

Minutes of the Easton on the Hill Parish Council meeting

Held remotely by Zoom video conferencing on Monday 9th November 2020 at 19.00

Present; Councillors; A Cutforth (Chairman), R Holwell, T Nicol, A O’Grady, J Rawlinson, D Sharpe, S Woodman
Clerk: J Rice

Others; Members of the public; 3. Mrs D Davenport, Mr K Cox, Mr J Hamilton.

The Chairman began by re-iterating the need to keep the meeting to 2 hours and confirmed that, when necessary, Councillors and members of the public would be limited to 3 minutes speaking on any one item.

20/163	APOLOGIES FOR ABSENCE
	Apologies were received from Cllr Dow, Cllr Hanson and Cllr Bates.
20/164	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). Dispensation has previously been granted for those Councillors with allotments however this is being queried with the Monitoring Officer at present as the situation has changed. No update has been received.
20/165	PUBLIC PARTICIPATION
	Arrangements were made for the public to join the meeting remotely or join by telephone call if they wish. A maximum of 15 minutes was permitted for members of the public to address the meeting remotely on any item on the agenda. The Chairman reminded the public of the Public Speaking at Council and Committee Meetings policy. Mr K Cox re-iterated the recommendation of the Playing Field Working Party to move the small goal post and destroy the old goal post near the cricket club. Mrs D Davenport asked whether a replacement producer for the News And Views newsletter had been found and Cllr Nicol said there had been one possible volunteer but that it was merged with the What’s on the Hill publication for now. Mr J Hamilton explained he was there just to observe the meeting.
20/166	MINUTES OF THE LAST MEETING (previously circulated)
	To confirm as correct the record of the minutes of the meeting held on Monday 12th October 2020. The minutes were confirmed by all as a true record and will be signed electronically by the Chairman. Action Clerk
20/167	MATTERS ARISING from previous meetings. Baby swing update, electricity supply offer from Ncalc feedback. The Clerk reported that a new swing is being ordered once the best value option was confirmed. Also, that enquiries had been made about the deal with NCalc of a cheaper electricity provider, however the current supplier rates could not be matched.
20/168	GOVERNANCE AND FINANCE
	168.1 To receive internal financial control check feedback for October. The checker reported all looked ok however the scans were only received recently and there was not enough time to fully check. Any problems will be reported in due course. Action Cllr Woodman
	168.2 To receive finance report to the end of October, herewith. The report was received and noted. The Clerk went through the figures and reported no problems. Reserves will depend on how much of the 3k playing fields money is raised by the PFIC. An update on fundraising was given and it was confirmed that this will be firmed up at the PFIC December meeting. Some approaches to companies have been made already however timing is an issue.
	168.3 To receive a report/feedback from one councillor reporting on the outstanding annual check performed on the assets, as per revised asset risk management list agreed at the last meeting. Cllr O’Grady reported that she had checked all of the benches and reported no immediate safety or structural problems however they will need some general maintenance attention in the spring.
	168.4 To receive draft Training and Development Policy and record of training and check/resolve to adopt.

		This was received and all agreed to adopt the policy as it is. The training record will be updated and the Staffing Committee will assess training needs and gaps after the election in May 2021. Any training needs to be highlighted and training requested via the Clerk until then. Action Clerk to put policy on website.
	168.5	To consider and resolve project items for planning next year's budget. Finance meeting to be organised in November to prepare budget proposal. Ideas/considerations to be agreed so far; training for new councillors, solicitor lease fees and playing field reserves (TBC, see below), election costs, new maintenance costs re car park/fencing and new equipment checks and insurance and possible new notice board. Vote on items to include. (Note electricity disconnect included in grant 1 application final details.) Items agreed to be included are training for new Councillors (C/F), a new notice board, additional maintenance for trees and greens and playing field equipment, election costs (C/F) and playing field reserves – see below. A public finance meeting will be held later in November to prepare the budget proposal for the next meeting. It was not thought the precept should be increased again. It was agreed that Cllr Nicol can join the finance committee. Action Clerk to arrange.
	168.7	To discuss use of email for communication between Councillors and consider/resolve an amendment to the Communications Standards policy, herewith. Cllr Dow had requested this item and in view of his absence and valuable contribution, it was decided to carry this item over.
20/169	PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND RELATED PF ISSUES	
	169.1	To receive the latest PFIC minutes of meeting, herewith, and a verbal update on progress with the grant applications. To note first grant pre-agreement information sent by deadline and any update on works starting, second grant application sent in - details to be explained. To receive fundraising update. The latest minutes were received and noted. The Clerk gave an update on the grant applications that grant 1 has been processed now and the agreement is in place and the works can start asap. An article for circulating to the village will be prepared in advance of a start date. Action D Davenport/Cllr Nicol Another grant application has been submitted for phase 2 for more play equipment and woodland area. A fundraising update has been given – above. The £1500 part of the £4445 CTP under-written by the PC has been received in donations. Thank you letters will be written and acknowledgements displayed on a board in due course. Action Clerk
	169.2	To receive request from PFIC that the Parish Council underwrite the Contributing Third Party donation to the landfill operator should a second Augean grant be awarded, on the understanding that the PFIC aim to replace the funds as per this year's arrangement. The Clerk explained that if the second grant is approved, the CTP 11% needs to be obtained from funds. It is not known how much village fundraising will produce and so the PFIC request that the PC to underwrite the amount again in the same way. It would be a max of £5500. It was agreed to discuss this again at the December meeting after the budget has been prepared. Action Clerk to C/F
	169.3	To discuss request to move the litter bin to next to the youth shelter. This was discussed at length and it was decided that until it was known what the restraints and costs from ENDC are known, it would not be voted on. Action Clerk
	169.4	To discuss the feedback from the Solicitor on costs to do a cricket club lease now the playing field ownership is registered, as agreed. Resolve a way forward. See email. The email re costs and options was received and noted. It was agreed to tell the Solicitor to go for the option of a fixed fee and request that the cricket club contribute towards the cost. Action Clerk
	169.5	To note Woodland area grant application refused on grounds of numbers of applications and location and inclusion in Augean grant 2 application. This was noted. Also, that further grants were being investigated for the woodland area additional costs.
	169.6	To note request from K Cox re moving small goal posts and resolve action. This was discussed and it was resolved that the old one be destroyed with the old building and the small goal net be left where it is until the final layout and equipment is known and happening. Action Cllr Woodman

Signed electronically during the pandemic. *Anne Cutforth*, Chairman

	169.7	To resolve to insure outdoor gym equipment now at roughly £4 per 1k, value £1836. It was resolved to insure the additional equipment, Action Clerk to arrange.
	169.8	To receive feedback from CFF fund tour and resolve plaque position. Cllr Cutforth gave feedback on the brief visit and it was resolved to hang the plaque in a suitable place when new works are complete.
20/170	REQUEST FROM RESIDENT RE TAKING ON LIGHTS IN THE BRIARS AND HELP WITH ADOPTION OF ROAD This was discussed and it was thought that the lights can only be taken on when the road is adopted and this is between the developer and the Highways Dept. It has to be a certain standard to adopt. The Clerk has tried asking and got nowhere with the DC as no application to adopt has been received from the developer. Another similar case elsewhere has taken a long time and this might too unfortunately. Action Clerk to feedback.	
20/171	REPORTS FROM REPRESENTATIVES	
	171.1	Trees and Greens Working Party; Cllrs Bates, Holwell, Cutforth and Nicol a) To receive feedback from Leics Gardens after Cllr Bates liaison over work, including option to clear rough area. It was confirmed that Leics Gardens will do the Spring Close wild area trimming twice a year. Also, that the rough area at the playing fields be addressed initially by contractor while machinery is there and then by Leics Gardens. Action Clerk/Cllr Woodman b) To receive feedback from TAGWP on work required and resolve expenditure. Cllr Nicol had circulated a report and a quote for urgent tree work to be agreed and this was resolved with the reasonable quote received. Action Cllr Nicol/Clerk
	171.2	Checkers Reports a) To receive checker report for October (matting to be stuck down) and note checker for November, Cllr Dow Cllr Woodman reported no problems except the swing chains were removed as a potential hazard. b) To agree on any actions necessary. None necessary. Action Cllr Dow
	171.3	Village Hall. a) To receive update on the committee and lettings situation. Cllr Cutforth is no longer a member of the committee. She reported that they have recruited most of a new committee including a new Chairman and 7 new Trustees. The hall is currently closed due to the pandemic lockdown. Cllr Woodman agreed to look into being the new representative for the PC. b) To agree cost of hiring hall for meetings involving Cllr Bates for access to Zoom. This was agreed as there is money in the budget due to reduced hire charges the rest of the year, only zoom subscription being paid.
	171.4	Vehicle Activation Devices, Cllr Nicol and Cllr Rawlinson; To receive any update. Cllr Nicol reported that one device has been moved further up so there are no false readings now.
	171.5	Traffic Working Group – Cllr Nicol, Cllr Sharpe and Cllr Rawlinson. To receive update, communication re Easton House/traffic refers, herewith The update following the second lockdown was received and noted. There is work taking place to widen pavements for buggies and wheelchairs. Grit bins have also been checked and stocks are fine. There were no entries for the Go Steady on the Hill poster.
	171.6	Joint Action Group – Cllr Sharpe a) To receive information regarding traffic related anti-social behaviour Cllr Sharpe said there is an issue of people using phones whilst driving. This can be reported by residents if seen and captured. b) To receive information on Augean Landfill extension consultation, herewith This was received and noted. Residents have them too. Responses can be sent as required but no concerns reported.
20/172	CHRISTMAS TREE To consider and agree the purchase of a village Christmas Tree and resolve amount. It was since confirmed that Mrs Hanson is contributing with Mr Calder to buy the tree again this year and this was commended. It will be in Main St/High St junction. The sight line for cars was discussed and will be fine if it is the High St side.	
20/173	CHRISTMAS ACTIVITES/LOCKDOWN HELP ON THE HILL To discuss response to lockdown and consider activities at Christmas to support the community. Resolve action.	

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	Cllr Nicol confirmed he has reinstated the volunteer list and checked who is partaking. It was agreed that the hardship grant would not be applied for and neighbourly visits would suffice. Ideas for Christmas activities are being explored by other groups and will be reviewed again at the next PC meeting.		
20/174	CCTV	To consider request for CCTV in the village and resolve action. A resident had suggested that this should be reviewed as it was perceived that crime was increasing. It is not thought to be the case however. This was discussed but thought to be less effective, less practical and more costly and invasive than individuals protecting their own homes with window/drive alarms, ring bell cameras and similar. Action Clerk	
20/175	ALLOTMENTS		
	175.1	To receive update from Allotment Manager on allotments and agree any actions necessary. There was no report of any issues.	
20/176	PLANNING	APPLICATIONS, MINUTES FROM PLANNING COMMITTEE, HEREWITH, AND RESPONSES WERE ALL NOTED WITH NO QUESTIONS OR CONCERNS.	
	176.1	20/00250/FUL New front porch, gd floor and first floor rear extension at 7 Westfields. Appeal lodged and allowed.	
	176.2	20/00770/FUL s/s garden room (ancillary accommodation to main dwelling) at 20 Westfields. Deadline 3/9/2020. Permission refused.	
	176.3	20/01006/FUL Proposed extensions and internal alterations at 101 Stamford Road, Deadline 2/10/2020. Permitted 20/10/2020	
	176.4	20/01047/TCA 2 cherry trees located close to corners of property. Prune to give clearance and raise crown at Walnut Tree Farmhouse. Permitted 20/10/2020	
	176.5	20/00995/TCA Cupressus to remove Cotonoeaster to remove apple tree etc 30 West St Permission granted.	
	176.6	20/01004/TCA raise crown Cedar tree 21 Church St. Permission granted.	
	176.7	20/01133/FUL new garage with alteration works to rear of house at 48 Stamford Rd. No objections sent. Awaiting decision.	
	176.8	20/01159/FUL alterations to and conversion of existing stone barn to residential annex, revised application for 26 High St. Planning Committee sent objection. LPA in communication with applicant.	
20/177	CLERK REPORT / CORRESPONDENCE / MISC	a) Health and Well Being Survey for Phd student via NCalc – deadline 16 th November for each Parish if possible. Volunteer to complete. Cllr Cutforth agreed to complete this. Action Cllr Cutforth	
20/178	ORDERS FOR PAYMENT	Payments were agreed to be made as follows; Action Clerk	
	178.1	Re-imburse J Rice wreath donation to RBL	£50
	178.2	Re-imburse Cllr Woodman for mending poo bins	£14.30
	178.3	Pay shop/PO for electricity for defibrillator	£25
	178.4	Postage stamps and post to Cllr	£6.70
	178.5	Zoom subs share reimburse clerk	£7.99
	178.6	Ink subs share reimburse clerk	£10
	178.7	HMRC employer payment, deducted from salary	£26.57
	178.8	Clerk mileage for October	£5.40
	178.9	Vision ICT hosting emails and website advance fee for year	£426
	178.10	Clerk's salary £797.03 plus home office payable 30/11/2020 + £27 home office less HMRC	£797.03 less hmrc £27
	178.11	CTP contribution from the Parish Council previously agreed, paid	£4445
	178.12	Tree works.	£675
	178.13	Electricity disconnect to be paid asap (will come from grant)	£408.35
	178.14	Cradle seat, Playdale	£97.15
20/179	RECEIPTS	To note income received; Donations from Richardsons, Howdens and S. Woodman for PFIC landfill contributions	Receipts £450 £500 £500

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	Rent from BCN Wildlife Trust	£10
20/180	DATE OF NEXT MEETINGS It was noted that the date of the next (remote) meeting is Monday 14th December 2020 at 7pm. Also, Next Planning Committee meeting 17/11/2020. Next PFIC meeting 9/12/2020 at 7pm.	

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