

# Easton on the Hill Parish Council

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

Email; clerk@eastononthehill-pc.gov.uk

Dear Councillors,

You are summonsed to attend the **MEETING OF THE PARISH COUNCIL** on **MONDAY 11<sup>TH</sup> MARCH 2024** at **7.00pm** at **Easton Village Hall**, New Road, Easton on the Hill, when the following listed business will be transacted.

Yours sincerely,

*Jenny Rice*, Jenny Rice, Clerk and Responsible Financial Officer

Date: 6/3/24

## AGENDA

<b>23/166</b>	<b>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.</b>	
<b>23/167</b>	<b>DECLARATIONS OF INTEREST</b>	
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. Reminder to members to update their register if necessary. (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).	
<b>23/168</b>	<b>PUBLIC PARTICIPATION</b>	
	Arrangements will be made for the public to join the meeting. A max of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda. Chairman to remind Councillors of one of the Seven Nolan Principles of Public Life.	
<b>23/169</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b>	
	To confirm as correct the record of the minutes of the meeting held on Monday 12 <sup>th</sup> February 2024, previously circulated and herewith. Chairman to sign.	
<b>23/170</b>	<b>MATTERS ARISING from previous meeting.</b>	
<b>23/171</b>	<b>GOVERNANCE, FINANCE AND TRAINING</b>	
	<b>171.1</b>	To receive finance report and internal checks feedback up to the end of February and resolve any queries, herewith.
	<b>171.2</b>	To receive any applications to be co-opted to a Parish Councillor vacancy and resolve appointment or agree more approaches to any potential members.
	<b>171.3</b>	To receive and note potential date for Annual Parish meeting (to be held between March and June) of Thursday 11 <sup>th</sup> April at 19:00pm to 20:30pm. To note options for Roles and Responsibilities training (£250) by NCalc for 22/4/24 at 7pm or at a later date, or 5pm on 8/4/24, PC meeting. Plus, a tailored risk assessment training session is booked on 8/4/24 before normal PC meeting at 6pm To check views/availability for all.
	<b>171.4</b>	To review draft PC Action Plan and agree for 24/25, circulated, to include reference to bio-diversity and possible bus survey.
	<b>171.5</b>	To reinforce process for agreeing works and expenditure, as per financial regulations.
	<b>171.6</b>	To note insurance information request and agree cover requirements for quotes, see asset register.
	<b>171.7</b>	To note £200 collected at PO in collection box and decide what to ringfence to.
<b>23/172</b>	<b>PLAYING FIELD AND PLAYING FIELD WORKING GROUP</b>	
	<b>172.1</b>	<ul style="list-style-type: none"> <li>a) To hear response from contractor after letter sent following site meeting about the car park and decide action.</li> <li>b) To receive and note update from PFWG – herewith – and discuss any queries.</li> <li>c) To note WPC has paid backpay of pavilion hire to September 2023 and is now paying £300 pm for both pavilion and pitch. To note invoice to be sent to PC for £500 of work performed to date.</li> <li>d) To propose ad hoc hire charge to increase to £75 per match, request 2w notice and Working Group to vet requests.</li> <li>e) To receive and note queries from Addida and changes to agreement to be agreed.</li> <li>f) To note further break in, action taken and receive full proposal on security measures/contract and resolve contract.</li> <li>g) To note Community Grant Funding final report outstanding monies of £274 to be able to be carried forward to a later date.</li> </ul>

		<p>h) To note one tender for Grounds Maintenance Contract received based on 10h pm and agree award of contract with some leeway on additional work and decide on public liability insurance arrangements – herewith.</p> <p>i) To note play equipment checks and pavilion checks carried out ahead of contractor appointment and propose monthly full checks and weekly visual only checks going forward.</p> <p>j) To note new bin needed for dog poo bags near pavilion – affects contract for general waste. Cost range £150 to £250 depending on size needed. Current contract can be reduced to general waste only, agree.</p>	
<b>23/173</b>	<b>PLANNING COMMITTEE</b>		
	<b>173.1</b>	To note minutes and/or feedback from Planning Committee - meeting on 11/3/24, including approach from developers, comms herewith.	
<b>23/174</b>	<b>REPORTS</b>	<b>FROM REPRESENTATIVES</b>	
	<b>174.1</b>	<p><b>Checkers reports/village maintenance</b></p> <p>a) To receive checker reports from Cllr Lawson for February and address any issues raised. Cllr Bates for March, Cllr Nicol for April.</p> <p>b) To note any new reports of village maintenance and resolve actions.</p>	
	<b>174.2</b>	<p><b>Village Hall.</b></p> <p>1) To note any update from Cllr representative.</p>	
	<b>174.3</b>	<p><b>Joint Action Group</b></p> <p>1) To receive and note minutes from Police and Crime Commissioner meeting on 4/3/24.</p>	
<b>23/175</b>	<b>ALLOTMENTS</b>		
	<b>175.1</b>	To receive update from Allotment Manager, including one vacancy filled.	
	<b>175.2</b>	To review allotment rent hire charge and agree increase or no increase 25/26.	
<b>23/176</b>	<p><b>TREES AND GREENS WORKING PARTY (INCL NATURE RECOVERY) (Cllr Green, Cllr Mountain, Cllr Holwell and Cllr Bates)</b></p> <p>a) To receive and note feedback from the latest Nature Recovery Group meeting and agree actions, herewith.</p> <p>b) To receive update on the Immediate Justice in the Community project following site meeting.</p> <p>c) To receive and note positive feedback on recent tree planting session.</p> <p>d) To note offer of fruit trees from NNC for King’s Coronation celebrations, herewith, and decide response. Deadline 28/7/24.</p> <p>e) To note offer of 10 free trees from Keir and resolve response, herewith.</p>		
<b>23/177</b>	<p><b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES</b></p> <p>160.1 To suggest and agree items for What’s on the Hill.</p> <p>160.2 To note request for a new PLR to replace ex Cllr Firth.</p> <p>160.3 to note Great British Spring Clean 15-31 March and resolve any litter picking event.</p>		
<b>23/178</b>	<b>HIGHWAYS</b>		
	<b>178.1</b>	To receive and note feedback from Cllr Nicol from site meeting with Keir, Highways.	
<b>23/179</b>	<p><b>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</b></p> <p>a) To note request from resident for a new dog poo bin on (unadopted) Park Walk and resolve response, plus problems with dog poo not picked up.</p> <p>b) Rural Community Needs Fund, via Northants Community Foundation (NCF) details herewith. To discuss need and application and agree. (Source NCALC Jan/Feb ‘24)</p>		
<b>23/180</b>	<b>ORDERS FOR PAYMENT</b>		
	To agree payments to be made as follows;		
	<b>180.1</b>	Clerk reimburse for HP ink plans. E printer £4.49 plus one shared with other PCs £8.57.	£13.06
	<b>180.2</b>	Clerk reimburse for Microsoft package March	£5.99
	<b>180.3</b>	HMRC employer NI payment and any employee tax payment March	£25.56
	<b>180.4</b>	Clerk mileage for February	£10.80
	<b>180.5</b>	Yu Energy electricity bill as per contract, paid by direct debit. March	£16.77 £393.70
	<b>180.6</b>	EDF Energy for pavilion March, usage charged to WPFc	£tbc
	<b>180.7</b>	Village hall hire	£43
	<b>180.8</b>	Clerk salary payable 29/2/24 £892.53 plus home office £26 less £7 tax	£911.53
	<b>180.9</b>	Multipay card monthly fee	£6

	<b>180.10</b>	Safe Lincs Defib electrodes	£288.79 paid
	<b>180.11</b>	Amazon wet floor slippery sign	£11.37 paid
	<b>180.12</b>	Vision ICT domain charge for Hub on the Hill	£30
	<b>180.13</b>	R Peace tree survey	£100
	<b>180.14</b>	Fourtwoeight Ground Engineering for on-site meeting re car park	£90
	<b>180.15</b>	Reimburse Clerk for 2 x bollard/security posts	£211.18
<b>23/181</b>	<b>RECEIPTS</b>	<b>To note income received;</b> Ketton Ladies Football Club hire charge for Feb date WPFC pavilion hire charge back dated less what paid	£45 recd £735 recd
<b>23/182</b>	<p><b>DATE OF NEXT MEETINGS</b> To note that the date of the next Parish Council meeting is <b>Monday 8<sup>th</sup> April 2024 at 7/7.30pm, with training session at 6pm beforehand.</b></p> <p>Next Planning Committee meeting is to be agreed, dependent on above. See council notice board or website for details <a href="http://www.eastononthehill-pc.gov.uk">www.eastononthehill-pc.gov.uk</a></p> <p>To note Clerk annual leave 21/3 to 25/3</p>		