

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.



Wednesday May 27th, 2020

EPWORTH TOWN COUNCIL

Cemetery Lodge

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 to facilitate meetings

**Epworth
Doncaster
North Lincolnshire
DN9 1BY**

Dear Councillor,

You are hereby summoned to a meeting of Epworth Town Council to be held remotely via “zoom” on Tuesday June 2nd, 2020 at 7pm

Tel: (01427) 872086

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: join zoom meeting

<https://zoom.us/j/98546891141?pwd=dkFXdWxzeU5wVlByU2RWZ2k5K0RDZz09>

Meeting ID: 985 4689 1141

Password: 449881

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 May 12th, 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. Internal control:** to receive the Account and budget sheets for April 2020 and copy bank statements for approval and signature of the Chairman (*copies attached*).
- 11. 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*).

	Receipts		Net	Vat	total
20.05.20	Johnson	Burial Rights	£300.00		£300.00
	Clerk: Caroline Maguire 01427 872086 answer phone				

Mobile: 077343 86628 9-5 Monday – Friday

E-mail: epworth.council@btconnect.com



		Total income			£300.00
	Cheques paid		Net	Vat	Total
12.05.20	104502	United Carlton	£48.62	£9.73	£58.35
					£0.00
					£0.00
		Total cheques			£58.35
	Authorised Card Payments				
15.05.20	Post Office	Contract re watering	£4.70		£4.70
18.05.20	Screwfix	Watering hazard notices	£17.98	£5.00	£22.98
					Tel: (01427) 872086
	DD payments		Net	Vat	total
01.06.20	NLC	Cemetery rates	£62.00		£62.00
20.05.20	MKS Groundcare	Grasscutting	£200.00	£40.00	£240.00
19.05.20	BT	Telephone/internet	£67.59	£13.51	£81.10
18.05.20	Everflow water	Cemetery water	£8.31		£8.31
25.06.20	O2	mobile phone	£19.08	£3.82	£22.90
22.05.20	HSBC	Bank charges	£19.40		£19.40

NOTE: banking dates are approximate and may vary from those listed

12. Internal control: To resolve additional June cheques for payment as presented on the following schedule (*Local Government Act 1972 as amended*).

			Net	VAT	Total
104503	Cllr Harm	Travelling expenses	£44.24		£44.24
104504	Tuff-Trax A Bradwell	Regrade turbarry Road	£500.00	£100.00	£600.00
104505	SP Mechanical Services Ltd	Service and parts water bowser	£45.00	£9.00	£54.00
104512	A Moss	Collect for repair and replace damaged swing	£200.00		£200.00
		Total cheques for payment			£898.24

13. Annual Return (AGAR) section 2 page 5: Accounting statement 2019/20 to approve the Accounting Statement and resolve signatures of the clerk and Chairman, meeting date and minute reference (*copy attached plus copy of the Receipts and Payments sheet year end March 2020*).

14. Internal Control: to receive a list of Direct Debit (DD) payments for approval (*copy attached*)

15. Internal Control: to discuss and resolve to employ R Dixon, Public Sector Audit to carry out the internal audit for Epworth Town Council for the 2020/21 financial year, estimated cost £735.00.

16. Epworth Town Council Financial Regulations: to receive and resolve to adopt the amended financial regulations (*copy attached*).

17. Planning (Town & Country Planning Act 1990 as amended)

- **To resolve PA/2020/578** Planning permission to erect a dwelling (following demolition of existing dwelling)
Site location: Newlands Farm, 2 Blackdyke Road, Epworth
- **To resolve PA/2020/655** Planning permission to erect a detached garage
Site location: 5 Paddock Close, Epworth
- **To resolve PA/2020/664** Outline planning permission to erect a dwelling with all matters reserved for subsequent consideration

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Site location: land off West End Road, Epworth

- **To receive** information on planning decisions

18. **Travelling expenses:** to receive a copy of the amended document for adoption (*copy attached*).
19. **Cemetery Lodge:** to receive and resolve quotations for repairs to the stairs (*information attached*).
20. **Turbary Road:** to receive a quotation for the provision of stone (from A Bradwell) for the next “dressing” of Turbary Road (*information attached*)
21. **Kings Head Croft:** to receive quotations for work, jet washing, installation of new bench and repairs to existing bench (*copy information attached*).
22. **Cemetery Lodge PAT testing & electrical works:** to receive information on required work for discussion and resolution (*information attached*).
23. **Risk Assessments:** to receive and discuss risk assessment professional quotations (*information attached*).
24. **Epworth Town Council training- Statement of Intent:** to receive draft document for discussion and possible adoption (*copy attached*).
25. **Hanging baskets & brackets:** to resolve to sell and discuss value of 2nd hand brackets and hanging baskets (via facebook).
26. **Correspondence:** to note list (*for information only pages 125 & 126*), (*copies attached*).
27. **To list:** items for facebook.
28. **Questions to the Chairman:** (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*).
29. **To confirm the date and time of the next monthly meeting as** (*Tuesday April 7th, 2020*).
30. ***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 £2438.31 as per confidential schedules, schedule for signature by Chairman.
 - (b) **Personnel Committee:** to resolve a temporary 4th member to the current committee to conclude the complaint.
 - (c) To ratify the Employment contract for the watering person (start date May 28th, 2020)
 - (d) To ratify the new contract for the Assistant clerk (start date June 20th, 2020)

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Burnham Road
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Doncaster
North Lincolnshire
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To record the closure of the meeting.

cm27.05.20.

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