

# Minutes of the Easton on the Hill Parish Council meeting

Held at Easton Village Hall at 7pm on Monday 14<sup>th</sup> February 2022

**Present;** Councillors; P Bates, R Holwell, C Green, I Lawson, C Mountain, T Nicol (Chairman) and S Woodman.

Clerk: J Rice

Members of the public: 1. Mrs Josie Ward, Mr Tony Mc Allister (see item 21/141).

21/138	<b>APOLOGIES FOR ABSENCE To receive apologies sent to the Clerk.</b> Apologies were received by the Clerk from Cllr Cherry and Cllr Watson.
21/139	<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). Cllr Bates declared an interest in item 147.2. There were no other declarations made.
21/140	<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.</b> The Chairman reminded the meeting members of the 7 <sup>th</sup> Nolan principle of Leadership. Mrs Ward raised concerns over the new stile being too high to use, at over 12", especially for children. She asked why it was not just a gap in the hedge. The Chairman explained it was to be discussed later in the meeting and concerns will be taken on board.
21/141	<b>TO VOTE ON APPLICATIONS FOR CO-OPTION TO PARISH COUNCILLOR POSITION AND SIGNING OF DECLARATION OF ACCEPTANCE IF APPOINTMENT MADE. Co-optee to take part in rest of meeting and declare any interests.</b> The Chairman introduced Tony and he explained his reasons for applying. He was asked to leave the room and there was a unanimous vote to co-opt him to one of the Parish Councillor positions. Tony returned and duly signed the Declaration of Acceptance form and joined the meeting as a Councillor. No interests were declared.
21/142	<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 10<sup>th</sup> January 2022 previously circulated and herewith. To note date incorrect on minutes dated 10<sup>th</sup> January 2022 item 21/126 circulated, should read 13<sup>th</sup> December 2021 – already altered.</b> The minutes were agreed as a true record and duly signed by the Chairman.
21/143	<b>MATTERS ARISING from previous meeting, not covered by this agenda. None.</b>
21/144	<b>GOVERNANCE, FINANCE AND TRAINING</b>
144.1	<b>To receive and note report from Ward Councillor if available.</b> It was noted that there is currently no Ward Councillor and the position is being filled soon.
144.2	<b>To receive and note finance internal control checks feedback for January, Cllr Bates.</b> These were performed and no problems reported, likewise with November's delayed checks.
144.3	<b>To receive month's financial report to date and resolve any queries/ issues, herewith.</b> The Clerk report was received and noted and there were no concerns raised.
144.4	<b>To receive feedback from any training/briefing attended, Cllr Holwell, Cllr Woodman</b> Feedback was given and it was noted that the Cllr Mc Allister will need to attend the new Councillor training. <b>Action Clerk to book</b>
144.5	<b>To note new bank signatories' details delayed and payments late. Still ongoing.</b>

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

		This was noted and Cllr Mountain will ring the bank to get fresh details. <b>Action Cllr Mountain</b>
144.6	<b>To receive and note revised Action Plan, herewith</b>	This was received and noted and agreed as a draft to be used for the village event on Saturday.
144.7	<b>To note receipt of £145 from shop/Post Office collection box and decide how spent.</b>	This was noted and it was agreed that the donations should go towards the playing field improvement project. <b>Action Clerk/Cllr Lawson</b> to record and display the poster at the shop.
144.8	<b>To note offer of Payroll Solutions package for small Councils and agree or not sign up, herewith.</b>	The summary was received and noted, and it was agreed that this was not worth the money when weighed up against work involved.
144.9	<b>To note accident book required and agree to purchase, between £3 and £7</b>	The Clerk explained this was necessary and it was agreed to purchase one. <b>Action Clerk</b>
144.10	<b>To decide on date and format for Annual Parish meeting between 1/3 and 1/6.</b>	It was agreed that this would be Weds 27/4/22, face to face in the Village Hall. <b>Action Clerk to book</b>
144.11	<b>To note pensions enrolment legal duties due for Clerk and approve process.</b>	This was noted. <b>Action Clerk to enrol</b>
<b>21/145</b>	<b>PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND GENERAL PF AND CRICKET CLUB ISSUES</b>	
145.1	<b>To receive and note minutes of latest meeting on 3/2/22, circulated.</b>	These were received and noted and there was no further information to add except that the presence of a Councillor on match days to "monitor" speeding was much appreciated and successful.
145.2	<b>To receive update on event to be held on Saturday 19/2/22 and agree any further actions.</b>	An update was received and noted as an informal event, with display boards of equipment pictures etc on. <b>Action All</b> to attend, if possible, Cllr Nicol name badges/post its, Cllr Woodman, boards, Cllr Green, refreshments.
145.3	<b>To receive update on approach from Stamford College Old Boys Rugby Club for use/hire of the Playing Field and agree response and process for casual hire requests.</b>	The details of the request were confirmed, and it was agreed that they could not be accommodated at this time due to the current tenancy agreement in place looking to expand. <b>Action Clerk</b> to respond. Casual, one-off requests for pitch hire would be at a charge of £70, with a temporary agreement and insurance copy, plus 14-day notice where possible.
145.4	<b>To note car park repairs to be carried out in spring.</b>	This was noted and it was agreed that sections could be closed off if necessary to allow repair/grass to be established at the end of the football season.
145.5	<b>To note Cricket Club to employ solicitor to process registration of lease with the Land Registry.</b>	This was noted.
145.6	<b>To note Parishioner feedback on Ketton Drift and the playing field.</b>	Cllr Lawson raised issues brought to his attention recently regarding the stile, the path, the speeding, visibility, parking and dog walkers. Some are already being addressed. It was confirmed the contractor is reviewing the stile to improve it, letters will be sent to known dog walker companies, hedges will be trimmed with a working party and the path will be looked at. <b>Action Cllr McAllister, Cllr Woodman, Cllr Bates, Clerk</b>
145.7	<b>To note feedback re. new "Beware, children, walkers, horse riders" signs and agree action.</b>	The process for permission was outlined and circulated by the Clerk. Cllr Green produced some examples and they will be shown at the event on Saturday and costed for the next meeting. Permission will need to be obtained by the users of the track and perceived owners. <b>Action Cllr Green</b>

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

	145.8	<b>To receive and note request from Wittering Premiair for new directional signs at entrance to the Drift with sports logos and resolve response.</b> This was supported in principle but deferred to a later agenda item looking at all village signs.
<b>21/146</b>	<b>REPORTS FROM REPRESENTATIVES</b>	
	146.1	<b>Trees and Greens Working Party. Cllrs Bates, Green, Holwell and Mountain.</b> a) <b>To receive any update and plans for future works, following high winds.</b> The group had no further update except an approach from a resident regarding some (private) trees cut down recently – these will be reported to enforcement to investigate. <b>Action Clerk</b> b) <b>Offer of hedgehog highway surround for gap in fence – resolve whether to purchase box and participate.</b> This idea was not supported.
	146.2	<b>Checkers reports/village maintenance</b> a) <b>To receive update on re-build of the damaged Polish war memorial.</b> Cllr Lawson explained the pre-planning enquiry should be complete by 17/3/22. b) <b>To consider new speed signs/actions to reduce speeding on The Drift. (Cllr Green)</b> Signs overall were discussed and new ones for the Drift will be combined with a whole village review. See also 145.7 c) <b>To receive and note checker reports completed for January by Cllr Bates and agree any actions necessary. To note new part for Air Skier arrived and fitted and request for residents to trim back hedges and plants overhanging footpaths. Checker for February Cllr Holwell.</b> Cllr Bates reported no issues. The recent bench damage was a rotten bench. A letter will be prepared asking for specific residents to trim hedges outside their houses. <b>Action Clerk</b> d) <b>To note update for report on street lighting contract and further information on remaining old lantern lights and agree action.</b> The Clerk report was received and noted. It was agreed not to replace the older lamps at present although a cost will be obtained for 1 or 2 at once to be done, but to do the electrical testing of all lights as per requirements and as per the deal offered by Eon, from the reserves budget. <b>Action Clerk</b>
	146.3	<b>Village Hall update from Cllr Woodman and herewith.</b> a) <b>to receive and note update from C. Briers, circulated, plus clock service due.</b> The update was received and noted. It was further noted that the clock service is normally due at this time of the year but it was thought that it could have been done at the time of the recent repair. The Village Hall committee are aware of the situation as the maintenance is passed to them from the new financial year and the clock company will be told of new arrangements. <b>Action Clerk</b>
	146.4	<b>Vehicle Activation Devices and Traffic Working Group, Cllr Green, Cllr Woodman.</b> a) <b>To receive any feedback from group, one device in new location.</b> Cllr Woodman explained the device is now in Western Ave. No further update, all working fine. b) <b>To note grant may be available, to be investigated.</b> This was noted and will be investigated by the group. <b>Action TWG</b>
	146.5	<b>Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain</b> <b>To receive minutes and feedback from last meeting on 20/1/22, circulated, plus further police report sent to residents, also circulated.</b> These were received and noted.
	146.6	<b>Village Plan Working Party Cllr Green, Cllr Woodman, D Davenport and C Nelson</b> <b>To receive any further update on village website development, as per proposed project.</b> Cllr Nicol explained that G Lilley is happy to be involved and add any more village information or new tabs. It was agreed that any expenses incurred should be recompensed and paid by the Parish Council on production of receipts, expected up to £100 max. <b>Action Cllr Nicol/Clerk</b>
<b>21/147</b>	<b>ALLOTMENTS</b>	
	147.1	<b>To receive update from Allotment Manager, P Bates. (Damson tree reported again.)</b> The Allotment Manager reported no new issues.
	147.2	<b>To review and agree hire cost of allotments and confirm process.</b> The process was discussed and it was decided by a majority vote to increase the rent by 3% in line with this year's precept rise but to give more notice and implement it w/e/f March 2023.

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

<b>21/148</b>	<b>PLANNING</b>	<b>Committee members Cllr Lawson, Cllr Mountain, Cllr Watson and Cllr Woodman.</b>	
	<b>148.1</b>	<b>To note no further meeting held since December as no new applications notified.</b> This was noted.	
	<b>148.2</b>	<b>To note decision regarding NE/21/01185/FUL for land adjacent Orchard Way for 4 detached dwellings. Refused permission.</b> This was noted.	
	<b>148.3</b>	<b>To note Developers will present findings of survey at the next meeting.</b> This was noted and other Councillors invited to attend if it goes ahead as planned.	
	<b>148.4</b>	<b>To receive and note Call for Sites information to be provided (herewith) and feedback/consultation on Ketton and Tinwell Neighbourhood Plan. To discuss and agree, Planning Committee to action.</b> It was agreed that this is not appropriate for the PC to do. <b>Action Clerk to respond.</b> There were no comments regarding the Neighbourhood Plan.	
<b>21/149</b>	<b>CLERK CORRESPONDENCE /INFORMATION TO NOTE/BRING BACK TO FUTURE MEETING:</b> To receive and note emails/information, herewith and resolve any follow up actions. a) <b>To receive and note update about the Platinum Jubilee village event and note any PC involvement.</b> Cllr Nicol is involved in co-ordinating this on the gala/Jubilee group and confirmed no action for the PC. b) <b>To receive and note update on the Birch Tree Café.</b> Cllr Nicol gave an update regarding the successful opening. A new sign is needed and it has prompted a village review of signs to include playing field ones too. <b>Action Cllr Nicol/Clerk</b> for permissions.		
<b>21/150</b>	<b>ASSET MAPPING PROJECT</b>		
	<b>150.1</b>	<b>To receive, note and resolve action on Asset Mapping Project, circulated previously, and agree on sub-group and requirements to claim grant, plus feedback from briefing, including nominating Assets of Community Value.(ACV)</b> The information was received and noted. A working group of Cllr Woodman, Cllr Bates and the Clerk was agreed with help from Cllr Nicol if needed. The forms and briefing will be done, grant claimed and actions agreed. ACV will be looked at later/separately. <b>Action Working Group</b>	
<b>21/151</b>	<b>PAYMENTS</b>	<b>Payments were approved as follows:</b>	
	<b>151.1</b>	Reimburse Clerk for ink plan	£12.49
	<b>151.2</b>	SSE Electricity bill to follow, as per contract	£108.26
	<b>151.3</b>	Clerk mileage	£8.10
	<b>151.4</b>	Clerk's salary £828.95 (no home office) less employee tax/NI payable £10.03 28/2/22	£818.92
	<b>151.5</b>	Employer/ee HMRC PAYE payment	£22.72
	<b>151.6</b>	Clerk A4 notes refill	£3.50
	<b>151.7</b>	Fencing at playing field	£1050.05 inc vat
	<b>151.8</b>	Room hire Village Hall	£18
	<b>151.9</b>	Training, Flying Start and Planning	£82
	<b>151.10</b>	Eon electrical testing as per deal, agreed above	£1215 plus vat
	<b>151.11</b>	Accident book	£3-£7
	<b>151.12</b>	Expenses for village website administrator	£tbc
<b>21/152</b>	<b>RECEIPTS</b>	<b>To note income received</b> Hire charge from Wittering Premiair for January Donation from shop collection box	£180 recd £145 paid in

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

**21/153**

**DATES OF NEXT MEETINGS** It was noted that the date of the next Parish Council meeting is Monday 14<sup>th</sup> March 2022. Next PFIC meeting provisionally planned for 17/3/22, 7.45pm Village Hall. Next Planning Committee meeting is 15/3/22. Future PC meetings are as follows 11/4, 27/4 Annual Parish Meeting, 9/5 (annual council meeting), 13/6, 11/7, 12/9, 10/10, 14/11 and 12/12. See website for more details.

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_