

# 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 14<sup>th</sup> September 2020** at 7.00pm when the following listed business will be transacted by video conferencing using Zoom.

Yours sincerely,

*Jenny Rice*

Jenny Rice, Clerk and Responsible Finance Officer

## A G E N D A

<b>20/127</b>	<b>APOLOGIES FOR ABSENCE</b>	
	To receive and note apologies accepted by the Clerk.	
<b>20/128</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>20/129</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 DETAILS 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	
<b>20/130</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b>	
	To confirm as correct the record of the minutes of the meetings held on Monday 13 <sup>th</sup> July and the extraordinary meeting on 12 <sup>th</sup> August 2020. They will be signed electronically, as the permitted method during the pandemic.	
<b>20/131</b>	<b>MATTERS ARISING from previous meetings.</b> To note the new bench is installed on the A43 and being used regularly.	
<b>20/132</b>	<b>CO-OPTION TO PARISH COUNCILLOR VACANCY</b>	
	<b>132.1</b>	To receive and acknowledge any applications, to follow, for the 1 vacancy being co-opted to for the vacancy created by the recent resignation of J Wilson.
<b>20/133</b>	<b>GOVERNANCE AND FINANCE</b>	
	<b>133.1</b>	To receive internal financial control check feedback for August
	<b>133.2</b>	To receive finance report to the end of August, herewith
	<b>133.3</b>	To receive a report/feedback from councillors on the annual checks performed on the assets, as per revised asset risk management list agreed at the last meeting, to follow
	<b>133.4</b>	to consider and agree notice stating who current councillors are on notice board, with photos.
	<b>133.5</b>	To receive an update on the Local Government Re-organisation
	<b>133.6</b>	To consider budget items for planning next year's budget
	<b>133.7</b>	To note latest advice on holding physical meetings and discuss and agree/not agree to holding hybrid and/or blended meetings.
	<b>133.8</b>	To review the governance Review Action Plan outstanding action points – see updated plan to be circulated
	<b>133.9</b>	To receive notification that the external audit report has been received dated 21/8/2020. No actions necessary other than publish the notice of conclusion of audit – displayed 25/8/2020 for 2 weeks.
<b>20/134</b>	<b>PLAYING FIELD IMPROVEMENT COMMITTEE, PFIC and PLAYING FIELD OPERATIONAL ISSUES</b>	
	<b>134.1</b>	To receive and agree amended terms of reference for the Playing Field Improvement Committee, herewith
	<b>134.2</b>	To receive the PFIC minutes of meetings and a verbal update on progress with the grant application, outdoor gym equipment order and Envirogrant application.
	<b>134.3</b>	To receive report about baby swing seat incident and receive details on new seat cost £145 plus delivery plus vat and resolve action.

	<b>134.4</b>	To receive details about tyre taken from end of concrete tunnel and resolve action plus resolve expenditure for tyres/bolt croppers
	<b>134.5</b>	To note demolition application site notice in place
	<b>134.6</b>	To note new gate keys purchased by cricket club and held by Cllr Rawlinson.
	<b>134.7</b>	To receive details from Collyweston SSSI via Wildlife Trust and request for clarification on rent payment and resolve action. To note they should be addressing the gate.
	<b>134.8</b>	To consider and resolve action on increased and disruptive rabbit activity
	<b>134.9</b>	To note exercise class on playing field given permission – missed at last meeting
	<b>134.10</b>	To note 3 new dog poo bin lids requested and resolve to purchase an additional bin or not
<b>20/135</b>	<b>REPORTS FROM REPRESENTATIVES</b>	
	<b>135.1</b>	Trees and Greens Working Party; Cllrs Bates, Holwell, Cutforth and Nicol a) To receive update on the work performed at Spring Close and work done by Leics Gardens and agree any further work/expenditure. b) To consider if a EOTH PC plaque is required/desirable on the new bench c) To note work done on tree at Church St and discuss more tree work/maintenance plan required for Spring Close. d) To note reports sent to Longhurst about overgrown foliage and parking in the Crescent. e) To appoint a new parish path warden following resignation of J Wilson.
	<b>135.2</b>	Checkers Reports a) To receive checker report for July and August b) To decide on any actions necessary
	<b>135.3</b>	Village Hall. To receive update on the committee situation.
	<b>135.4</b>	Vehicle Activation Devices, Cllr Nicol and Cllr Rawlinson; To receive update on unit being fixed and changing location, plus re-imburement for costs, T Nicol
	<b>135.5</b>	Traffic Working Group – Cllr Nicol, Cllr Sharpe and Cllr Rawlinson. Receive update plus feedback following correspondence from resident.
	<b>135.6</b>	Village plan working party. To note meeting held on 5 <sup>th</sup> August and receive feedback including call for sites submission information 20/7/2020, circulated.
	<b>135.7</b>	Joint Action Group – to receive feedback from last meeting
<b>20/136</b>	<b>ALLOTMENTS</b>	
	<b>136.1</b>	To receive update on allotments and agree any actions necessary. Note report sent to Longhurst about the overgrown hazel bush pushing onto fence and a letter will be sent to the tenant.
<b>20/137</b>	<b>PLANNING</b>	<b>APPLICATIONS, FEEDBACK FROM PLANNING COMMITTEE AND RESPONSES</b>
	<b>137.1</b>	To receive and agree planning committee revised proposed terms of reference to re-introduce committee meetings, herewith. To agree members and elect a chairman.
	<b>137.2</b>	20/00673/FUL demolition of modern PVC conservatory to the rear elevation and its replacement with a s/s glazed extension at 40 Church St <b>Permitted</b>
	<b>137.3</b>	20/00687/FUL Alterations to and conversion of existing stone barn into a residential annexe; Re-roofing of a “folly” at 26 High St. <b>Awaiting outcome</b>
	<b>137.4</b>	20/00697/FUL 2 storey side and s/s rear extension at 54 Stamford Road. <b>Permitted</b>
	<b>137.5</b>	20/00732/FUL s/s rear extension, dormer extension to side elevation at 5 West St. <b>Awaiting outcome</b>
	<b>37.6</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. Deadline 19/5/2020. PC response sent. Revised plans received and no comments/objections. Recognition that improves the situation for the neighbour sent. <b>Permitted</b>
	<b>137.7</b>	20/00250/FUL New front porch, gd floor and first floor rear extension at 7 Westfields. Appeal lodged. <b>Awaiting outcome</b>
	<b>137.8</b>	20/00900/FUL erection of rear extension linking existing outbuilding and house at Barn Cottage, New Road. Deadline 3/9/2020. <b>No objections sent.</b>
	<b>137.9</b>	20/00770/FUL s/s garden room (ancillary accommodation to main dwelling) at 20 Westfields. Deadline 3/9/2020. <b>Objection sent.</b>
	<b>137.10</b>	20/00986/TCA fell prunus cerasifera due to close proximity of building/foundations, tree roots also growing into drain at 40 Church St. <b>No objections</b> , deadline 11/9/2020

	<b>137.11</b>	20/00988/TCA fell self set sycamore, prune robinia, fell holly tree, prune apple tree at 27 West St deadline 11/9/2020 <b>no objections</b>	
	<b>137.12</b>	20/01004/TCA raise crown of cedar tree to 3.5m at 21 Church St - <b>to be decided</b> , deadline extension requested to 1/10/2020	
	<b>137.13</b>	19/01345/PIP appeal report – appeal lodged against the ENC decision to refuse planning permission in principle to build 5-9 houses on land rear of Exeter Arms. <b>Appeal failed. Report circulated.</b>	
	<b>137.14</b>	20/01006/FUL Proposed extensions and internal alterations at 101 Stamford Road, Deadline 2/10/2020. For next planning meeting.	
<b>20/138</b>	<b>CLERK REPORT / CORRESPONDENCE / MISC</b>		
	a) Feedback requested on extending legislation to hold remote meetings beyond May 2021 – see Danny Moody's email 28/8/2020. Clerk sent feedback and councillors can too.		
	b) Nominations requested for new East Northants Local Hero and Champion Award across the 9 categories		
	c) Invite to the 73 <sup>rd</sup> Northants Calc AGM on 3/10/2020 10-12 via Zoom.		
<b>20/139</b>	<b>ORDERS FOR PAYMENT</b>		
	To agree payments to be made as follows;		
	<b>139.1</b>	Eon maintenance charges for September and March - missed	£155.30
	<b>139.2</b>	New bench paid for 4/8/2020	£501.60
	<b>139.3</b>	Vision ICT 2 new accounts/councillors	£43.20
	<b>139.4</b>	Zoom prescription J Rice paid, re-imburse % split pm, July and August payment	£15.98
	<b>139.5</b>	Ink contract % split per month J Rice July and August	£20
	<b>139.6</b>	Mileage J Rice July and August	£14.83
	<b>139.7</b>	2 x A4 Paper and postage re-imburse J Rice	£7 + £6.95
	<b>139.8</b>	SLCC registration CiLCA course fee % share, early bird rate (£350 split between 3 councils, £197.82, £76.09 x 2)	£350
	<b>139.9</b>	SSE electric lighting bill	£129.85
	<b>139.10</b>	NCALC training, PAYE/Payroll	£55
	<b>139.11</b>	HMRC employer payment tbc when tax code changed and pay agreed	£TBC
	<b>139.12</b>	PKF Littlejohn Auditors	£360
	<b>139.13</b>	Leics Gardens invoice paid in August for cuts July and 3/8/2020	£560
	<b>139.14</b>	Signs for play areas paid for as agreed at last meeting, to be shared with 2 councils EOTH £30 plus vat and other 2 £30 each	£108
	<b>139.15</b>	Purchase bolt croppers/reimburse Cllr Rawlinson (max £30)	£tbc
	<b>139.16</b>	Clerk's salary plus home office payable 30/9/2020 to be confirmed - PAYE due + £27 home office plus backpay	£tbc
	<b>139.17</b>	<b>To note income received;</b> MEF grant Payments from Ailsworth and Bainton for Cilca training £107.50 each £412 CFF grant remainder re picnic benches	<b>Receipts</b> £2650 £215 £412
<b>20/140</b>	<b>FEEDBACK FROM STAFFING COMMITTEE</b>		
	To receive proposed revised clerk payscale rate and payscale point/increment as recommended by the staffing committee.		
	<b>Closed session excluding the public</b> for reasons of confidential information being discussed.		
<b>20/141</b>	<b>SUMMARY OF CLOSED SESSION GIVEN – public to return</b>		
<b>20/142</b>	<b>DATE OF NEXT MEETINGS</b> To note that the date of the next (possibly still remote, tbc) meeting is Monday 12 <sup>th</sup> October 2020 at 7pm and proposed Planning Committee meeting 30 <sup>th</sup> September at 7pm		