

# 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 **MONDAY 11<sup>th</sup> May 2020** at 7.00pm when the following listed business will be transacted by video conferencing via Zoom.

Yours sincerely,

*Jenny Rice*

Jenny Rice, Clerk and Responsible Finance Officer

## AGENDA

<b>20/74</b>	<b>INTRODUCTION TO REMOTE MEETING.</b> To confirm same process and system for voting/speaking.	
<b>20/75</b>	<b>APOLOGIES FOR ABSENCE</b>	
	To receive and note apologies accepted by the Clerk.	
<b>20/76</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. (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	
<b>20/77</b>	<b>PUBLIC PARTICIPATION</b>	
	Arrangements will be made for the public to join the meeting remotely or join by telephone call if they wish. <b>PLEASE SEE THE LINK FOR THE MEETING ON THE WEBSITE AND/OR EMAIL OR RING THE CLERK IF YOU WISH TO JOIN THE MEETING OR SUBMIT A QUESTION</b> 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.	
<b>20/78</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b>	
	To confirm as correct the record of the minutes of the meetings held on Wednesday 15 <sup>th</sup> April 2020 and the EM on Thursday 30 <sup>th</sup> April 2020. They will be signed electronically, as the agreed method during the pandemic.	
<b>20/79</b>	<b>MATTERS ARISING from previous meetings</b>	
<b>20/80</b>	<b>CHAIRMAN'S REPORT.</b> To receive annual report in lieu of cancellation of annual council meeting.	
<b>20/81</b>	<b>CO-OPTION TO ONE PARISH COUNCILLOR VACANCY AND OTHER VACANCIES</b>	
	<b>81.1</b>	To receive and acknowledge applications, to follow, for the one current Councillor vacancy being filled.
	<b>81.2</b>	To note confirmation of date for planned resignation from Cllr Forman and resignations from Cllr Ward and Cllr Greaves.
	<b>81.3</b>	To note procedure for advertising vacancies and opportunity for bye election/co-option, policy enc. Unsuccessful candidates can be considered for future co-option after expiry of notices.
	<b>81.4</b>	To discuss the candidates and to vote in turn until majority achieved and candidate appointed. Sign the declaration of acceptance.
<b>20/82</b>	<b>GOVERNANCE MATTERS</b>	
	<b>82.1</b>	To confirm chairman arrangements and review committees in light of recent resignations
	<b>82.2</b>	To receive Staffing Committee appraisal of Clerk update and agree any actions
	<b>82.3</b>	To receive informal and formal feedback from internal financial audit
	<b>82.4</b>	To receive and agree financial regulations, previously circulated
	<b>82.5</b>	To receive new finance "checker" form, herewith, and agree process
	<b>82.6</b>	To go through AGAR Governance statement and agree and complete form with signing by chairman.
	<b>82.7</b>	To go through AGAR accounting statement and agree and complete form with signing by chairman.
	<b>82.8</b>	To receive and review PC risk assessment, herewith
<b>20/83</b>	<b>REPORTS FROM REPRESENTATIVES</b>	
	<b>83.1</b>	Trees and Greens – Cllr Bates and Cllr O'Grady a) Update on grass cutting and report of any issues b) Update on any work performed at Spring Close as Spring Clean event postponed to September

	<b>83.2</b>	Village Plan working Party; Update if any	
	<b>83.3</b>	Checkers Reports a) To note updated forms circulated with de-fib form and April/May feedback b) To note Cllr Forman fitted new latch to defib at shop and it is now working. c) To decide on any actions necessary	
	<b>83.4</b>	Village Hall update, Cllr Forman – no update anticipated as Village Hall still closed due to Coronavirus.	
	<b>83.5</b>	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.	
	<b>83.6</b>	Traffic Working Group – Cllr Nicol, Cllr Sharpe and Cllr Rawlinson. To note no update as no meeting.	
<b>20/84</b>	<b>FINANCE</b> a) To receive feedback from insurance company after revised asset list sent, herewith b) To receive updated finance report c) To agree to replacing pole bracket and supply at New Town – not able to be done in original project and in budget		
<b>20/85</b>	<b>PLAYING FIELD OWNERSHIP/DEVELOPMENT AND CRICKET CLUB LEASE</b> a) To receive update on title application, if any. b) To note work on perimeter path started w/c 5 <sup>th</sup> May and any feedback/issues to note. c) To agree playing field association (PFA) membership process d) To agree PFA terms of reference e) To receive quotes for demolishing building/replacement parking area and agree options and next steps. Consider requests for new equipment to be included and agree a way forward. f) To agree grant application content. g) Update on cricket club lease		
<b>20/86</b>	<b>ALLOTMENTS</b>		
	<b>86.1</b>	To receive update on allotments; vacancies, tenancies, issues. One plot holder increased to whole from half plot. £5 rent received. Still ¼ plot vacant	
<b>20/87</b>	<b>PLANNING APPLICATIONS, VIA PLANNING COMMITTEE</b>		
	<b>87.1</b>	20/00315/FUL Erection of grain store at land on Cliffe Road. <b>Permitted.</b>	
	<b>87.2</b>	20/00250/FUL New front porch, ground floor and first floor extension at 7 Westfields. <b>Permission refused.</b>	
	<b>87.3</b>	20/00471/FUL Replacement two storey rear extension, replacement of garage and outbuilding with s/s extension and connecting link at 21 Church St. <b>Deadline 19/5/2020.</b>	
	<b>87.4</b>	20/00478/TCA remove 2 ash trees replace with boundary fencing with standard wooden fencing at 58 High St. <b>Deadline 15/5/2020.</b>	
<b>20/88</b>	<b>CLERK REPORT</b> –receive and note correspondence not previously circulated and decide any items to bring back to future meeting. Local Government Organisation briefing – information circulated. No PC Priest House rep.		
<b>20/89</b>	<b>ORDERS FOR PAYMENT</b>		
	To agree payments to be made as follows;		
	<b>89.1</b>	J Rice postage	£2.30
	<b>89.2</b>	I Forman lock agreed at the last meeting, paid 28/4/2020	£24
	<b>89.3</b>	ENC emptying litter bins	£65.60
	<b>89.4</b>	Zoom prescription J Rice paid, re-imburse % split pm, April payment	£7.99
	<b>89.5</b>	Ink contract % split J Rice	£10
	<b>89.6</b>	Clock service, The Cumbria Clock Company Ltd	£186
	<b>89.7</b>	Grass cutting, March and April	£560
	<b>89.8</b>	HMRC employer payment	£67.90
	<b>89.9</b>	New pole bracket/supply at New Town £650 plus vat tba	£780 tba
	<b>89.9</b>	Clerk's salary plus home office payable 30/4/2020 £745.76 - PAYE due + <b>£27 home office</b> (increased April) tax free	£704.86
	<b>89.10</b>	To note income received; Allotment rent received Grant received from ENC for deposit for path works ½ Precept received from ENC	<b>Receipts</b> £5 £2876.40 £16417.50
<b>20/90</b>	<b>DATE OF NEXT MEETING</b> To note that the date of the next remote meeting is Monday 8 <sup>th</sup> June 2020 at 7pm		