

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

held on 8<sup>th</sup> December 2025 at 7pm in the Village Hall, New Road, Easton on the Hill.

Present Cllr K Cox (Vice-Chairman), 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, Ward Cllr Mr S Fairhall and Clerk: Mrs J Rice

25/113	<b>APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk.</b> There were no apologies sent to the Clerk. Cllr Kendall was not present.	
25/114	<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). Cllr Cox declared an interest in item 123.2. He did not know if it was a pecuniary interest or not.	
25/115	<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> Ward Councillor Fairhall apologised for not attending our meeting for a while. He gave an update on the NNC budget and the current struggles to balance this. He mentioned the new Corporate Plan and annual delivery plan to keep a track of progress on actions, plus a Community Governance Review that the Parish Council should look out for to comment on eg parish boundaries. He further mentioned the push on devolution, however the impact locally is less than other areas due to previously devolved work. He stated the new Local Plan to manage/control housing development is due and a "call for sites" stage is due mid-Feb. for the council to comment on. He further mentioned the recent local petition and the reduction of numbers due to over the boundary signatories not included, meaning no action was still the response to lowering the speed limit on the A43. He said there is a traffic measures/transport grant scheme that could be of interest to the parish instead, to implement other measures to reduce speed. The Clerk confirmed she had seen this and will bring it to a future meeting.	
25/116	<b>MINUTES OF THE LAST MEETING</b>	
	<b>To confirm as correct the record of the minutes of the last meeting held on 10<sup>th</sup> November 2025, previously circulated. Chairman to sign.</b> The minutes were agreed as a true record and duly signed by the Chairman.	
25/117	<b>MATTERS ARISING from previous meeting, not covered. Village sign installed.</b> This was noted and Cllr Cox asked about progress with the car park and The Close directional sign installation. It was confirmed these are in hand.	
25/118	<b>GOVERNANCE, TRAINING AND FINANCE</b>	
	118.1	<b>To receive and note finance report and internal checks until end of November 2025 and resolve any queries, herewith, to assist in decision making.</b> The finance report was received and noted. The Clerk explained the current budgetary position of running slightly overspent by 8% on basic expenditure but should even out by the end of the year, depending on what agreed to be paid. The project budget of 3.5k and MVAS, Land reg, footpaths of 3k is still intact. The predicted bank balance of £23k at the end of the year includes earmarked reserves of 3k and the unused budget will flow through to general reserves, which should be around 25K.
	118.2	<b>To receive and note draft budget report/precept from Finance Working Group and Clerk and discuss and resolve any queries and changes, herewith. To follow. To be fully agreed at the January meeting.</b> The draft budget report was received and noted and the Clerk went through the assumptions and proposals that the finance working group had agreed. The higher budget lines of staff costs, playing field maintenance, grass cutting and lighting were all agreed, with the hire costs from sports clubs currently offsetting 74% of playing field and pavilion costs, excluding grass cutting. A further 3k for projects and build up of reserves was included, as this year, and could include CCTV, new defibs, new mower, tree removal, health and well-being projects and anything that comes out of the resident survey being done in January 2026. It was agreed that the allotment rent should increase by at least the same percentage as the precept. <b>Action Cllrs and Clerk</b> to review and revisit in January meeting.
	118.3	<b>To receive feedback from any training attended and agree any new training requests. Climate and Nature, Cllr Tungate.</b> Cllr Tungate said she was not able to attend but will receive the slides. <b>Action Cllr Tungate</b>
25/119	<b>PROJECTS</b>	

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

	<b>119.1</b>	<b>To receive update on resident survey content/timescale and resolve printing and circulation.</b> The group explained they are still working on the questions and format and so it will now be circulated in January and agreed at the next meeting. <b>Action Cllr Davey, Cllr Stephenson and Cllr Tungate</b>
	<b>119.2</b>	<b>To receive and note report on old model defibrillators parts needed, availability and resolve action, herewith, including offer on cost.</b> The report was received and noted. It was agreed to change the ward councillor grant from fencing to defibs and it was then agreed to purchase two new, discounted defibs to replace the near obsolete ones regardless of the grant outcome and a further defib for the playing field will be decided next year. <b>Action Clerk</b>
	<b>119.3</b>	<b>To confirm and agree grant agreement for conversion of remaining streetlights to LED and preferred supplier, herewith.</b> It was agreed to appoint Eon as the contractor to install the remaining 19 LED streetlights. <b>Action Clerk</b>
	<b>119.4</b>	<b>To resolve Land Registration work and budget due to timescales and agree who to assist, herewith.</b> It was agreed to press ahead to try to complete this land registration project at least for Spring Close and the allotment site, and Cllr Kendall will be asked to help. <b>Action Clerk and Cllr Kendall</b>
<b>25/120</b>	<b>REPORTS FROM COUNCILLOR REPRESENTATIVES</b>	
	<b>120.1</b>	<b>Checkers reports/village maintenance</b> <b>To receive checker reports from Cllr Stephenson (November) – Cllr Mitchell checker for December.</b> It was agreed that Cllr Stephenson will shadow Cllr Woodman to know the checks required. <b>Action Cllr Lyons and Cllr Woodman</b>
	<b>120.2</b>	<b>Parish Path Warden To receive update from Cllr Woodman.</b> There was no update.
	<b>120.3</b>	<b>Village Hall (Cllr Lyons) To note any update from Cllr Lyons, new Trustee rep. including clock donation and grant application form to resolve, to follow.</b> Cllr Lyons updated the council on the latest fundraising events. The council discussed the application for a grant towards the clock automation project and it was agreed to give £200 now and a further £300 in April/next year's budget. <b>Action Clerk</b>
	<b>120.4</b>	<b>Police Liaison Representative (PLR)</b> a) <b>To note update from PLR on police activity, bus shelter issues and resolve any new action, including feedback and installation on new surveillance camera.</b> The PLR and Clerk updated the council on the perceived pros and cons of CCTV, plus police activity and reports from housing association. It was agreed to wait for the resident survey results and continue to urge all suspicious activity to be reported. b) <b>To note fire and funding survey to be completed and feedback on any priorities.</b> It was agreed this will be completed by a Cllr and others as individuals. <b>Action all</b>
	<b>120.5</b>	<b>Traffic Working Group (Cllr Woodman) To receive and note any update on traffic related items, including lines near Birch Tree and nursery.</b> This was noted. A further note was made of NNC removing the old speed sign from the A43 but leaving the PC solar sign and post. It was further noted that Cllr Mitchell has kindly donated new salt for gritting the roads. It was agreed to contact the resident who did the petition about the response and the traffic systems grant opportunity mentioned above, in public participation. <b>Action Clerk</b>
<b>25/121</b>	<b>ALLOTMENTS</b>	
	<b>121.1</b>	<b>To receive and note update on new fencing at the field bordering the allotments site and resolve grant application changes to another similar project, eg sustainability, water harvester at playing field.</b> It was noted that the fencing is being done by the tenant of the field. See above, public participation.
<b>25/122</b>	<b>TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) (Cllr Cox, Cllr Holwell, Cllr Mitchell, Cllr Woodman)</b> a) <b>To receive any new update from group.</b> There was no new update, only the plans included in the new budget.	
<b>25/123</b>	<b>PLAYING FIELD, PAVILION, PLAY AREA, WOODLAND AREA, SPORTS CLUB HIRE AGREEMENTS</b>	
	<b>123.1</b>	<b>To note new swings grant application submitted by deadline. To receive and note revised advice from Wicksteed on swings condition internal check and advice – scans needed.</b> The Clerk explained the change of advice on replacement received from Wicksteed and the possibility of consistent internal scans to prove stability and structural integrity of the old swings. It was agreed to leave the grant application in and await the outcome before deciding the best way forward.  Cllr Cox left the meeting room.
	<b>123.2</b>	<b>Contractor/Health and safety –</b> a) <b>to note feedback and updated GMC list of jobs and agree expenditure/work, attached.</b> The updated list of jobs and outstanding work was received and noted. It was decided to feed back that the bench spec/quote needs to be revisited later and the broken bench is to be fixed asap. The warm and

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

		<p>welcome facilities grant opportunities have been mentioned previously to the cricket club and will be revisited. <b>Action Clerk - GMC</b></p> <p><b>b) to receive and note pavilion/garage/field H and S audit summary report and recommended actions update and resolve any expenditure and new actions, previously circulated.</b> The report from the auditor was received and noted. The actions were on the list and have nearly all been implemented, including the steps to the toilet block kindly improved by Cllr Woodman. It was agreed to pay £76 for a hot/cold air unit service and a PAT training course up to £20. The Clerk needs to update risk assessments and ensure COSHH assessments and mower servicing is all documented correctly. <b>Action Clerk – GMC</b></p> <p>Cllr Cox had left the building and did not return to the meeting.</p>
	<b>123.3</b>	<p><b>To note request from MOP to use the playing field regularly for commercial reasons and resolve response/charge.</b> The council agreed to offer the MOP free sessions in the area beyond the play area to the woodland area until end of March once the applicant had got his own public liability insurance. The field use policy situation would be reviewed at a later date depending on numbers. <b>Action Clerk</b></p>
<b>25/124</b>	<p><b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS</b></p> <ul style="list-style-type: none"> <li><b>To suggest and agree any specific items for January's What's on the Hill and note of any new residents.</b> It was agreed to mention the survey and grant success. <b>Action Clerk</b></li> </ul>	
<b>25/125</b>	<p><b>CLERK CORRESPONDENCE /INFORMATION TO NOTE:</b> It was noted that;</p> <ul style="list-style-type: none"> <li><b>To resolve who can do a survey on community engagement – circulated.</b> The Clerk will do this.</li> <li><b>To note meeting dates for next year and resolve Annual Parish Meeting date.</b> Noted and the APM date tbd. 12/1/26, 9/2, 9/3, 13/4 (APM 15/4?), 11/5 (APCM), 8/6, 13/7, 14/9, 12/10, 9/11, 14/12.</li> <li><b>To note maintenance of Oak tree passed to another resident and Burghley Estates support.</b> Noted.</li> <li><b>To note resident complaint re dog poo around The Crescent and The Close and resolve action.</b> Noted with no new action. It has been mentioned in the village online newsletter and Facebook.</li> <li><b>To note BIG50 Vision feedback on event and Steering Group opportunity.</b> Noted.</li> </ul>	
<b>25/126</b>	<p><b>PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)</b></p>	
	<b>126.1</b>	<p><b>The latest feedback from the Planning Committee was noted and the following agreed;</b></p> <ol style="list-style-type: none"> <li><b>See attached minutes from the last meeting and updates/responses needed since;</b> none</li> <li><b>To decide response to application 25/01481/FUL for garage conversion to car port, various changes to driveway and garage, at 5 Church St, deadline 15/12/25.</b> Support agreed.</li> <li><b>To note decision of application NE/25/00386/FUL for new steel framed agricultural storage building at land on Cliffe Road approved on 1/12/25.</b> This was noted.</li> <li><b>To decide on any applications received after agenda issued, if deemed possible.</b> None.</li> <li><b>To note enquiry from resident re change of use application and PC response.</b> This related to an Airbnb enquiry and the response was noted.</li> </ol>
<b>25/127</b>	<p><b>ORDERS FOR PAYMENT</b> Payments were agreed to be made as follows;</p>	
	<b>127.1</b>	<p>Clerk reimburse for HP ink plan December shared with other PC £9.57, plus M/S office, plus mileage for November</p> <p>£9.57, £8.49, £26, £10.80</p>
	<b>127.2</b>	<p>HMRC employer NI payment and employee tax/NI payment December.</p> <p>£ 139.67</p>
	<b>127.3</b>	<p>Yu Energy Briers/street lighting bills as per contract, paid by direct debit.</p> <p>£21.74 and £478.62</p>
	<b>127.4</b>	<p>Yu energy bill pavilion</p> <p>£48.76</p>
	<b>127.5</b>	<p>Village hall hire</p> <p>£28</p>
	<b>127.6</b>	<p>Clerk salary/hours payable 31/12/25 less tax and NI due – £42.27</p> <p>£1024.07</p>
	<b>127.7</b>	<p>Multipay card monthly fee and Unity bank charges, monthly</p> <p>£3/£6</p>
	<b>127.8</b>	<p>Handiman grounds maintenance contract K Cox labour</p> <p>£135</p>
	<b>127.9</b>	<p>"Safety Signs for Less" various signs and supplies as per H and S audit, plus Amazon</p> <p>£57.14, £48.50</p>
	<b>127.10</b>	<p>J Dewing Handyman for village sign, as agreed</p> <p>£227.98</p>
	<b>127.11</b>	<p>NNC parish councillor election costs (from May)</p> <p>£2028.55</p>
	<b>127.12</b>	<p>Donation for village clock service and automation and clock service</p> <p>£200 and £264</p>
	<b>127.13</b>	<p>Eon lights maintenance contract</p> <p>£281.40</p>
	<b>127.14</b>	<p>Subsequent invoices paid NCALC training, directional signs, mapping service subs</p> <p>£42, £232.80, £48</p>
<b>Receipt</b>	<b>127.15</b>	<p>HMRC reclaim to end of October, received 20/11/2025 and NNC energy grant ½ received</p> <p>£1826.36 and £3262</p>
<b>25/128</b>	<p><b>DATE OF NEXT MEETINGS</b> It was noted that the date of the next full council meeting is on Monday 12<sup>th</sup> January 2026 at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications.</p>	

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