

**Minutes of the meeting of Easton on the Hill Parish Council held
on 13th March 2023 at 7pm in the Village Hall, Easton on the Hill**

Present: Cllr Bates, Cllr Firth, Cllr Green, Cllr Lawson, Cllr Mountain, Cllr Nicol (Chairman), and Cllr Woodman.

Clerk: J Rice and members of the public; 1

22/128	APOLOGIES FOR ABSENCE	
	To receive and note apologies sent to the Clerk. Apologies were received from Cllr Watson, Cllr Holwell and Cllr McAllister. Cllr Cherry was not present.	
22/129	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 made.	
22/130	PUBLIC PARTICIPATION	
	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 member of public was asked to speak on the playing field item, which was agreed, and the Chairman reminded all Councillors of the principle of accountability. He also mentioned this meeting was the last of the financial year and that the power supply project and the playing field open meeting were the main topics of the meeting.	
22/131	MINUTES OF THE LAST MEETING (previously circulated)	
	To confirm as correct the record of the minutes of the meeting held on Monday 13th February 2023, previously circulated and herewith. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.	
22/132	MATTERS ARISING from previous meeting. To provide a brief update on any items not covered by this agenda. New fingerpost signs are on order. This was noted.	
22/133	PLANNING	
	133.1	To receive and note latest minutes and feedback from last planning committee meeting. The minutes were received and noted. Cllr Lawson summarised the meeting earlier of one application that was supported.
	133.2	To decide response to any applications falling into the remit of the full Parish Council. There were none.
	133.3	To receive update from Planning Committee on volunteers for, and feedback on, the formation of a Neighbourhood Plan. It was noted that there has been one volunteer so far for a Neighbourhood Plan formation. It was agreed to ask again for interest at the Annual Village meeting. Action Cllr Nicol
22/134	POLISH WAR MEMORIAL	
	134.1	To receive and note update regarding the Polish war memorial rebuild. Cllr Lawson. Cllr Lawson gave an update on the plans, that the work is on track to start in May, when the insurance claim/donation money will be needed. The Clerk reminded Cllrs that a risk assessment will be needed for volunteers helping.
22/135	KING'S CORONATION	
	135.1	To agree actions/group to co-ordinate the "The Big Help Out" volunteering day on 8/5/23 and note one resident volunteer offer. It was agreed to advertise a help out day for residents to get involved in cleaning signs, litter picking, gardening etc and the Trees and Greens group will make a list of jobs, including war memorial building. Action Cllr Mountain and Cllr Green.
	135.2	To discuss and agree any purchases of memorabilia (for children) in the village, ie seeds, mugs, coins, coasters or bookmarks etc, herewith ideas, also lamppost signs £4.99 each. It was agreed to cost up options for children in the village, up to a maximum of £500, possibly commemorative coins, water bottles or mugs. Action Cllr Nicol

Signed by Chairman _____ Date _____

	135.3	To note communication circulated regarding Coronation Champion Awards, nominations close 2/4/23, and decide any nomination. This was noted and nominations will be made independently, rather than as a PC. Action all
22/136	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	
	136.1	To receive and note minutes from the last meeting and Clerk's report and update from PFMC following project meeting on 27/2/23 about the installation of the power supply and discuss and resolve any queries. Report herewith as of today. The minutes were received and noted. The final report on the power supply was also received and noted and points discussed.
	136.2	To agree contractors for the project, details supplied in report, herewith. The contractors were decided as National Grid, and RJ Warren for the trench work, and the Clerk will inform them and co-ordinate the project admin. Three members of the PFMC will oversee the work. The project costs were confirmed and shortfall contribution of £3677 to be split between the Cricket Club (CC) and PC as agreed previously. CC to be informed. If this is not forthcoming, it was agreed the project still goes ahead and the PC/ PFMC will discuss funding at the next meeting. The financial implications in the report were noted. It was stated it is hoped the work will start in May. Action Clerk/PFMC
	136.3	To note again the date for public, open meeting being held on 22/3/23 at 7pm in Village Hall, to canvass opinion on facility requirements and discuss the plan/any help needed. K Cox to provide. The date was noted, and attendance also noted. K Cox circulated a copy of the presentation, explaining the history and choices made so far, plus options and finance examples and some feedback was given. It was agreed to see what support there is before deciding on the next steps and consideration will be given to a stall at the gala. Action K Cox/PFMC
	136.4	To receive progress of Wild Woodland Way project/grant as expenditure of remainder £393 deadline end of March 2023. (Seeds planted (8/5/23), bench seating tba, no information board.) It was noted that more expenditure for wood and bulbs has been submitted, leaving approx. £300 left. It was agreed this could be put towards one information board for the entrance to playing fields and the grant providers will be updated. Action Clerk
	136.5	To note decision made to get an expert opinion on carpark before more work and costs incurred. The proposal made by the PFMC was noted and is being progressed. Action Clerk/PFMC
22/137	REPORTS FROM REPRESENTATIVES	
	137.1	Trees and Greens Working Party (Cllr Bates, Cllr Green, Cllr Holwell, Cllr Mountain) a) To receive update from TAGWP on purchases and plans for Spring Close grant for tree, plaque and fencing. Cllr Mountain confirmed purchases made and the stand is on order. Another tree has been kindly donated and has been planted in Spring Close. Arrangements will be made to install them before the Coronation. Action TAG The fencing options were received and noted. It was agreed to firm up the design/costings (£600-700) and get agreed at the next meeting. Action Cllr Woodman b) To note meeting regarding conservation activities taking place. Cllr Nicol reported that a meeting is taking place with Rockingham Forest Vision to see what conservation etc activity is happening and what more can possibly be done in Easton. Cllr Nicol and Cllr Green
	137.2	Checkers reports/village maintenance a) To receive Spring Close and defib checker reports for March from Cllr Bates and note checker for April is Cllr Nicol. Cllr Bates reported no issues and Cllr Nicol noted. b) Agree any further actions/expenditure. There were none.
	137.3	Village Hall. To receive and note update from link Councillor. Cllr Woodman reported he had received minutes and stated a refurbishment is being planned.
	137.4	Vehicle Activation Devices and Traffic Working Group (Cllr Green and Cllr Woodman). a) To receive and note any new MVAS data. Cllr Woodman reported on the latest data as similar to previously recorded and that many reports are available If needed. b) To receive update regarding expenditure of remainder of grant £424. Cllr Woodman reported that the Western Ave solar device is defunct and not repairable. It was agreed to ask if the remainder of the grant can be put towards a second sign grant application. Action Clerk

Signed by Chairman _____ Date _____

	137.5	Joint Action Group/Police Liaison Representative (PLR) To note meetings suspended at present. To note feedback from any other related meetings. There have not been any meetings.	
22/138	ALLOTMENTS		
	138.1	To receive (verbal) update from Allotment Manager, P Bates. It was reported that the rent agreements and rent payment requests are being handed out and processed at present. It was agreed a review of the rent for 24/25 will be made at the next meeting. Action P Bates/Clerk	
22/139	GOVERNANCE, FINANCE AND TRAINING		
	139.1	To receive and note latest finance position/report, herewith, and Councillor internal checks feedback to end of February and resolve any queries, herewith. The report was received and noted. The slight overspend of basic budget is in part due to no budget for the caretaker being included. There is hire income to offset the costs and budget for next year.	
	139.2	To receive, note training courses available/wanting to attend and feedback from recent training attended – Clerk on parts 2 and 3 of GDPR, herewith summary. Also, Rights of Way course feedback if available and Localism booked. Climate Change course available... The courses were noted but no new bookings requested/needed. The notes from training attended were received and noted, with more to come.	
	139.3	To receive and note new instant access bank account progress – still being processed. The Clerk reported this is still in progress and has been slow compared to previously.	
	139.4	To note Danny Moody advice circulated to register all land owned and agree volunteers to start information gathering. The information circulated was received and noted including papers retrieved by Cllr Lawson. It was agreed to gather more evidence with a view to applications for lost deeds to be made to Land Registry if necessary. Action Cllr Lawson with Clerk	
	139.5	To decide format and invitations to annual village meeting on 12th April at 6pm. It was agreed to have the same format as last year and village groups will be invited and the event advertised as much as possible. Action Clerk	
	139.6	To note all invoices and quotes for work must be addressed to Clerk or addressed to Councillor X but using Clerk email and home address. This was noted as necessary for all reclaims of VAT. Action all	
22/140	CLERK CORRESPONDENCE /INFORMATION TO NOTE a) Message re disaster fund scams and advice to use recognised major companies. This was noted. b) To note NACRE Rural Support Programme (via NNC Household Support Fund) webinars 17th or 20th March. This was noted. c) To note Neighbourhood Watch week 3-9th June and opportunities to grow the group and make a difference – any volunteers to be the Co-ordinator. This will be included at the Annual Parish Meeting.		
22/141	ORDERS FOR PAYMENT To agree payments to be made/made as follows; the following payments were agreed to be paid/noted.		
	141.1	Reimburse Clerk for monthly HP ink plans. E printer £4.49 pm and £12.06 share of other	£16.55
	141.2	HMRC for employer/ee payment for March (includes back pay from increment)	£252.39
	141.3	Clerk mileage for February	£10.80
	141.4	Clerk for PDF simpli – pdf file merging, converting, editing £3.95 pm reimburse Clerk and M/Soft sub	£3.95 and £5.99
	141.5	SSE Electricity bill as per contract	£104.38
	141.6	Eon maintenance contract quarter ending 31/3/23	£278.40
	141.7	Eon invoice for new streetlight due to contractor damage	by contractor
	141.8	EOTH Village hall for room hire	£61.00
	141.9	Invoice from Caretaker for February 2023	£tbc
	141.10	Invoice from Caretaker paid – for parts and labour, slide	£247.23 paid
	141.11	Clerk salary £953.44 plus £26 home office less HMRC tax (£117.40 and NI £44.17), payable 31/3/23. Plus difference in pay with new increment for February pay £50.74 not paid	£817.87 plus £50.74
	141.12	Cllr Woodman for bulbs/wood from grant	£73.96
22/142	RECEIPTS	It was noted - income received; Wittering PFC hire of field for February	£180 received
22/143	DATE OF NEXT MEETINGS The dates of the next meetings were noted as the Annual Parish/Village meeting on Wednesday 12 th April 2023 at 6pm (since changed to 7pm), followed by the normal Parish Council meeting. Next PFMC meeting is Tues 18/4/23 at 6pm. Next Planning Committee meeting is tbc. Public are welcome to all. See website and notice board for details. www.eastononthehill-pc.gov.uk		

Signed by Chairman _____ Date _____

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