

Minutes of the meeting of Easton on the Hill Parish Council

held on 12th January 2026 at 7pm in the Village Hall, New Road, Easton on the Hill.

Present Cllr A Davey (Chairman), Cllr J Garner, Cllr G Kendall (arrived 19:50) Cllr J Lyons, Cllr D Mitchell, Cllr J Stephenson, Cllr H Tungate and Cllr S Woodman. Plus Ward Cllr Mr S Fairhall and Clerk: Mrs J Rice.

There were no members of the public present.

25/129	APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk. Apologies were received from Cllr Holwell, Cllr Kaye and Cllr Kendall (being late). Cllr Cox did not attend.	
25/130	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 not any stated.	
25/131	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; <ul style="list-style-type: none">• 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 Ward Cllr S Fairhall was welcomed to the meeting. Cllr Fairhall confirmed the approval of the grant for the new defibrillators and was thanked for the support. He stated the Village Hall clock fund was not in need of their support. He also said the NNC budget consultation is taking place now and that the process of consultation on the draft local plan has been put back to December 2026. He said he will send us a Neighbourhood Plan type criteria document that the Parish Council may want to use to comment on the development sites that have been identified for Easton on the Hill.	
25/132	MINUTES OF THE LAST MEETING To confirm as correct the record of the minutes of the last meeting held on 8 th December 2025, previously circulated. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.	
25/133	MATTERS ARISING from previous meeting, not covered. Two new defibs purchased, AC unit serviced. These items were noted.	
25/134	GOVERNANCE, TRAINING AND FINANCE 134.1 To receive and note finance report and internal checks until end of December 2025 and resolve any queries, herewith, to assist in decision making. The finance report circulated was received and noted. The Clerk gave a summary of the financial position - slightly over on the basic budget at 83% spent 75% through the year, mainly due to high proportion budget lines spent early in the year. She stated the project expenditure is still only 19% spent, due to projects not yet identified and budget will flow through to next year's project spend, possibly resulting from the resident survey. The bank balance is 32.8k, leaving around 14.6k general reserves to carry forward, depending on expenditure to the end of the year. It was noted that Cllr Mitchell did the finance checks and all was reported as in order.	
	134.2	To agree draft budget report/precept from Finance Working Group and Clerk and discuss and resolve any new queries and changes, herewith, and agree to submit, plus agree allotment rent increase for 27/28. The draft budget was received and noted, as previously circulated. There were no changes suggested and it was resolved that the precept will increase by 1.6% over last year's and a precept of £41,867 will be requested from NNC. (Not £47197 – this is the total expected income figure.) Action Clerk It was further agreed to advise tenants of an increase in the allotment rent in 27/28 by 50p for a full plot then pro-rata, then warn of a higher increase the following year for a slush fund and to account for future possible running costs. Action Clerk

Signed by Chairman

Date

	134.3	<p>To receive feedback from any training attended and agree any new training requests. Cllr Woodman PAT testing. Listed buildings and conservation areas training on offer 27/1/26, 7-8.30pm. Also procurement on 24/2 or 23/3 10-11.30am, and new AI training 28/1/26 10-12 online £46.</p> <p>Cllr Woodman has undertaken PAT testing training and will complete the list of tests required soon. It was agreed that Cllr Woodman will attend the Listed Buildings/CA training also. Action Cllr Woodman/Clerk</p>
	134.4	<p>To resolve date of Annual Parish (Village) meeting in April, May or June.</p> <p>It was resolved to hold the Annual Parish Meeting on 27/4/26. Action Clerk</p>
	134.5	<p>To receive, note and discuss new IT policy, in respect of Audit Assertion 10 requirements, and agree action. The circulated draft IT policy was circulated and discussed. It was agreed that assistance will be given to set up gov.uk emails and a section on the awareness of security of data used to access AI tools will be inserted and it will be reviewed again next month. Action Cllr Stephenson, Clerk, Cllr Woodman</p>
25/135	PROJECTS	
	135.1	<p>To receive draft resident survey and resolve printing and circulation.</p> <p>A draft survey has been completed by the sub-group and will now be circulated to all Councillors for comments and suggestions for change, before being printed and posted to residents and the shop and online with a QR code. Action All/Cllr Stephenson</p>
	135.2	<p>To receive and note proposal to use an old defib at playing field prior to decision to purchase a third machine, subject to parts availability for £174 plus vat. Note possibility of KSFC purchasing. It was noted that the old defib has been put up at the pavilion and can be used until April 2026/when pads expire. It was noted this machine is discontinued and new pads may be impossible to get. It was further noted that the football club are applying for a new, free defib and will let us know if successful, to replace the old one there. If not successful, a new defib purchase will be re-considered if needs. Action Cllr Garner</p>
	135.3	<p>To receive feedback on Land Registration work and agree further action.</p> <p>It was noted that a meeting is being held this week with the company helping with this work and it is hoped Cllr Kendall can attend.</p>
25/136	REPORTS FROM COUNCILLOR REPRESENTATIVES	
	136.1	<p>Checkers reports/village maintenance</p> <ol style="list-style-type: none"> To receive checker report from Cllr Mitchell for December. To note January checker is Cllr Holwell. To note new defibs in place and new check form (and Cllr Tungate for March). Cllr Mitchell submitted a checker form with no issues noted. To resolve whether to purchase spare pads for new machines and whether to arrange new village, refresher defib training. See above 135.2 plus it was agreed to pay for a spare set of adult pads plus arrange the free training with St John's ambulance for all residents. Action Clerk To confirm that all asset checks were completed (AD, JL) and note any issues to resolve with parish assets. It was noted that all are completed with no issues reported. To resolve purchase of a new grit bin for end High St. Cost £72.95 60L yellow. It was agreed to purchase this. Action Clerk
	136.2	<p>Parish Path Warden To receive any update from Cllr Woodman. It was reported that fixmystreet reports are filed about broken drain covers and speed signs, plus uneven footpaths alongside A43, which are being addressed.</p>
	136.3	<p>Village Hall (Cllr Lyons) To note any update from Cllr Lyons, PC representative Trustee. It was noted that the next meeting is 21/1/26 and that the clock fund has reached its target, thanks to the Parish Council (PC) were noted. The Clerk reported that they do not now need the additional PC donation amount in April.</p>
	136.4	<p>Police Liaison Representative</p> <ol style="list-style-type: none"> To note update from PLR on police activity, bus shelter issues. and resolve any new action, including any feedback and installation on new surveillance camera.

Signed by Chairman _____ Date _____

		The feedback from the PCSO was received and noted, with a meeting soon to be held giving the PC the feedback from residents and more information, plus a crime prevention resource pack is being sent.
	136.5	Traffic Working Group (Cllr Woodman) To receive and note any update on traffic related items. To note Highways briefing opportunities on 19/1/26 and VAD to be removed for 48h. Cllr Woodman reported the sign has been put back on the NNC post but facing the other way for traffic entering the village from Collyweston for data comparison purposes.
25/137	ALLOTMENTS	
	137.1	To receive and note update on new fencing at the field bordering the allotments site and agree increase in allotment rent for 27/28 if not above. It was noted the fence is being done asap and see 134.2 for rent.
25/138	TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) Cllr Cox, Cllr Holwell, Cllr Mitchell, Cllr Woodman, plus Cllr Tungate Climate and Action Champion.	
	<ul style="list-style-type: none"> a) To receive any new update from group. b) To note request to agree removal of Poplar trees at Spring Close, approx. costs and surveyor report. It was agreed by a majority vote that the 3 Poplars will be removed in October 2026 and replaced with some free saplings. It was noted that the tree surveyor's report confirmed the trees currently have no defects or safety issues and could last 15-20 years, but it was stated that the fall zone of a Poplar could be over the road and nearby dwellings, and if they get taller it will be more expensive to remove them should they need it in the future. It was noted that an agreed cost of 2k has been put in the 26/27 budget for their removal and a pack of 20 saplings will be applied for. Action Cllr Woodman c) To note new Nature Recovery contact from Nene Rivers Trust and resolve communication channels. This was noted and it was agreed to include the Trees and Greens Group and Cllr Tungate, Climate and Nature Champion, in any action/correspondence. 	
25/139	PLAYING FIELD, PAVILION, PLAY AREA, WOODLAND AREA, SPORTS CLUB HIRE AGREEMENTS	
	139.1	Grounds Maintenance Contractor (GMC)/Health and safety <ul style="list-style-type: none"> a) to note feedback and updated GMC/or other list of jobs and agree expenditure and work, attached, plus any other actions necessary. The updated list was not circulated however the Clerk went through the latest list of jobs, with no urgent issues to report. The Clerk stated that more Legionella risk management is needed and it was noted that the GMC contract for work is currently being reviewed/updated and this will also be looked at. Action Cllr Davey, Cllr Woodman, Clerk b) To agree costs of £100 of materials for replacing broken bench in changing room by (Cllr) S Woodman. It was agreed this can be spent, if any donations of wood are not forthcoming/suitable. Action Cllr Garner/Cllr Woodman
	139.2	To resolve to agree 5 additional football matches as per hire agreement (attached) and agree cost. This was discussed and it was resolved that the (5-10) additional matches can be played, with a cost of £72 per match, with a condition that they are played before end of April and subject to the normal terms of hire. It was noted that the cricket club has made a formal objection to football being played in August (this was received too late for the agenda item/meeting but mentioned here) and it was noted that currently there is a disparity in the hire agreements for cricket and football at present, in terms of the crossover period, and this needs to be resolved before hire agreements are agreed for the new seasons. Action Cllr Garner to discuss and bring back next month.
	139.3	To note complaint re turn right sign affecting other roads and resolve action. It was agreed that this was arranged to manage the traffic on match days in the main, however it does not appear to be a problem for users or residents who are still using Westfields.
25/140	COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS	
	<ul style="list-style-type: none"> - To suggest and agree any specific items for February's What's on the Hill and note of any new residents. It was resolved to mention the survey forms and QR code coming. 	
25/141	CLERK CORRESPONDENCE /INFORMATION TO NOTE/DECISIONS:	

Signed by Chairman _____ Date _____

	<ul style="list-style-type: none"> - To consider the implications of the Community Governance Review and note consultation, ends 20/2/26, on representation and boundaries, and agree the council's approach to engagement, circulated. It was agreed that there were no changes needed. - To note consultation on suggestions for new Transport Schemes, ends 16/2/26. It was agreed that there is no local scheme meeting the criteria. - To note resident reported flytipping, uneven footpath. This was noted. - A formal objection from the cricket club was noted – see above 139.2. 																																							
25/142	PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)																																							
	<p>142.1 To note latest feedback from the Planning Committee meeting/applications. The following was noted/agreed.</p> <p>25/01446/TCA – reduce Cherry by 3m, deemed approved on 9/12/25.</p> <p>25/01092/TCA – remove Yew, Fig and Pyracantha, deemed approved 9/12/25</p> <p>25/01481/FUL – Garage conversion to car port, various driveway and gate changes, Awaiting decision.</p> <ol style="list-style-type: none"> Resolve response to new application 25/02072/HFUL two storey rear and side extension, garage conversion and remove conservatory. PC previously supported application. It was agreed to send support as no noticeable change to previous application that was approved. Action Clerk To decide on any applications received after agenda issued, if deemed possible. There were none. To note call for sites circulated for Draft Local Plan review and consultation period change. These were received and noted. It was also noted that the consultation process has been delayed and an opportunity will arise to comment on these before December 2026, using criteria sent by the Ward Cllr if needed. 																																							
25/143	<p>ORDERS FOR PAYMENT Payments were authorised as follows:</p> <p>Plus, it was noted and agreed that an automatic reminder from B and M Waste Services (ex contract for pavilion) to pay £168.70 arrears will not be paid as there has been no communication and the contract is cancelled.</p> <table border="1"> <tr> <td>143.1</td><td>Clerk reimburse for HP ink plan January shared with other PC £9.57, plus M/S office, plus mileage for December, plus UBOX storage sub.</td><td>£9.57, £8.49, £26, £2.70, £17.99</td></tr> <tr> <td>143.2</td><td>HMRC employer NI payment and employee tax/NI payment February.</td><td>£ 139.87</td></tr> <tr> <td>143.3</td><td>Yu Energy Briers/street lighting bills as per contract, paid by direct debit.</td><td>£22.62 and £528.28</td></tr> <tr> <td>143.4</td><td>Yu energy bill pavilion</td><td>£42.47</td></tr> <tr> <td>143.5</td><td>Village hall hire</td><td>£18</td></tr> <tr> <td>143.6</td><td>Clerk salary/hours payable 31/12/25 less tax and NI due</td><td>£1023.87</td></tr> <tr> <td>143.7</td><td>Multipay card monthly fee and Unity bank charges, monthly Note bank charges to increase from 1/2/26 to £7 pm.</td><td>£3/£6</td></tr> <tr> <td>143.8</td><td>Premiair Systems service air con</td><td>£76 plus vat</td></tr> <tr> <td>143.9</td><td>Handiman grounds maintenance contract K Cox labour for December</td><td>£67.50</td></tr> <tr> <td>143.10</td><td>Vision ICT Hub on the Hill domain renewal</td><td>£30</td></tr> <tr> <td>143.11</td><td>Costs for grit bin, defib parts</td><td>£97.08 and £92.34</td></tr> <tr> <td>Receipt 143.12</td><td>Instant Access account interest, received 31/12/25</td><td>£155.97</td></tr> <tr> <td></td><td>143.13 Grant instalment from NNC for new streetlights, received 5/12/25</td><td>£3262</td></tr> </table>	143.1	Clerk reimburse for HP ink plan January shared with other PC £9.57, plus M/S office, plus mileage for December, plus UBOX storage sub.	£9.57, £8.49, £26, £2.70, £17.99	143.2	HMRC employer NI payment and employee tax/NI payment February.	£ 139.87	143.3	Yu Energy Briers/street lighting bills as per contract, paid by direct debit.	£22.62 and £528.28	143.4	Yu energy bill pavilion	£42.47	143.5	Village hall hire	£18	143.6	Clerk salary/hours payable 31/12/25 less tax and NI due	£1023.87	143.7	Multipay card monthly fee and Unity bank charges, monthly Note bank charges to increase from 1/2/26 to £7 pm.	£3/£6	143.8	Premiair Systems service air con	£76 plus vat	143.9	Handiman grounds maintenance contract K Cox labour for December	£67.50	143.10	Vision ICT Hub on the Hill domain renewal	£30	143.11	Costs for grit bin, defib parts	£97.08 and £92.34	Receipt 143.12	Instant Access account interest, received 31/12/25	£155.97		143.13 Grant instalment from NNC for new streetlights, received 5/12/25	£3262
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25/144	<p>DATE OF NEXT MEETINGS It was noted that the date of the next full council meeting is on Monday 9th February 2026 at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications.</p>																																							