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## Minutes of the Easton on the Hill Parish Council meeting

Held remotely by Zoom video conferencing on Monday 8<sup>th</sup> February 2021 at 7pm

**Present;** Councillors; A Cutforth (Chairman), K Dow, J Hamilton, E Hanson, R Holwell, T Nicol, J Rawlinson (Vice Chairman), D Sharpe, S Woodman

Clerk: J Rice

Members of the public: 2

<b>21/214</b>	<b>APOLOGIES FOR ABSENCE</b>
	Apologies were received and noted from Cllr Bates and Cllr O'Grady.
<b>21/215</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. 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). There were no declarations of interest made.
<b>21/216</b>	<b>PUBLIC PARTICIPATION</b>
	Arrangements were made for the public to join the meeting remotely or join by telephone call if they wish. A max of 15 minutes was permitted for members of the public to address the meeting remotely on any item on the agenda. The 2 members of public had no questions or comments at this point.
<b>21/217</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b>
	The record of the minutes of the meeting held on Monday 11 <sup>th</sup> January 2021, circulated, were received and confirmed as correct. <b>Action Clerk to publish.</b>
<b>21/218</b>	<b>MATTERS ARISING from previous meeting.</b>
<b>21/219</b>	<b>RECRUITMENT, GOVERNANCE AND FINANCE</b>
	<b>219.1</b> To receive and note internal financial control check feedback for January, Cllr Bates. The Clerk reported from Cllr Bates that these had not been done yet although were in hand. Cllr Cutforth has signed all the minutes and invoices as requested by the auditor.
	<b>219.2</b> To receive and note/discuss finance report to the end of January 2021, herewith. Resolve any concerns and use information for expenditure request below. The finance report was received and noted and there were no questions or concerns raised.
	<b>219.3</b> To receive feedback on elections briefing, herewith. To discuss role of Council and Councillors in the process for elections and potential position for Council. To discuss and agree campaign to advise and recruit. To be aware of potential change in signatories needed and agree to prepare. Councillors received and noted the notes from the elections briefing and the Clerk repeated key messages. Councillors were asked about re-standing and all except for 3 Councillors present at the meeting said they would re-stand. A recruitment campaign was discussed as a contested election is the ideal scenario. It was agreed that all Councillors would try to recruit one new candidate each and the Clerk will do communications and advertising material. <b>Action all Councillors and Clerk</b>
	<b>219.4</b> To note Clerk attainment of CiLCA qualification as per contract. (One incremental point to be awarded as per contract from point 20 £13.51 to pt 21 £13.78 ph. See below.) To discuss and agree sharing of learning objectives. The achievement of the CiLCA was noted and it was agreed to award one incremental point as per contract. Learning objectives were not discussed. <b>Action Clerk to calculate new pay</b>
<b>21/220</b>	<b>PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND GENERAL PF AND CRICKET CLUB ISSUES</b>

220.1		<p><b>To receive update report from the Chairman and Clerk, to follow.</b>  <b>To note VAT payable by PC on future grant invoices to be reclaimed.</b>  The report was received and noted. Cllr Dow explained that there was a funding issue that required the Council to agree to an underwriting of a possible temporary shortfall. Cllr Dow explained reasons why the order is best done this way and not reduced - to enable the play equipment order to be best value and a more appropriately sized climbing piece could be installed. Depending on contingency and fundraising this amount could be zero up to a maximum of £2144. The Clerk reported the current fundraising from recent, generous donations to be £1955 although most of this is offset against the previous underwriting. A summary on donations and budget has been started and will be updated and circulated. <b>Action Clerk</b>  There was a majority vote in favour of placing the order over the value of the grant. <b>Action PFIC</b></p>
220.2		<p><b>To receive information, herewith above, regarding Just Giving fundraising page and resolve procedure for payments and accounting.</b>  Cllr Dow explained the issue with the way Just Giving operates if it is not for a charity. On advice and willingness, it has been set up as Kevin Cox raising funds so everyone donating is clear of the process and that donations are transferred to the Council from a personal account. It was agreed that the public should know from the page that fees are charged on these donations. It was stated that the page is live for only 120 days unless extended. It would need to be shared on social media platforms to be effective. There was a majority vote to leave the page as it is. Bank details will be set up and the page shared further. <b>Action Clerk and PFIC fundraising group.</b>  The remainder of the fundraising letters will be delivered.</p>
220.3		<p><b>To note consultation with electorate of leasing land to cricket club has been started and responses coming in. Deadline 19/2/2021. Decision to be made at March meeting.</b>  The Clerk reported that there had been around 30 responses in agreement so far but the consultation period is still going.</p>
220.4		<p><b>To receive quotes for extension of fence at playing field, herewith, and resolve to appoint contractor. Cllr Woodman/Clerk</b>  Councillors received the 3 quotes and Cllr Woodman explained that one included removal of soil too. It was resolved to accept Contractor 1. <b>Action Clerk/Cllr Woodman to accept/refuse accordingly and set date after car park done.</b></p>
21/221	<b>REPORTS FROM REPRESENTATIVES</b>	
221.1		<p><b>Trees and Greens Working Party;</b> Cllrs Bates, Holwell, Cutforth and Nicol  a) <b>To receive further tree survey quote requested and agree expenditure.</b>  The Clerk reported the 2 quotes received and it was resolved to go with the much cheaper one. <b>Action Clerk to arrange and sort re-survey in summer if appropriate then every 18m.</b></p>
221.2		<p><b>Checkers reports/village maintenance</b>  a) <b>To receive checker report (including gym equipment) for January (Cllr Bates) and agree any actions necessary.</b>  Cllr Bates had reported no issues with her checks. No actions are necessary.</p>
221.3		<p><b>Village Hall. (Cllr Woodman) To receive and note update, herewith.</b>  Councillors received and noted feedback from the new village hall committee and the Clerk mentioned a survey they had wanted completing if possible. It was resolved that Cllr Woodman and the Clerk would do responses and submit. <b>Action Clerk/Cllr Woodman</b></p>
221.4		<p><b>Vehicle Activation Devices, Cllr Nicol and Cllr Rawlinson and Traffic Working Group (plus Cllr Sharpe) To receive update on converting to solar panel device and resolve to agree action.</b>  The group reported that the batteries have charged ok and that Cllr Woodman would continue to try changing both to solar panels. It was resolved that one unit would try to be moved in the summer when it is busier in some other parts of the village. <b>Action VAD traffic group/Cllr Woodman</b></p>
221.5		<p><b>Joint Action Group/Police Liaison Representative (PLR)</b>  <b>To receive latest report from group activity, circulated.</b>  The latest minutes were received and noted and Cllr Sharpe was awaiting information regarding the police point of contact scheme.</p>
21/222	<b>VILLAGE FOOTPATHS</b>	

	<b>To receive feedback and update from Cllr Woodman after further investigations into a village "green wheel" of footpaths/RoW</b> Cllr Woodman reported that he had done research with farmers and the resident involved and has a suggested route involving no new footpaths. A query with a public footpath marked unofficially closed will be chased up. <b>Action Cllr Woodman.</b>		
<b>21/223</b>	<b>VILLAGE CLOCK</b> <b>To note clock service requested and resolve to pay.</b> Cllr Bates has previously reported to the Clerk that she has arranged for the clock to be serviced on 18 <sup>th</sup> February and it was resolved to pay this invoice on receipt. <b>Action Cllr Bates</b>		
<b>21/224</b>	<b>ALLOTMENTS</b>		
		<b>To receive update from Allotment Manager on allotments and agree any actions necessary.</b> There was nothing reported.	
<b>21/225</b>	<b>PLANNING</b>		
	<b>225.1</b>	<b>To note minutes from planning committee meeting on 21<sup>st</sup> January 2021, herewith, and responses.</b> Minutes of the last meeting were received and noted.	
	<b>225.2</b>	<b>To note new applications as follows: none.</b> Noted.	
	<b>225.3</b>	<b>To note reply from ENC Planning re housing plans unchanged, circulated, and resolve any action in regards to HSL Developers' approach and housing needs survey.</b> It was resolved that the Planning Committee will review the survey suggested and report to full council in March.	
	<b>225.4</b>	<b>To receive details of Planning Roadshow free event on 11 February 2021, by CPRE.</b> Details were received and it was resolved to review training situation after May elections.	
	<b>225.5</b>	<b>To note correspondence regarding Ketton and Tinwell Neighbourhood Plan herewith and resolve response.</b> Details were received and noted and it was resolved that no response to the plan was necessary.	
<b>21/226</b>	<b>NOTICE BOARD</b> <b>To receive details of potential new board to go in bus shelter, herewith, to replace existing Council board. Resolve to purchase for April/new financial year.</b> Details were received and re-location of the Council board to the bus shelter resolved. It was further resolved to purchase the board suggested now as the cost was within budget reserve levels. <b>Action Clerk</b>		
<b>21/226</b>	<b>CLERK REPORT / CORRESPONDENCE / MISC</b> <b>a) To note resident request for Council to formally thank the bin men working through the pandemic, herewith</b> It was resolved that this is a nice gesture and will be arranged. <b>Action Clerk</b>		
<b>21/227</b>	<b>ORDERS FOR PAYMENT</b>		
	Payments were agreed to be made as follows;		
	<b>227.1</b>	Eon replace photocell	£28.16
	<b>227.2</b>	SSE Electric bill to come	£112.50
	<b>227.3</b>	Re-imburse Cllr Sharpe, gate, previously agreed	£46.20
	<b>227.4</b>	Postage to Cllr	£5.51
	<b>227.5</b>	Zoom subs share reimburse clerk	£7.99
	<b>227.6</b>	Ink subs share reimburse Clerk. Plan increased to £12.49 pm, plus £5 back pay to pay.	£17.49
	<b>227.7</b>	A4 paper pack of 5 shared	£8
	<b>227.8</b>	HMRC employer payment, deducted from salary. Amount not paid due to credit on a/c	Nil
	<b>227.9</b>	Clerk mileage for January 2021	nil
	<b>227.10</b>	Clerk's salary £813.02 plus £27 home office less HMRC, payable 26/2/2021	£840.02
<b>21/228</b>	<b>RECEIPTS</b>	<b>To note income received;</b> VAT reclaim still due but delayed. Acknowledgement received 9/11/2020 Donations to PPIP received by bank transfer £1625 & £330 via JustGiving so far.	<b>Receipts £1955</b>
<b>21/229</b>	<b>RESIGNATION OF CHAIRMAN AND ELECTION OF NEW CHAIRMAN</b> It was noted that Cllr Cutforth has submitted her resignation as Chairman from the end of this meeting due to her impending house move from the area and that she is remaining on the Council as a Councillor until then. Nominations were invited for a Chairman and Cllr Rawlinson (Vice-Chairman) was nominated. This was proposed and seconded and all voted in favour. A Declaration of Acceptance will be sent for signing for the next meeting.		

	<p>Cllr Nicol proposed a vote of thanks to Cllr Cutforth for all she has done in steering the Council towards harmony at a difficult time and all were thankful of her hard work. Cllr Cutforth thanked all for their support during her time as Chairman.</p>
<b>21/230</b>	<p><b>DATE OF NEXT MEETINGS</b> It was noted that the date of the next (remote) meeting is Monday 8<sup>th</sup> March 2021 at 7pm. And the next Planning Committee meeting 23/2/2021 and the next PFIC meeting 15/2/21 at <b>3pm</b>. See website for details.</p>
<b>21/231</b>	<p><b>DATES OF MEETINGS FOR ANNUAL PARISH/COUNCIL MEETING (BETWEEN 1<sup>st</sup> MARCH AND 1<sup>st</sup> JUNE)</b> <b>To note that the elections are still planned to go ahead in May as normal. To note deadline for Councillor nominations is 8<sup>th</sup> April and Annual Parish Meeting to therefore possibly be a date before then. Resolve date.</b> It was resolved that the Annual Parish meeting will be 21<sup>st</sup> April 2021 with the existing Councillors and looking back at the last year. <b>To note date of Annual Meeting of the Parish Council has to between 17/5 and 28/5 after the elections, so date to be changed.</b> It was resolved to hold the Annual Meeting of the Parish Council on 17<sup>th</sup> May 2021.</p>

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