

Easton on the Hill Parish Council

Hibbins Cottage, The Green, Ketton, Stamford. PE9 3RA

Email: clerk@eastononthehill-pc.gov.uk

Dear Councillors,

You are summoned to the Annual Parish Council meeting of Easton on the Hill Parish Council at The Village Hall, New Road, Easton on the Hill on **Monday 13th May 2019** at 7.00pm when the under mentioned business will be transacted.

Yours sincerely,

Jenny Rice

Jenny Rice, Clerk and Responsible Finance Officer

AGENDA

19/01	To elect a Chairperson
19/02	To elect a Vice-Chair
19/03	APOLOGIES FOR ABSENCE
	To receive and note apologies and accept reasons for absence given to the Clerk
19/04	DECLARATIONS OF INTEREST
	To receive 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).
19/05	PUBLIC PARTICIPATION
	A maximum of 15 minutes is permitted for members of the public to address the meeting
19/06	MINUTES OF THE LAST MEETING (previously circulated)
	To confirm as a correct record the minutes of the meeting held on Monday 8 th April 2019 (copy herewith)
19/07	RAF WITTERING
	To receive information from Squadron Leader Knights regarding the RAF Wittering Families' Day to take place on 13 July 2019
19/08	GOVERNANCE MATTERS
	8.1 To review and respond to the correspondence from ENC received on 8 th April 2019 about introducing a 9 month report on the progress on the recommendations of the Governance review.
	8.2 4 year review a) to receive and note correspondence from Cllr O'Grady to the Chair (copy herewith) b) to receive and note report from Locum Clerk in response to above correspondence (copy herewith) c) to consider invoking Unreasonable Complainant Behaviour Policy
	8.3 To review Financial regulations, Standing Orders, assets register etc as per current standing orders point 5 j
19/09	PLANNING APPLICATIONS from Planning Committee
	9.1 To note planning consent has been given for applications 19/00265/LBC (34, Stamford Road) 19/00177/FUL (16, Church St) and 19/00398/FUL (4 High St)
	9.2 Public Consultation - Land off Stamford Road, Easton on the Hill. To note the email circulated confirming the view from the Planning Policy Officer at ENC and note comments from residents copied to the Clerk, before inviting Johnson Mowat to a future Council meeting (copy herewith)
	9.3 To consider 19/00564/LBC and 19/00563/FUL to erect wooden gates across access to the rear garden of the property at 23 Church St

19/10	TREE SURVEY REPORT	
	To review the outstanding tree survey report from John Wilcockson (copy herewith)	
19/11	ALLOTMENTS	
	11.1	To receive a verbal report from the Clerk on matters relating to the allotments since the last meeting
	11.2	To agree a way forward on the new agreements being introduced.
	11.3	To consider the request for a cockerel on an allotment.
19/12	CLERKS REPORT	
		To receive and note copies of correspondence not previously circulated and confirm those should be brought back to Council for formal consideration
	12.1	To receive and note opportunities for community funding
	12.2	To receive and note the Rolling Program (copy herewith)
	12.3	To note play area inspection is due to take place in June and consider being an automatic client for regular inspections
	12.4	To receive and note update from the Clerk on the ICO investigation into FOI Request dated October 2017 (verbal)
19/13	REPORTS FROM REPRESENTATIVES	
	13.1	To appoint committee representatives
	13.2	a) Trees and Greens – Cllr Bates
	13.3	Playing Field – Cllr Simpson a) To consider options for making the broken gate/entrance more secure
	13.4	Vehicle Activation Devices – Cllrs Forman & Rawlinson
	13.5	Checkers Report – Cllr Davies’ from last month and this month’s report from Cllr I Forman.
	13.6	Village Hall – Cllr Simpson a) to make arrangements to check cupboard in the Village Hall for relevant Council files and ongoing storage. b) To consider payment to village hall for meetings bi-monthly not annually
	13.7	a) Playing Field Working Party – Cllrs Davies, Forman & Rawlinson b) To receive and note Working Party meeting minutes c) To consider Working Party issue around limiting dogs/dog poo and possibly commercial dog walkers d) To consider new playground equipment as some is not up to standard e) To consider request for financial help towards a questionnaire (copy herewith) f) To receive and note WP meeting minutes (copy herewith)
	13.8	a) Village Traffic & Speed Working Party – Cllrs Sharpe & Stokes
	13.9	Village Plan Working Party – to nominate a Councillor to represent the Parish Council on Working Party.
19/14	ORDERS FOR PAYMENT	
	14.1 To note and agree the following payments are made:-	
	Safety tape EMS	£15
	Jobs as agreed previously EMS	£579.56
	Village hall additional lettings	£119
	NCALC membership subs	£656.36
	Mileage/travelling expenses for Clerk	£20.70
	Stationery, print cartridge for Clerk	£30
	Mileage Cllr D Sharpe	£7.20
	Tree report John Wilcockson	£465.70
	Clerking services A. Benfield	£1881.18
	To ratify payment made between meetings:-	
	New Clerk pay date changed to end of each month. Salary and HMRC until 30/4	£650.96
	Clerk’s salary and HMRC payable 31/5/19	£745.76
	14.2	To note receipts of allotment rent £142.50 and Parish Precept £12500
	14.3	To note Barclays bank account now closed and Unity Bank account operational and administrator details changed over

	BUDGET REPORT
	To receive and note Budget Report up to 30 April 2019 (copy herewith) and bank reconciliation (to follow)
19/15	NOTICE BOARD
	To note the current use of one notice board for PC information and publications and consider purchasing a new board
19/16	EXCLUSION OF PRESS AND PUBLIC
	To resolve that the press and public are excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the sensitive and/or confidential business to be transacted in accordance with s1(1) of the Public Bodies (Admissions to Meetings) Act 1960
	Anonymous letter. To note receipt of an anonymous letter and agree a way of dealing with them in future.
19/18	RE-ADMITTANCE OF PRESS AND PUBLIC
	To resolve that as the sensitive and/or confidential business has been transacted that the press and public are re-admitted to the meeting in accordance with s1(2) of the Public Bodies (Admissions to Meetings) Act 1960
19/19	DATE OF NEXT MEETING
	To note that the date of the next meeting is Monday 10 th June 2019

Please note, this is a public meeting and you may be filmed, recorded and published.

Copies of Council minutes, agendas and associated documentation are available to download at www.eastononthehill-pc.gov.uk