

# Minutes of the Easton on the Hill Parish Council meeting

Held at Easton Village Hall at 7pm on Monday 10<sup>th</sup> January 2022

**Present;** Councillors; P Bates, R Holwell, C Green, I Lawson, C Mountain, T Nicol (Chairman), J Watson (arrived 7.20pm at 128.7) and S Woodman.

Clerk: J Rice

Members of the public: D Davenport, Mr S (Cllr) Cherry phoned in for part of the meeting.

<b>21/123</b>	<b>APOLOGIES FOR ABSENCE To receive apologies sent to the Clerk.</b> Cllr Cherry sent apologies to attend in person.	
<b>21/124</b>	<b>DECLARATIONS OF INTEREST</b>	
	<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.</b> (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>21/125</b>	<b>PUBLIC PARTICIPATION</b>	
	<b>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 meeting members of one Nolan principle from Code of Conduct.</b> The members of public had no comments in public time. The Chairman reminded all Councillors/members about the Nolan principle of "Honesty" in all that they do.	
<b>21/126</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b>	
	<b>To confirm as correct the record of the minutes of the meeting held on Monday 13<sup>th</sup> December 2021 previously circulated and herewith. Please note 115.2 d) and e) C/F. Chairman to sign the minutes.</b> The updated minutes were confirmed as correct and duly signed by the Chairman.	
<b>21/127</b>	<b>MATTERS ARISING from previous meeting, not covered by this agenda.</b>	
<b>21/128</b>	<b>GOVERNANCE, FINANCE AND TRAINING</b>	
	<b>128.1</b>	<b>To receive and note report from Ward Councillor if available.</b> It was noted that Annabelle De Capell Brook has resigned as Ward Councillor after moving to Norfolk.
	<b>128.2</b>	<b>To receive and note finance internal control check feedback for December.</b> Cllr Cherry confirmed that the checks were completed and no concerns were raised. The November checks are in progress due to an issue with the bank statement sent through. <b>Action Clerk</b>
	<b>128.3</b>	<b>To receive month's financial report to date and resolve any queries/ issues, herewith.</b> The Clerk went through the report stating that due to a VAT reclaim, an insurance claim and the grant all being paid in, the bank account is unusually high at 52k. The 3k contribution to general reserves were confirmed as reduced by 1k due to the clock repair. Some expenditure on playing field not yet spent and overall position dependent on income from Macca (not as expected) but end of year forecast still close to budget.
	<b>128.4</b>	<b>To receive feedback from any training/briefing attended and note new bookings for training, Cllr Holwell 19/1/22 and Cllr Cherry tba, Cllr Woodman for Planning 13/1/22.</b> Bookings were noted. There was no new feedback.
	<b>128.5</b>	<b>To receive and note revised Finance working group terms of reference as agreed, herewith.</b> These were received, noted and agreed. <b>Action Clerk to put on website.</b>
	<b>128.6</b>	<b>To note new bank signatories in place.</b> The Clerk stated the log in details were delayed due to the postal system staff issues.
	<b>128.7</b>	<b>To elect Vice-Chairman following resignation of Cllr Dow.</b> (Cllr Watson arrived at 7.20pm) The only nomination was for Cllr Watson and this was proposed, seconded and voted unanimously in favour.

Signed by Chairman \_\_\_\_\_ -

	<b>128.8</b>	<b>To note bi-election notice displayed until 24/1/22 before co-option can take place and to agree to promote interest in vacancies.</b> The Clerk explained the process and will do a poster for applications by 7/2/22 if no bi-election is called by 24/1/22, so that they could be co-opted at February's meeting. All Councillors to try to gain interest and get applicants. The Clerk confirmed there had been one interest to date. <b>Action Clerk</b>
	<b>128.9</b>	<b>To receive and note first draft Action Plan, to follow.</b> The Clerk had circulated a draft and it was agreed that community involvement was a key factor since Covid lockdowns and less face-to-face meetings for a while. It was agreed that the plan could be displayed at an open event to gain feedback and input from MOPs before finalising. The event would be mainly for the Playing Field Improvement Committee though, to gain interest in the new committee and get feedback on plans and ideas. A budget of £100 for refreshments and printing was agreed and a sub-group of Cllrs would meet to arrange the Council communication and input. <b>Action Cllrs Woodman, Green and Mountain.</b> The action plan will be separated for display. <b>Action Clerk</b>
<b>21/129</b>	<b>PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND GENERAL PF AND CRICKET CLUB ISSUES</b>	
	<b>129.1</b>	<b>To receive, note and agree final revised Playing Field Management Committee Terms of Reference.</b> These were received, noted and agreed. It was noted that the cricket club lease has been finalised and needs registering with the land registry. The Clerk and the Chairman of the CC are liaising over this with a view to the CC arranging completion. <b>Action Clerk</b>
	<b>129.2</b>	<b>To note new NNC community grant application submitted for Woodland Area "Wild Woodland Way"</b> The Clerk confirmed that Cllrs Woodman and K Cox had met with her to complete the application by the deadline of 20/12/21 for the grant towards just the Woodland Area. The acknowledgement stated a decision would be given in January.
	<b>129.3</b>	<b>To agree to a "Your Playing Field" village hall open meeting and date, possible 19/2/22, plus refreshments.</b> See 128.9 above. The date was agreed as 19/2/22 in the village hall at 2pm to 4pm. It was requested that as many Councillors and committee members that can make it the better. <b>Action all</b>
	<b>129.4</b>	<b>To note approach from Stamford Rugby Club for use/hire of the Playing Field, awaiting details.</b> This was confirmed as the Stamford College Old Boys Rugby Club and more details yet to be sent, although the area may be too small and they have been told of the ongoing agreement with Macca and Wittering Premier FC.
<b>21/130</b>	<b>REPORTS FROM REPRESENTATIVES</b>	
	<b>130.1</b>	<b>Trees and Greens Working Party. Cllrs Bates, Green, Holwell and Mountain.</b> a) <b>To receive any update and plans for future works.</b> It was confirmed that some planting of the free trees in the playing field will take place soon and there may be some for Spring Close in due course. It was confirmed that a spring litter pick and clearance of the pond will take place again in the better weather. <b>Action Cllr Woodman and TAGWG</b> b) <b>To note tree works carried out as agreed and bill paid.</b> This was noted.
	<b>130.2</b>	<b>Checkers reports/village maintenance</b> a) <b>To receive update on damaged Polish war memorial and agree ownership and planning permission for replacement.</b> There are loose plans for a re-build and location and this will be firmed up with Cllr Holwell. Ownership by the PC is to be assumed and continued as it is now. Enquiries regarding planning permission for a new structure are being made. <b>Action Cllrs Lawson and Holwell.</b> b) <b>To consider new speed signs/actions to reduce speeding on The Drift.</b> (Cllr Green) Cllr Green reported that the visibility is ok if the hedge is well maintained. Cllr Green also suggested new speed signs and it was agreed to investigate if "Caution, children! Signs are possible. A proposal will be put forward next month. <b>Action Clerk, Cllrs Green and Woodman</b> c) <b>To receive and note any checker reports completed for December by Cllr Cherry and agree any actions necessary. To note January 2022 checker is Cllr Bates, forms sent.</b> No issues were reported by Cllr Cherry. The spare part for the air skier is the wrong one so will be queried. The checkers list was updated due to vacancies. <b>Action Clerk to circulate.</b> d) <b>C/F to decide if new litter bin needed (The Close/Crescent) and resolve expenditure.</b> It was decided this was an unnecessary expense at present and the situation is to be

Signed by Chairman \_\_\_\_\_ -

		<p>reviewed for any future problems.</p> <p><b>e) C/F to note report on street lighting contract and payback terms/changed inventory, previously circulated.</b> The Clerk had circulated the crude calculations on the payback of the street lighting cost to convert to LED and this was explained briefly and noted. It was agreed that an investigation into the current situation was needed as there are still many old lanterns that are not converted despite the works over two years ago and the phasing out of spare parts due soon. <b>Action Clerk</b></p> <p><b>f) To note Great British Spring Clean 25/3 to 10/4 and decide whether to join in</b> The TAGWG will review this later in the better weather.</p>	
	<b>130.3</b>	<p><b>Village Hall update from Cllr Woodman and herewith.</b></p> <p>a) <b>to note there was no meeting in December so there is no further update.</b> It was noted that the next meeting is the 17/1/22.</p>	
	<b>130.4</b>	<p><b>Vehicle Activation Devices and Traffic Working Group, Cllr Green, Cllr Woodman.</b></p> <p>a) <b>To receive any feedback from group.</b> Thanks were given to Cllr Woodman for changing the batteries and he confirmed that the Section 50 location agreement is being changed.</p> <p>b) <b>To note request for additional sites for on-street electric vehicle charging points, deadline 16/1/22, information herewith.</b> It was confirmed that there is nowhere suitable for these in the village.</p>	
	<b>130.5</b>	<p><b>Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain</b> <b>To receive minutes and feedback from last meeting on 6/1/22, Cllr Mountain.</b> It was noted that there has not been another meeting as yet.</p>	
	<b>130.6</b>	<p><b>Village Plan Working Party Cllr Green, Cllr Woodman, D Davenport and C Nelson</b> <b>To receive any update on village website development, as per proposed project.</b> D Davenport and Cllr Woodman explained the outline proposal and it was agreed that Cllr Nicol will follow up the next steps with G Lilley to get his ideas. <b>Action Cllr Nicol</b></p>	
<b>21/131</b>	<b>ALLOTMENTS</b>		
	<b>131.1</b>	<p><b>To receive update from Allotment Manager, P Bates. (Damson tree reported)</b> P Bates reported no problems at the allotments. Longhurst to be chased up about the tree. <b>Action Clerk</b></p>	
<b>21/132</b>	<b>PLANNING</b>	<b>Committee members Cllr Lawson, Cllr Mountain and Cllr Watson.</b>	
	<b>132.1</b>	<p><b>To note minutes from last Planning Committee meeting on 14<sup>th</sup> December 2021 herewith and resolve any queries. (Note new Chairman elected, Cllr Lawson.)</b> These were both noted.</p>	
	<b>132.2</b>	<p><b>To note feedback from housing survey and decide to meet or not.</b> Councillors received and noted the survey from HSL. It was agreed that the PC maintains a neutral stance on a development option and that they would be invited to a future Planning Committee meeting in February and questions are invited from Councillors beforehand. <b>Action Clerk, all</b></p>	
<b>21/133</b>	<p><b>CLERK AND CHAIRMAN CORRESPONDENCE /INFORMATION TO NOTE/BRING BACK TO FUTURE MEETING:</b> <b>To receive and note emails/information, herewith and resolve any follow up actions.</b> <b>To decide to send a letter of thanks to the villagers who organised the illuminated Christmas tree on the green. (Geoff Calder, Bill and Emma Hanson, Glenis Woodman)</b> This was agreed. <b>Action Clerk</b></p>		
<b>21/134</b>	<p><b>CLOSED SESSION. Public are not included for reasons of confidentiality.</b> <b>To receive and note information relating to national protocol on the death of a senior public figure and check understanding, not circulated previously. Decide what action locally the PC might wish to take from ideas in NCALC survey, herewith.</b> The ideas were discussed and it was agreed what elements the PC will undertake to do. <b>Action Clerk</b> to check one with church.</p>		
<b>21/135</b>	<b>RE- OPEN SESSION. ORDERS FOR PAYMENT – payments were agreed to be made as follows;</b>		
	<b>135.1</b>	Ink subs share reimburse Clerk Dec 21	£12.49
	<b>135.2</b>	SSE electricity bill to follow	tbc
	<b>135.3</b>	Village Hall hire invoice 137	£18
	<b>135.4</b>	Clerk mileage for December 2021	£10.80
	<b>135.5</b>	Clerk stationery and postage £9.99 and £1.83	£11.82

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	<b>135.6</b>	Padlock after break in - reimburse K Cox	£39.98
	<b>135.7</b>	Election costs NNC	£1215.44
	<b>135.8</b>	Clerk's new salary w/e/f 1/4/21 £828.95 plus £27 home office less employee tax/NI (£10.23) payable 31/1/22	£845.72
	<b>135.9</b>	Employer/ee HMRC PAYE payment (Employee £10.23, employer NI £12.69)	£22.92
<b>21/136</b>	<b>RECEIPTS</b>	<b>To note income received</b> VAT reclaim submitted, received Dec Hire charge from Wittering Premiar for Dec Insurance claim, received Dec	£3834.45 £180 (now paid) £3235
<b>21/137</b>	<b>DATES OF NEXT MEETINGS</b> To note that the date of the next Parish Council meeting is Monday 14 <sup>th</sup> February 2022. Next PFIC meeting is 3rd February 2022, 7.30pm at the Village Hall. Next Planning Committee meeting (if it goes ahead due to no new applications) is Thursday 27 <sup>th</sup> January 2022 at 7.30pm in the Village Hall. See website for more details.		

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