

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

**held on 9<sup>th</sup> June 2025 at 7pm in the Sports Pavilion, The Drift, Easton on the Hill**

Present: Cllr K Cox, Cllr A Davey, Cllr J Garner, Cllr R Holwell, Cllr J Lyons, Cllr D Mitchell, Cllr J Stephenson, Cllr S Woodman. Cllr Kaye joined the meeting after co-option item 23.1.

Clerk: Mrs J Rice and 8 members of the public.

<b>25/18</b>	<b>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.</b> Apologies were received from Cllr Kendall, Cllr McAllister and Ward Cllr Simon Fairhall.	
<b>25/19</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. Reminder to members to complete and 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.	
<b>25/20</b>	<b>PUBLIC PARTICIPATION</b>	
	<p><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></p> <p><b>Chairman to remind Councillors of one of the Seven Nolan Principles of Public Life.</b></p> <p>The Chairman reminded Councillors of the principle of integrity in all that they do.</p> <p>A member of the public raised a concern about (lowering) the speed limit on the A43, especially at New Town which is on a blind bend. She stated she had written to Ward Cllr Helen Harrison and Highways who suggested a petition and she has already spoken to nearby residents who support it. Councillors also supported it and will write to Highways also.</p> <p>Another member of public asked for dates of home matches to be advertised at the bottom of the Drift and this will be discussed under the playing field item.</p> <p>Another member of public mentioned that supporting documents had not been published with the agenda, as it normally is. The Clerk apologised and said she had not added anything this month, however she thought there was enough information available in the meeting.</p> <p>There were two applicants in attendance for co-option and they each stated their brief applications circulated to all said all they wanted to say. Cllrs had no questions.</p>	
<b>25/21</b>	<b>MINUTES OF THE LAST MEETING</b>	
	<p><b>To confirm as correct the record of the minutes of the last meeting held on 12<sup>th</sup> May 2025, previously circulated.</b></p> <p><b>Chairman to sign.</b> The minutes were agreed as a true record and duly signed by the Chairman.</p>	
<b>25/22</b>	<b>MATTERS ARISING from previous meeting. Website updated (more photos needed).</b> There were no more matters arising.	
<b>25/23</b>	<b>GOVERNANCE, TRAINING AND FINANCE</b>	
	<b>23.1</b>	<p><b>To note period to call a bi-election has expired and council can co-opt to the vacancy left by E Laurance - to receive applications for co-option (herewith) and resolve who to appoint, as per co-option policy. Applicant free to join the meeting on signing the declaration of acceptance.</b></p> <p>Councillors voted using ballot slips in the meeting and there was a majority vote in favour of Catherine Kaye, who was duly appointed to the vacant position, signed the declaration of acceptance and joined the meeting.</p>
	<b>23.2</b>	<p><b>To receive and note finance report and internal checks until end of May 2025 and resolve any queries, herewith.</b></p> <p>The Clerk's report was received and noted. The budget is showing overspent however it was explained this is due to payments made at the beginning of the year ie audits, subs and insurance. She advised that playing field maintenance needs a more detailed plan to avoid overspending. The bank balance is 50.2k however contains earmarked reserves for 4k gym equipment (from a grant) 2.3k other items, unspecified projects of 3k and reserves build up of 4k.</p>
	<b>23.3</b>	<p><b>To note training session arranged for 7/7/25 and resolve individual training sessions as per training policy. To agree Chairmanship and planning training. To consider code of conduct training with Danny Moody in September. Herewith summary and cancellation policy.</b></p>

		The whole council group training was agreed for the 7/7/25 and Cllrs are urged to attend if they can. It was agreed that others will book on individual dates and these will be circulated, plus Chairmanship and Planning training where appropriate was agreed also, however the Code of Conduct training was agreed to be considered at a later date. <b>Action Clerk to book</b>
	<b>23.4</b>	<b>To review committees, roles etc and fill any gaps, herewith.</b> The gaps were reviewed and some members appointed to vacancies, and the PLR post being reviewed. <b>Action Clerk</b> to send information.
	<b>23.5</b>	<b>To note any more forms/admin outstanding and reminders re register of interests.</b> The Clerk reminded Councillors of the deadline for, and the importance of, the expenses forms and Register of Member's Interests, as circulated.
	<b>23.6</b>	<b>To note banking signatories set up and resolve any issues.</b> This was noted as sorted and now ex Cllrs can be removed. <b>Action Clerk</b> to arrange more forms.
	<b>23.7</b>	<b>To hear of ideas for spending PO collection monies of £275 or ask residents.</b> It was agreed that costings etc will be gathered for a sign saying "Next Home Match" for the Drift/playing field and also community goal nets. <b>Action Cllr Garner/Cllr Woodman</b>
	<b>23.8</b>	<b>To receive and note individual log ins for NCALC website/service/resources/training courses on offer.</b> This was explained and noted.
	<b>23.9</b>	<b>To note opportunity to receive a electoral register, for strict limited use only.</b> This was noted and agreed only Clerk need receive one.
	<b>23.10</b>	<b>To receive and note current Parish Council Action Plan and consider review and revisions, herewith.</b> This was briefly discussed and it was decided to defer to a later agenda. <b>Action Clerk</b>
	<b>23.11</b>	<b>To discuss a change to CCTV policy to allow Cllr access – not advised by Clerk/law – GDPR Gov. Surveillance Code. (Cllr Cox)</b> Cllr Cox stated he wanted a Cllr to be able to monitor footage of the surveillance camera, and he thought he was best placed to do this. The Clerk explained the GDPR law is there to protect people's privacy and the CCTV policy has already been agreed to only be viewed by officers (not individual Cllrs or contractors) when there is an incident and footage can then be passed to the police or insurers, ie it is not necessary to monitor people's movements. It was agreed to defer to when Cllrs feel more informed to make a decision. <b>Action Clerk</b>
	<b>23.12</b>	<b>To note smart meter installation booked for Briers lighting meter box.</b> This was noted as residents sorted attendance themselves.
<b>25/24</b>	<b>PLAYING FIELD AND PLAYING FIELD WORKING GROUP (PFWG)</b>	
	<b>24.1</b>	<b>To note Playing Field working Group to be reviewed and resolve future management of the playing field/pavilion options, see attached, with additional features/pros and cons, herewith.</b> The report was received and noted and the differences/merits between committees and working groups were discussed/considered. Cllr Cox raised a query regarding the interests of committee/group members included in the report. The Clerk clarified that members with disclosable pecuniary interests (DPIs) should not participate in any of the discussions regarding items that might affect the contracts and a further discussion took place that confirmed the position, as detailed in the code of conduct and agenda. Cllr Cox thought he was not required as a Councillor or contractor and outlined his generous commitments to the work, however, it was stated that this is not the issue – it is how it is perceived and there to protect the council and him and enable free discussions and decisions to take place without contractors present. It was noted that it is a legal requirement for Councillors to declare interests and that a report from contractors via the Clerk is required to enable future agenda items to be discussed, whilst Cllrs with interests are not present.
	<b>24.2</b>	<b>To hear feedback from meeting on cricket club grant opportunities and resolve action.</b> This was not covered due to the time. <b>Action C/F</b>
	<b>24.3</b>	<b>To resolve payment of £100 to cricket club as per agreement for work done, and discuss additional expenditure for extra keys and fencing.</b> The £100 payment was deferred due to a change in the agreement terms. <b>Action Clerk</b>
	<b>24.4</b>	<b>To receive and note request from WPMC/KFC to play a kids session one Saturday to help recruitment- see information, liaise with ACC.</b> The request was received and noted and no problems perceived except the possible speeding traffic dropping the children off at a kids activity. It was agreed to ask that traffic is controlled as far as possible. <b>Action Clerk/Billy</b>
	<b>24.5</b>	<b>To receive and note report from Wittering/Ketton FC re suggested changes to the hire agreement and resolve response, herewith.</b>

		It was agreed to defer this item due to the time available and members of the public not happy that the request for some changes to the hire agreement were not made public before the meeting. <b>Action Clerk</b>
	<b>24.6</b>	<b>To receive update on new gym equipment installation.</b> It was noted that installation is arranged for 16/6/25.
	<b>24.7</b>	<b>Health and safety - to note feedback and update on GMC monthly play equipment and pavilion checks and update on list of jobs – same as previously. To discuss H/S contact.</b> This was not covered due to the time available.
	<b>24.8</b>	<b>To discuss and agree installation of extra internal garage security - FOC from company.</b> This was noted and agreed.
	<b>24.9</b>	<b>To discuss tin can fund raising appeal for playing field, who to monitor/control. (Cllr Cox)</b> This was not covered due to time available.
<b>25/25</b>	<b>PLANNING COMMITTEE (Cllr McAllister, Cllr Mitchell, Cllr Stephenson, Cllr Woodman)</b>	
	<b>25.1</b>	<b>To note latest feedback from the Planning Committee meeting/applications.</b> <a href="https://publicaccess.east-northamptonshire.gov.uk/online-applications/">https://publicaccess.east-northamptonshire.gov.uk/online-applications/</a> <ol style="list-style-type: none"> <li>1. See attached minutes from the last meeting and updates/responses needed since ;</li> <li>2. NE/25/00552/TCA tree work in a conservation area – remove Damson tree at 31 Church St. <b>Decision needed.</b> It was decided to support this application.</li> <li>3. NE 25/00550/FUL full planning permission for single story side extension, entrance porch infill, replacement windows, new patio doors, internal alterations at 17 Western Ave. <b>Decision needed.</b> It was decided to support this application, again.</li> <li>4. NE/24/00778/FUL approval given for change of use of land for dog training and exercise centre, portakabin and provision of car parking and fencing, at land off Cliffe Road. This was noted.</li> <li>5. NE/25/00018/FUL refusal of permission for replacement of Collyweston slate roof to main house at 44 Church St. This was noted.</li> <li>6. NE/25/00339/FUL refusal of permission for construction of S/S Oak framed dining room to rear of existing dwelling at 37 West St. This was noted.</li> </ol>
<b>25/26</b>	<b>REPORTS</b>	<b>FROM REPRESENTATIVES</b> These items were not covered due to lack of time.
	<b>26.1</b>	<b>Checkers reports/village maintenance – not covered</b> <ol style="list-style-type: none"> <li>a) To receive checker reports from Councillor Woodman for May and address any issues raised. Note new list from May 2025, Cllr Kendall for June.</li> <li>b) To note any new reports of village maintenance and resolve any action/expenditure.</li> <li>c) To discuss a Cllr to monitor potholes – see information. (Cllr Cox)</li> <li>d) To receive and note any update from Parish Path warden.</li> </ol>
	<b>26.2</b>	<b>Village Hall</b> <ol style="list-style-type: none"> <li>1) To note any update from Cllr Lyons, new Trustee rep. This was not covered due to lack of time.</li> </ol>
	<b>26.3</b>	<b>Police Liaison Representative</b> <ol style="list-style-type: none"> <li>a) To receive and note invite from PCSO to PLR/Parish re any concerns and decide response. This was not covered due to lack of time.</li> </ol>
	<b>26.4</b>	<b>Traffic Working Group</b> This was not covered due to lack of time. <ol style="list-style-type: none"> <li>1) To receive update from working group/Cllr Woodman on device data.</li> <li>2) To note grant monitoring form completed.</li> </ol>
<b>25/27</b>	<b>ALLOTMENTS</b>	
	<b>27.1</b>	<b>To note allotment manager details and information passed over. To receive and note update.</b> This was not covered due to lack of time.
	<b>27.2</b>	<b>To decide on a free allotment gesture.</b> It was decided that the allotment for M Bates (Ex Cllr Patsy's husband) will be free for 3 years in recognition of Patsy's contributions over many years.
<b>25/28</b>	<b>TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) (Cllr Cox, Cllr Holwell, Cllr Mitchell, Cllr Woodman)</b> <ol style="list-style-type: none"> <li>b) To receive and note update on nature recovery plans, updated by Jeff Davies, herewith, and resolve any actions, incl spare Barn Owl box for a farmer maybe? This was not covered due to lack of time.</li> </ol>	

	<p>c) <b>To note update on grass cutting contract and resolve any action.</b> The Clerk had sent contract information to Cllrs (especially Trees and Greens) for information, to be familiar on the specification for any future queries.</p> <p>d) <b>To note update on fencing project.</b> This is hoped to be completed at a Spring Close clean up. The Spring Clean will be held this week and will include M Bates' allotment.</p> <p>e) <b>To note request for second flagpole at Spring Close and resolve response.</b> This was agreed.</p> <p>f) <b>To receive any other feedback and update from Trees and Greens Group, including future grant opportunity, help from Hannah, NNC.</b> This was not covered due to lack of time.</p>		
25/29	<p>g) <b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS</b> This was not covered due to lack of time.</p> <ul style="list-style-type: none"> <li>- <b>To suggest and agree any specific items for June's What's on the Hill – new Councillors, NR, PO monies</b></li> <li>- <b>To decide on a donation/flowers.</b></li> </ul>		
25/30	<p>h) <b>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</b> This was not covered due to lack of time.</p> <ul style="list-style-type: none"> <li>- <b>To note communication re track behind houses on the Crescent and PC position.</b></li> <li>- <b>To note request from NNC bus services re no parking at bus stop.</b></li> <li>- <b>To discuss layby Westfields/The Crescent. Cllr Cox.</b></li> </ul>		
25/31	<p><b>ORDERS FOR PAYMENT To agree payments to be made as follows;</b> These were all approved, except 31.12</p>		
	<b>31.1</b>	Clerk reimburse for HP ink plan shared with other PC £9.57	£9.57
	<b>31.2</b>	Clerk reimburse for Microsoft package May home office allowance, plus mileage	£8.49, £26, £8.10
	<b>31.3</b>	HMRC employer NI payment and employee tax/NI payment May	£125.75
	<b>31.4</b>	Yu Energy Briers street lighting bill as per contract, paid by direct debit, June	£17.17 and £333.24
	<b>31.5</b>	Yu Energy electricity for street lighting, paid by DD, June	£18.35
	<b>31.6</b>	Yu energy bill pavilion June	£28.78
	<b>31.7</b>	Village hall hire	£28
	<b>31.8</b>	Clerk salary/hours payable 30/6/25, £1030.02 less tax and NI due – above	£996.22
	<b>31.9</b>	Multipay card monthly fee and Unity bank charges, monthly	£3/£6
	<b>31.10</b>	Grounds Maintenance Contractor invoice for May, labour and materials K Cox	£142.50 and £175.79
	<b>31.11</b>	Handiman Grass cutting contract K Cox	£475
	<b>31.12</b>	Addida Cricket Club reimburse for works, plus invoice for keys	£100 deferred
	<b>31.13</b>	ICO subs (increased) by direct debit	£47
	<b>31.14</b>	Re-imburse Tim Nicol for signs for bike for P Bates.	£25
	<b>31.15</b>	Viking RAJA Group for stationery, shared with other PC (they pay £17.22 to EPC)	£71.24
	<b>31.16</b>	Eon maintenance contract	£285.60
25/32	<b>RECEIPTS</b>	Hire charges for Cricket Club for April and May	£350 x 2 received
25/33	<p><b>DATE OF NEXT MEETINGS</b> It was noted that the date of the next full council meeting will be on Monday 14<sup>th</sup> July 2025 at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications, but usually the same date.</p>		