

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 22nd JANUARY 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 Finance Officer

Date: 17/1/24

AGENDA

23/132	APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.	
23/133	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).	
23/134	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 Councillors of one of the Seven Nolan Principles of Public Life.	
23/135	MINUTES OF THE LAST MEETING (previously circulated)	
	To confirm as correct the record of the minutes of the meeting held on Monday 11 th December 2023, previously circulated and herewith. Chairman to sign.	
23/136	MATTERS ARISING from previous meeting.	
23/137	GOVERNANCE, FINANCE AND TRAINING	
	137.1	To receive finance report and internal checks feedback up to the end of December and resolve any queries, herewith.
	137.2	To note any feedback from training attended (including Artificial Intelligence part 3 and 4) and consider any new training required.
	137.3	To make arrangements for the Clerk's appraisal and incremental assessment from April 2022-April 2023, effective from April 2023.
	137.4	To note resignation of Councillor and agree process to replace including representation on groups.
23/138	PLAYING FIELD WORKING GROUP (PFWG)	
		<ul style="list-style-type: none"> a) To receive, note and approve/amend Terms of Reference and members of the PFWG, herewith. b) To receive and note final hire agreement with Wittering Premiair FC and note impact on business plan plus recommendation that WPFC are the approved contractor for improvement works. Resolve to approve/amend/sign, herewith. c) To agree to invoice WPFC for utility bills Oct-Dec 2023 and ongoing added to hire charge. d) To note any update from the car park contractor since email and letter sent and agree next steps. e) To agree accuracy of the minutes of the last PFMC meeting on 18/10/23 and Chairman to sign. f) To receive specification for asbestos removal, plus written quotes/bids for work and agree and appoint contractor subject to adequate PLI and risk assessment provided, to follow. g) To approve new waste disposal contract, as previously agreed by PFMC. h) To receive and note proposal to replace caretaker of the playing field and pavilion, to note work specification, to follow, and decide status of contract reporting to the Clerk and approve process to fill. i) To agree an interim contractor arrangement if necessary for bin emptying etc. j) To receive and note information regarding trade accounts, how they/who will operate and approve or not. k) To receive and note updated plan from PFWG and resolve any queries, herewith. Health and Safety issues and PC liability to be noted/actioned as a matter of urgency, see list and costs. Clerk recommends an initial, professional audit after this urgent work.

23/139	REPORTS FROM REPRESENTATIVES		
	139.1	Trees and Greens Working Party (Cllr Green, Cllr Mountain, Cllr Holwell and Cllr Bates) a) To receive and note feedback from the latest Nature Recovery Group meeting and agree any new actions. b) To consider a standalone bio-diversity policy to show the commitment from the Parish Council to conserve and enhance bio-diversity, as per NCALC communication and Government guidance, email refers. c) To agree and note tree survey to be carried out on 23/1/24 as described for £100. d) To note increased prices of grass cutting and resolve to agree or not continuation of contract. e) To receive a list of jobs for the Justice in the Community project. f) To receive and note any new reports from the group incl pond cleaning.	
	139.2	Checkers reports/village maintenance a) To receive checker reports from Cllr Green and Cllr Holwell for December and address any issues raised. Cllr Lawson is checker for January, Cllr Ford for February. b) To note any new reports of village maintenance, including church wall and resolve action. c) To note plans for redundant church flagpole.	
	139.3	Village Hall. 1) To note any update from Cllr representative.	
	139.4	Vehicle Activation Devices and Traffic Working Group. (Cllr Woodman and Cllr Green) a) To receive and note any changes in the latest data from devices. b) To note request from NCALC for electric devices information and reply.	
	139.5	Joint Action Group/Police Liaison Representative (PLR) and Local Area Partnership (Cllr Firth) To receive and note latest reports.	
23/140	ALLOTMENTS		
	140.1	To receive update from Allotment Manager.	
23/141	LAND REGISTRY PROJECT		
	141.1	To receive update from Cllr Lawson on parish land registration.	
23/142	THE BRIERS LIGHTING MAINTENANCE AND SUPPLY COSTS		
	142.1	To receive and note update on the transfer of 3 lights in The Briers to PC control – request for a letter/agreement to authorise change from PC sent and back dated payment request.	
23/143	COMMUNITY SUPPORT/ENGAGEMENT/ISSUES		
	143.1	To agree items for What's on the Hill	
23/144	PLANNING COMMITTEE (Cllr Lawson, Cllr Mountain, Cllr McAllister, Cllr Watson and Cllr Woodman)		
	144.1	To note minutes and/or feedback from Planning Committee - meeting on 22/1/24.	
23/145	CLERK CORRESPONDENCE /INFORMATION TO NOTE: a) To agree date of an Annual Parish meeting between 1/3/24 – 1/6/24 and agree dates of meetings for the year of 12/2, 11/3, 8/4, 13/5 (annual PC meeting), 10/6, 8/7, 9/9, 14/10, 11/11 and 9/12.		
23/146	ORDERS FOR PAYMENT		
	To agree payments to be made as follows;		
	146.1	Clerk reimburse for HP ink plans. E printer £4.49 plus one shared with other PCs £8.57.	£13.06
	146.2	Clerk reimburse for Microsoft package January	£5.99
	146.3	HMRC employer NI payment	£25.56
	146.4	Clerk mileage for December	£2.70
	146.5	Yu Energy electricity bill as per contract, paid by direct debit. January	£429.79 £17.92
	146.6	EDF Energy for pavilion December and January	£95.45 paid £108.68
	146.7	Village hall hire	£33
	146.8	J Rawlinson Caretaker invoice for December	£30
	146.9	Clerk new salary payable 31/1/24 £892.53 plus home office £26 less any tax/NI £7	£911.53
	146.10	Fen Tiger Pest Control paid 5/1/24	£800 paid
23/147	RECEIPTS	To note income received; Wittering Premier FC pitch hire costs for December	£180 due

23/148	DATE OF NEXT MEETINGS To note that the date of the next Parish Council meeting is Monday 12th February 2024 at 7pm. Next Planning Committee meeting is 12/2/24 unless another is needed beforehand. See council notice board or website for details www.eastononthehill-pc.gov.uk
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