

Minutes of the Easton on the Hill Parish Council meeting

held on 12th February 2024 at 7pm in the Village Hall, Easton on the Hill

Present: Cllr Bates, Cllr Lawson, Cllr Mountain, Cllr Nicol (Chairman) and Cllr Watson (Vice-Chairman).

Clerk: J Rice and 5 members of the public; Mrs Josie Ward, Mrs Debbie Greaves, Mr Simon Greaves, Mrs Patty Sanders and Mr Kevin Cox.

23/149	APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk. Apologies were received from Cllr Holwell, Cllr Woodman, Cllr McAllister and Cllr Green. Cllr Ford was not present.
23/150	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.
23/151	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. The Chairman reminded Councillors of the principle of Honesty and always being truthful in all their work. It was agreed by all to move the item 155.1a to the end of the meeting and in a closed session due to the commercial sensitivity of the feedback. Members of the public raised concerns over having vehicles on the bridleway and that it should not be a hard surface as it is a bridleway. One raised concern over the workmanship, the process to agree the work and also having sight of a risk assessment, plus the need for approved contractors. The Chairman restated the legality of giving permission as a landowner to vehicles accessing the facilities and that repairs were agreed to fulfil a duty to repair the holes in the tarmac as Highways only maintain to a bridleway standard. He also stated that Keir Construction will be visiting soon to discuss village highways issues raised recently. Feedback will be given where possible on concern raised.
23/152	MINUTES OF THE LAST MEETING (previously circulated)
	To confirm as correct the record of the minutes of the meeting held on Monday 22nd January 2024, previously circulated and herewith. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.
23/153	MATTERS ARISING from previous meeting. The Clerk stated that the Briers' backdated street lighting electricity bill has been paid by the Management Company and only the charges from the next bill will be paid by the Parish Council going forward.
23/154	GOVERNANCE, FINANCE AND TRAINING
	154.1 To receive finance report and internal checks feedback up to the end of January and resolve any queries, herewith. The finance report was received and noted as the basic budget being 79% at 83% through the year so underspent. Project budget under spent due to playing field not yet spent and £2000 to reserves build up. General reserves are predicted as adequate at £20000 at year end. A clear picture of playing field budget and spend will be sent for their next meeting to help plan and propose future expenditure. The internal checks raised no issues. Action Clerk
	154.2 To note date to co-opt Parish Councillor to vacancy is as of 12/2/24 and agree approaches to any potential members. The date was noted and an advert has been placed in the notice board. Councillors agreed to approach any potential interested parties. Action All
	154.3 To note opportunity for recommended Roles and Responsibilities training for all (£250), plus a tailored risk assessment training session if useful and agree or not.

Signed by Chairman _____ Date _____

		It was agreed to arrange for both of these to take place as a useful training session for all, before a future monthly meeting if possible. Action Clerk
	154.4	To agree or not to call an Annual Parish meeting (can be called by Chairman, 2 Cllrs or Parish) between March and June, and agree date/format. It was agreed good practice and good community engagement to hold a Parish meeting in April as usual. Either 10 th or 17 th April to be checked for availability on venue and Councillors. Action Clerk
	154.5	To review PC Action Plan, herewith, and agree to/review changes for 24/25. The current plan was received and noted as a reminder. It was agreed that Councillors should send any updates and amendments plus additions to Cllr Nicol and the Clerk for review at the next meeting. Action All
23/155	PLAYING FIELD AND PLAYING FIELD WORKING GROUP	
	155.1	<p>a) To hear feedback from car park meeting between contractor, surveyor and Council and resolve action. This item was covered in a closed session due to commercial sensitivity, as agreed above. A discussion took place after the feedback from Cllr Watson following his meeting with the contractor and engineer about the history, current problems and suggested resolution(s). It was agreed to write to the contractor to confirm the next steps. Action Cllr Watson/Clerk</p> <p>b) To agree accuracy of the minutes of the last PFMC meeting on 18/10/23 and Chairman to sign. Clerk sent to the Councillors present. The minutes were sent to Councillors present at the original meeting however those present today were unwilling to agree to the accuracy or suggest an alternative and so they remain unsigned.</p> <p>c) To receive and note application for a grant to refurbish part of the pavilion has been given by Augean. To hear update/proposal from PFWG and Clerk. To agree payment of Contributing Third Party payment of £753 by Parish Council. It was noted that the grant application was successful and that quotes for the agreed elements of work are being obtained by the working group. A request to change the grant breakdown from 3 elements of refurbishment to 2 elements has been sent to the grant co-ordinator. The amount of £753 was agreed as a separate payment from the Parish Council as the landfill tax due. Action PFWG/Clerk</p> <p>d) To receive and note information re first refurb works by WPFC to commence with invoice for £100. PLI and risk assessments provided. It was noted that Wittering PremiAir FC will be starting their programme of works to install a heating and cooling system soon at the agreed cost of £100 to be invoiced after completion.</p> <p>e) To receive and note heads of terms agreement/arrangements for Addida Cricket Club and agree, herewith. The agreement terms for the Addida Cricket club to hire the field were noted and agreed to be sent – 23 matches at weekend and weekday per season, villagers welcome to join, plus their wicket preparation work to be invoiced separately as per football club arrangements. Action Cllr Nicol</p> <p>f) To receive and note expenditure proposal from PFWG for H and S items and agree (fire extinguishers and floor sign). Items of expenditure were agreed for signs (around £10) and possibly fire extinguishers that do not require servicing around £50 each x 2 to be agreed. Action Clerk/PFWG</p> <p>g) To receive information re purchase of container for £400 and resolve purchase. The opportunity to buy the on site container was noted and agreed at a cost of £400. Action Clerk/Cllr Bates</p> <p>h) To receive and note updated plan from PFWG and resolve any queries, herewith. The plan was received and noted and some points discussed further. The tree planting was confirmed for Sunday and trees are transported in readiness. The removal of asbestos work is not possible by K Cox and P Nottingham as first thought due to not getting the specific insurance. An alternative option is being explored. An extra £105 is needed to replace the light by the electrician and this was approved.</p> <p>i) To note Community Grant Funding final report form requested. £274 on notice board previously agreed for sponsors/other notices not spent/started. To agree a way forward. It was agreed to revisit the notice boards when the full nature recovery plan has been realised and more information can be displayed, as well as thanking sponsors. The grant reporting form will be annotated as such. Action Clerk</p>

Signed by Chairman _____ Date _____

		<p>j) To note cars moving around in the mud potentially further damaging the car park reported as requested.</p> <p>This was noted and also that the video was not available to be sent. It was further noted that there had been a break in at the pavilion over the weekend. It was noted that nothing of value was taken and it was reported to police who attended and scene of crime investigations carried out. It was further noted that security options are being investigated and new locks secure the building.</p> <p>k) To note works done as planned to the Drift and now issue of speeding reported. Resolve action.</p> <p>The issue of speeding cars along the Drift now that it is repaired was discussed as raised by members of the public and it was agreed to ask the football club to marshall the traffic/drivers and it was suggested that keeping a log of registration numbers may help highlight the issue and help identify offenders, if any, and residents were encouraged to report them at the time. Cllr Nicol confirmed his impending visit by Keir Construction to discuss village highway issues. Action Clerk/WPFC</p>
23/156	PLANNING COMMITTEE	
	156.1	<p>To note minutes and/or feedback from Planning Committee - meeting on 12/2/24.</p> <p>Cllr Lawson gave feedback following the meeting on 12/2/24 that all were simple applications and responses.</p>
23/157	REPORTS	FROM REPRESENTATIVES
	157.1	<p>Checkers reports/village maintenance</p> <p>a) To receive checker reports from Cllr Lawson for January and address any issues raised. Cllr Lawson/Cllr Ford for February and Cllr Bates for March.</p> <p>Cllr Lawson reported that the electrodes are nearing expiry and replacements need ordering plus old ones can be the new spares. Future checkers were noted.</p> <p>b) To note any new reports of village maintenance. There were none reported.</p> <p>c) To note feedback on plans for redundant church flagpole. Cllr Lawson reported that the recommendation to donate the flagpole for a village pole at the Millenium Garden is going to the PCC meeting for permission on 19/2/24.</p>
	157.2	<p>Village Hall.</p> <p>1) To note any update from Cllr representative.</p> <p>The feedback that the village hall is doing well was noted but no further information was available.</p>
23/158	ALLOTMENTS	
	158.1	To receive update from Allotment Manager. No issues or concerns were recorded and noted.
23/159	<p>TREES AND GREENS WORKING PARTY (INCL NATURE RECOVERY) (Cllr Green, Cllr Mountain, Cllr Holwell and Cllr Bates)</p> <p>a) To receive and note feedback from the latest Nature Recovery Group meeting and agree actions, herewith, including consideration to a standalone bio-diversity policy to show the commitment from the Parish Council to conserve and enhance biodiversity, as per NCALC communication and Government guidance, MiniUpdate 22/12 refers, herewith.</p> <p>The proposed actions by the Nature Recovery and Trees and Greens group were noted and agreed. The addition of further bio-diversity actions could be included in the action plan. Action Cllr Nicol/Clerk</p> <p>b) To receive and note tree surveyor report and agree no actions necessary.</p> <p>The report was noted as having no recommendations for higher risk trees following this specific survey. A re-survey is not due until 2025.</p> <p>c) To note grass contractor confirmed and areas/cuts to be confirmed. The Clerk confirmed a date of w/c 4/3/24 for the contractor to start, weather permitting.</p> <p>d) To receive a list of jobs for the Immediate Justice in the Community project - including pond cleaning?</p> <p>A list of jobs was confirmed and will be sent to the team. Action Clerk</p> <p>e) To note tree planting session on 18/2 and risk assessment agreed and agree any more action necessary incl advertising. This was noted and no further action necessary.</p>	
23/160	COMMUNITY SUPPORT/ENGAGEMENT/ISSUES	
	160.1	To suggest and agree items for What's on the Hill. Tree planting photos, PF update. Items agreed. Action Clerk
23/161	HIGHWAYS	

Signed by Chairman _____ Date _____

	161.1	To receive and note feedback from Cllr Nicol from meeting with Keir, Highways It was noted that Cllr Nicol attended a drop in session and raised issues that will be further discussed at an on site meeting tba. Action Cllr Nicol	
23/162	CLERK CORRESPONDENCE /INFORMATION TO NOTE: a) Information on a NNC Local Area Partnership briefing dates – to resolve attendance, herewith. This was noted and Cllr Nicol agreed to attend. Action Cllr Nicol b) Vision ICT emails price increase from £18 to £20 per email address. This was noted.		
23/163	ORDERS FOR PAYMENT		
	The following payments were agreed to be made as follows;		
	163.1	Clerk reimburse for HP ink plans. E printer £4.49 plus one shared with other PCs £8.57.	£13.06
	163.2	Clerk reimburse for Microsoft package February	£5.99
	163.3	HMRC employer NI payment and any employee tax	£25.56
	163.4	Clerk mileage for January	£2.70
	163.5	Yu Energy electricity bill as per contract, paid by direct debit. February	£18.30 £452.01
	163.6	EDF Energy for pavilion February, usage charged to WPFC, by direct debit	£145.53
	163.7	Village hall hire	£33
	163.8	J Rawlinson Caretaker's last invoice for January	£30
	163.9	Clerk salary payable 29/2/24 £892.53 plus home office £26 less any tax/NI	£911.53
	163.10	Multipay card monthly fee	£6
	163.11	DSC Services for potholes in the Drift, more than previously agreed.	£425 plus vat
	163.12	Mountain recycling waste contract	£15.60
	163.13	Wave water bill for pavilion/WPFC	£28.20
	163.14	Purchase of container payment to Bodie	£400
	163.15	Augean - contributing third party landfill tax	£753
	163.16	Health and safety signs/fire extinguishers	£110 approx
23/164	RECEIPTS	To note income received; Ketton Ladies Football Club hire charge WPFC hire charge for December	£45 recd £180 recd
23/165	DATE OF NEXT MEETINGS It was noted that the date of the next Parish Council meeting is Monday 11 th March 2024 at 7pm and the next Playing Field Working Group meeting is 4/3/24. Next Planning Committee meeting is 11/3/24 unless another is needed beforehand. See council notice board or website for details www.eastononthehill-pc.gov.uk		

Signed by Chairman _____ Date _____