

Minutes of the Easton on the Hill Parish Council meeting

held on 11th September 2023 at 7pm in the Village Hall, Easton on the Hill

Present: Cllr Bates, Cllr Lawson, Cllr Mountain and Cllr Nicol (Chairman)

Clerk: J Rice and 4 members of the public

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| 23/64 | <p>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk. Apologies for absence were received from Cllr Firth, Cllr Ford, Cllr Green, Cllr Holwell, Cllr Watson and Cllr Woodman. Cllr McAllister did not attend.</p> | |
| 23/65 | <p>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.</p> | |
| 23/66 | <p>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 Councillors of one of the Seven Nolan Principles of Public Life. Cllr Nicol re-iterated the Nolan principle of selflessness and for Councillors to always act in the public's interests. Mr Moll was there to represent the residents of the Briers and to ask if the Parish Council would re-consider the previous decision not to pay for their (private road's) electricity and 3 streetlights maintenance. He stated a precedent had been set with another unadopted, private road, Baxter's Lane, being paid for by the PC and that the residents all pay the same precept that includes a budget for streetlighting. He stated the electricity usage bill is currently around £160pa pp. The Chairman thanked him for coming and said it would be considered at the agenda item later on.</p> | |
| 23/67 | <p>MINUTES OF THE LAST MEETING (previously circulated) To confirm as correct the record of the minutes of the meeting held on Monday 10th July 2023, previously circulated and herewith. Chairman to sign. The minutes of the last meeting were agreed as a true record and duly signed by the Chairman.</p> | |
| 23/68 | <p>MATTERS ARISING from previous meeting. There were no matters arising.</p> | |
| 23/69 | <p>GOVERNANCE AND FINANCE</p> | |
| | 69.1 | <p>To receive finance report and internal checks feedback for July and August and resolve any queries, herewith, including external auditor's clean bill of health. The report was received and noted and the Clerk ran through the highlights. Checks were done by Cllr Green for August and Cllr first for July with no issues reported. It was confirmed that the external auditors were satisfied with all aspects of the Annual Governance and Accountability Return and these will be displayed/posted. Action Cllr Lawson/Clerk</p> |
| | 69.2 | <p>To receive and note information on a Multipay card from Unity and resolve to apply or not, herewith. The information was received and noted. A vote was carried to apply for a few cards with spending limits of £100 pm and a review of the process carried out in due course. Cllr Woodman and the Clerk to start with cards. Action Cllr Woodman/Clerk</p> |
| | 69.3 | <p>To note clerk attendance on AI course 20/9/23. This was noted and agreed.</p> |
| | 69.4 | <p>To determine costs for electricity of de-fib paid by Post Office and agree payment. Suggested £30. This was agreed and a payment will be made. Action Clerk</p> |
| 23/70 | <p>PLAYING FIELD MANAGEMENT COMMITTEE (PFMC), CRICKET CLUB AND THE DRIFT</p> | |
| | 70.1 | <p>a) To receive and note the proposal so far from the PFMC on the viability of the long-term handover of the old cricket club pavilion, assets and monies to the PFMC/Parish Council and ask any questions with view to an October meeting decision. To follow. A report had been circulated but rather late so the update was read out and discussed in full. It was not a proposal but to prompt discussion and ideas/feedback from full council. The figures are still draft as not all are fully known as yet. Mr K Cox went through the works that have had to be completed ie electricity checks, garage roof repairs/asbestos removal and septic tank emptying. A list of more cosmetic works was then described. It was explained that the idea was to break even and not incur</p> |

Signed by Chairman _____ Date _____

additional costs and precept rises. Cllr Nicol expressed that a fuller business type plan is needed in order for the councillors to make a long-term decision and all possible costs and revenue listed with sensible assumptions but also worst-case scenarios included. The Parish Council then weighs up the risks and makes an informed decision in October, hopefully, before the budget setting meeting.

Action PFM/Cox/Clerk

b) To receive an update on the power supply project, including credit for cable size change.

The update was received and noted, including the approx. 2k credit from National Grid.

c) To receive and note an update on other relevant issues. Mr K Cox raised the issue of the bar licence but the Clerk said it was being processed. He also raised the issue of planning permission and asked the Planning Committee to enquire about the toilet block and container. The Clerk said she has already started this process and will feedback once confirmed.

d) To resolve whether to repair The Drift potholes – possibly with leftover quarry dust and concrete.

It was agreed that the Drift is in particularly bad condition at present. Cllr Nicol re-iterated the situation about maintenance by NNC only being to bridleway standard and so the PC needs to accept repairs are necessary every so often for those wanting to access the facilities and many had expressed dissatisfaction with the current surface holes. Mr K Cox explained the PFM/C proposal for a “home-made” dirt track to be built using the remaining quarry dust resources, however the Clerk explained the risks with this venture and was seeking advice from the council insurers. Cllr Nicol expressed concerns and would like a full council decision to be made next meeting, with more information available, as this is a major, impactful decision for the village. The course of action was agreed. It was further agreed that a costed proposal be brought to the PC in October by Cllr Woodman on resources needed to fill the holes with and without bolted down speedbumps. Action Clerk/PFM/C/Cllr Woodman

e) To ask for more Councillors to join as members of the PFM/C (minimum 2).

Cllr Mountain offered to be a new committee member and it was agreed to elect her on to the committee. An additional request will be made at the next meeting as there are not many Councillors in attendance today. Action Clerk

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| 23/71 | REPORTS FROM REPRESENTATIVES |
| 71.1 | <p>Trees and Greens Working Party (Cllr Green, Cllr Mountain, Cllr Holwell and Cllr Bates)</p> <p>a) C/F To receive feedback on overhanging tree and decide on action/expenditure. The group are due to meet again soon and will report back afterwards. Action TAG</p> <p>b) To receive and note feedback from the Woodland area visit by Rockingham Vision and nature recovery opportunities. It was noted that there is another meeting with Rockingham Vision on 27/9/23 and plans for areas in the whole village will be drawn up after this. Members of the “Nature Recovery Group” will attend. A grant for 150 trees from the Birch Tree café is to be used.</p> <p>c) To consider TAG taking responsibility for the Woodland Area maintenance and development. This was requested by the PFM/C but later cancelled and noted that the new member of the PFM/C is also a member of TAG and linked to the nature recovery group so the responsibility will be with them.</p> <p>d) To note course opportunity on managing woodlands and site survey/tree planting service, circulated. This was noted but no takers this time.</p> |
| 71.2 | <p>Checkers reports/village maintenance</p> <p>a) To receive checker reports for July and August and address any issues raised. Checker for September is Cllr Woodman. Forms have been completed and no issues raised. Checker for October is Cllr Holwell.</p> <p>b) To address annual asset check issues ie notice board glass, main war memorial. The notice boards will be re-checked as could be non-PC one. The war memorial was noted as crumbling and a specialist will be asked to comment on suitable repair. Cllr Lawson will clear of rubbish and re-fill the grit bins soon. Action Clerk/Cllr Lawson/Cllrs to finish checks</p> <p>c) To receive and note update on the development of Spring Close; new path, bench repaint, new fencing/posts/engraving, war memorial structure and Polish memorial reenactment event update and resolve any issues. Cllr Mountain gave an update on Spring Close and all the work that has taken place so far. A working party will be formed for Sunday to do more; lay the bark chippings, clear around the old memorial and generally tidy up. The grass contractor will be asked to strim near the Clay Well so it can be seen. Action Clerk, working party</p> |

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| | | Cllr Lawson and Cllr Nicol gave an update on the Polish re-dedication event and it was agreed to purchase 2 wreaths (one for Remembrance Sunday and one for the event) and Cllr Lawson asked for definite numbers attending. The rented walkie talkies will be cancelled as Cllr Ford has some. Action All | |
| | 71.3 | Village Hall. 1) To note update on names for boards and agree action. This will be C/F as Cllr Green to report back on the hall agreeing to the updated boards. | |
| | 71.4 | Vehicle Activation Devices and Traffic Working Group. (Cllr Woodman and Cllr Green) a) To receive and note latest data from devices, if available. This will be C/F to when Cllr Woodman in attendance. | |
| | 71.5 | Joint Action Group/Police Liaison Representative (PLR) and Local Area Partnership (Cllr Firth) To receive latest report from meetings. Minutes will be circulated from these meetings. Action Cllr Firth/Clerk | |
| 23/72 | ALLOTMENTS | | |
| | 72.1 | To receive any update from Allotment Manager, P Bates including waiting list update. P Bates reported 2 on the waiting list and she is dealing with them. Longhurst will be chased about the Damson tree. The Clerk said a WhatsApp group was suggested and asked P Bates to get remaining email addresses and mobile tel nos to set it up as an optional group. Action P Bates | |
| 23/73 | THE BRIERS MAINTENANCE COSTS/PRECEPT QUERY | | |
| | 73.1 | To consider request from The Briers for the Parish Council to pay for their 3 electric street lighting/maintenance, herewith. The resident's request was considered with some similar concerns raised as previously. The full cost impact was not known – The Clerk had some maintenance costs and had enquired about Yu Energy taking on new lights but had no reply. The costs of the rest of the village's private roads also being taken on by the Parish Council was also not known. It was agreed that before a decision could be made, this information would be useful to know, as well as the agreements with the developers. Action Clerk | |
| 23/74 | COMMUNITY ENGAGEMENT | | |
| | 74.1 | To receive and note feedback from Wittering PC meeting from Cllr Firth and resolve whether to conduct a survey on need/requirements in Easton on the Hill. This will be C/F to the next meeting. | |
| 23/75 | PLANNING | COMMITTEE (Cllr Lawson, Cllr Mountain, Cllr McAllister, Cllr Watson and Cllr Woodman) | |
| | 75.1 | To note minutes and/or feedback from latest Planning Committee meetings, 14/8/23 and 11/9/23 and ratify response draft decisions if necessary. The Planning meeting was not quorate and so planning applications were discussed and recommendations made to the full council. The first application, NE/23/00841/FUL for 2 houses is under the PC remit anyway and this was supported, with an additional request to establish the gated access and maintenance arrangements to the new orchard area. The other 2 applications, 23/00785/786 for 7 new windows at 2 High St and 23/00453 porch at 3 The Close were both supported as improvements. Action Clerk to send. | |
| 23/76 | CLERK CORRESPONDENCE /INFORMATION TO NOTE: a) NCALC new website - members support and resources, circulated. This was noted. b) Neighbourhoodwatch Newsletter – information to note. This was noted. c) NCALC conference date Saturday 7/10/23 9.30 – 1pm, booking deadline 18/9/23. Cllr Lawson to check his diary. Action Cllr Lawson | | |
| 23/77 | ORDERS FOR PAYMENT | | |
| | To agree payments to be made as follows; Payments were agreed as follows; | | |
| | 77.1 | Clerk reimburse for HP ink plans. E printer £4.49. Other one revised/shared with other PCs £11.69 Aug and Sept due | £16.18 x 2 |
| | 77.2 | HMRC employer NI and tax payment for August and September | £11.36 paid plus Sept £11.36 |
| | 77.3 | Clerk mileage for Aug | £5.40 |
| | 77.4 | PKF external auditor invoice | £378 paid |
| | 77.5 | Chris Clipsham labour for path | £125 paid |
| | 77.6 | Handiman removal of swings and gazebo work, prev agreed | £180 paid |
| | 77.7 | Vision ICT email hosting, paid – to be refunded as invoice queried and error made | £21.60 to be refunded |

Signed by Chairman _____ Date _____

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| | 77.8 | Yu Energy electricity bill as per contract, paid by direct debit. August and September 2023 | £17.34 paid £318.26 paid |
| | 77.9 | Leics Gardens grass cutting bills for cuts in June/July/August | £610 paid £610 due for cuts July/Aug |
| | 77.10 | Gallagher insurance renewal for extra pavilion assets | £131.44 paid |
| | 77.11 | Village hall hire | £23 paid |
| | 77.12 | J Rawlinson Caretaker invoice for July and August | £90 paid and £158.85 |
| | 77.13 | Rutland Masonry rebuild memorial | £8000 paid |
| | 77.14 | RoSPA site inspections | £230.40 paid |
| | 77.15 | Clerk salary payable 31/8/23 and 30/9/23 £840.32 plus home office £26 NI owed £11.36 deducted in error Aug | £877.68 |
| | 77.16 | Clerk reimburse for Microsoft package x 2, Aug and Sept £5.99 | £11.98 |
| | 77.17 | Eon quarterly maintenance charge | £278.40 |
| | 77.18 | Cllr Woodman re-imburse for Spring Close and playing field | £206.11 |
| | 77.19 | Cllr Nicol re-imburse for polish war event | £91.91 to be refunded so N/A |
| | 77.20 | Clerk re-imburse for recorded delivery letters re lease | £11.25 |
| | 77.21 | Post Office for electricity cost of de-fib. | £30 |
| | 77.22 | P Bates for paint etc to refurb benches | £151.71 |
| | 77.23 | EDF energy bill PF | £71.51 by DD |
| | 77.24 | BSS Service for pump service | £442.26 |
| 23/78 | RECEIPTS | To note income received; Polish event group First to Flight donation Wittering Premiair FC hire costs for July and Aug Refund from National Grid for cable size reduction | £187 £180 recd 1/8 £225 received 1/9 £1993.86 25/8 |
| 23/79 | DATE OF NEXT MEETINGS It was noted that the date of the next Parish Council meeting is Monday 9 th October 2023 at 7pm. Next PFMC meeting is 18/10/23, next Planning Committee meeting is 9/10/23 unless another is needed beforehand. See council notice board or website for details www.eastononthehill-pc.gov.uk | | |

Signed by Chairman _____ Date _____