

## Minutes of the meeting of Easton on the Hill Parish Council

held on 14<sup>th</sup> October 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 members of the public: 3

<b>24/86</b>	<b>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.</b> Apologies were received from Cllrs Green, Holwell, McAllister and Woodman.	
<b>24/87</b>	<b>DECLARATIONS OF INTEREST</b> To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. <b>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).</b> There were no declarations of interest made.	
<b>24/88</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.</b> The Chairman introduced the meeting to all and explained it was half way through the financial year before the Councillor elections are in May 2025. Two members of public expressed an interest in the vacant Councillor positions and talked a little about themselves, as per their application where applicable. See 91.2 below. <b>Chairman to remind Councillors of one of the Seven Nolan Principles of Public Life.</b> The Chairman reminded Councillors of the importance of the principle of honesty and always being truthful.	
<b>24/89</b>	<b>MINUTES OF THE LAST MEETING (previously circulated)</b> <b>To confirm as correct the record of the minutes of the last meeting held on 9<sup>th</sup> September 2024, previously circulated. Chairman to sign.</b> The minutes were agreed as a true record and duly signed by the Chairman.	
<b>24/90</b>	<b>MATTERS ARISING from previous meeting. Other suggestion for funding for LED lights conversion not supported.</b> This was noted.	
<b>24/91</b>	<b>GOVERNANCE AND FINANCE</b>	
	<b>91.1</b>	<b>To receive finance report and internal checks until end of September 2024 and resolve any queries, herewith.</b> The Clerk summarised the current position that the basic budget is 59% spent at 50% through the year and the pavilion project budget is showing over budget however there were funds earmarked from last year. The land registry project is in progress and the new speed sign project is due to be completed soon. The reserves predicted at the end of the year, if the budget is on target and hire income received, will be 25k, which is important for the decision on the car park works.
	<b>91.2</b>	<b>To receive any applications for co-option to the Parish Councillor vacancy and agree co-option or not. To note another vacancy exists to co-opt to after 17/10/24.</b> The Councillors considered the application received and agreed to co-opt Mr D Bradberry to the vacant position. They also considered the other applicant and agreed to co-opt Mr R Whileman to the other position once confirmed and once the application form was submitted. <b>Action Clerk</b>
	<b>91.3</b>	<b>To note training on offer and agree new bookings, including Councillor Development Framework.</b> The latest training courses and information had been circulated and noted. New Councillors will be sent details. <b>Action Clerk</b>
	<b>91.4</b>	<b>To note feedback from NCALC conference, herewith, and Employment Law update briefing, to follow.</b> The Clerk had summarised the useful election and recruitment information from the conference and will circulate the employment law workshop, after explaining the recent change in the law on sexual harassment and the prevention steps needed of an employer. <b>Action Clerk</b>
	<b>91.5</b>	<b>To receive and consider budget requests from working groups and any other general projects and costs for the next financial year. (Ideas; remainder/part of streetlights conversion to LED max 7.3k)</b> It was noted that the budget requests received and noted so far are Traffic Working Group 1k and footpaths £500 to C/F again – this will be queried. The Chairman explained the situation regarding

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

		the project budget of around 10k previously included in precept amounts and that now the pavilion is basically fit for purpose, there has been enough spent on the playing field and more grants will be considered in future. It was noted that Trees and Greens predicted more expenditure on the grass cutting but more details are to follow.
<b>24/92</b>	<b>PLAYING FIELD AND PLAYING FIELD WORKING GROUP (PFWG)</b>	
	<b>92.1</b>	<b>To hear new information and costs on the car park remediation and agree a plan of action. PFWG recommend to accept contractor's full proposal to exclude removal of Bodpave and installation of a height barrier.</b> Due to more information received from the contractor on the method, the decision made at the last meeting was revisited and further explained. It was then agreed, on the basis of reduced liability for the Parish Council, to accept the proposal of the contractor in full (leaving the Bodpave in situ) meaning a spend on materials of £9640 and the addition of a height barrier to restrict heavy vehicles to the area, approx. £1500 and so a total of 11k was agreed to be spent to bring the car park up to standard. The waste removal contractors will be contacted to confirm their requirements. <b>Action Clerk to liaise with contractor and PFWG to look at the height barrier options.</b>
	<b>92.2</b>	<b>To receive and note update from PFWG – herewith – and discuss/agree queries/proposals;</b> The circulated updated action plan was received and noted, with the yellow highlighted text for decisions; WPFC request to put up an advertising board – this was agreed. WPFC request to make longer term improvements and ACC grants for equipment – this was agreed to be discussed at a meeting with them on 22/10. <b>Action Cllr Nicol and Clerk</b> MEF £500 grant approved to purchase outdoor gym equipment. It was agreed not to spend any more money from the PC budget, until later in the year when more money may be available and more equipment decided upon. <b>Action Clerk</b> to request reserving the grant. Grass cutting spec for PF. It was agreed this would be the same as it is now without two small areas on the far side and strimming of more benches around perimeter, plus communication around delay/cancelling due to weather to tie in with volunteer. <b>Action Trees and Greens</b> for spec. Park runs idea – needs a co-ordinator. It was agreed to advertise in the next village WOTH newsletter. <b>Action Clerk</b> Budget for next year. It was suggested that a scarifier may be useful at £600. <b>Action Finance</b> Working Group Nature Recovery Group grant. It was confirmed that a grant of £4184.50 has been received from two awarding bodies via Northants Rockingham Vision and the orders are needed by the end of the month. <b>Action Clerk with Jeff Davies/NRG</b>
	<b>92.3</b>	<b>To note requests from 2 cricket clubs (Bharat and Burghley) to share hire of the facilities next year and agree response. (PFWG recommend no requests to share facilities are considered in the future and the agreement stays exclusive at all times - one has withdrawn request.)</b> The requests (one had since withdrawn) were noted and it was agreed not to consider any future requests due to current agreements in place.
	<b>92.4</b>	<b>To receive and note feedback from Environmental Officer from NNC visit to pavilion and agree actions, including bar licence update.</b> The Clerk gave feedback from the visit and that the recommendations on basic processes being displayed are being put in place. It was also confirmed that the bar licence is in place and must be displayed behind the bar.
	<b>92.5</b>	<b>To note feedback on monthly play equipment and pavilion checks (Health and Safety) and agree any necessary new actions.</b> The PFWG and General Maintenance Contractor have been made aware of the list of outstanding actions and they are in progress. <b>Action PFWG/GMC</b>
<b>24/93</b>	<b>PLANNING COMMITTEE (Cllr Lawson, Cllr Mountain, Cllr McAllister, Cllr Watson and Cllr Woodman)</b>	
	<b>93.1</b>	<b>To receive and note feedback from Planning Committee meeting on 14/10/24, including terms of reference updated for clerk delegation of power.</b> The Chairman reported that there were two new applications, with responses agreed.
	<b>93.2</b>	<b>To receive update on flagpole location.</b> This item was agreed to be moved to later in the meeting.
<b>24/94</b>	<b>REPORTS</b>	<b>FROM REPRESENTATIVES</b>

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94.1	Checkers reports/village maintenance	<p>a) To receive checker reports from Councillors and address any issues raised. Cllr Holwell for September (and Cllr Mountain for October). The checks will be carried out soon. <b>Action Cllr Mountain</b></p> <p>b) To note any new reports of village maintenance. (to note Longhurst to deal with tenants and are checking ownership of alleyway to The Close) and resident issue with hedges between properties. This was noted.</p> <p>c) To agree temporary sign from resident to “go slow” near the Close if received. It was agreed that a resident could put up a sign near turning to The Close warning vehicles to go slow.</p> <p>d) To note more bulbs received for Spring Close and agree planting. Cllr Lawson had been sent more bulbs and they will be planted soon in agreement with Trees and Greens. <b>Action TAG</b></p>
94.2	Village Hall	<p>1) To note any update from Cllr Green representative. There was no update.</p>
94.3	Joint Action Group and Police Liaison Representative (JAG/PLR)	<p>1) To receive and note any update. Information on the new Police Fire and CC meetings restarting was noted and also information on the PLR role.</p>
94.4	Traffic Working Group	<p>1) To note purchase of new device (with grants and £1330 PC budget) to be installed soon. This was noted and it was confirmed it will be fitted soon and a risk assessment will be agreed before installation. <b>Action Clerk/Cllr Woodman</b></p> <p>2) To note Community Speedwatch Scheme information and any volunteers. It was noted that Cllr Green evidently has 10 volunteers for a scheme. There were no volunteers replied directly to the advert in WOTH. <b>Action Cllr Green</b></p> <p>3) To note feedback on markings in New Road, herewith. The update after chasing this work was received and noted.</p> <p>4) To note request to add support to dropped kerb A43, herewith. It was agreed to support this. <b>Action Clerk to confirm</b></p>
24/95	<b>ALLOTMENTS</b>	
95.1	To receive update from Allotment Manager. The Allotment Manager reported all was ok.	
24/96	<p><b>TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) (Cllr Green, Cllr Mountain, Cllr Holwell and Cllr Bates)</b></p> <p>a) To receive and note feedback from the latest Nature Recovery Group meeting including the recent grant award, purchases plan and new cutting/planting plans. The grant was discussed at 92.2. The grass cutting etc plans are in progress and nearly complete.</p> <p>b) To discuss and agree the grass cutting requirements for the whole village from the plans, in order to build a specification for Clerk to get grass cutting quotes from – see PFWG summary. The playing field was agreed earlier at 92.2 and Cllr Green is pulling together all the other maps/work for the spec to be agreed at next meeting. <b>Action TAG/Cllr Green</b></p> <p>c) To note tree survey done January 2024 and full survey due July 2025, unless there are storms – agree on tree survey date. It was agreed that the tree survey can be carried out as advised next year.</p> <p>d) To receive and note any other feedback from Trees and Greens Group. There was nothing more.</p>	
24/97	<p><b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS</b></p> <ul style="list-style-type: none"> <li>- To suggest and agree any specific items for November’s What’s on the Hill. The Park Run idea and possibly Speedwatch, plus new Councillors.</li> <li>- To agree purchase of Remembrance Day products, herewith. It was agreed to purchase a wreath and a flag up to £50. It was further agreed to keep the Union Jack flag. <b>Action Clerk</b></li> <li>- To receive and note request for a grant towards hire of the hall for Winter Warmer sessions from November and agree or not amount of £200. This was considered and agreed. <b>Action Clerk</b></li> </ul>	
24/98	<p><b>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</b></p> <p>a) Consultation on reduction of speed limits A43 Collyweston/Easton, herewith and circulated. This was noted and residents given further information as requested.</p> <p>b) Rural housing Roadshow 7/11/24 Nassington 7-9pm ACRE. This was noted and Cllr Lawson was hoping to go.</p> <p>c) Strategic Town and Parish Forum 21/11/24 7pm for clerks and councillors – any takers? This was noted and Cllrs to check availability. <b>Action All</b></p>	
24/99	<p><b>LAND REGISTRATION</b></p> <p>To receive and note information on company offer to register land eg Pocket Park and agree costs (budget £600)</p>	

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	Cllr Lawson confirmed he had sent all the information to the company who said they were very busy. He also queried the allotments land and asked for any historical information. <b>Action all</b>		
<b>24/100</b>	<b>ORDERS FOR PAYMENT To agree payments to be made as follows;</b> Payments were agreed as follows:		
	<b>100.1</b>	Clerk reimburse for HP ink plans Sept E printer £4.49 plus one shared with other PCs £8.57.	£13.06
	<b>100.2</b>	Clerk reimburse for Microsoft package October and home office allowance, plus mileage	£5.99, £26, £5.40
	<b>100.3</b>	HMRC employer NI payment £32.77 and employee tax/NI payment £26.80 October	£59.57
	<b>100.4</b>	Yu Energy electricity bill as per contract, paid by direct debit, October	£333.82 £16.58
	<b>100.5</b>	EDF Briers electricity for street lighting	£20.32
	<b>100.6</b>	EDF Energy for pavilion usage charged to WPFC by DD	£77.03
	<b>100.7</b>	Village hall hire	£28
	<b>100.8</b>	Clerk salary/hours payable 31/10/24 £995.50 less tax and NI due	£968.70
	<b>100.9</b>	Multipay card monthly fee and bank charges, now monthly	£6/£3
	<b>100.10</b>	Mountain Recycling payments, service re-instated	£28.12 for September £91.99 for Jun-Aug
	<b>100.11</b>	Grounds Maintenance Contractor invoice for September £240 labour £11.95 materials	£251.95
	<b>100.12</b>	Leics Gardens for grass cutting invoice 24/187 cuts in August	£640
	<b>100.13</b>	Elan City new speed device	£2700
	<b>100.14</b>	Vision ICT bi-ennial fee for gov.uk domain	£78
	<b>100.15</b>	Car park renovations and height barrier	£11k maximum
	<b>100.16</b>	Winter Warmer event grant	£200
	<b>100.17</b>	MVAS remainder of balance to pay after grants received and from budget	£1330 exc vat
	<b>100.18</b>	Outdoor gym equipment piece, with grant of £500 and PC budget	Not agreed
	<b>100.19</b>	NNC commercial bin sacks	£86.70
	<b>100.20</b>	Nature recovery project items from grant	£4184.50
<b>24/101</b>	<b>RECEIPTS</b>	To note income received; WPFC for rent August paid and September is due Addida for water usage WPFC utility elec bill due Bank account interest received 30/9/24	£272.51 £44.47 paid 3/10 £59.68 £191.74
<b>24/85</b>	<b>DATE OF NEXT MEETINGS</b> It was noted that the date of the next meeting is 11 <sup>th</sup> November 2024 at 7pm and the next Planning Committee meeting is provisionally 11/11/24, dependent on new applications and that details can be seen on the council notice board or website for details <a href="http://www.eastononthehill-pc.gov.uk">www.eastononthehill-pc.gov.uk</a>		

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