

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

On 9th January 2023 at 7pm in the Village Hall, Easton on the Hill

Present: Cllr Bates, Cllr Green, Cllr Holwell, Cllr Lawson, Cllr Nicol (Chairman), Cllr Watson (Vice-Chairman) and Cllr Woodman. Clerk: J Rice

Members of the public; 1

| | | |
|---------------|---|---|
| 22/97 | APOLOGIES FOR ABSENCE | |
| | <p>To receive and note apologies sent to the Clerk. To resolve whether or not to disqualify Councillor if absent - for 6 months from 10/1/23. Apologies were received from Cllr Mountain, Cllr Firth and Cllr McAllister (via a third party). Cllr Cherry was not present. It was resolved to accept reasons for absence from Cllr Firth and not disqualify for non attendance.</p> | |
| 22/98 | DECLARATIONS OF INTEREST | |
| | <p>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.</p> | |
| 22/99 | PUBLIC PARTICIPATION | |
| | <p>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 the public of the Public Speaking at Council and Committee Meetings policy and remind Councillors of one of the Seven Nolan Principles of Public Life. The Chairman reminded Councillors of the principle of Leadership to always act with high standards of conduct and to challenge poor behaviour. The member of public present did not have a specific issue to raise.</p> | |
| 22/100 | MINUTES OF THE LAST MEETING (previously circulated) | |
| | <p>To confirm as correct the record of the minutes of the meeting held on Monday 12th December 2022, previously circulated and herewith. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.</p> | |
| 22/101 | MATTERS ARISING from previous meeting. | |
| | <p>The Chairman checked the status with the Electric Vehicle Charging Point consultation from NNC and it was confirmed that no letters have been received by residents as yet. He also reminded Councillors that hadn't already, to send to him their comments on the Clerk's performance ahead of her appraisal. Action Councillors</p> | |
| 22/102 | PLANNING | |
| | 102.1 | <p>To receive and note latest minutes and feedback from last planning committee meeting. Cllr Lawson confirmed that there had been no meeting held as there had been no new applications received.</p> |
| | 102.2 | <p>To decide response to any applications falling into the remit of the full Parish Council. There were none.</p> |
| | 102.3 | <p>To receive and note NNC Planning Advisory Service review of planning services and report. This had been circulated for information and there were no comments.</p> |
| 22/103 | LIGHTING CONTRACT AND SUPPLY OF ELECTRICITY | |
| | 103.1 | <p>To receive and note new contract and rates for electricity supply, attached. These were received and noted as agreed. The Clerk stated the rates were now locked in and a new contract is to come.</p> |
| | 103.2 | <p>To consider and agree any change to the proposed budget in line with revised supply rates. The budget will be adjusted to increase supply and reduce repair headings. Action Clerk</p> |
| 22/104 | PLAYING FIELD MANAGEMENT COMMITTEE (PFMC) Cllr Bates, Cllr Cherry, Cllr Watson and Cllr Woodman, plus Kevin Cox, and Ian Coupe, Cricket Club committee member, CRICKET CLUB AND THE DRIFT | |

Signed by Chairman _____ Date _____

| | | |
|--------|-------------------------------------|---|
| 104.1 | | <p>To receive update on PFMC and Caretaker activity. To include feedback on Woodland area/grant progress and note next meeting is 1/2/23 Cllr Watson updated the Councillors. The caretaker work has been less due to it being winter. Cllr Woodman said the Woodland area has had some bird boxes and a bug hotel installed and the path extension is the next job, it was confirmed that the grant has to be spent by the end of March 2023. The status of the cricket club was discussed as no league team has been entered for next season and seemingly little interest shown in running the club formally on the resignation of the chairman. The terms of the lease need to be met as it is at present and if just social cricket is planned but the Council needs to know their plans as it is not clear. It was explained that there is a process to follow by the club and the Parish Council if it folds and the Parish Council, or the PFMC, cannot run the club for them. It was decided to write formally to ask they forward the concerns and questions to all members and extend an invitation to all to the meeting on 1/2/23 to get views and feedback on its future.</p> <p>It was confirmed that grant decision for the electricity supply was due by the end of January and that this affects the bigger picture and plan for sports provision at the playing fields.</p> <p>Action Clerk and Cllr Watson</p> <p>There was a discussion about the car park and Cllr Woodman explained it needs the grass to recover and grow but this has not been able to be achieved. He confirmed he will sow more grass seed and protect it until it can hopefully grow through. Action Cllr Woodman</p> |
| 104.2 | | <p>To note swings removed but frame to be removed when weather dry enough. This was noted.</p> |
| 22/105 | REPORTS FROM REPRESENTATIVES | |
| 105.1 | | <p>Trees and Greens Working Party (Cllr Bates, Cllr Green, Cllr Holwell, Cllr Mountain)</p> <p>a) To receive and note update on the tree works following additional site visit from tree surveyor to look at Poplars.</p> <p>It was confirmed that work on the Maple will take place and it was also agreed that the 3 stumps will be grinded out at a cost of £500. The situation regarding the Poplars was discussed and pros and cons of keeping them explained. It was stated that the surveyor did not feel they needed felling at the moment and that all steps have been taken that could be to protect the public, although they are never risk free, as all trees. A vote was taken and a majority voted to keep them and regular surveying to continue. Action Clerk</p> <p>b) To note Member Empowerment Fund approval for £500 put forward.</p> <p>It was confirmed that the Ward Councillor has put forward approval for £500 towards the Spring Close improvements and a decision will be made soon by NNC.</p> |
| 105.2 | | <p>Checkers reports/village maintenance</p> <p>a) To receive Spring Close and defib checker reports for December. To note Cllr Lawson is January checker and Cllr Cherry for February.</p> <p>Cllr Lawson had completed reports and reported no concerns or actions and that the grit bins had been refilled. It was agreed to leave the out-of-date defib pads for spares.</p> <p>b) To note contractor removing tree damaged streetlight – repair in hand.</p> <p>It was confirmed that the tree had been removed but damage to the streetlight occurred too. The contractor has agreed to pay the invoice for repair.</p> <p>c) Agree any actions/expenditure.</p> <p>It was thought that the tiles on the bus shelter could be fixed now. Action Cllr Woodman/McAllister</p> |
| 105.3 | | <p>Village Hall. To receive and note update from link Councillor.</p> <p>There was no update as no meeting, except that winter warmer events continuing and well attended.</p> |
| 105.4 | | <p>Vehicle Activation Devices and Traffic Working Group (Cllr Green and Cllr Woodman).</p> <p>a) To receive and note any new MVAS data</p> <p>Cllr Woodman explained the data is not complete due to the weather.</p> <p>b) To receive and note update regarding other devices and approve expenditure from remaining grant monies.</p> <p>It was noted that new batteries have been installed using grant money. Another device is being repaired. Action Cllr Woodman</p> <p>c) To resolve whether to apply for a second grant from the PFCC fund.</p> <p>The clerk confirmed the officer said it can only be applied in the next financial year and with data to show improvements. This will be carried forward.</p> |
| 105.5 | | <p>Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain.</p> |

Signed by Chairman _____ Date _____

| | | |
|---------------|--|--|
| | | To note meetings suspended at present. To note feedback from any other related meetings. There was no meeting and no update. |
| 22/106 | ALLOTMENTS | |
| | 106.1 | To receive (verbal) update from Allotment Manager, P Bates. P Bates confirmed all plots are taken. The clerk said a complaint had been received about dogs/poo and a poster had been drawn up to go on the entrances to remind all tenants. |
| 22/107 | GOVERNANCE, FINANCE AND TRAINING | |
| | 107.1 | To receive and note latest finance position/report, herewith, and Councillor internal checks feedback to end of December and resolve any queries, herewith. The finance report was received and noted. Cllr Lawson reported no issues with the internal checks and there were no queries with the report. |
| | 107.2 | To receive, note and agree training sessions booked and others available/wanting to attend and feedback from recent training attended and note free place voucher still available on any Councillor Development Framework session. Cllr Lawson is booked on a Civility and Respect course. Councillors were urged to check for any they thought useful and to contact the clerk to book. Action All |
| | 107.3 | To note finance and budget course attended and Scribe subscription option considered. To agree to investigate further or not based on Councillor feedback on current monthly reports. Cost is £247 for set up and £348 pa (£595 first year, £348 thereafter). Report attached. The report was received and noted. The Clerk reported from the recent course that it confirmed knowledge, but it was not detailed on reporting. The Councillors asked more about the Scribe package and current finance report. They agreed they did not want more but maybe some clarity on the report provided. The Clerk agreed and said it could be streamlined and tidied up as it has been adjusted along the way over the years. It was agreed it was not worth subscribing at this time. Action Clerk |
| | 107.4 | To receive and note new instant access bank account progress. It was reported that the forms are being signed. Action Signatories |
| | 107.5 | To resolve whether to continue domain hubonthehill.org at £25 pa. It was resolved to continue to retain and pay for this. Action Clerk |
| 22/108 | CLERK CORRESPONDENCE /INFORMATION TO NOTE, volunteers to complete surveys. a) Survey on Gypsy and Traveller Accommodation assessment update circulated and completed. b) Consultation on NNC draft budget for 23/24, runs until 27/1/23 c) NALC course Local councils and community engagement 25/1/23 12-1.15pm. These were all duly noted. | |
| 22/109 | ORDERS FOR PAYMENT Payments were agreed to be made/made as follows; | |
| | 109.1 | Reimburse Clerk for monthly HP ink plans. E printer £4.49 pm and £12.06 share of other £16.55 |
| | 109.2 | HMRC for employer/ee payment for January £233.50 |
| | 109.3 | Clerk mileage for December £5.40 |
| | 109.4 | Clerk for PDF simpli – pdf file merging, converting, editing £3.95 pm reimburse Clerk £3.95 and November and M/Soft sub £5.99 |
| | 109.5 | SSE Electricity bill as per contract £126.42 |
| | 109.6 | EOTH Village hall for room hire £28 |
| | 109.7 | Invoice from Caretaker for January 2023 £50 |
| | 109.8 | Cllr Woodman for MVAS batteries and new kit from grant £101.49 |
| | 109.9 | NCALC for training finance for clerks £36 |
| | 109.10 | Leics Gardens for grass cutting Oct/Nov £610 |
| | 109.11 | Elan City for MVAS from grant £2700 |
| | 109.12 | Vision ICT for Hubonthehill domain name £25 |
| | 109.13 | Clerk salary £902.70 plus £26 home office less HMRC tax £148.40, payable 31/1/23. £780.30 |
| 22/110 | RECEIPTS | To note income received; Wittering PFC hire of field suspended for December. Cost tbd. |
| 22/111 | DATE OF NEXT MEETINGS It was noted that the date of the next Parish Council meeting is Monday 13 th February 2023 at 7pm, the next PFMC meeting is 1/2/23 at 6pm and the next Planning Committee meeting is tbc. See website and notice board for details. www.eastononthehill-pc.gov.uk | |

Signed by Chairman _____ Date _____