



ENVIRONMENT COMMITTEE

Local Government Act 1972 section 101
Cllr Mitchell Cllr Stewart Cllr C Finch
Cllr R Whittaker Cllr Woods

EPWORTH TOWN COUNCIL

Minutes of an Environment Committee meeting of Epworth Town Council held on **Wednesday June 5th 2019 at 7.00 pm at Cemetery Lodge.**

**Cemetery Lodge
Burnham Road
Epworth
Nr. Doncaster
North Lincolnshire
DN9 1BY**

Tel: (01427) 872086

The following paragraphs were taken as read.

Public Participation session: Residents are invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration.

(Members of the public are reminded that each presentation should take no more than three minutes).

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.

- 1. To elect** a new Committee Chairman. Cllr Woods proposed Cllr R Whittaker as Chairman, Cllr Mitchell proposed Cllr C Finch as Chairman; Cllr Finch conceded, **RESOLVED** Cllr R Whittaker committee Chairman.
- 2. To record** the names of members present. Cllr R Whitaker Committee Chairman, Cllrs Finch, Mitchell and Woods.
- 3. Apologies** for absence were received from Cllr Stewart.
- 4. To receive** declarations of interest (*existence and nature with regard to items on the Agenda Localism Act 2011*). Cllr Mitchell declared a general personal interest in anything with a connection to North Lincolnshire Council.
- 5. To receive notification of dispensations** approved by the clerk with reference to items on the agenda (*Code of Conduct and Localism 2011*). None requested.
- 6. Fields in Trust – Have A Field Day:** to discuss and organise (including the question of additional toilet provision). Field Day registered; basic pack received; Publicity required; Saturday July 6th; Flyer with LOGO required; Facebook; Notice Boards; Business Forum meeting can discuss; Cllr Finch to draft flyer; Council members to be on site; End of day litter clearance; Provision of “2 port-a-loos” on site; (Discuss position with site neighbours)
Proposal to Full Council to provide port-a-loos at cost of £140.00 plus VAT proposed by Cllr Mitchell seconded by Cllr Woods and **RESOLVED**.
Donation of 1st Aid Kit; High Viz vests to be worn by councillors; Risk of ASB.
Committee to carry out Risk Assessment; Activities questioned; No alternative if rain; Flyers asap;
- 7. Kings Head Croft car park borders:** to discuss the requirement for weeding. Mr Cooper of Axholme Landscapes has volunteered to weed borders free of charge. Border by kissing gate further discussion required. Councillors to seek names of people willing to carry out small works – must be insured, licensed to manage waste; Cllr Mitchell to discuss partnership arrangement with Belton Council.
- 8. Town Walks:** to discuss dates for the annual town walks; Suggested date Wednesday July 17th – **proposal to full council**. Meet 6.30pm Market Square.
- 9. To discuss** “thank you” letters for residents who helped with the hanging baskets. to be sent to Mr Stockwell, Mr Fish, Mr Fields and Mr Haywood – Cllr R Whittaker to draft letter.
- 10. Street map:** to receive a “pro forma street map” from North Lincolnshire Council to discuss sites for inclusion and receive additional information on costs for production. Existing Epworth guide & street map; North Lincolnshire Council site;

**Clerk: Caroline Maguire Tel: 07926 791209
8.30 a.m. – 6.00 p.m. Monday – Friday
E-mail: epworth.council@btconnect.com**



- clerk to request 100 copies of the leaflet and ask cost.
- 11. Newsletter:** to discuss the reintroduction of a newsletter.
Proposal to full council to consider again; Kingfisher print £158.00 per 2000 copies
£70 delivery each issue Proposed by Cllr R Whittaker seconded by Cllr Mitchell **RESOLVED**. £158.00 x 3 = £474.00 Delivery £70.00 x 3 = £210.00
Total £684.00 for 3 issues/year; same name “Epworth ECHO”
Clerk (assistant) to help layout and produce; Full council to approve each issue;
- 12. Use of Epworth Town Council site:** to receive an amended draft document with ERNLLCA advice. **Proposal to full council. RESOLVED**
- 13. Risk Assessment:** to receive a copy risk assessment for correction/amendment and signature by the committee chairman. Basic document; requires specific risk assessments for each activity e.g. weekly checks by clerk of play equipment. Remove “volunteers” from list. Clerk to ask “Fields in Trust” for pro forma risk assessment for “picnic in the park”. Kings Head Croft risk assessment? Specific risk assessment for hanging baskets. Have Beacon risk assessment already. Risk assess road-side planters. Review next meeting (Chairman to sign)
- 14. To nominate** items for facebook. Field Day
- 15. To arrange** the date of the next meeting. Provisionally Wednesday July 10th
- 16. To resolve** that the committee Chairman may sign off the Kings Head Croft inspection sheets. Proposed by Cllr Mitchell second and **RESOLVED**.
- 17. To record** the closure of the meeting at 8.20pm

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