

# **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 12<sup>TH</sup> MAY 2025** at **7.00pm** in the 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:7/5/25

## AGENDA

<b>25/1</b>	<b>TO ELECT A CHAIRMAN</b>	
	Current Chairman (or Vice Chairman) to take nominations and votes for Chairman and elect. In the event of a tie in votes, the outgoing Chairman has a casting vote. Once appointed, the new Chairman to sign the Declaration of Acceptance and chair the meeting.	
<b>25/2</b>	<b>TO ELECT A VICE CHAIRMAN.</b> To take nominations and vote to resolve.	
<b>25/3</b>	<b>DECLARATIONS OF INTEREST</b>	
	To receive Councillors' declarations of acceptance of office and other forms and are reminded about expenses forms and Register of Interests forms to do. If a member is not present to do so, resolve when they will be accepted. To note process if declaration not signed and new vacancy exists. 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>25/4</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>25/5</b>	<b>MINUTES OF THE LAST MEETING</b>	
	To confirm as correct the record of the minutes of the last meeting held on 14 <sup>th</sup> April 2025, previously circulated. Chairman to sign.	
<b>25/6</b>	<b>MATTERS ARISING from previous meeting.</b>	
<b>25/7</b>	<b>GOVERNANCE, TRAINING AND FINANCE</b>	
	<b>7.1</b>	To review committees' and working groups terms of reference and resolve any changes, herewith. To review and agree committees' and working groups' members, herewith list. Review Whatsapp groups as necessary.
	<b>7.2</b>	To agree a group training session for councillors. Provisional date 11/6/25 7-9pm, plus Chairmanship training.
	<b>7.3</b>	To receive, note, review and agree members code of conduct.
	<b>7.4</b>	To receive, review and agree to adopt Financial Regulations and Standing Orders, herewith.
	<b>7.5</b>	To review Councillor finance internal control checkers, currently as per monthly defib checker.
	<b>7.6</b>	To review Council's annual risk assessment, herewith.
	<b>7.7</b>	To check bank signatory Councillors and arrange for more if needed.
	<b>7.8</b>	To check criteria for General Power of Competence and resolve still met and adopted.
	<b>7.9</b>	To receive end of April finance report and internal checks until end of March/the financial year 2025 and resolve any queries, herewith. To agree projects of footpaths, notice board are carried over.
	<b>7.10</b>	To note all Annual Governance and Accountability Return (AGAR) forms sent off to external auditor.
	<b>7.11</b>	To receive and note Staffing Committee recommendation on appraisal and increment and resolve, including job evaluation update.
	<b>7.12</b>	To receive and note insurance premium renewal information and resolve action/payment.
	<b>7.13</b>	To note Post Office collection monies of £275 to be spent, and resolve idea.
<b>25/8</b>	<b>PLAYING FIELD AND PLAYING FIELD WORKING GROUP (PFWG)</b>	
	<b>8.1</b>	To agree gym equipment choice from new grant of 4k, already received. Choices/proposal herewith.
	<b>8.2</b>	To agree CCTV mobile phone plan.

	8.3	Health and safety - to note feedback and update on monthly play equipment and pavilion checks, plus progress with the outstanding list. Resolve any outstanding jobs/expenditure, including spare cladding, SW, fertiliser for field, car park rolling, deep clean for pavilion.	
	8.4	To note RoSPA play safety inspection is due in June and resolve accompanying or not at cost of £50.	
25/9	PLANNING COMMITTEE/PLANNING APPLICATIONS AND ISSUES		
	9.1	To resolve new applications as follows, in absence of new planning committee and note others. <ul style="list-style-type: none"><li>- 25/00339/FUL construction of S/S Oak framed dining room to rear of dwelling at 37 West St.</li><li>- Consultation on Draft Peterborough Local Plan, as circulated.</li><li>- 25/00386/FUL erection of new steel framed agricultural storage bldg., deadline 24/5/25.</li><li>- To note application for alterations to village hall is permitted.</li><li>- To receive and note minutes of the last planning committee meeting and agree accuracy and chairman to sign, herewith.</li></ul>	
25/10	REPORTS	FROM REPRESENTATIVES	
	10.1	<b>Checkers reports/village maintenance</b> <ul style="list-style-type: none"><li>a) To receive checker report and address any issues raised. To note new checker list from May 2025, plus arrangements to train new Councillors, herewith.</li><li>b) To note any new reports of village maintenance and resolve action.</li><li>c) To note grant paid for new fencing at Spring Close and resolve contractor/work/risk assessments.</li></ul>	
	10.2	<b>Village Hall</b> <ul style="list-style-type: none"><li>1) To note any update available.</li></ul>	
	10.3	<b>Police Liaison Representative</b> <ul style="list-style-type: none"><li>1) To note Teams meeting with Police, Fire and Crime Commissioner at 6pm on 20/5/25 for interested Councillor.</li></ul>	
	10.4	<b>Traffic Working Group</b> <ul style="list-style-type: none"><li>1) To receive any update on device data.</li></ul>	
25/11	ALLOTMENTS		
	11.1	To note Allotment Manager post vacant and resolve process to recruit.	
25/12	TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY)		
	a) To receive and note nature recovery plans, herewith.		
25/13	COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS		
	- To suggest and agree any specific items for June’s What’s on the Hill – new Councillors		
25/14	CLERK CORRESPONDENCE /INFORMATION TO NOTE: To receive any correspondence and decide to bring back to a future meeting or not. <ul style="list-style-type: none"><li>1. A1 gap closures</li><li>2. Well-being walk leader opportunity</li></ul>		
25/15	ORDERS FOR PAYMENT To agree payments to be made as follows;		
	15.1	Clerk reimburse for HP ink plan shared with other PC	£9.57
	15.2	Clerk reimburse for Microsoft package May, home office allowance, plus mileage	£8.49, £26, £11.25
	15.3	HMRC employer NI payment and employee tax/NI payment April	£ 125.55
	15.4	Yu Energy Briers street lighting bill as per contract, paid by direct debit, May	£18.33
	15.5	Yu Energy electricity for pavilion, paid by DD, May	£20.62
	15.6	Yu Energy streetlighting invoices by direct debit	£343.66/£16.92
	15.7	Village hall hire	£28
	15.8	Clerk salary/hours payable 31/5/25, £1030.02 less tax £33.60	£996.42
	15.9	Multipay card monthly fee and Unity bank charges, monthly	£3/£6
	15.10	Grounds Maintenance Contractor invoice for April, labour and materials	£165/£203.42
	15.11	Hand-i-man contractor grass cutting	£450
	15.12	WPFC for works done as per agreement appendix and invoiced previously	£100 deducted from Jan bill
	15.13	Jeff Davies reimburse for expenses for nature recovery	£28.70
	15.14	Society of Local Council Clerks membership share	£131.10
25/16	RECEIPTS	WPFC for hire/utility for January Member Empowerment Fund grant received 2/5/25	£214.35 received 22/4/25 £423.16

		Precept from NNC Xfer to Instant Access account for higher interest Allotment rent	£41212 £30000 £40.50 in April
<b>25/17</b>	<b>DATE OF NEXT MEETINGS</b> To note that the date of the next full council meeting is on <b>Monday 9<sup>th</sup> June 2025</b> at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications/committee. See council notice board or website for details <a href="http://www.eastononthehill-pc.gov.uk">www.eastononthehill-pc.gov.uk</a>		