

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 **Parish Council meeting on MONDAY 10th OCTOBER 2022** 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 Finance Officer

Date: 5/10/22

AGENDA

	There will be a minute's silence before the meeting as a mark of recognition and respect for the recent passing of the late Queen Elizabeth 11 since the last meeting.	
22/48	APOLOGIES FOR ABSENCE	
	To receive and note apologies sent to the Clerk.	
22/49	DECLARATIONS OF INTEREST	
	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).	
22/50	PUBLIC PARTICIPATION	
	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 the public of the Public Speaking at Council and Committee Meetings policy and remind Councillors of one of the Seven Nolan Principles of Public Life.	
22/51	MINUTES OF THE LAST MEETING (previously circulated)	
	To confirm as correct the record of the minutes of the meeting held on Monday 11 th July 2022, previously circulated. Chairman to sign, herewith. <i>(No meeting in August, and September meeting postponed due to the death of HM the Queen.)</i>	
22/52	MATTERS ARISING from previous meeting.	
22/53	GOVERNANCE, FINANCE AND TRAINING	
	53.1	To receive and note latest finance report (for later decision making) and Councillor internal checks to end of July/August/September and resolve any queries, herewith.
	53.2	To receive and note updated Parish Council Action Plan (herewith) and resolve to finalise. C/F from previous meetings.
	53.3	To receive and note Councillor asset check reports and resolve any queries.
	53.4	To note recommendation to sign up to the NALC/SLCC Civility + Respect Pledge and read statements and resolve whether to sign and adopt Dignity at work policy, herewith and Danny Moody email dated 15/7 circulated.
	53.5	To receive and note external auditor's report of no concerns raised and requirements for publication fulfilled.
	53.6	To note Parish Council can choose to opt out of current auditor arrangements. NCALC recommend remaining with PKF Littlejohn.
	53.7	To note and agree to archives of minutes to be sent to Northamptonshire Archives Service and agree if a donation is to be paid.
	53.8	To note details on Member Empowerment Fund now open for small community projects up to £2k and consider and resolve idea.
	53.9	To note invoice for Parish Online, used for Asset Mapping, and resolve to continue with it or not.
	53.10	To review protocol and involvement in the death of HM the Queen and agree any future actions. To note some feedback sent to NCALC already. To decide if a memorial plaque or bench to be purchased.
	53.11	To request and discuss budget bids from working groups/committees for next year's projects and spend/income, to form a draft budget for the November meeting.
	53.12	To agree to Microsoft package to upgrade Onedrive storage and software licences £59.99 pa

	53.13	To receive, note and agree training sessions available to attend. Green Canopy 11 th Oct, Electric Charging Points 12/10, Asset Mapping 20 th Oct, finance and budgets and receive feedback from Annual Conference on 1/10/22, some herewith.
	53.14	To receive and note information on the boundary review, circulated, and agree a response, needed by 7/11/22.
	53.15	To agree to purchase a memorial wreath for Remembrance Day as in previous years.
22/54	LIGHTING CONTRACT AND SUPPLY OF ELECTRICITY	
	54.1	To note electrical testing has been carried out as previously agreed and invoice paid, see below plus new column installed as agreed. Invoice listed below.
	54.2	To note recommendations for work following testing, totalling £1650 plus vat. Plus, earth bonds work potentially, cost tbc and decide whether/when to carry out.
	54.3	To receive and note update regarding new contract for electricity supply needed from 1/4/23 and decide action/new contract/max. new contract, herewith.
22/55	PLAYING FIELD MANAGEMENT COMMITTEE (PFMC) Cllr Bates, Cllr Cherry, Cllr Watson and Cllr Woodman, plus K Cox, D Davenport and a Cricket Club committee member, CRICKET CLUB AND THE DRIFT	
	55.1	To receive update on PFMC and Caretaker activity, see minutes dated 2/8/22 herewith. To note new gazebo, dog tethering area, bins in place and more vandalism.
	55.2	To review the decision made last year to remove the old swings and following the last PFMC meeting/review. To receive and note Clerk report and recommendation on removal of swings and and for PFMC to make arrangements to remove asap, herewith.
	55.3	To note Mick George (increased) grant application made for electricity supply at the playing field was unsuccessful. To discuss and agree to resubmission to next available fund and agree amounts.
22/56	REPORTS FROM REPRESENTATIVES	
	56.1	Trees and Greens Working Party (Cllr Bates, Cllr Green, Cllr Holwell, Cllr Mountain) a) To note and receive tree survey report and 2 actions, sent to TAGWG 25/7/22. b) To note Oak tree in place and decide on plaque purchase, idea sent 25/7/22. c) To note Leics Gardens to cut Spring Close and path twice a year, as agreed previously.
	56.2	Checkers reports/village maintenance a) To receive checker report for July, August and September. (Cllr Cherry was September checker and Cllr McAllister for October, notified) and agree any actions/expenditure. b) To receive update on pond risk assessment and new, deep-water signs installed. c) To receive update on the de-fib code and agree payment for electricity to shop owners d) To note damage to bus shelter by nearby tree and action to be taken.
	56.3	Village Hall. To receive and note update.
	56.4	Vehicle Activation Devices and Traffic Working Group (Cllr Green and Cllr Woodman). a) To receive and note any update on Community Speedwatch Scheme b) To note application for new MVAS submitted and decision to award grant of £2875 given. MVAS being ordered and repairs to other one.
	56.5	Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain. To note meetings suspended at present. To note feedback from Police, Fire and Crime Commissioner meeting attended by Cllr Mountain.
22/57	ALLOTMENTS	
	57.1	To receive (verbal) update from Allotment Manager, P Bates.
22/58	VILLAGE WELCOME LETTER	
	58.1	To receive and note latest letter now circulated and in use.
22/59	PLANNING	
	59.1	To receive and note minutes from Planning Committee meeting on 11/7/22, herewith, and responses and update following latest meeting on 5/10/22.
	59.2	To note update on rebuild of Polish war memorial project – planning condition met.
	59.3	To decide and note response to application NE/22/00970/FUL to build 3 x new dwellings with private gardens and with new access drive off Orchard Way on land adjacent Orchard Way. Deadline extended. Circulated, with response to previous application. Planning Dept notified of delay and likely response.
22/60	CLERK CORRESPONDENCE /INFORMATION TO NOTE: a) To note Queens Green Canopy free tree packs still available and also new focus session planned on 11/10/22. b) To note Help for Households' toolkit available – posted to FB and circulated – and decide if any other action needed. See training item above.	

c) To note feedback from Community Safety Charter briefing and communication, herewith, and decide whether to sign up

22/61	ORDERS FOR PAYMENT		
	To agree payments to be made/made as follows; some carried over from September meeting that was postponed that were paid but must be ratified.		
	61.1	Reimburse Clerk for HP ink plans. New one started for e printer increased to £4.49 pm July and August plus over and above contract costs of £39.50. Clerk plan revised/shared with other PCs £12.06 July and August	£72.60 paid (£9.50 overpaid, deducted Oct, below)
	61.2	Reimburse for ink plans x 2 £4.49 plus £12.06 for September	£16.55 less £9.50 = £7.05
	61.3	HMRC employer/ee payment for September and October	£15.70 paid and tbc
	61.4	Clerk mileage for July/August/September	£8.10 paid plus
	61.5	Reimburse Clerk for Danger, deep water signs	£9.77 paid
	61.6	PDF simpli – pdf file merging, converting, editing £3.95 pm reimburse Clerk August and September	£3.95 paid
	61.7	SSE Electricity bill as per contract paid in August and September, plus October tbc	£116.08 £121.96 paid
	61.8	Leics Gardens grass cutting as per contract paid in August plus new invoice 22/182 and others received before the meeting	£570 paid plus £285
	61.9	Room hire, village hall	£38 paid
	61.10	External auditor fee	£360 paid
	61.11	SSE, Electrical testing, as previously agreed	£1404 paid
	61.12	Eon for maintenance contracts	£282.60 paid
	61.13	Invoice from Caretaker for July, August and September	£200 £100 Sept paid
	61.14	Reimburse Cllr Lawson for planning condition discharge fee	£58 paid
	61.15	Dunster House for gazebo balance payable, paid 5/8	£941.98 paid
	61.16	K Cox for gazebo fittings, paid August	£81.29 paid
	61.17	NNC for bin emptying	£95.26 paid
	61.18	R Peace for tree survey, previously agreed, paid 5/8/22	£350 paid
	61.19	Payment to R Dhillon for electricity for de-fib	£tbc
	61.20	Eon replacement of column, previously agreed	£1210.80
	61.21	Elan City MVAS	£2700 (inc vat)
	61.22	Clerk salary paid 30/9/22 £843.70 plus £26 home office less HMRC tax/NI £5.74 plus payable 31/10/22	£863.96 30/9 £tbc
22/62	RECEIPTS	To note income received; hire of playing field from WPFC for August and September VAT reclaim expected	£225 August and £180 Sept received £6652.83
22/63	DATE OF NEXT MEETINGS To note that the date of the next Parish Council meeting is Monday 14 th November 2022 at 7pm. Next PFMC meeting is tbc at end of October. Next Planning Committee meeting tbc. See website for details. www.eastononthehill-pc.gov.uk		