

Easton on the Hill Parish Council

Hibbins Cottage, The Green, Ketton, Stamford. PE9 3RA

Email; clerk@eastononthehill-pc.gov.uk

Dear Councillors,

Due to the current COVID-19 virus lockdown situation, Councillors are requested to **REMOTELY attend** the Parish Council meeting of Easton on the Hill Parish Council on **WEDNESDAY 15TH APRIL 2020** at 7.00pm when the following listed business will be transacted. The Government announced the regulations have been temporarily amended to allow meetings to be held remotely w/e/f 4th April 2020 either by video conferencing or telephone. **Please confirm by email by 6.30pm on 15th April if you would like an email link to zoom as per the trial session or if you would like to be contacted to input by phone.**

Yours sincerely,

Jenny Rice

Jenny Rice, Clerk and Responsible Finance Officer

AGENDA

20/54	INTRODUCTION TO REMOTE MEETING. To check all familiar with process and system for voting/speaking.	
20/55	APOLOGIES FOR ABSENCE	
	To receive and note apologies accepted by the Clerk.	
20/56	DECLARATIONS OF INTEREST	
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business). Dispensation has been recommended for those Councillors with allotments	
20/57	PUBLIC PARTICIPATION	
	Arrangements will be made for the public to request a link to join the meeting remotely or join by telephone call if they wish. PLEASE EMAIL OR RING THE CLERK IF YOU WISH TO JOIN THE MEETING OR SUBMIT A QUESTION A maximum of 15 minutes will be permitted for members of the public to address the meeting remotely on any item on the agenda. If necessary, Chair to remind the public of the Public Speaking at Council and Committee Meetings Policy still applies in a remote/virtual meeting arrangement.	
20/58	MINUTES OF THE LAST MEETING (previously circulated)	
	To confirm as correct the record of the minutes of the meetings held on Monday 9 th March 2020 and Wednesday 25 th March 2020. They will be signed as and when normal contact meetings are re-started.	
20/59	MATTERS ARISING from previous meeting	
20/60	GOVERNANCE MATTERS	
	60.1	To note end of Delegation of Authority policy whilst the remote meetings are successfully being held. If at some point the remote meeting is not viable or workable, then the delegation of authority policy is automatically re-instigated.
	60.2	To note Government regulations and arrangements for virtual meetings, previously circulated, and the announcement that no annual meetings are required.
	60.3	To check all councillors are happy with arrangements for Zoom going forward and agree any further actions necessary.
	60.4	To receive Staffing Committee appraisal update
	60.5	To note elections cancelled and Councillors in post until next May 2021
	60.6	To note vacancy advertised at present and co-option policy to be followed
	60.7	To note update on the volunteer Help on the Hill system and decide on any further action needed
	60.8	To note social distancing issues/illegal recreational activity at the playing fields and decide what if any further action is needed
20/61	REPORTS FROM REPRESENTATIVES	
	61.1	Trees and Greens – Cllr Bates, Cllr Ward and Cllr O'Grady a) Update on grass cutting and report of any issues b) Update on work at Spring Close as Spring Clean event postponed to September
	61.2	Village Plan working Party; Update if any
	61.3	Checkers Reports

		a) To note updated forms circulated with de-fib form and April feedback b) To decide on any actions necessary	
	61.4	Village Hall update, Cllr Forman – no update anticipated as Village Hall closed due to Coronavirus.	
	61.5	Vehicle Activation Devices, Cllr Forman and Cllr Rawlinson; Receive update on unit not working and feedback/grant form from NCC. Decide on course of action.	
	61.6	Traffic Working Group – Cllr Nicol, Cllr Sharpe and Cllr Rawlinson. To note correspondence regarding CIPS traffic through the village, previously circulated.	
20/62	FINANCE REPORT OF BANK BALANCE WITH INCOME VS EXPENDITURE		
		a) To agree end of year bank reconciliation and final accounts spreadsheet figures, herewith b) To receive and note AGAR forms ready for internal audit date of 16 th April 2020. To follow. c) To receive feedback from insurance company after revised asset list sent, herewith	
20/63	PLAYING FIELD OWNERSHIP/DEVELOPMENT		
		a) To receive update on title application, if any. b) To note that the Community Facilities Fund grant has been approved, the agreement returned and purchase order sent. Additional quotes are now being considered. c) To receive, note and agree action on cricket club lease., herewith d) To receive update on Augean grant application for demolishing building/replacement parking area and agree next steps.	
20/64	ALLOTMENTS		
	64.1	To note arrangements for allotment holders attending during lockdown and notices up	
	64.2	To receive report from Allotment Manager on vacant plots	
	64.3	To note all allotment tenancy agreements issued and income received	
20/65	PLANNING APPLICATIONS, FROM PLANNING COMMITTEE		
	65.1	20/00158/LBC Remedial works to abutment detail of block paving against the side wall between the neighbouring property (7 Church St) adjoining the southern side elevation of number 9 Church St plus installation of acco drain at 9 Church St. Permitted	
	65.2	20/00291/FUL replacement of s/s rear extension at 21 High St. No concerns sent.	
	65.3	20/00315/FUL Erection of grain store at land on Cliffe Road. No concerns sent.	
		20/00250/FUL New front porch, ground floor and first floor extension at 7 Westfields. Email sent that no concerns if materials are in keeping	
	65.4	19/01345/PIP Appeal received for Permission in principal, net number of dwellings min 5 max 9 at land rear of Exeter Arms, Stamford Road. Further or amended comments required by 29/4/2020	
	65.5	20/00362/FUL recess the entrance into the arch and infill the above level with glass, ground floor extension to existing dwelling at 46 Church St, deadline 20/4/2020	
	65.6	20/00184/FUL Demolition of existing derelict workshop and erection of a s/s annexe at 5 The Lane Deadline 20/4/2020	
	65.7	19/01314/LBC Appeal. Removal of 3 internal walls within the ground floor at 37 West St. No further comments sent.	
20/66	CLERK REPORT –receive and note correspondence not previously circulated and decide any items to bring back to future meeting. To note Cilca training on hold.		
20/67	ORDERS FOR PAYMENT		
	To agree payments to be made as follows;		
	67.1	HMRC employer tax for March, deducted below	£44.30
	67.2	Ink contract change £9.99 per month	£9.99
	67.3	NCALC subs due	£681.85
	67.4	SSE electric bill	£229.60
	67.5	Stationery J Rice, postage, A4 files, A4 paper	£19.19
	67.6	Mileage J Rice, includes Cilca day 1	£34.20
	67.7	Hall hire March invoice	£11
20/68	To ratify payment to be made between meetings:-		
		Clerk's salary plus home office payable 30/4/2020 £745.76 - PAYE due + £27 home office (increased April) tax free	£701.46 plus £27 home office
		To note income received £20 allotment rent March 2020, £97.50 April 2020	
20/69	DATE OF NEXT MEETING		
	To note that the date of the next remote meeting is Monday 11th May 2020 at 7pm		