

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

held on 14<sup>th</sup> April 2025 at 7pm in the Village Hall, New Road, Easton on the Hill

Present: Cllr Green, Cllr Holwell, Cllr Lawson, Cllr Mountain, Cllr Nicol (Chairman), Cllr Whileman and Cllr Woodman.

Clerk: Mrs J Rice and members of the public: 3 - including 1 prospective Oundle Ward/Unitary Councillor, Simon Fairhall and 2 prospective Parish Councillors, K Cox and R Pye.

24/186	<b>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.</b> Apologies were received from Cllr Watson and belatedly from Cllr McAllister. Cllr Bradberry did not attend.	
24/187	<b>DECLARATIONS OF INTEREST</b>	
	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.	
24/188	<b>PUBLIC PARTICIPATION</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. Chairman to remind Councillors of one of the Seven Nolan Principles of Public Life. The Chairman welcomed the public and also congratulated those who were standing and offered thanks and good luck wishes to all. He reminded Councillors of the Nolan Principle of Public Life of Openness.	
24/189	<b>MINUTES OF THE LAST MEETING</b>	
	To confirm as correct the record of the minutes of the last meeting held on 10 <sup>th</sup> March 2025, previously circulated. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.	
24/190	<b>MATTERS ARISING from previous meeting. Climate and Nature Action survey completed. Road Safety grant monitoring form completed.</b> These were noted.	
24/191	<b>GOVERNANCE, TRAINING AND FINANCE</b>	
	191.1	<b>To receive end of year finance report and internal checks until end of March/the financial year 2025 and resolve any queries, herewith.</b> The report was received and it was noted that the basic expenditure was 8% over budget and the project budget was 200% over budget but due to the agreed car park and pavilion refurbishment costs, 9k of which was taken from general reserves that had previously been built up. Other projects included a new speed sign and the nature recovery project both paid for with some grants. The hire income received from the football team covered the grounds maintenance costs. The bank balance going into 2025/26 is £17439, with £6573 earmarked reserves and £10866 general reserves. This includes the 3k vat reclaimed already, which was noted.
	191.2	<b>To note Joint Panel on Accountability and Governance Practitioner's guide changes to be aware of for Annual Governance and Accountability Return (AGAR) signing.</b> This was noted.
	191.3	<b>To receive AGAR internal audit report and resolve any actions, herewith.</b> The report was received and noted.
	191.4	<b>To review AGAR Governance Statements and Chairman and Clerk to sign the form, herewith.</b> The statements were read and agreed and the Chairman and Clerk signed the form.
	191.5	<b>To review AGAR Accounting Statements and Chairman to sign the form, herewith.</b> The figures were noted and agreed and the Chairman signed the form.
	191.6	<b>To agree dates for public to exercise rights to inspect accounts and forms to be submitted to external auditor as required, herewith.</b> The suggested dates were agreed and the required submission forms to be sent by the deadline. <b>Action Clerk</b>
	191.7	<b>To note outcome of Parish Councillor nomination process and agree any actions. To note existing Councillors in post until 6/5/25.</b> It was noted that there is to be a contested election. Candidates have been asked for a short bio to be sent for the next What's on the Hill and notice boards. Voting is to be encouraged by all.
	191.8	<b>To note legal duties to auto-enrol into pension scheme for Clerk completed and also opt out.</b> It was noted that the Clerk had been auto enrolled in to the pension scheme as legally required but then had chosen to opt out.

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

	191.9	<b>To resolve to do Clerk's appraisal/increment for coming year.</b> It was agreed that the outgoing committee should do the last year's appraisal and arrangements will be made. <b>Action Clerk/Committee</b>
	191.10	<b>To review risk assessment and asset list for insurance/audit, herewith.</b> These were reviewed and agreed and the revised amounts for sums assured, including the cricket equipment still, will be sent to the insurance co. <b>Action Clerk</b>
<b>24/192</b>	<b>PLAYING FIELD AND PLAYING FIELD WORKING GROUP (PFWG)</b>	
	192.1	<b>To resolve previously agreed costs of £150 for rolling the playing field to be used instead to purchase scarifier to benefit pitch/contractor's work, or agree hire of scarifier instead at £28 pd.</b> It was agreed to share the purchase cost of the scarifier but own the asset and pay £150, to be invoiced by GMC.
	192.2	<b>To agree gym equipment choice from new grant of 4k.</b> It was agreed to defer the choice of the quotes received for 3 or 2 pieces to the newly elected Council. <b>Action Clerk</b>
	192.3	<b>To agree move to different, cheaper CCTV mobile plan for £48 pa. currently £10 per 2m.</b> It was agreed to change the plan if this was more suitable. <b>Action Clerk</b>
	192.4	<b>To discuss and resolve moving of team shelters for cricket season.</b> It was noted that the shelters have already been moved and will be returned and secured for the football season.
	192.5	<b>To discuss and resolve investigation into grants for new cricket club equipment and PC role in arrangements and associated costs. Or C/F to May.</b> It was agreed to defer this item and discuss with the sports clubs tenants their opportunities for them to apply for specific grants.
	192.6	<b>Health and safety - to note feedback and update on monthly play equipment and pavilion checks plus village hall contact and agree any necessary new actions, incl fire warden refresher £35.</b> <b>To note list of outstanding jobs, herewith, and agree costs where appropriate, herewith eg new fire extinguisher for garage c£130, painting jobs c£385 max. plus car park maintenance necessary?</b> The list of outstanding jobs was received and noted for actions, and costs were agreed to de-rust and paint the old slide and swings, and to buy a new fire extinguisher. It was agreed to just rake and roll the car park gravel within GMC role <b>. Action Clerk/GMC</b>
	192.7	<b>To note update on bin emptying and contractual issue.</b> It was noted that the NNC contractor appears to be doing all bins now and the recycling contract bin is mostly not being emptied and there are still outstanding bills but no response on the ending of the contractual issue.
	192.8	<b>To receive and note correspondence from resident/GMC regarding the over usage of the pitch and problems with Wittering Premiair Football Club, previously circulated.</b> This was received and noted, as previously not in time to be shared. Content was not discussed in detail but sports teams are aware of the issues raised - of the Drift and pitch "over usage" - and it is hoped that more "local" teams will encourage acceptance. It was noted that R Pye will arrange to finish the tidy/handover to cricket.
<b>24/193</b>	<b>PLANNING COMMITTEE (Cllr Lawson, Cllr Mountain, Cllr McAllister, Cllr Watson and Cllr Woodman)</b>	
	193.1	<b>To note latest feedback from the Planning Committee meeting/applications.</b> Cllr Lawson gave feedback from the meeting preceding this one. Cllr Lawson had helpfully done some handover notes. Cllr Lawson also stated that the land registration project is ongoing and he will visit archives if required.
<b>24/194</b>	<b>REPORTS</b>	<b>FROM REPRESENTATIVES</b>
	194.1	<b>Checkers reports/village maintenance</b> a) <b>To receive checker reports from Councillor Woodman and address any issues raised. Cllr Woodman for April and new list from May 2025, plus train new Councillors.</b> It was noted that the pest control contractor will be urged to address the moles. <b>Action Clerk</b> b) <b>To note any new reports of village maintenance and resolve any action, including bin lid £45, trees in Church St. verge, and grit bin status.</b> There were no new issues however it was noted that a new dog poo bin lid has been fitted. Cllr Lawson raised the issue that grit will need to be purchased as CIPS are moving from the village. Trees planted in the Highways' verge in Church St that have been queried by a resident were discussed and no action agreed as no complaint received. It was agreed to remove or repair with grant (tbc) the fencing at Top Hedges. c) <b>To receive and note any update from Parish Path warden.</b> There was no new update.
	194.2	<b>Village Hall</b> 1) <b>To note any update from Cllr Green, VH representative.</b> It was noted that plans on the storage area are underway.

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

	194.3	<b>Police Liaison Representative</b>  1) <b>To receive and note any update, Cllr Whileman.</b> Cllr Whileman had received crime information but not local. It was noted that information has been passed to police on possible drug taking.	
	194.4	<b>Traffic Working Group</b> 1) <b>To receive update from working group/Cllr Woodman on device data.</b> Cllr Woodman advised that he has a meeting with the suppliers about the data range. 2) <b>To note grant monitoring form completed.</b> This was noted. It was further noted that the new grant/application that was passed on by Helen Harrison has not yet been received.	
24/195	<b>ALLOTMENTS</b>		
	195.1	<b>To note allotment tenancies all renewed/paid and vacancy allocated.</b> This was noted.	
24/196	<b>TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) (Cllr Green, Cllr Mountain, Cllr Holwell)</b> a) <b>To receive and note update on nature recovery plans.</b> Cllr Mountain has updated the plans and it was noted that the work at the Woodland Area has already produced new nesting birds and other activity including a rare Green Hairstreak Butterfly, as reported by resident Jeff Davies. The plans will be shared in due course. <b>Action Clerk</b> b) <b>To receive any other feedback and update from Trees and Greens Group, including Spring clean, ivy cut back etc at Spring Close.</b> There was no new update, and agreed that whilst some ivy had been cleared in the recent works, more could be done.		
24/197	<b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS</b> - <b>To suggest and agree any specific items for May's What's on the Hill.</b> It was agreed that the summary of all candidates will be included. - <b>To receive and note update on the flag pole and decide flags/when fly.</b> Cllr Lawson summarised the situation and handover. Cllr Nicol has donated an Easton on the Hill logo flag as a parting gift and he was thanked for this. It was agreed this will go up as standard and special event will mean the Union Jack will be flown as appropriate. <b>Action Clerk/Cllr Woodman</b>		
24/198	<b>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</b> - <b>To note nomination process for Rose of Northamptonshire award, deadline 22/4/25, recognition for community work.</b> This was noted and individuals encouraged to send one in if they wish. <b>Action</b> - <b>To note request for Chairman to meet with Lee Barron, MP to hear about PC activities and agree.</b> This was noted and agreed for the Chairman to attend and respond. <b>Action Cllr Nicol.</b> - The Clerk reported that due to new Windows update requirements, her laptop will need to be replaced later this year and it was agreed that options will be explored and presented. <b>Action Clerk</b>		
24/199	<b>ORDERS FOR PAYMENT</b> Payments were agreed as follows;		
	199.1	Clerk reimburse for HP ink plan shared with other PC £9.57	£9.57
	199.2	Clerk reimburse for Microsoft package April home office allowance, plus mileage	£8.49, £26, £13.50
	199.3	HMRC employer NI payment and employee tax/NI payment April	£125.55/£33.60
	199.4	Yu Energy Briers street lighting bill as per contract, paid by direct debit, March	£19.60
	199.5	Yu Energy electricity for street lighting, paid by DD, April	£395.17/£17.60
	199.6	EDF Energy for pavilion usage for Feb, end bill. And Yu energy bill March	0.52p/£25.88
	199.7	Village hall hire	£43
	199.8	Clerk salary/hours payable 30/4/25, £1030.02 less tax and NI due – above	£996.42
	199.9	Multipay card monthly fee and Unity bank charges, monthly	£3/£6
	199.10	Grounds Maintenance Contractor invoice for March, labour and materials	£225/£147.60
	199.11	WPFC for works done as per agreement appendix and invoiced previously	£100 not yet paid
	199.12	CAPALC for audit services, subscription, DPO	£945.99
	199.13	Road Safety for bin lid plus maintenance items agreed above.	£45.60
	199.14	Clerk for refreshments at APM	£14.93
	199.15	NNC for bin bags x 2 lots/service	£173.40
24/200	<b>RECEIPTS</b>	WPFC for hire/utility ACC hire charge due in advance of 14/4 VAT reclaim received Grant from NNC Community Fund Allotment rents Interest IA acct	Jan due £314.35/£75 paid. £350 £3033.82 £4000 £74.75 £47.77

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

<p><b>24/201</b></p>	<p><b>DATE OF NEXT MEETINGS</b> To note that the date of the next full council meeting is the Annual Parish Council meeting on <b>Monday 12<sup>th</sup> May 2025 at 7pm</b> in the village hall and the next Planning Committee meeting is to be agreed.</p> <p>Finally, Cllr Nicol thanked everyone for working together so well over the 4 year term and to be proud of their achievements and that it can be said that they “got things done, nicely”. Tim then read some words sent in from Cllr Watson, expressing his regret not to be there, regret that he could not continue as Councillor and thanking everyone.</p>
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Signed by Chairman\_\_\_\_\_Date\_\_\_\_\_