

Minutes of the meeting of Easton on the Hill Parish Council

held on 10th November 2025 at 7pm in the Village Hall, New Road, Easton on the Hill.

Present Cllr A Davey (Chairman), Cllr J Garner, R Holwell, Cllr C Kaye, Cllr J Lyons, Cllr D Mitchell, Cllr J Stephenson, Cllr H Tungate and Cllr S Woodman. Clerk: Mrs J Rice and 3 members of the public

25/98	APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk. The Clerk received apologies from Cllr Cox, Cllr Kendall and Ward Cllr Fairhall.	
25/99	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 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. Councillors were once again reminded to complete their registers.	
25/100	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. In addition; - Chairman to remind Councillors of one of the Seven Nolan Principles of Public Life. - Chairman to remind members and the public of one of the meeting rules/Standing Orders A member of the public/village hall committee gave a report on the need for automation of the village clock and made a request for money towards the project. The Parish Council will discuss it later under 106.2. Another resident thanked the council members who attended the recent "A43 speed limit protest meeting" with Ward Cllrs and the press, and stated that, despite the not very positive response and seemingly inaccurate information used, they will take the issue further. It was noted that a police presence/speed gun was seen along the A43 recently.	
25/101	MINUTES OF THE LAST MEETING	
	To confirm as correct the record of the minutes of the last meeting held on 13 th October 2025, previously circulated. Chairman to sign. The minutes of the last meeting were agreed as a true record and duly signed by the Chairman.	
25/102	MATTERS ARISING from previous meeting. Energy grant completed in the main, Remembrance Day feedback, pavilion cleaned, sign install delayed. This was all noted.	
25/103	GOVERNANCE, TRAINING AND FINANCE	
	103.1	To receive and note finance report and internal checks until end of October 2025 and resolve any queries, herewith, to assist in decision making. The Clerk explained the financial position as being 65% spent at 58% through the year with no concerns due to early payments in full. The high budget lines of streetlighting are 68% spent, playing field maintenance, 74% and Clerk pay, 59%. It was explained that the project budget is as yet unspent and there are possible spends of swing contribution of £934, election costs 2k, and land registration project 1k, leaving reserves of approx. 18k if stick to budget. It was decided to ask for more information on the clock from the VH committee on timescales and amounts for discussion at the December meeting. Action Cllr Lyons
	103.2	To receive feedback from any training attended and agree any new training requests. Cllr Woodman attended quite useful financial training and Cllr Tungate and Kaye attended useful, basic training and good planning training, including material planning considerations.
	103.3	To receive outstanding asset checks feedback/forms from Cllr Davey, Cllr Mitchell and Cllr Lyons. Arrangements are in hand for all asset forms to be received with no reported issues so far. Action Cllrs
	103.4	To receive update on resident survey content/timescale and resolve progress. It was noted that arrangements are being made to redesign the survey and questions and build a plan to distribute it to residents over the Xmas break and return end of January. Action Cllrs Stephenson, Tungate and Davey.
	103.5	To receive any new projects budget requests for the upcoming financial year and budget/precept. There were no specific project requests, however trees and greens will submit a request and other considerations mooted were CCTV and village clock S137. The finance group will convene a meeting to discuss and propose a draft to bring to December's meeting. Action Finance and Clerk
	103.6	To note Cllr Tungate willing to be appointed Climate and Nature Champion for the Parish Council and training 19/11/25. Cllr Tungate was voted in to the CAN Champion role and will attend the training.
	103.7	To receive and note proposal for PC to handle poppies/soldiers in village and resolve way forward.

Signed by Chairman _____ Date _____

		It was agreed that Cllr Woodman will manage and store the Remembrance Day materials due to the resident previously responsible moving away. Action Cllr Woodman
	103.8	To receive new form for Councillors to use for new, proposals agenda items, attached. It was agreed that more clarity is needed for firm proposals on the agenda and this form can be used to prompt areas to consider and provide information on. Action all
	103.9	To note energy provider contract ends 31/3/26 and feedback from NCALC contact, to follow. The Clerk presented the details offered by the Clear Utilities NCALC contact, who state prices are set to rise and Yu Energy and many others are not taking unmetered supply contracts and so it was agreed to lock in the prices and savings now with the recommended company. Action Clerk
	103.10	To note job evaluation company cost of £100 for Clerk role/band and resolve to do this or go with Danny Moody feedback, increment was due April 2025, herewith feedback. The Clerk explained how it had been left and there was a short discussion about a way forward and it was agreed the staffing committee would meet to sort it out. Action Staffing Committee ; Cllr Lyons, Cllr Davey, Cllr Woodman and Cllr Kendall
25/104	PLAYING FIELD, PAVILION, PLAY AREA, WOODLAND AREA, SPORTS CLUB HIRE AGREEMENTS	
	104.1	To note new swings quotes and grant application/contribution from PC, to be agreed, to follow. The Clerk explained she was still waiting an up to date quote, however has a quote to use that ties in with what was agreed for the PC contribution. Cllr Woodman suggested deferral but it was decided to continue with the grant application. Cllr Woodman then said he has scan evidence of internal integrity and it was agreed to send this to Rospa to check its validity. It was noted that the grant application can be amended or withdrawn at a later date. Action Cllr Woodman and Clerk
	104.2	Contractor/Health and safety – a) to note feedback and update on GMC list of jobs and process of “sign off”. The latest list was received and noted and expenditure agreed for painting arch and new sign, and the removal of concrete edging to be deferred until looked at by Cllrs. It was agreed the list can be agreed at a PC meeting and financial regulations followed for expenditure – see c) too. b) to discuss and agree any new action/expenditure. See above. c) To agree a review of the GMC terms and work, current tender/terms attached and who to do. The Clerk suggested a review is necessary to update the contract and quality/check processes and to possibly quantify limits on job size/hours within the contract and when to go external too, plus hours and costs for budget purposes. Action Cllr Davey, Cllr Woodman and Clerk, plus GMC. d) to note external H and S audit contractors contacted and max cost tba. Cllr Garner offered a contact to do an audit and will arrange to put in touch. Action Cllr Garner and Clerk
	104.4	To agree and approve a statement clarifying the PC’s position on the funding of parts and labour for maintaining the mowers, to follow. Cllr Davey circulated a statement to clarify the situation with regards the processes for purchase of parts for mowers and servicing and repair costs attributable. This was agreed and will be shared with contractors. Action Clerk
	104.5	To consider quote and wording for 2 fingerpost signs to the Close play area and resolve, herewith. The signs were agreed with the wording “The Close Play Area” instead. Action Clerk
	104.6	To consider request and quotes for purchase of granite chippings for car park and resolve. It was resolved that the car park appears to be draining well and only a rake was needed. Action Clerk to do a risk assessment with/Cllr Woodman and Cllr Mitchell input.
25/105	PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)	
	105.1	To note latest feedback from the Planning Committee meeting/applications. https://publicaccess.east-northamptonshire.gov.uk/online-applications/ The following applications were noted. 1. See attached minutes from the last meeting and updates/responses needed since; There were none. 2. To note responses sent on tree applications, with query re Yew removal, reply not received. Support responses sent and a query sent as to why the Yew tree to be removed but no problems seen and Tree Officer will comment. 3. To decide on any applications received after agenda issued, if deemed possible. There were none.
25/106	REPORTS	FROM REPRESENTATIVES

Signed by Chairman _____ Date _____

	106.1	Checkers reports/village maintenance a) To receive checker reports from Councillor Lyons and resolve any action needed. November checker Cllr Stephenson. It was resolved that Cllr Lyons will do the finance checks for October and Cllr Stephenson the physical and finance checks for November. Action Cllrs b) To receive and note any update from Parish Path warden. There was none.
	106.2	Village Hall (Cllr Lyons, Hall Trustee Rep.) 1) To note any update. Cllr Lyons updated the council on the latest on the clock automation, successful Halloween party and Xmas party for which donations are requested. Action All
	106.3	Police Liaison Representative 1) To note update from PLR on police activity and bus shelter issues and resolve any new action, herewith. An update was given on the latest, reported issues, involvement of the housing association and the possibility of CCTV on which residents will be consulted. It was noted that PC Morgan is invited to the next meeting to discuss further. Action Clerk
	106.4	Traffic Working Group (Cllr Woodman) 1) To resolve whether to include possible parking costs in budget, circa 25k. The Clerk explained that Highways cannot help but that Parishes can pay themselves for parking measures. This was discussed and it was decided not to pursue. The idea of using Amplius garage/parking space was also dismissed and a resident purchasing them for green space instead was supported in principle. 2) To resolve whether to carry forward the £1000 as earmarked or remove. It was agreed to continue to include this in the budget. 3) To receive and note feedback from event at village hall re speed reduction on A43. This was covered in public participation.
25/107	ALLOTMENTS	
	107.1	1. investigating water harvester idea. (Grant provider applications ask about sustainability of council and how reducing carbon footprint.) It was resolved that this was not appropriate at the allotments but could be useful and prove efficient at the playing field. Action Finance/budget 2. cattle regularly entering allotments site - urgency for fence to be mended and action asap for Health and Safety. It was noted that the cattle belong to a Parish Councillor, who rents the field with the broken fencing, and that the damage was (reportedly) done by allotment holders accessing the site. It was agreed to apply for a grant for improved fencing from the Ward Empowerment Fund in case the situation could not be resolved and to investigate the situation regarding Burghley's involvement. Action Cllr Woodman and Clerk
25/108	TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) (Cllr Cox, Cllr Holwell, Cllr Mitchell, Cllr Woodman) a) To receive any new update from group and budget requirements. There was no new update. The tree work recently carried out will be checked. Action Clerk/TAG	
25/109	COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS - To suggest and agree any specific items for December's What's on the Hill and note of any new residents. It was resolved to include the upcoming survey.	
25/110	CLERK CORRESPONDENCE /INFORMATION TO NOTE: - To note NNC BIG50 Vision and discuss attendance at NCALC online events providing an introduction to the BIG50 and how parishes can get involved, circulated. The Clerk read the invite and will circulate for anyone wishing to go. Action All - To put forward ideas for spending the collection of £165 in the Post Office. It was noted that the Post Office owners have recently decided to give it to the church bells fundraising project.	
25/111	ORDERS FOR PAYMENT To agree payments to be made as follows; all payments were agreed as follows. The purchase of another sign was queried and direct delivery encouraged as a way to avoid in future.	
	111.1	Clerk reimburse for HP ink plan Dec shared with other PC £9.57, M/S office, plus mileage Oct £9.57, £8.49, £26, £8.10 mileage
	111.2	HMRC employer NI payment and employee tax/NI payment November £ 110.52
	111.3	Yu Energy Briers street lighting bills as per contract, paid by direct debit. £434.22, £21.71
	111.4	Yu energy bill pavilion £87
	111.5	Village hall hire £28
	111.6	Clerk salary/hours payable 30/11/25 less tax and NI due – £33.96 £1066.34 less tax/NI
	111.7	Multipay card monthly fee and Unity bank charges, monthly £3/£6
	111.8	Handiman Grass cutting contract K Cox £405
	111.9	Handiman grounds maintenance contract K Cox labour £240
	111.10	Safety Signs for Less - new fire assembly point sign £42.40

Signed by Chairman _____ Date _____

	111.11	NCALC training, planning x 2, off to a flying start x 2	£211.20
	111.12	Vision ICT new email address and hosting email and website contract	£6 and £624.90
	111.13	Wave water bill for pavilion	£148.10
25/112	DATE OF NEXT MEETINGS It was noted that the date of the next full council meeting is on Monday 8 th December 2025 at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications. Agenda items to be rotated to aid equity of discussion and decision time.		

Signed by Chairman_____Date_____