
- qq) HWRA - Alleviating Loneliness in the Isle of Axholme
- rr) Facebook - Update of Privacy Policy
- ss) Peninsula - HR Essentials: Staff Contracts
- tt) ERNLLCA - General Election 2024 Pre-Election Period

(ii) To consider the following correspondence:-

- a) North Lincs Council - Gypsy & Traveller Site Consultation
- b) Councillor N Grantham - Resignation
- c) Mr R Bailey - Safety of Lithium-ion Batteries & E-bikes and Scooters
- d) ERNLLCA - Talking Tables Training Day / Planning Training
- e) Croner - HR Seminar
- f) ERNLLCA - Financial Regulations Training
- g) Public Sector Audit - Internal Audit Report
- h) NALC - Star Council Awards
- i) Humberside PCC - Police & Crime Plan Consultation

11. **Publications**

To note receipt of the following publications:-

Clerks & Councils Direct - Magazine	May 2024
ERNLLCA - Newsletter	May 2024
HWRA - Newsletter	May 2024
Public Sector Network - Newsletter	May 2024
Rural Services Network - Rural Funding Digest	May 2024
SLCC - The Clerk	May 2024
North Lincs Council - Forthcoming Meetings	June 2024
ERPF - Employer Alert	
ERPF - Employer Bulletin	
ERVAS - Community Vision	
Fields in Trust - Newsletter	
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	

12. **Committee / Working Group Reports**
To note / approve the minutes of the following committee / working group meeting:-
Planning Committee Monday, 20th May 2024
13. **Finance**
(i) **Accounts for Payment - June 2024**
a) To approve the action taken with regard to payments made before or since the last meeting.
b) To approve the payments submitted at this meeting.
14. **Annual Governance & Accountability Return**
To consider the annual return for the year ended 31st March 2024 with respect to:-
(i) Annual Governance Statement for 2023/24
(ii) Accounting Statements for 2023/24
15. **Annual Town Meeting**
(i) To discuss issues raised at the Annual Town Meeting
(ii) To evaluate the Annual Town Meeting (Councillor R Whittaker)
16. **Fire Safety Risk Assessment**
To consider the findings of a fire safety risk assessment carried out at Cemetery Lodge and the Chapel of Rest and take any action deemed necessary.
17. **Tree Survey**
To consider the findings of tree surveys carried out at the Cemetery, St. Andrew's Closed Churchyard and Kings Head Croft and take any action deemed necessary.
18. **Town Vision Working Group**
To consider recommendations from the Working Group.
19. **Items Raised By Councillors**
(i) **Standards of Council** - Councillor J Whittaker
To discuss ways to improve the performance levels of the Council.

(ii) **Town Walks** - Councillor Baker
To agree a date for councillors to carry out a town walk within the parish.
20. **Electricity**
To further review electricity suppliers.
21. **Facebook**
To consider items for Facebook.
22. **Date, Time and Place of Future Meetings**
To confirm date, time and place of future meetings of the Council.
23. **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, 11th June 2024, at 7.00 pm,
in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth**

Item 13 - Finance

ACCOUNTS FOR PAYMENT - JUNE 2024

Payments made before or since last meeting:-

07.05.24	Equals	ReQuestaPlan	Block Plan for Market Cross	10.20
	Equals	ReQuestaPlan	Location Plan for Market Cross	13.20
	DD	EDF Energy	Electricity	39.00
09.05.24	Equals	Londis	Fuel for Mower	15.00
13.05.24	BP	ICCM	Annual Membership	100.00
	BP	ERNLLCA	Annual Membership	1,107.41
	Equals	Ultimate Products UK Ltd	Cordless Vacuum	99.99
20.05.24	DD	EDF Energy	Electricity	1.00
	DD	EDF Energy	Electricity	19.00
	DD	EDF Energy	Electricity	32.00
21.05.24	Equals	Humber Bridge Board	Bridge Tolls	3.00
24.05.24	DD	Vodafone	Mobile Phone Charges	18.50
28.05.24	DD	Everflow	Water Rates	21.75
29.05.24	DD	Talk Talk	Telephone & Broadband Charges	29.02
30.05.24	BP	Branton Farm Nurseries	Plants & Compost	1,023.88
31.05.24	BP	Wages / Tax & NI / Pension	Month 2	4,305.53
01.06.24	DD	North Lincs Council	Business Rates	62.00
	DD	Scottish Power	Electricity	84.64
05.06.24	Equals	Humber Bridge Board	Bridge Tolls	3.00

Payments submitted at this meeting:-

11.06.24	BP	Torney Valley Ltd	Jerry Can / Post Mix / Posts	76.90
	BP	Banner Business Solutions Ltd	Lever Arch Files	53.40
	BP	Banner Business Solutions Ltd	Paper	39.98
	BP	Epworth Imperial Hall	Room Hire	22.50
	BP	Ms Joanne Slater	Piper for D-Day	100.00
	BP	MWQA Ltd	Fire Risk Assessment & Monthly Fee	240.00
	BP	Public Sector Audit	Internal Audit	915.00
	BP	JB Rural Services	Grass Cutting	399.00
	BP	Mr P Haywood	Expenses - Mileage	12.60