

Minutes of the Easton on the Hill Parish Council meeting

Held at Easton Village Hall at 7pm on Monday 14th June 2021 with current Government restrictions still in place. There was a hall capacity of 20 people to be adhered to and social distancing.

Present; Councillors; P Bates, S Cherry, K Dow, C Green, J Hamilton, R Holwell, I Lawson, C Mountain, T Nicol, J Watson and S Woodman.

Clerk: J Rice

Members of the public: None

21/34	APOLOGIES FOR ABSENCE To receive apologies sent to the Clerk. There were no apologies. All Councillors were present.	
21/35	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). There is no dispensation in place for Councillors with allotments. There were no declarations of interest made.	
21/36	PUBLIC PARTICIPATION Arrangements were made for the public to join the meeting in person if there was room, see above. Members of the public have to attend in person to be able to participate. There were no members of the public present. Wittering FC representative was due to attend, however did not as he was double booked.	
21/37	MINUTES OF THE LAST MEETING (previously circulated) To confirm as correct the record of the minutes of the annual meeting held on Monday 17th May 2021 previously circulated and herewith. Chairman to sign the minutes. The minutes were agreed as a true record and duly signed by the Chairman.	
21/38	MATTERS ARISING from previous meeting were noted. Insurance premium reduced and paid. Letters of thanks sent to residents J Willis, S Greaves, K Cox and donors.	
21/39	GOVERNANCE AND FINANCE	
	39.1	To review updated member list of committees and appoint to Police Liaison Representative and JAG representative role for meeting 13/7/21, herewith and confirm appointment to Parish Path Warden and Village Hall representative, details herewith and circulated. The list was reviewed and Cllr Mountain was appointed to the PLR/JAG and Cllr Woodman appointed to the Parish Path Warden. Cllr Woodman will continue as the Village Hall representative and will ask someone else to attend when he can't as often difficult. Action Clerk to inform relevant groups.
	39.2	To receive finance internal control check feedback. Cllr Cherry had performed these checks and reported no problems or concerns.
	39.3	To receive month financial report and resolve any queries/ issues, herewith. The Clerk's report was received and noted and there were no questions or concerns.
	39.4	To agree bookings for training and review training needs. The Clerk said there was just Cllr Holwell to book the new Councillor training. Other Councillors were to be booked on as relevant and requested. Action Clerk/Cllr Holwell
	39.5	To review suggested new code of conduct as per Northants policy and resolve to adopt, herewith. The new code was received and noted and it was resolved to adopt it. The new Monitoring Officer details will be sought. Action Clerk
	39.6	To review policies and resolve to adopt, to follow. The Clerk had not prepared any policies to be adopted and this item is carried over. Action Clerk
	39.7	To note AGAR audit notice of public rights to inspect accounts displayed from 14/6 to 23/7/21. The notices are displayed on the website and notice board.
21/40	PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND GENERAL PF AND CRICKET CLUB ISSUES	

40.1		<p>To receive latest PFIC meeting minutes from 3/6/21, herewith, and resolve any queries not covered below.</p> <p>The latest minutes were received and noted. There was a query raised about the commitment needed from the Parish Council to the possible third part contribution and play equipment if the second Augean grant is awarded. This is to be underwritten again by the Parish Council whilst the funds are raised. It was confirmed that the reserves budget contains 3k from last year and 5.5k this year for the playing field.</p>
40.2		<p>To receive pros and cons report on establishing a Playing Field Association or similar, in connection with charity status and raising more funds for improvements and consequent ongoing management of the whole playing field area. To discuss and resolve any next steps.</p> <p>The report was received on the day of the meeting. Cllr Hamilton and Cllr Dow gave a quick resume of the options perceived to be available to realise more funding if needed more quickly, by setting up or resurrecting an existing charity and a playing field association, separate from the Parish Council. It was resolved to draft some terms to be considered at the next meeting and more investigations will be carried out on queries raised. Action Cllr Cherry/Clerk/Cllr Dow</p>
40.3		<p>To resolve to agree requests from PFIC regarding 1) expenditure on fencing down left hand side 2) ring fencing income from Macca Sports 3) moving of small goal post and 4) family fun day update</p> <p>It was resolved to agree the expenditure for the fence down the hedge side of the play area on the left looking from the entrance. It was also agreed that all income raised from Sports Clubs using the Playing Field will be ringfenced and used for Playing Field improvements. It was resolved that the small goal can be moved as requested. The Chairman of the PFIC gave an update on the family fun day so far. Action Clerk</p>
40.4		<p>To receive feedback from Macca Sports on use of the playing field and resolve any issues and note income of £200, plus request to continue at same rate to be resolved, herewith.</p> <p>The feedback from Macca Sports was positive and there were no complaints received. The income of £200 was noted. The request to return at the same rate was discussed. It was proposed to increase the rate to £60 (£50 if necessary) although the Clerk said there was nothing comparable to this without facilities or line marking etc. as the cricket clubhouse cost is on top of this. There was also a suggestion to keep the same rate for the rest of the season then review it. There was a majority vote to request this increase straightaway, following their trial period. Action Cllr Hamilton to feedback</p>
40.5		<p>To receive update on Wittering FC request to use the playing field and requirements for on-site facilities to play league matches and hire agreement. Consider and resolve action and if appropriate the setting up a separate working group of 3 or 4 Councillors. FA document herewith.</p> <p>The representative could not attend. There was a discussion around their needs and it was agreed that it is for them to sort out the changing rooms and for the cricket club to request permission to erect a temporary structure. The Clerk said that the Planning Authority might need to be consulted. The agreement will still be a trial period of a season and Cllr Cherry will be the liaison to bring it back to the Council. Action Cllr Cherry</p>
40.6		<p>To receive short report on offer of grass cutting by volunteer and resolve action, plus temporary access to play area.</p> <p>The Clerk report was received and noted. It was agreed to feedback that the offer will be accepted as an extra cut at times when it is needed and a cut of the wicket would be welcome too. Action Clerk</p>
40.7		<p>To note cricket club lease in final stages. This was noted and that it is a long process and careful wording necessary.</p>
40.8		<p>Ketton Drift Bridleway repair and signage:</p> <p>a) To receive update on the offer from PGR construction or Russell Pye of Wittering Premiair with pothole repairs</p> <p>Cllr Cherry said he will enquire about this. Action Cllr Cherry</p> <p>b) To consider and resolve signage proposal, herewith, to discourage speeding/misuse to minimise complaints and questions that will result from increased use.</p> <p>The proposal/design was received and noted and it was agreed to order an A3 sign as per the play area type and expenditure up to £100. Action Clerk</p>
21/41	REPORTS FROM REPRESENTATIVES	
41.1		<p>Trees and Greens Working Party</p> <p>a) To note quote for felling tree and recommendation from TAGWP.</p> <p>The TAGWP are due to meet and discuss some works and Cllr Holwell will look at the tree to be felled and carry out a risk assessment. Action Cllr Holwell and TAGWP</p>

Signed by Chairman _____

		<p>b) To note Great British Spring Clean / local litter picking event The TAGWP will discuss this at their meeting and also organise a clean up of the path at the playing fields. Action TAGWP</p> <p>c) To receive information on Plant a tree for Jubilee” project and invitation to join in, herewith. This was noted and will be put to the PFIC to see if trees can be added to the plan. Action Clerk</p> <p>d) To receive information on Felling Licence application 017/1144/2021 nr Wothorpe Towers, herewith This was received and noted.</p>
	41.2	<p>Checkers reports/village maintenance</p> <p>a) To receive checker report (including gym equipment) for May, and note actions carried out by Cllr Woodman. Agree checker for June Cllr Nicol and July changed to Cllr Dow. New Councillors to “shadow”. This was received and noted. The Clerk has chased the delivery of the defib pads that are out of date. Action New Councillors</p>
	41.3	<p>Village Hall.</p> <p>a) to receive latest update. Licence to sell alcohol agreed. This was received and noted.</p> <p>b) To receive communication re clock winding and resolve response, herewith. The communication was received and noted. A discussion took place and it was agreed that a safer and more suitable ladder purchase would be suggested. Also, that the Cumbrian Clock Co would be asked about a cost to switch to a mechanical device instead. It was noted that the Village Hall are looking at their list of assets to ensure it is up to date. Action Clerk</p> <p>c) To receive invite to “Ploughman’s lunch meet and greet” on 26/6/21 and resolve numbers, circulated. This was received and noted and any interested attendees will inform the committee. Action All</p>
	41.4	<p>Vehicle Activation Devices and Traffic Working Group. To note Cllr Woodman fixed faulty device recently and any other issues. Cllr Woodman reported it was working now and was thanked for sorting this.</p>
	41.5	<p>Joint Action Group/Police Liaison Representative (PLR) To receive latest report from group activity, herewith, and appoint PLR if possible. See email re next JAG meeting on 13/7/21 and Police Fire and Crime commissioner Virtual meetings on 15/6. Plus note survey to be completed on locally identified priorities – see email. Cllr Mountain agreed to be the JAG/PLR representative although cannot attend the next one. This will be communicated. Cllr Nicol will share the policing priorities survey. Action Cllr Nicol</p>
	41.6	<p>Village Plan Working Party To resolve members and a way forward on possible PC Action Plan Members were confirmed and a meeting is being arranged to review the terms of reference and priorities. Action VPWP</p>
21/42	<p>FOOTPATHS/CYCLEWAYS To receive and note information on concept for a project to link footpaths and cycle paths, see email attached This was received and noted. Cllr Watson and Cllr Hamilton agreed to be involved as necessary. Clerk to feedback agreement to concept. Action Clerk/Cllrs</p>	
21/43	<p>ALLOTMENTS</p>	
	43.1	<p>To receive update from Allotment Manager. The Volunteer Manager reported a couple of allotments needing attention and will chase this up. Action P Bates</p>
21/44	<p>PLANNING</p>	
	44.1	<p>To note minutes from Planning Committee meeting on 26th May 2021 at 7pm, herewith, and responses. These were received and noted.</p>
	44.2	<p>To resolve communication to residents about the housing needs survey sent to all residents. It was resolved to convey a neutral explanatory message about the survey. Action Cllr Nicol</p>
21/45	<p>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</p> <p>a) SLCC subs are due, see payments. This was noted.</p> <p>b) Clerk absence Thursday 17/6 to 21/6. This was noted and an out of office will be done.</p> <p>c) Summer reading challenge, children and adults information and posters, starts 10/7/21. Posters were given to Cllr Mountain and information received and noted. Action Cllr Mountain</p>	
21/46	<p>ORDERS FOR PAYMENT Payments were agreed to be made as follows;</p>	
	46.1	<p>Soda pdf converter/merge</p> <p style="text-align: right;">£7.80</p>

Signed by Chairman _____

	46.2	Playdale remainder of payment due, correction of amount, vat to be reclaimed	£12001.44
	46.3	Insurance premium revised/reduced	£1055
	46.4	Zoom subs share reimburse clerk	£7.99
	46.5	Clerk J Rice postage	£7.49
	46.6	Leics Gardens grass cutting as per contract	£410
	46.7	Ink subs share reimburse Clerk.	£12.49
	46.8	Village Hall hire for full council and planning meetings	£22
	46.9	HMRC employer payment , tax/NI deducted from salary, including employer NI	£15.41
	46.10	Clerk mileage for May 2021	£5.40
	46.11	Clerk's salary £813.02 plus £27 home office less tax/NI £4.92, payable 30/6/2021	£835.10
	46.12	Eon maintenance contract	£75.60
	46.13	SSE Electricity bill	£112.50
	46.14	ICO Data Protection sub fee by DD due 1/7/21	£35
	46.15	SLCC membership subs shared with 2 other councils	£105
	46.16	Vision ICT hosting (invoice queried previously)	£43.20
	46.17	Fencing left hand side and K Cox reimbursed for fencing	£186.32
21/47	RECEIPTS	To note income received; Private donation to PF improvement project Augean grant last payment up to 39k total Macca Sports hire charge (set aside for the improvement project)	£150 £1682.83 £200
21/48	DATE OF NEXT MEETINGS It was noted that the date of the next Parish Council meeting is Monday 12 th July 2021 at 7pm in the Village Hall with current Covid restrictions in place as necessary. Also noted were; Next PFIC meeting is 21 st July at 7.30pm. Next Planning Committee meeting 23 rd June 2021 at 8pm with training beforehand. See website for details.		

Signed by Chairman _____