

Minutes of the meeting of Easton on the Hill Parish Council

held on 12th April 2023 at 7pm in the Village Hall, Easton on the Hill

Present: Cllr Bates, Cllr Firth, Cllr Holwell, Cllr Green, Cllr Lawson, Cllr Nicol (Chairman) and Cllr Watson.

Clerk: J Rice and members of the public; 1

23/1	APOLOGIES FOR ABSENCE	
	<p>To receive and note apologies sent to the Clerk. Apologies were received from Cllr Woodman (and belatedly from Cllr Mountain). Cllr McAllister was not present, and Cllr Cherry has resigned. It was confirmed that Electoral Services will be informed to start the process to fill the vacancy. (K Cox sent his apologies too.) Action Clerk</p>	
23/2	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>	
23/3	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 Councillors of one of the Seven Nolan Principles of Public Life. There were no questions raised from the member of public present. The Clerk agreed to send the Co-option policy to them.</p>	
23/4	MINUTES OF THE LAST MEETING (previously circulated)	
	<p>To confirm as correct the record of the minutes of the meeting held on Monday 13th March 2023, previously circulated and herewith. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.</p>	
23/5	MATTERS ARISING from previous meeting. It was confirmed that the new fingerpost signs are now installed and that a compliment had been received about them from Ward Cllr Harrison.	
23/6	PLANNING	
	6.1	<p>To receive and note latest minutes and feedback from last planning committee meeting, if held. It was noted that no meeting has been held.</p>
	6.2	<p>To decide response to any applications falling into the remit of the full Parish Council. There had only been one application received and so it was decided to agree a response in full council. The application 23/00246/TPO regarding reduction in crown to a Lime tree on the boundary of the Little Lane Nursery play area adjacent to the road was discussed and it was agreed to send support. Action Clerk</p>
	6.3	<p>To receive and note approach from contact regarding a plan for a community orchard on land off Orchard Way. The approach and details were received and noted and it was supported in principal assuming no responsibility lies with the Parish Council for upkeep etc.</p>
	6.4	<p>To receive and note update on pieces of land owned by the Parish Council. Cllr Lawson. Cllr Lawson gave a brief update on the work performed to date and will bring a report to Council in due course. Clerk to send Land Registry Title for the playing field to him. Action Clerk/Cllr Lawson</p>
23/7	LIGHTING CONTRACT	
	7.1	<p>To receive and note update regarding lighting contract and pricing w/e/f 1/4/23. The clerk confirmed the switch had taken place from SSE to Yu Energy and she explained the price drop since the contract was agreed but was told that standing charges are set to rise and kw/h prices also at the end of the year.</p>
23/8	KING'S CORONATION	
	8.1	<p>To receive an update regarding the memorabilia options and agree any further action. Cllr Nicol gave an update and it was proposed and agreed to not go ahead with memorabilia due to costs and availability.</p>

Signed by Chairman _____ Date _____

23/9	PLAYING FIELD MANAGEMENT COMMITTEE (PFMC) Cllr Bates, Cllr Cherry, Cllr Watson and Cllr Woodman, plus Kevin Cox, and a Cricket Club committee member, CRICKET CLUB AND THE DRIFT	
	9.1	To receive and note update from PFMC following public, open meeting on 22nd March and resolve next steps, including suggested second letter/survey, herewith. Cllr Watson gave an update from the meeting and the draft letter was received and noted. A concern was raised that the letter focusses just on the loan and possible wastes an opportunity to glean other feedback and views. The Clerk stated this is due to the loan element raising the precept and needing greater consultation. It was also raised and agreed that the fundamentals like the car park and pavilion may now take priority over the options in the letter and that work is needed on the questionnaire to address this. Action PFMC
	9.2	To note power supply agreement for grant in place and first claim to be made soon, with work starting end May. (To note Contributing Third Party payment was due before grant paid and has been paid as agreed.) This was noted and the invoice from National Grid awaited before the grant is received and an order with them can be made.
	9.3	To receive and note update on car park situation. The clerk explained that professional advice was being sought as agreed by the PFMC and a report and proposal will be put to the PFMC meeting. Action Clerk
23/10	REPORTS FROM REPRESENTATIVES	
	10.1	Trees and Greens Working Party (Cllr Bates, Cllr Green, Cllr Holwell, Cllr Mountain) a) To receive an update on the purchases from the grant and monies remaining for fence. The tree, plaque and guard have been ordered/purchased and remaining monies of approx. £170 will be kept for the fencing. This will be installed as soon as possible. Action TAG b) To receive an update on the Big Help Out and list of jobs/adverts needed, incl bench repaint and war memorial. Cllr Green gave a list of jobs for the clean up day including sign cleaning and it will be firmed up in time for 8 th May. An amount of £100 max. for paint/sundries was agreed.
	10.2	Checkers reports/village maintenance a) To receive Spring Close and defib checker reports for March/April and note checker for May is Cllr Watson. It was noted that checks are in hand. b) To receive and note proposal for new fencing at Spring Close, Cllr Woodman. (£172.31 grant to use). As Cllr Woodman was not present, this will be carried forward. Action Cllr Woodman c) To receive and note fence repairs needed in West St, with above. This was noted and will be done with the old but still usable fence. d) Agree any actions/expenditure. The Park Walk sign needs mending and it was agreed TAG will address this. Action TAG.
	10.3	Village Hall. To receive and note any update from link Councillor. There was no update.
	10.4	Vehicle Activation Devices and Traffic Working Group (Cllr Green and Cllr Woodman). a) To receive and note update. There was no update except the figures/data used for the Annual Meeting which were noted.
	10.5	Joint Action Group/Police Liaison Representative (PLR) To note any update.
23/11	ALLOTMENTS	
	11.1	To review the cost of allotment plots and agree an increase or not. It was discussed and agreed that there would be no increase applied to 24/25 costs.
	11.2	To note tenancies being renewed and vacant plots being reallocated. This was noted and all monies have been received.
23/12	GOVERNANCE, FINANCE AND TRAINING	
	12.1	To receive and note finance report for the end of the financial year and agree figures for audit, to follow, plus receive feedback on Councillor finance checks. The report was received and noted, and figures agreed through the checks. The clerk re-stated the agreement to transfer 20k to the new instant access account which is now open, and the precept is paid in at the end of the month. Action Clerk
	12.2	To agree appointment of auditor as previously. The appointment of the auditor from NCALC was agreed.

Signed by Chairman _____ Date _____

	12.3	To receive and note Joint Panel on Accountability and Governance, Practitioner's Guide, especially p8-14 for Councillors awareness, herewith. This was received and noted.	
	12.4	To receive and note accounting statements and relevant AGAR forms to be completed. It was agreed that the total income and expenditure amounts means AGAR form 3 is completed. Action Clerk	
	12.5	To receive and note feedback from Civility and Respect course, Cllr Lawson. Cllr Lawson gave brief feedback and has more information if it is ever needed.	
	12.6	To receive, note and agree updated asset register and receive insurance quotes for long term agreement and resolve acceptance or agree amount. Budget £1200, paid LY £1197. The proposal put forward was agreed and dependent on the awaited, new quote from Gallagher.	
23/13	CLERK CORRESPONDENCE /INFORMATION TO NOTE The following was noted with no questions or comment; a) Play Conference on Tuesday 11/7/23 9.30-14.45 at Moulton, as per NCALC update b) Stamford Transport Strategy drop in sessions, dates circulated. c) NHW news for April – copy at VH and circulated. d) 24/5/23 Local Council action on Fighting Climate Change 12-1.15pm e) Government test emergency alert sounding on phones on 23/4 at 3pm.		
23/14	ORDERS FOR PAYMENT		
	The following payments were agreed to be made; Action Clerk/Signatories		
	14.1	Reimburse Clerk for monthly HP ink plans. E printer £4.49 pm and £12.06 share of other	£16.55
	14.2	HMRC for employer/ee payment for April	£18.36
	14.3	Clerk mileage for March	£5.40
	14.4	Reimburse Clerk for M/Soft sub (pdf one cancelled)	£5.99
	14.5	Yu Energy electricity bill as per contract	£tbc
	14.6	EOTH Village hall for room hire	£38
	14.7	Invoice from Caretaker for March	£88.49 paid
	14.8	Reimburse Cllr S Woodman for postcrete/Woodland grant	£53.94 paid
	14.9	NCALC training courses attended, rights of way, data protection, preparing for localism, civility and respect	£121.20 and £66
	14.10	Claire Mountain tree etc reimburse (from grant)	£379.24 paid
	14.11	Signs Express for fingerpost signs, previously agreed	£720 paid
	14.12	Ian Lawson for land reg docs	£18 paid
	14.13	Contributing third party (power supply project)	£1116 paid
	14.14	Clerk salary £840.32 plus £26 home office less HMRC tax/NI payable 30/4/23. Plus £50.74 increment rise not applied in Mar '23.	£898.70
	14.15	NCALC subs and internal audit fees due	£863.47
23/15	RECEIPTS	To note income received; donation box at PO for the playing field improvements	£222
		Donation from Polonian Aid Foundation Trust for rebuild of Polish war memorial	£2000
		Allotment rent	£11 and £38.50 cash
23/16	DATE OF NEXT MEETINGS It was noted that the date of the next meeting is the Annual Meeting of the Parish Council on Wednesday 17 th May 2023 at 7pm. The next PFMC meeting is Tues 18/4/23 at 6pm. Next Planning Committee meeting tbc. See website and notice board for details. www.eastononthehill-pc.gov.uk		

Signed by Chairman _____ Date _____