

Council members:

Cllr Mitchell (Chairman) Cllr Janney (Vice chairman), Cllr Astle, Cllr Baker, Cllr Dent, Cllr Harm, Cllr Johnson, Cllr Pearce, Cllr Robinson, Cllr Stewart MBE Cllr Truelove, Cllr Whittaker, Cllr Wilson & Cllr Woods.

Minutes of a Meeting of the Council held in the small room of the Imperial Hall Epworth on **Wednesday January 9th 2019 at 7pm.**

The Chairman welcomed everyone to the first meeting of 2019 wished them “Happy New Year”, explained the Fire evacuation procedures and the clerk signed the forms.

As members of the public were present the following paragraphs were read out:

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.

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).**

Mrs Mason spoke about the dangerous bend on Rectory Street/Albion Hill with the speed of the traffic and parking causing a problem. Vehicles fail to indicate when they turn into Mowbray Street; and, there is parking on the bend. Traffic calming is required.

Mr. Catherall requested a pedestrian crossing on Albion Hill, he supported the comments of Mrs Mason. The speed of the traffic in the High Street (towards the traffic lights) had increased as it was less busy. He suggested a traffic calming measure of a 20mph speed restriction from Albion Hill to the traffic lights and to include Queen Street and Chapel Street. Pedestrians require a safe place to cross.

Council **RESOLVED** to bring forward item 20(g)

01.01.19 To record the Names of Members Present. Cllr Mitchell presiding
Cllrs: Astle, Baker, Janney, Truelove, Whittaker, Wilson and Woods.

02.01.19 Apologies for absence were received from Cllrs: Dent, Harm, Johnson, Pearce, Robinson and Stewart.

03.01.19 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*). None declared.

04.01.19 To note dispensations given to any member in respect to items on the agenda (*Localism Act 2011 and the Code of Conduct*). None requested.

05.01.19 Co-option to fill casual vacancy: (Representation of the People Act 1985 s21 and Local Government Act 1972 s87 (1)): to receive information from interested parties for co-option as a new member to the council. No information received.

06.01.19 To receive the Chairman’s Announcements (*for information only*).

The Chairman announced that there would be an extra-ordinary meeting the following week on Tuesday 15th January and, that the council had been notified by North Lincolnshire Council that there would be an event on January 17th at Winterton between 7 and 9pm to celebrate the “Great British Spring Clean”, an open invitation if anyone is interested (details from the clerk).

07.01.19 To receive the Ward Councillor’s Report (*for information only*). Ward councillor not present.

08.01.19 To receive the Clerk’s Report (*for information only*).

Additional Extra-ordinary full council meeting scheduled for Tuesday January 15th.

Clerks training: the clerk will be out of the office on the morning of Thursday January 10th for a discussion meeting with ERNLLCA for clerks whose councils will be reducing in number to discuss committee management, standing orders, quorum...

Kings Head Croft – closed churchyard wall: forms sent to builders, one declined work, second met on site, third yet to reply. No quotations received to date.

Kings Head Croft fenced area gate repair: clerk has ordered new “spring” from Playdale for gate to enable automatic closing.

Kings Head Croft: hedge trimmed and now tidy; coat of preservative for fence scheduled this week.

Police & Crime Commissioner: reminder that Keith Hunter has been invited and agreed to attend the February meeting of the council – clerk to send reminder.

Clerks & Councils Direct magazine: contains an article on “Meetings & procedures” hard copy available in the office.

Tree Survey: scheduled date for survey Tuesday January 8th 2019 – survey carried out.

Clerks training: Roles and responsibilities of the Financial Officer scheduled for Wednesday February 6th at Barton.

Winter Planting Scheme; forms completed and sent in time; waiting to hear from NLC of confirmation of grant before authorising project work and invoicing before January 19th. Applications still waiting for cabinet meeting as of January 8th 2019

Axholme Landscapes – Cemetery path works – scheduled for spring 2019, warmer weather required for product to work correctly.

Internal Audit: clerk has written to 3 firms for quotations for the end of year internal audit March 2019. Two of the three firms contacted have replied that they are not “registered” to carry out audit work. The clerk has contacted the third company to discuss the work involved and timescales and asked for quotation for February meeting of the council.

Clerks report noted.

09.01.19 To resolve Draft Minutes of Meeting of the Council held on Tuesday December 4th 2018 copies of which have been previously circulated, for approval and signature. Noting a spelling mistake on page 77 “31st” and a grammatical error on page 72 – the Turbary Road “would be” an agenda item; with these corrections proposed by Cllr Baker seconded by Cllr Janney **RESOLVED** an accurate record and signed by the Chairman.

10.01.19 To dispose of any business, if any, remaining from the last meetings. Cllr Baker noted that the Playdale cheque had been approved by the Environment Committee; he believed “the committee” were to have inspected the work to satisfy themselves before the payment was made. Cllr Baker felt the quantity and quality of work was not considered “value for money” and expressed disappointment that the resolution of the council had not been properly carried out.

Minute 16.12.18 council resolution that Mr Stewart would be written to; whilst Cllr Janney explained there was no need for the letter, the clerk acknowledged her oversight a letter would be sent ASAP;

Page 77; there had been no discuss/decision on the tree works (at Kings Head Croft), the Chairman advised that this would be an agenda item for the extra-ordinary meeting.

Item 20 (g) Environment Committee proposal to write to North Lincolnshire Council re pedestrian safety on roads around the new Co-Operative store.

- New Co-op site problem with unloading wagons
- Planning condition to use exit onto Albion Hill but parked vehicles preventing use of exit
- Impact on pedestrian safety
- Mowbray Street/Rectory Street junction a problem
- Speeding traffic
- Faded road markings – request re-paint
- Parking on pavement close to bend
- Propose write to North Lincolnshire Council requesting site survey re traffic, parking and pedestrian access
- Propose pedestrian crossing and speed restriction

Proposed by Cllr Mitchell seconded by Cllr Whittaker and **RESOLVED** to write to North Lincolnshire Council requesting a site survey and assessment.

Three members of the public then left the meeting.

11.01.19 Internal Control: to receive a copy of the bank statements and balanced November account sheet for approval and signature of the Chairman. Proposed by Cllr Truelove seconded by Cllr Wilson **RESOLVED** an accurate account and signed by the Chairman.

12.01.19 Internal Control: to receive a copy of the budget sheet to date, April 2018 to March 2019 for approval and signature by the Chairman noting budget heading overspends and resolving to “vire” funds from reserves if required. Proposed by Cllr Wilson seconded by Cllr Baker **RESOLVED** an accurate record and signed by the Chairman.

13.01.19 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.

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

10.12.18	R Wallace & Son	Re-open burial D Catley B384	£100.00
20.12.18	R Wallace & Son	re open burial D Osborne B375	£100.00
	Cheques paid		
02.01.19	104199	Arien Signs replacement for lost cheque	£60.00
04.12.18	104193	Playdale soft surface repairs	£1,989.54
	Cancelled cheques		

04.12.18	104184	Arien Signs cheque lost in post	£60.00
	DD payments		
22.01.19	HSBC	Bank charges	£22.20
25.01.19	O2	Call charges	£20.87
01.01.19	North Lincolnshire Council	Trade waste Epworth Cemetery	£21.54
19.12.18	BT	Telephone & internet (+ cloud storage)	£91.68

Noted cheque 104193 not supported by Cllr Baker.

Proposed by Cllr Janney seconded by Cllr Wilson and **RESOLVED** financial information noted, Chairman to sign the schedule.

14 01.19 Internal Control: To resolve January cheques for payment as presented on the following schedule (*Local Government Act 1972 as amended*).

104200	Epworth Imperial Hall	Room hire 4th & 18th December	£45.00
104201	Arrow Publications	February 1/2 page article	£66.00
104202	C Maguire	2019 Desk diary	£3.29
104203	North Lincolnshire Council	Supply & fit replacement bin at Kings Head Croft	£492.00
		Total cheques for payment	£606.29

Proposed by Cllr Astle seconded by Cllr Wilson and **RESOLVED** cheques for payment as presented. Schedule to be signed by Chairman.

15. 01.19 Planning: Town & Country Planning Act 1990 (as amended)

To resolve: PA/2018/2399 application to crown lift beech tree identified as T75 in and subject to Tree Preservation Order (Epworth No.1) 1977

Site location: 4 Townside Cottages, Tottermire Lane, Epworth

Proposed by Cllr Baker seconded by Cllr Truelove and **RESOLVED** no observations.

16.01.19 Turbary Road: to receive a quotation for annual maintenance and resolve whether to meet the costs of the additional road chippings.

- Quotation for £2000.00 for annual repair and maintenance (plus cost of additional chippings) from APS Movements
- Note letter via email sent to North Lincolnshire Council (requesting additional contribution) 18th October 2018
- Stone unspecified additional cost
- Previous agreement with North Lincolnshire Council to share costs
- Councillors opinion that road standard OK

Proposed by Cllr Whittaker seconded by Cllr Astle **RESOLVED** to pay £2000.00 only no additional stone

17.01.19 Finance Committee:

(a) To resolve draft minutes from Finance Committee meeting of Thursday December 20th 2018 copies of which have been previously circulated for approval and signature. Proposed by Cllr Baker seconded by Cllr Mitchell **RESOLVED** an accurate record and signed by the Chairman.

(b) Local Government Act 1972 section 137 grant application: to receive an application from Epworth Music Day for £1235.00 (one thousand two hundred and thirty five pounds) – Committee recommendation to support the application. Proposed by Cllr Janney seconded by Cllr Whittaker **RESOLVED** to grant £1235.00 (one thousand two hundred and thirty five pounds).

(c) to receive and resolve the precept request for 2019/2020.

- Intense discussion
- Level of cash reserve noted
- Future precept (at town/parish council level) may be capped
- Intention to maintain local precept at same level as last year

Proposed by Cllr Baker to precept £57861.73 as draft document seconded by Cllr Truelove (subject to any arithmetical errors) Recorded vote:

In favour Cllrs Mitchell, Astle, Baker, Janney, Truelove, Whittaker and Woods. **RESOLVED**.
Cllr Wilson abstained.

7.55pm Member of the public Peter Barnard – Epworth Music Day entered meeting was advised by the Chairman that the grant application had been approved. He said that 40 groups had already signed up to attend the event, then left the meeting.

(d) to receive and resolve whether or not to accept the North Lincolnshire Council precept grant of £2861 (two thousand eight hundred and sixty one pounds) with the attached conditions.

- Noted not discussed by Finance Committee and not taken into account in budget figures.
- Conditions: Community Emergency Plan – working group update meeting planned.
- On-line portal – used by clerk
- Transparency Code – information on web-site
- Financial Reserves Policy – approved in 2018 and previously submitted to North Lincolnshire Council – on web-site
- Neighbourhood Plan – considered by council noted in minutes 2018
- Community Level Service Agreements - verge & footpath grass cutting – under discussion evidenced in minutes
- Grant £2861.00 (two thousand eight hundred and sixty one pounds)

Proposed by Cllr Baker seconded by Cllr Whittaker **RESOLVED** to apply for the grant.

18.01.19 Cemetery items:

(a) to resolve draft minutes of meeting of Tuesday December 11th 2018 copies of which have been previously circulated for approval and signature. Proposed by Cllr Baker, seconded by Cllr Wilson **RESOLVED** a true record and signed by the Chairman.

(b) to propose the purchase of a dried flower arrangement for the Chapel of Rest. Vase provided by Cllr Truelove. Proposed by Cllr Baker seconded by Cllr Wilson and **RESOLVED**.

(c) to propose the purchase of a “CAUTION restricted view” notice

- Part of Cemetery risk assessment
- Position inside gateway on approach to A161

Proposed by Cllr Baker seconded by Cllr Truelove and **RESOLVED**

(d) to propose that the first and second floor of cemetery Lodge are not used with provision for storage elsewhere.

- Committee recommendation
- Long discussions

Proposed by Cllr Baker seconded by Cllr Astle to accept the committee recommendation (until further notice) **RESOLVED** 4 in favour, 2 against 2 abstentions.

(e) to propose that the council purchase 10 cremation plot markers from Samuel Jacob Memorials (quotation £248.30). Proposed by Cllr Truelove seconded by Cllr Wilson and **RESOLVED**.

(f) to propose that the Cemetery grounds are not to be used for public parking on grounds of safety Area under discussion grassed area in front of Cemetery Lodge

Proposal “Legitimate use for visitors to Cemetery Lodge, Chapel of rest and grounds only”

Proposed by Cllr Janney seconded by Cllr Truelove and **RESOLVED**.

19.01.19 Heritage Project Committee;

(a) to resolve draft minutes of meeting of Tuesday December 18th 2018 copies of which have been previously circulated for approval and signature. Proposed by Cllr Janney seconded by Cllr Wilson **RESOLVED** a true record and signed by the Chairman.

(b) to receive an update from the clerk on correspondence relating to this matter and resolve the way forward. Correspondence would be presented as an agenda item meeting of Tuesday January 15th.

20.01.19 Environment Committee:

(a) to resolve draft minutes from a meeting of Thursday 13th December 2018 copies of which have been previously circulated for approval and signature. Proposed by Cllr Astle seconded by Cllr Truelove and **RESOLVED** a true record.

(b) proposal to purchase an additional 10 heavy duty hanging baskets and brackets (£459.25 plus VAT) and 14 matting and wicks for existing baskets (£29.60 plus VAT). Proposed by Cllr Astle seconded by Cllr Truelove and **RESOLVED**.

(c) to propose the purchase of an additional 6 large size high-viz vests with “Epworth Town Council” on the back of each. Proposed by Cllr Astle seconded by Cllr Truelove and **RESOLVED**.

(d) to discuss and resolve the permanent siting of a “silent soldier”

- Use the hollow metal framed figure
- Cemetery Committee recommend in grassed circle beyond archway
- Committee precept for base for permanent siting at Cemetery

Proposed by Cllr Truelove seconded by Cllr Woods and **RESOLVED**.

(e) to request the Epworth Town Council asks “Tunes” nurseries to provide the quotation for hanging baskets. Committee recommendation. Proposed by Cllr Astle seconded by Cllr Truelove and **RESOLVED**.

(f) Handyman: proposal for short term contracts as/when required. Proposed by Cllr Astle seconded by Cllr Mitchell and **RESOLVED** to continue with current practice to obtain quotations for specific projects as they arise.

(g) item discussed as above

(h) Additional item from Environment Committee minutes:

- Proposal that clerk arranges meeting with PCC re closed churchyard maintenance
- Noted that the council has not been approached by the PCC with any issues

Proposed by Cllr Mitchell that the clerk arranges a meeting seconded by Cllr Astle on a recorded vote

In favour Cllrs Mitchell, Astle, Truelove, Wilson and Woods. Against Cllrs Baker & Janney. Abstention Cllr Whittaker. **RESOLVED** clerk to arrange meeting.

21.01.19 Parking Epworth: to receive copy correspondence and resolve a response.

- Letter sent to North Lincolnshire Council December 18th 2018
- Email response from (Ward) Cllr Robinson “response will be considered (by North Lincolnshire Council) @ regeneration meeting in February
- Proposal to reply with question as to why proposals not being considered and previous proposals not being actioned?

Proposed by Cllr Baker seconded by Cllr Astle to write to the MP (Andrew Percy) **RESOLVED**.

22.01.19 Correspondence: to receive the correspondence list pages 79 and 80 with spelling correction on page 80 “Trust” not “rust” proposed by Cllr Janney seconded by Cllr Baker **RESOLVED** correspondence list noted.

23.01.19 To nominate items for facebook. Arrow article with corrections.

24.01.19 Questions to the Chairman: (*Items of immediate urgency that must be acknowledged before the next meeting and have not been included on the Agenda*). No issues raised.

25.01.19 To confirm the date and time of the second January Meeting of the Council as Tuesday January 15th at 7pm and the February meeting as Tuesday February 5th at 7pm in the Imperial Hall, Epworth.

26.01.19 *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 item:*

(a) To authorise payments of salaries and related payments per the confidential schedule.

Proposed by Cllr Wilson seconded by Cllr Janney and **RESOLVED** to pay salaries and related payments to the value of £2127.64 as presented on the confidential schedule, Chairman to sign the schedule.

Meeting closed at 9.02pm

cm 14.01.19