

Minutes of the Easton on the Hill Parish Council meeting

Held at Easton Village Hall at 7pm on Monday 14th March 2022

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

Clerk: not able to be present.

Members of the public: 1. Mrs D Davenport

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| 21/154 | APOLOGIES FOR ABSENCE To receive apologies sent to the Clerk. Apologies were received by the Clerk from Cllr T McAllister and via the meeting from Cllr Mountain. No apologies were received from Cllr Cherry. The Clerk sent apologies due to Covid and a Cllr minute taker was appointed and also the meeting was recorded for the minutes. |
| 21/155 | 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 were no declarations of interest made. |
| 21/156 | PUBLIC PARTICIPATION Arrangements were made for the public to join the meeting. A max of 15 minutes was permitted for members of the public to address the meeting on any item on the agenda. Chairman reminded the meeting members of the first Nolan principle of "selflessness" from the Code of Conduct and to act in the public interest at all times. The member of the public present will just await the items on the PFMC and VPWP. |
| 21/157 | MINUTES OF THE LAST MEETING (previously circulated) To confirm as correct the record of the minutes of the meeting held on Monday 14th February 2022 previously circulated and herewith. Subject to the date at the top being changed, the minutes were agreed as a true record and will be signed at the next meeting. Action Clerk |
| 21/158 | MATTERS ARISING from previous meeting, not covered by this agenda. The contractor has been contacted and will adjust the stile to make it more accessible. |
| 21/159 | GOVERNANCE, FINANCE AND TRAINING |
| 159.1 | To receive and note finance internal control checks feedback for February, Cllr Holwell. Cllr Holwell reported that the finance checks are in hand. |
| 159.2 | To receive month's financial report to date and resolve any queries/ issues, herewith. The report was received and noted. There were no issues raised as the budget is on target and the reserve levels carried forward should be as planned. The insurance claim money will be ringfenced, as will the playing field grant monies that are not yet spent. The electrical supply contract was queried as to costs increases and will be queried. The budget is increased in anticipation of a high rise in costs next year. Action Clerk |
| 159.3 | To note no new applications for co-option and agree any specific plan of action. There is still one Councillor vacancy and all Councillors are urged to keep trying to recruit and the usual communication channels will be used to advertise. |
| 159.4 | To agree Asset Mapping Project suggested terms of reference, herewith. The terms were agreed and signed by the Chairman. |
| 159.5 | To note update from Asset Mapping project group. Cllr Woodman has taken photos of most village assets and the group has met to start the input and also Cllr Woodman has input more himself as the second meeting had to be cancelled due to Covid. Action Group to finalise. |
| 159.6 | To note training booked for Cllr McAllister and Cllr Cherry still to book, record updated herewith. Staffing Committee to review. To consider Councillor Code of Conduct/Declaration of Interests etc training 14/9/22. |

Signed by Chairman _____ Date _____

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| | | The updated training record was received and noted and the staffing committee will review in the future. Training courses attended and available were noted and anyone keen on the code of conduct course should contact the Clerk direct. Action All |
| | 159.7 | To agree or not to re-display the Open Day information in the village hall. It was agreed not to display them further as there was little interest in the Open Day. |
| 21/160 | PLAYING FIELD IMPROVEMENT COMMITTEE (PFIC) AND GENERAL PF AND CRICKET CLUB ISSUES | |
| | 160.1 | To note next meeting is 17/3/22 if held. The meeting was cancelled due to a lack of issues to discuss. There is an on-site meeting on 22/4/22 with Wicksteed to discuss the phase 2 equipment install. K Cox, Clerk, Cllrs Bates and Woodman to attend. It was agreed to be very good news to receive the latest new grant for the Woodland area. |
| | 160.2 | To receive and note feedback from Open Day event, circulated. To agree any follow up actions. The feedback was received and noted. No direct actions at present. A communication from a resident about a donation and praise for the work done so far was circulated and noted with thanks. |
| | 160.3 | To elect members to Playing Field Management Committee, as per agreed Terms of Reference. To agree first meeting date, possibly 20/4/22. Names of councillors were put forward and Cllr Woodman, Cllr Watson, Cllr Bates and Cllr Holwell were agreed as members. The non-councillor members will be elected by the committee at their first meeting, but 3 members were known to be still interested. The first meeting will be 20/4/22, 7pm at the Village Hall. Action members to note/Clerk to arrange. |
| | 160.4 | To note feedback re signs x 2 lots and agree a way forward. Information to follow. The information from Highways, NNC was circulated and noted. A meeting with the NNC adviser will be arranged to see what pedestrian finger posting can be done within the regulations. Action Clerk |
| | 160.5 | To note feedback re installing speed bumps and repairing potholes on Drift. The information was received, noted and the idea of speed humps was discounted due to practicalities and as they're not in keeping with a bridleway. It was agreed by a majority vote that ownership is still unclear, however NNC have never tended to the bridleway and so the potholes will be repaired with a budget of £200. Action Cllr Woodman/Friends of the PF |
| 21/161 | REPORTS FROM REPRESENTATIVES | |
| | 161.1 | Trees and Greens Working Party. Cllrs Bates, Green, Holwell and Mountain. a) To receive update from weekend tree planting group. It was reported that the tree planting went very well with nearly 120 trees planted and thanks passed on to those who helped. The trees and greens group reported that the Cherry tree blossomed so was actually healthy and left in place. The Damson tree overhanging the allotments will be looked at to see how best it can be addressed to stop it further damaging the council fence. Action TAGWP. b) To receive any feedback from resident foliage trimming letters. The Clerk delivered some letters to houses with overhanging branches to ask for the to be trimmed and will await any action/feedback. |
| | 161.2 | Checkers reports/village maintenance a) To receive update on re-build of the damaged Polish war memorial. The pre-planning application is expected to be delayed beyond their 17/3/ date and so they will be approached to ask if a response can be given before the next full council meeting in order for the design and full planning application to be approved. Action Clerk/Cllr Lawson b) To receive and note checker reports completed for February by Cllr Holwell and agree any actions necessary. The checks were done and no actions felt necessary. c) To note street light electrical testing to be done in spring. This was noted. d) To note reports of poor footpath along Stamford Road submitted. This was noted as being reported to Street Doctor in response to resident complaints and also that the resident's stone wall is being addressed already. |
| | 161.3 | Village Hall update from Cllr Woodman and herewith. a) to note, no formal update since last meeting. Cllr Woodman explained there were still some seats for the film night. Cllr Bates said the clock service had been done and it was confirmed that this would not have been done at the time of the recent repair. The payment for the service is for the Parish Council (PC) this year as budgeted and from April the responsibility will be with the village hall, with a financial donation from the PC. |
| | 161.4 | Vehicle Activation Devices and Traffic Working Group, Cllr Green, Cllr Woodman. a) To receive and note any update/actions. It was reported the devices are all working well and still in same locations. |
| | 161.5 | Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain. To receive any update. |

Signed by Chairman _____ Date _____

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| | | There was no new update, Cllr Mountain not present. | |
| | 161.6 | Village Plan Working Party (VPWP) Cllr Green, Cllr Woodman, D Davenport and C Nelson To receive any further update from the VPWP and any plan for future work. To agree future of WP. There was no update as there had been no meeting. A discussion regarding the future of the group took place and it was agreed Mrs Davenport will check what is outstanding from the original village survey and plan and see what is not covered by another group or the PC. Action D Davenport to report back. | |
| 21/162 | ALLOTMENTS | | |
| | 162.1 | To receive update from Allotment Manager, P Bates. (Damson tree reported yet again.) An update was received and noted that allotment tenancy agreements are being renewed and there is currently a quarter plot vacant. Tree to be considered by TAGWP. | |
| 21/163 | PLANNING Committee members Cllr Lawson, Cllr Mountain, Cllr Watson and Cllr Woodman. | | |
| | 163.1 | To receive and note minutes of the meeting on 16/2/22, herewith and note next Planning Committee meeting is 15/3/22. The latest minutes were received and noted. The next meeting has been cancelled as there are no new applications or issues. | |
| | 163.2 | To note Developers will present findings of survey at the next meeting - any questions from Councillors to be submitted beforehand. Due to the cancellation of 15/3 meeting, the developers were offered the Council meeting or the next planning meeting as they are still keen to present survey findings however no new date is set. | |
| 21/164 | CLERK CORRESPONDENCE /INFORMATION TO NOTE/BRING BACK TO FUTURE MEETING: a) To receive and note update on the Platinum Jubilee village event. It was reported that the plans are running smoothly with parties and gala arranged. b) To receive and note update on the Birch Café, including parking lines/signs. It was reported that the Council were asked to remove the old school, yellow lines but it is not policy to do so. Parking continues to be an issue. The litter picking team will be out and about regularly with hi vis jackets and the new café signs will need to be adjusted due to not meeting regulations. | | |
| 21/165 | UKRAINIAN CRISIS To note options to donate and information for future housing, circulated, and agree any further actions. The information circulated by NCALC was received and noted and the local action recommended so far, to point people where they can donate to, will be shared on social media. Action Clerk/Chairman | | |
| 21/166 | PARLIAMENTARY BOUNDARY REVIEW To resolve a response to the consultation, period from 22/2/22 to 4/4/22, information circulated. The information was received and noted and only individual responses will be made and not a council response. | | |
| 21/167 | PAYMENTS | Payments were all approved as follows: | |
| | 167.1 | Reimburse Clerk for ink plan | £12.49 |
| | 167.2 | SSE Electricity bill to follow, as per contract | £107.99 |
| | 167.3 | Clerk mileage | £13.50 |
| | 167.4 | Clerk's salary £828.95 (£16 home office for March) less employee tax/NI (-£9.13) £854.08 payable 31/3/22 | £854.08 |
| | 167.5 | Clerk back pay for April 2021 to March 2022 | £177 |
| | 167.6 | Employer/ee HMRC PAYE payment | £27.98 |
| | 167.7 | Clerk reimburse for postage and accident book | £5.10 and £4.99 |
| | 167.8 | Room hire Village Hall 19/2, 3/2, 16/2 and 14/2 | £61 |
| | 167.9 | Eon maintenance quarterly charge | £75.60 |
| Added | 167.10 | NCALC training invoice for Cllr McAllister, as above | £44 |
| Added | 167.11 | Clock service invoice, as above | £186 |
| 21/168 | RECEIPTS | To note income received Hire charge from Wittering Premiair for February | £225 |
| 21/169 | DATES OF NEXT MEETINGS It was noted that the date of the next Parish Council meeting is Monday 11 th April 2022. The Annual Parish Meeting is Wed 27 th April 2022 at 7pm in the Village Hall. The annual meeting of the Parish Council is 9 th May 2022. Next PFIC meeting is cancelled. Next Planning Committee meeting is cancelled. Next PFMC meeting is 20/4/22, 7pm village hall. See website for more details. | | |

Signed by Chairman _____ Date _____