



Council members,

Cllr J Whittaker (Chairman), Cllr Mrs C Finch, Cllr Mrs P Garner, Cllr M Harm,

Cllr G Johnson, Cllr T Mitchell, Cllr D Stewart MBE (Vice Chairman),

Cllr Mrs R Whittaker, Cllr D Woods.

Thursday July 30th, 2020

COVID-19 NOTICE

Government has legislated that as of 4th April 2020, Town Council meetings can now be held remotely via online video technology, to enable self-isolation and health and safety guidance to be adhered to during the COVID-19 pandemic.

Epworth Town Council has chosen to use “zoom” join zoom meeting

<https://zoom.us/j/8830665402?pwd=RjUrTURVaUIBd0ZtUkZiMUtUWkhWZz09>

Meeting ID: 883 066 5402

Passcode: 8SXeJB

Dear Councillor,

You are hereby summoned to a meeting of Epworth Town Council to be held remotely via “zoom” on Tuesday August 4th, 2020 at 7pm

Signed C Maguire *C Maguire* Clerk to the Council

Public Participation session: In normal circumstances members of the public are welcome to address the meeting during public participation at 7pm; whilst Epworth Town Council supports the rights of people to do this, during the current covid-19 crisis, for health and safety reasons, and to ensure physical isolation guidance can be followed, meetings will be held digitally, via on-line technology:

AGENDA

- 1. To record the Names of Members, Present.**
- 2. To receive Apologies for absence.**
- 3. To receive Declarations of Interest by any member of the Council** in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. (*Localism Act 2011 Code of Conduct*).
- 4. To note dispensations** given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*).
- 5. To receive the Chairman’s Announcements** (*for information only*).
- 6. To receive reports from Ward councillors** (*for information only*).
- 7. To receive the Clerk’s Report** (*for information only*).
- 8. To resolve Draft Minutes** of a Meeting of the Council held on Tuesday July 7th, 2020 (zoom meeting) copies of which have been previously circulated, for approval and signature (*copy attached*).
- 9. To dispose of any business**, if any, remaining from the last meetings.
- 10. Finance Committee: to resolve Draft Minutes** of a Finance Committee meeting held on Tuesday July 28th, 2020 (zoom meeting), copies of which have been previously circulated, for approval and signature (*copy attached*).
- 11. Internal control:** to receive the Account and budget sheets for June 2020 and copy bank statements for approval and signature of the Chairman (*copies attached*).
- 12. Internal Control: To receive information regarding payments on the Financial Statements** (*such as direct debits and credit payments*) approved by the Town Clerk since the last meeting of the Town Council, under powers granted by the Local Government Act 1972 s101 and in accordance with Council Policy (*schedule attached*). **NOTE: banking dates are approximate and may vary from those listed**

	Receipts		Net	Vat	total
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07.07.20	R Wallace & Son	Crem plot & burial	£275.00		£275.00
29.07.20	North Lincolnshire Council	2nd part payment precept	£34,569.29		£34,569.29
					£0.00
		Total income			£34,844.29
	Cheques paid		Net	Vat	Total
21.07.20	104529	Fields in Trust	£65.00		£65.00
21.07.20	104530	Rotary Club of Epworth	£135.00		£135.00
23.07.20	104531	NALC foundation council	£60.00		£60.00
		Total cheques			£260.00
	Authorised Card Payments				
07.07.20		Post office 24 stamps	£18.24		£18.24
					£0.00
					£0.00
					£0.00
		Total payments			£18.24
	Misc. Items/DD's				
01.08.20	NLC	Cemetery rates	£62.00		£62.00
01.08.20	NLC	Trade waste	£36.60		£36.60
02.08.20	BT	Tel/internet	£67.59	£13.51	£81.10
20.07.20	BT	termination charge Tel	£45.70		£45.70
20.07.20	BT	Termination infinity	£86.57		£86.57
20.07.20	BT	Termination	£18.00		£18.00
20.07.20	Everflow	Cemetery water	£128.00		£128.00
25.07.20	MKS Groundcare	grass cutting	£432.00	£86.40	£518.40
26.07.20	O2	mobile phone	£19.08	£3.82	£22.90
29.07.20	Siemens	Photocopier lease	£182.59	£36.51	£219.10
06.07.20	Plusnet	New telephone provider	£33.00	£6.60	£39.60
		Total DD's			£1,257.97

13. Internal control: To resolve August cheques for payment as presented on the following schedule
(Local Government Act 1972 as amended).

			Net	VAT	Total
104532	Andrew Moss	Install bench & repair picnic table	£440.00		£440.00
104533	S P Davis Memorials	Make safe memorial	£85.00	£17.00	£102.00
104534	P Haywood	Put up HB brackets and move containers to Cem Lodge	£240.00		£240.00
104535	BRS Tech	back-up April to September, new hard drive & 2nd hand laptop	£165.00	£33.00	£198.00

		Total cheques for payment			£980.00
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14. Planning (Town & Country Planning Act 1990 as amended)

- a) **To resolve PA/2020/1058** Application for determination of the requirements for prior approval from an agricultural building to a dwelling
Site location: Land to the rear of 3a West End Road, Epworth (*link previously circulated*).
- b) To resolve a response to Appeal APP/Y2003/W/20/3254675 (PA?2020/440)
Application for prior notification for a proposed change of use of an agricultural building to dwelling-house (Use class C3)
Site location: barn at Bridge Farm, Scawcett Lane, Epworth (*information attached*).

15. Combined Committee Environment/Cemetery:

- (a) **To resolve Draft minutes** of a committee meeting held on Monday July 20th, 2020 at 7pm (zoom meeting), copies of which have been previously circulated, for approval and signature (*copy attached*).
- (b) **To resolve** committee recommendation to full council that existing grass cutting contractor carries out regular removal of weeds from within and outside the fenced play area £20 per occasion and cuts back vegetation by closed churchyard wall on off cost of £240.00
- (c) **Installation of defibrillator – red phone box Market Square:** to receive information (from Cllr Mitchell) and resolve the way forward (*information attached*).
- (d) **To resolve** committee proposal to hold a Best Kept Garden competition
- (e) **To resolve Draft minutes** of a committee meeting held on Monday July 27th, 2020 at 7pm (zoom meeting) copies of which have been previously circulated for approval and signature (*copy attached*).
- (f) **To resolve** the date for the next Town Walk.
- (g) **Damaged cradle swing:** to receive update on possible repair/replacement and resolve

16. VANL (Voluntary Action North Lincolnshire) to resolve to renew annual membership at a cost of £20.00

17. NALC Foundation level council: to discuss and resolve an “Action Plan” in line with criteria (*information attached*).

18. Correspondence: to note list (*for information only pages 144 & 145*), (*copies attached*).

19. To list: items for facebook.

20. Questions to the Chairman: (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*).

21. To confirm the date and time of the next monthly meeting as (*Tuesday August 4th, 2020*).

22. In view of the confidential nature of the business concerning members of staff or legal issues about to be transacted, it is advisable and in the public interest that the press and public be temporarily excluded and they are asked to withdraw under the terms of the Public Bodies (Admission to Meetings) Act 1960 and of Standing Orders. THE COUNCIL MAY RESOLVE to exclude members of the press and public for the following agenda items:

- (a) **To authorise** payments of salaries and related payments to the value of £2454.78, schedule for signature by Chairman.
- (b) **Personnel Committee: To resolve Draft minutes** of a meeting held on Monday July 20th, 2020 at 8pm (zoom meeting) copies of which have been previously circulated for approval and signature (*copy attached*)
- (c) **To resolve** that the council, advertise for an assistant clerk on an immediate short-term rolling contract and replacement clerk (January 2021) and approve committee expenditure to employ a suitable HR company to assist in the processes.
- (d) **To discuss and resolve** the extended role of the watering employee (combined committee reference minute 8 meeting Monday July 27th)

To record the closure of the meeting.

cm30.07.20.

