

**Minutes of the meeting of Easton on the Hill Parish Council held  
on 13<sup>th</sup> February 2023 at 7pm in the Village Hall, Easton on the Hill**

**Present:** Cllr Bates, Cllr Firth, Cllr Holwell, Cllr Lawson, Cllr McAllister, Cllr Mountain, Cllr Watson (Vice-Chairman, acting Chairman for this meeting) and Cllr Woodman. Clerk: J Rice

Members of the public; Cllr Nicol participated in discussion remotely by telephone.

The Chairman was unable to attend in person and so Cllr Watson chaired the meeting. He welcomed everyone to the meeting, especially Cllr Firth.

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| <b>22/112</b> | <b>APOLOGIES FOR ABSENCE</b>   |  |
|               | <b>To receive and note apologies sent to the Clerk.</b><br>There were apologies received by Cllr Nicol and Cllr Cherry. Cllr Green was not present.  |  |
| <b>22/113</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>22/114</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 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.</b><br>There were no members of the public present.   |  |
| <b>22/115</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 12<sup>th</sup> December 2022, previously circulated and herewith. Chairman to sign.</b><br>The minutes were agreed as a true record and duly signed by the Chairman.   |  |
| <b>22/116</b> | <b>MATTERS ARISING from previous meeting.</b> There were no matters arising.   |  |
| <b>22/117</b> | <b>PLANNING</b>  |  |
|               | <b>117.1</b>   | <b>To receive and note latest minutes and feedback from last planning committee meeting.</b><br>There was no meeting last month. Cllr Lawson reported no issues from the meeting at 6pm.   |
|               | <b>117.2</b>   | <b>To decide response to any applications falling into the remit of the full Parish Council.</b><br>It was noted that there were none.   |
|               | <b>117.3</b>   | <b>To receive and note communication from HSL and recommendation from Planning Committee and resolve action, including the formation of a Neighbourhood Plan.</b><br>The communication was noted and also the response from NNC Planning Policy. The planning committee agreed to wait for the consultation from the developer. The recommendation from the committee for the Parish Council not to pursue a Neighbourhood Plan at this time. This was discussed and it was agreed to first ask residents if anyone is willing and keen to form a group to prepare a plan by explaining the benefits, the possibility of controlling future threats and the time/work involved. <b>Action Clerk to advertise/ask</b> |
| <b>22/118</b> | <b>STAFFING COMMITTEE</b>  |  |
|               | <b>118.1</b>   | <b>To receive recommendations on pay increment, holiday pay and subsequent change to contract from staffing committee following Clerk appraisal and resolve response.</b><br>Cllr Watson thanked the contributions to the appraisal process to date and the holiday pay change. The Clerk left the room and the Councillors discussed the recommendation from the Staffing Committee. On the Clerk's return, it was noted that a 2-point increase was agreed, to bring the job/pay into the substantive range (not below substantive), backdated to April 2022, and also the holiday pay/hours would be taken from the current hours and not added on as pay. <b>Action Clerk</b>                                    |
|               | <b>118.2</b>   | <b>To note Staffing Committee members and resolve to retain existing or change members.</b><br>It was clarified this was due to one councillor's availability. It was agreed to just review in May when all committee members are agreed.  |

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

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| <b>22/119</b> | <b>KING'S CORONATION</b>   |   |
|               | <b>119.1</b>   | To note dates and format of events and "Big Help Out" day for volunteers on Monday 8/5/23 and resolve whether Parish Council should participate/organise and agree a plan of action, herewith. The national events were noted. It was further noted that there appears to be no appetite or volunteers for "a big lunch" event for the village but street parties are fine to be held if wanted and there could be help to facilitate them and offer advice. It was agreed that the Monday's Big Help Out day could be used as a spring clean operation with a focus on Spring Close and Millenium Gardens. <b>Action Clerk to advertise in WOTH.</b>   |
| <b>22/120</b> | <b>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</b> |   |
|               | <b>120.1</b>   | <b>To receive and note minutes (if available) and update from PFMC following meeting on 1/2/23, to include the condition of the car park (grant application submitted), football team pitch hire and grant for electricity supply.</b><br>The clerk agreed to circulate the minutes asap. Cllr Watson gave an update from the meeting in particular on the cricket club wanting to continue with a committee and existing lease. It was explained that there is a possibility of a loan for football facilities and improving the pavilion if it's given over to the parish council and a grant for small new goals. It was noted that agreement was given for junior teams to play next season and another pitch to be used to rotate the wear and tear. The power supply grant shortfall of costs is being established via updated quotes and then contributions from the clubs and Parish Council as necessary/agreed. An update on the car park was not given as there is no new information as yet. Cllr Woodman updated on the Woodland area - the grant is to be spent by end March 2023, the path is being done soon and there are some plants and seeds to be purchased/planted. <b>Action PFMC, Clerk</b> |
|               | <b>120.2</b>   | <b>To receive update on the Cricket Club (CC) and resolve action.</b><br>See above. Also, it was noted that the current CC members are establishing a new chairman and committee to keep up the official club and lease and will report back on progress at the next PFMC meeting. <b>Action PFMC/CC</b>  |
|               | <b>120.3</b>   | <b>To note date for public, open meeting 22/3/23 at 7pm in Village Hall, to canvass opinion on facility requirements ie need for MUGA/BMX track.</b><br>The date of the whole village meeting was noted and that it is to update opinion on what recreation facilities residents now want and how they might be funded. It was suggested that use of the invite letter could include an option to give written feedback if residents could not attend the meeting and this will be mentioned to K Cox. The decision-making process was discussed, and this will partly depend on numbers and feedback from the public meeting. <b>Action all to attend if can.</b>  |
| <b>22/121</b> | <b>REPORTS FROM REPRESENTATIVES</b>  |   |
|               | <b>121.1</b>   | <b>Trees and Greens Working Party (Cllr Bates, Cllr Green, Cllr Holwell, Cllr Mountain)</b><br>a) <b>To note Member Empowerment Funds now available and TAGWP to decide on tree, plaque and fencing.</b><br>It was agreed that TAGWP members will purchase a tree, guard and plaque and the rest can be put towards new fencing. <b>Action TAGWP/Clerk</b>  |
|               | <b>121.2</b>   | <b>Checkers reports/village maintenance</b><br>a) <b>To receive Spring Close and defib checker reports for February - Cllr Cherry for February and Cllr Bates for March.</b><br>There were no issues reported.<br>b) <b>To note column doors in Baxter's Close opened and fuses removed. Agree any action.</b><br>This was noted.<br>c) <b>To note inventory for lights updated with National Grid.</b><br>This was noted.<br>d) <b>To agree design and expenditure of new village fingerpost signs, previously discussed.</b><br>The proposal was noted. There was a query with one post, and this will be discussed and agreed later. The expenditure was agreed as proposed at £600 plus vat.<br>e) <b>Agree any further actions/expenditure.</b> There was none.  |
|               | <b>121.3</b>   | <b>Village Hall.</b> To receive and note update from link Councillor. To note clock service due by the VH committee.<br>An update was given. It was agreed to donate £195 for the service as previously arranged in the budget transfer. <b>Action Clerk</b>  |
|               | <b>121.4</b>   | <b>Vehicle Activation Devices and Traffic Working Group (Cllr Green and Cllr Woodman).</b><br>a) <b>To receive and note any new MVAS data.</b>  |

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

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|               |  | Cllr Woodman gave out some data of numbers of vehicles travelling in the Easton to Collyweston direction as 270k in 3m, with 93% under 40mph, although some were over 70mph. To note second application for grant for another MVAS only permitted with 6 months of data from recent new one. It was noted that the numbers going the other way showed people were slowing down on the approach to the device. The decision to apply for another device will depend on data being reviewed for 6 months. <b>Action Cllr Woodman</b> |
|               | <b>121.5</b>   | <b>Joint Action Group/Police Liaison Representative (PLR) Cllr Mountain.</b><br><b>To note meetings suspended at present. To note feedback from any other related meetings.</b><br>Cllr Mountain explained she could no longer do this role and meeting dates will be circulated each time for attendance. Cllr Woodman said a group visit to Augean could be arranged if required.<br><b>Action Clerk</b>   |
| <b>22/122</b> | <b>ALLOTMENTS</b>  |  |
|               | <b>122.1</b>   | <b>To receive (verbal) update from Allotment Manager, P Bates.</b><br>P Bates reported no issues and all plots are currently taken.  |
| <b>22/123</b> | <b>GOVERNANCE, FINANCE AND TRAINING</b>  |  |
|               | <b>123.1</b>   | <b>To receive and note latest finance position/report, herewith, and Councillor internal checks feedback to end of January and resolve any queries, herewith.</b><br>The report was received and noted and queries answered.   |
|               | <b>123.2</b>   | <b>To receive, note training courses available/wanting to attend and feedback from recent training attended – Clerk on GDPR, herewith summary.</b><br>Courses were noted. The clerk went through some salient points from the GDPR training, noted.  |
|               | <b>123.3</b>   | <b>To receive and note new instant access bank account progress and interest rise to 4%.</b><br>This was signed and ready to be uploaded. <b>Action Clerk</b>  |
|               | <b>123.4</b>   | <b>To note non-attendance at planning training and councillor to pay.</b><br>This was noted and has been sorted.   |
| <b>22/124</b> | <b>CLERK CORRESPONDENCE /INFORMATION TO NOTE, volunteers to complete surveys.</b><br><b>The following was noted;</b><br>a) Rural Crime Engagement events, circulated.<br>b) New “fearless” website launched for youths to report crimes anonymously.<br>c) Consultation on Local Support on Onshore Wind, mini update circulated, deadline 2/3/23.<br>d) Hold the date 21/2/23 7pm for Councillors Place Development, circulated.                          |  |
| <b>22/125</b> | <b>ORDERS FOR PAYMENT</b>  |  |
|               | <b>To agree payments to be made/made as follows; All payments were agreed as follows;</b>  |  |
|               | <b>125.1</b>   | Reimburse Clerk for monthly HP ink plans. E printer £4.49 pm and £12.06 share of other £16.55  |
|               | <b>125.2</b>   | HMRC for employer/ee payment for February £34.57   |
|               | <b>125.3</b>   | Clerk mileage for January £8.10  |
|               | <b>125.4</b>   | Clerk for PDF simpli – pdf file merging, converting, editing £3.95 pm reimburse Clerk £3.95 and November and M/Soft sub £5.99  |
|               | <b>125.5</b>   | SSE Electricity bill as per contract £111.77   |
|               | <b>125.6</b>   | EOTH Village hall for room hire £43  |
|               | <b>125.7</b>   | Invoice from Caretaker for January 2023 £90 paid   |
|               | <b>125.8</b>   | Cllr Woodman for batteries, MVAS £99.96  |
|               | <b>125.9</b>   | NCALC training course missed £38 + vat to be paid by Cllr  |
|               | <b>125.10</b>  | NCALC GDPR courses £45.60 x 2  |
|               | <b>125.11</b>  | Sam Drake, felling Maple £750 paid   |
|               | <b>125.12</b>  | Cllr Simon Woodman for MVAS repairs postage, from grant plus wildflower seeds £104.51  |
|               | <b>125.13</b>  | Donation to clock service £195 plus vat if applic  |
|               | <b>125.14</b>  | Clerk salary £902.70 plus £26 home office less HMRC tax £19.97, payable 28/2/23. Plus back pay from increment if agreed. £908.73 £507.40   |
| <b>22/126</b> | <b>RECEIPTS</b>  | <b>To note income received;</b> Wittering PFC hire of field for January. £180<br>Grant from Member Empowerment Fund £500   |
| <b>22/127</b> | <b>DATE OF NEXT MEETINGS</b> It was noted that the date of the next Parish Council meeting is Monday 13 <sup>th</sup> March 2023 at 7pm, the public meeting is Weds 22/3/23 at 7pm in the village hall, the next PFMC meeting is Tues 18/4/23 at 6pm and the next Planning Committee meeting tbc, provisionally 13/3/23 at 6pm. See website and notice board for details. <a href="http://www.eastononthehill-pc.gov.uk">www.eastononthehill-pc.gov.uk</a> |  |

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