

EASTON ON THE HILL PARISH COUNCIL COMMITTEES AND WORKING GROUPS JUNE 2021

Name of committee/WG	Councillors on the committee/WG				
Planning Committee Requires 4 Cllrs	Cllr Hamilton	Cllr Watson	Cllr Lawson	Cllr Mountain	
Finance Committee Requires 3 Cllrs minimum	Cllr Bates	Cllr Nicol	Cllr Dow		
Playing Field Improvement Committee Requires 5 Cllrs	Cllr Dow	Cllr Woodman	Cllr Hamilton	Cllr Bates	Cllr Cherry
Non Councillors	K Cox	D Davenport	J Boulton	L Hallam	B Connelly
Trees and Greens Working Party	Cllr Bates	Cllr Mountain	Cllr Holwell	Cllr Green	
Traffic and VADs WG	Cllr Green	Cllr Woodman	D Sharpe		
Staffing Committee Requires 4 Cllrs	Cllr Bates	Cllr Nicol	Cllr Watson	Cllr Cherry	
Complaints Committee Requires 4 Cllrs	Cllr Dow	Cllr Lawson	Cllr Green	Cllr Mountain	
Village Hall Liaison/Representative	Cllr Woodman or AN Other when needed				
Village Plan Working Party Requires 2 Cllrs minimum	Cllr Woodman	Cllr Green	D Davenport	Sue Hunt	
ENRMF Liaison Committee rep x 1	Vacant, will ask for attendee each time.				
Joint Action Group rep x 1	Cllr Mountain				
Police Liaison Representative x 1	Cllr Mountain				
Parish Path Warden	Cllr Woodman				
Notice board monitor	Cllr Mountain				

FINANCE REPORT END OF JUNE 2021

Payments (excluding VAT)	Budget	Actual to date	% of total	Apr	May	June
Staff costs inc hmrc	£ 9,953.00	£ 2,663.95	26.77%	£ 850.84	£ 962.60	£ 850.51
Insurance	£ 1,021.00	£ 1,055.00	103.33%		£ 1,055.00	
Room Hire	£ 200.00	£ 41.98	20.99%	£ 6.66	£ 6.66	£ 28.66
Admin costs, station, post, miles. bank	£ 850.00	£ 103.64	12.19%	£ 21.01	£ 31.45	£ 51.18
Subscriptions	£ 679.00	£ 559.95	82.47%	£ 454.95		£ 105.00
Training/conference	£ 900.00	£ -	0.00%			
Audit	£ 545.00	£ 275.00	50.46%	£ 275.00		
Street Lighting	£ 2,100.00	£ 413.37	19.68%	£ 117.96	£125.26	£ 170.15
Solicitor		£ -	#DIV/0!			
Parks & Open Spaces, grit, bins, trees	£ 5,605.00	£ 2,344.63	41.83%	£ 627.07	£ 1,121.24	£ 596.32
Asset Maintenance	£ 1,225.00	£ -	0.00%			
Website & email	£ 600.00	£ 36.00	6.00%			£ 36.00
PWLB		£ -	#DIV/0!			
s137 payments	£ 50.00	£ -	0.00%			
Other payments (not in budget)		£ -	#DIV/0!	extra NI		
Total Payments	£23,728.00	£ 7,493.52	31.58%	£ 2,353.49	£ 3,302.21	£ 1,837.82
Receipts (excluding VAT)						
Precept - ENC	£34,148.0	£34,148.0	100.00%	£34,148.0		
Allotment Rent	£ 140.00	£ 81.40	58.14%	£ 81.40		
Interest		£ -	#DIV/0!			
Donations		£ 250.00	#DIV/0!	Clock VH	£ 250.00	
Total Receipts	£34,288.0	£34,479.0	100.56%	£34,229.4	£ 250.00	£ -
Reserves/projects	Opening Balance	Spent		APR	MAY	JUN
General reserves	£3,000.00	£ -				
LGR/Tgn	£ 500.00	£ -				
Election	£ 300.00	£ -				
Notice board/Sol	£1,000.00	£ -				
Playing field	£5,500.00	£3,917.59	fencing	£3,731.27		£186.32

			part covered by Augean grant rec'd			£ 10,001.2
Total other payments	£10,300.0	£3,917.59 £10001.2	38.03%	£3,731.27	£ -	10,187.5
Other receipts						
Maud Elk grant		£ 750.00		£ 750.00		
Augean grant		£1,682.83				1,682.83
Donations PF		£1,241.02		£ 290.00	£601.02	£350.00
Total		£3,673.85		£1,040.00	£601.02	2,032.83

NOTES

- 25% through the year and the main budget is 32% spent. All income is received.
- Some headings are all/mostly spent however ie insurance premium, subscriptions and playing field has had 2 inspection report costs and grass cutting at start of year.
- Low spend due to website contract bill not paid yet, training bills not paid
- Bank balance a healthy £41k with 16k more basic costs budgeted. Need to keep in reserve, a CTP for Augean grant if given and payment for equipment as part of application.
- Playing field reserve/budget below.

PLAYING FIELD BUDGET

- Raised in donations last financial year £7257.89
- PC paid for £4445 third party grant contribution so in effect PF budget £2812 in credit.
- This excludes the £3k straightforward PF budget last year unspent and carried over in reserves.
- So far this year the PC has paid extra for skip, fencing, signs, installation report, fencing materials, total £2384 and a further £2241.02 has been received in donations incl Macca Sp
- PC to pay for LHS fence £1700 and new bin £173.

INCOME

£7257 donations/grants to 20/21

£3000 budget

carried forward in bank balance

£2241.02 donations so far 21/22

(includes £242 July)

EXPENDITURE DIFF

£4445 £2812 cr

£5812 cr

£2384 £5669

£5500 budget

(a % earmarked for CTP contribution if Augean grant awarded, possibly £2310)

EASTON ON THE HILL PARISH COUNCIL-ASSETS REGISTER AS AT May 2021
Plus risk assessments/management

			Date	Replacement	Insurance			2020 Annual	2021
		Value	Acquired	value	Y/N	Risk/level	Risk assessment & action	Check done	Check to be done by
					Excess £250			Date and comment	
<u>Playing Field:</u>	Nominal Value	£ 1,000.00	1967	////	N		N/A	N/A	
	Pavilion Removed in March 2021	£ 32,340.80		///	N	Low/med Structural degradation resulting in injury to 3 rd party	Ad hoc and annual checks	JR Yes and OK	
	Gate	£ 300.00		////	N	Low Structural degradation resulting in injury to 3 rd party	Annual check	JR Yes (and Deeps one needs repair) Wildlife Trust doing	SW
	Safety matting under swing	£ 3,259.50		////	N	Low Wear and tear results in trip hazard/injury to 3 rd party	ROSPA/monthly check		

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	Dog Bin	£ 145.00		////	N	Low Sharp edges/breaks resulting in injury or poison	Annual / adhoc checks	JR Yes Needs new dog bin lid – now repaired	SW
	Litter Bin	£ 298.00		////	N	Low Sharp edges/breaks leading to injury	Annual/ad hoc checks	JR Yes	SW
	Youth Shelter & Basket area	£ 7800	11/02/2013	7800	Y	Low Vandalism/wear and tear leading to 3 rd party injury	Annual check	JR Yes	SW
	Outdoor gym equipment	£1836 For outdoor gym equipment	October 2020		N	Med Not used appropriately/wear and tear leading to injury to 3 rd party	ROSPA annual plus Cllr Weekly/fortnightly/monthly checks dependent on weather and time of year	Rota	
	Picnic benches/anchor kit x 2	£460	June 2020		N	Low Structural degradation resulting in injury to 3 rd party	Ad hoc and annual checks		SW
	7 pieces of play equipment plus matting	£16029 full price	May 2021		N				

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<u>The Close:</u>	Combination swings of 2 child's and cradle swing	£ 3,000.00		3245	Y	Med Not used appropriately/wear and tear leading to injury to 3 rd party	ROSPA annual plus Cllr weekly/fortnightly/monthly checks	Rota	
	Arch			2262	Y	I	As above		
	Slide	£ 1,800.00		5028	Y	I	As above		
	Safety Surfacing for above	£ 7,361.42	10/06/2012	7500	Y	I	As above		
	2 Springies & safety surface	£ 3,793.65	10/06/2012	3800	Y	I V	As above		
	Bench Seat	£ 455.00		£700	Y	Low Structural damage leading to injury to 3 rd party	Annual check	Checked Oct 2020 and ok. Review May 2021	CM
				////	////				
<u>Allotments</u> :	Nominal Value	£ 500.00	Not Known	N/A	N	Nil	Annual check	PB Done ok	PB
	Fence	£ 2,259.00		£2500	Y	Low Degrades, falls/breaks	Annual checks	PB Done and needs a request to neighbour to trim tree/bush Done	PB

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Removed	Standpipe and tap (Cricket club's)								
				////	////				
<u>Pocket Park:</u> <u>(Spring Close)</u>	Nominal Value	£ 500.00	Gifted 1977 Registered 1996	N/A	N	nil	Ad hoc checks by Trees and Greens Working Party plus annual check		RH
				////	////				
<u>Millennium Garden:</u>	Nominal Value	£ 500.00	May 2001	N/A	N	nil	Annual check		RH
				////	////				
<u>War Memorials</u> :	Church Street & Spring Close	£ 48,873.02		£45000 £5000	Y	Low Vandalised, crashed into	Annual check	DS Done, OK	CG
				////	////				
<u>Bus Shelter:</u>	Insurance Value	£ 6,000.00		£6120	Y	Low Vandalised, structural degradation	Annual check	DS Ivy removed	CG
				////	////				
<u>Street Furniture:</u>	73 Street Lights	£ 78,070.00	After 01/04/12	////	N	Low Malfunction	Ad hoc checks		
	37 Street lights plus new pole	£14766	August 2019	////	N	Low Malfunction			
	Refuse Bins	£ 1,200.00		////	N	Low Structural degradation resulting in injury to 3 rd parties	Ad hoc checks		SW

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	9 x Dog Bins	£ 1,305.00		////	N	Low Structural degradation resulting in injury to 3 rd parties	Ad hoc checks		SW
	Benches x 5 Plus new bench Stamford Road	£ 3,000.00 £399	5 th bought 11/04/16 6 th bought July 2020	£700 for one 6 th one was £399	Y	Low Detach from base, structural degradation resulting in injury to third parties	Annual checks	AOG Checked Oct 2020 and ok. Review May 202	CM
	Vehicle Activation Signs x 2	£ 3825.00	30/06/16	£3900	Y	Med Damage or failure	Adequate training, proper use, regular inspections by working group/Cllrs		
	VAS Batteries x 3	£ 708.90	30/06/16	N/A	N	Nil			
	Solar VAS plus Post	£ 4452.00	Aug 2017	£4452	Y	As above	As above		
	Village Signs x2	£ 1715.25	17/01/17	£1750	Y	Nil	Annual checks	AC All ok	IL
	Grit Bins x 6	£1750	20/10/18	?	N	Low Wear and tear leading to sharp edges and injury to 3 rd party, loss of grit	Ad hoc checks		IL
Gd Maint. Equipment	Honda Rotary Mower	£ 700.75					Not the PC's		
				////	////				
Office Equipment :	PC, screen, printer/fax/copie r	Written Off	01/04/15	////	N/A				

EASTON ON THE HILL PARISH COUNCIL-ASSETS REGISTER AS AT May 2021
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	Laptop, and software	Written Off	09/10/17	////	N/A				
	printer	£ 49.00		£60	N	Low/med Printer breaks down, no ink available	Clerk to maintain, arrange use of own equipment if needed		
	Chain of Office/Medallion	£ 574.13		£590	Y	Low Not stored safely, stolen, broken	Kept securely, annual checks		
	Laptop and software	£ 400.00	25/02/17	£400	Y	Low Laptop breaks down, comes to end of useful life	Get repaired as necessary, clerk to maintain		
First Aid Equipment :	Defibrillator	£ 780.00		£1000	Y	Low Breaks down, stolen	Monthly checks done by councillors and reported		
	Defibrillator Cabinet	£ 345.00		£400	Y	Low Cabinet breaks, risk of injury, defib stolen	As above		
	Defibrillator (Donated)	£ 780.00	01/06/2017	£1000	Y	As above	As above		
	Defibrillator Cabinet(Donated)	£ 345.00	01/06/2017	£400	Y		As above		
Totals	AGAR 21/22								

EASTON ON THE HILL PARISH COUNCIL-ASSETS REGISTER AS AT May 2021
Plus risk assessments/management

	Risk area	Risk level	Controls in place
Assets	Protection of physical assets	Medium	Assets insured for loss or damage according to asset register. Value adjusted annually. Routine inspections carried out. Asset list checked and updated annually.
	Security of buildings, equipment etc	Medium	IT equipment and records located within Clerk's premises.
Finance	Banking	Medium	All monies held in Unity Trust Bank Plc. Current account only at present. All bank statements cross referenced with accounts spreadsheet cash book. Monthly checks by Councillors done of invoices/bank statements/bank reconciliation.
	Loss of cash through theft or dishonesty	Low	Cash rarely handled. Some allotment holders pay Allotment Manager in cash and hands to Clerk to pay in. All other transactions by bank transfer. Monthly reconciliation by clerk circulated for monthly meetings.
	Financial controls and records	Medium	All payments are authorised at meetings and cheques signed by 2 signatories (rarely used) and bank transfer payments set up by clerk on line and authorised for payment by 2 councillors/signatories.
	Comply with HM Revenue and Customs regs for VAT and PAYE	Medium	VAT payments made and reclaim calculated and submitted by clerk at least annually. Internal and external audits carried out. PAYE payments calculated using Basic Tools software and paid direct to HMRC and subtracted from clerk pay.
	Sound budgeting to underlie annual budget	Medium	Finance Committee meets to discuss annual budget requirements and puts proposal to full council in November/December to discuss and approve. Precept derived directly from this. Expenditure against budget reported to council monthly.

EASTON ON THE HILL PARISH COUNCIL-ASSETS REGISTER AS AT May 2021
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	Authorisation and control of supply of goods and services	Medium	Supply of all goods and services regulated by the council's Financial regulations. These are checked and updated annually. Where required, written quotations are supported by written purchase orders. All transactions are approved by the council. Some contract/utility payments can be made between meetings where payments are agreed in advance. Financial records available for public inspection 15 days prior to the audit.
	Rick to third party, property or individuals	Medium	Insurance in place. Open spaces checked regularly. Trees and land investigated if damage reported and regular tree surveys carried out.
Liability	Legal liability as consequence of asset ownership	Medium	Insurance in place. Play equipment checked weekly by councillors. Other assets checked annually as per asset risk assessment.
Employer	Comply with employment law	Medium	Membership of NCALC. Clerk training for CiLCA qualification. Councillors go on employment training.
	Comply with inland revenue requirement	Medium	Audits carried out. PAYE tax payments made. Home office allowance reviewed and agreed. Clerk pay agreed by staffing committee and full council.
Liability	Safety of staff and visitors	Low	Clerk works from home. House insurance in place. 2 members of council to be present when books are open for inspection. Councillors contacted by telephone by members of the public.
	Service interruption due to long term absence of clerk	Medium	Standby cover required in budget

EASTON ON THE HILL PARISH COUNCIL-ASSETS REGISTER AS AT May 2021
Plus risk assessments/management

	Ensure activities are within the legal powers	High	Clerk clarifies legal position on any new proposal. Legal advice sought where necessary. Clerk CILCA trained
Legal liability	Proper and timely reporting via meetings and minutes	Medium	Council meets monthly and receives and approves minutes of the last meeting. Minutes made available to public on the notice board and website. All draft minutes checked before publication. Standing Orders in place and reviewed and agreed annually.
	Proper document control	Medium	Data storage to comply with Data Protection Act and GDPR. All documents stored at clerk premises.
Councillor propriety	Register of interests and code of conduct	Medium	Register of interest completed on appointment and updated as and when necessary. Code of conduct adopted and Councillors Declaration of Acceptance signed following adoption of new Code of conduct. Chairman's Declaration of Acceptance signed annually. All members are required to make a declaration of interest in any item on each agenda at the start of each meeting.

Totals insured £

Office equipment £990

Play/gym equip £30333

Street furniture incl MVAS £66922

General (defib, fence) £5300

Risk – insured value doesn't match replacement value

Action – clerk to update register and check insurance policy at time of renewal

GENERAL REGULATIONS AND CONDITIONS OF HIRE OF THE PLAYING FIELD AREAS

1. Applications for the use of an area of Easton on the Hill Parish Council Playing Field must be made on a registration form, below. The Council will make a decision and notify the applicant in writing if they accept the application.
2. The Council must be notified of any changes to the details on the form and the applicant must provide a copy of their insurance, as per condition 12 below, with the registration form.
3. Where relevant, all coaches will have up to date enhanced DBS checks in place.
4. The agreement gives exclusive use of the area to the applicant for the times and dates specified.
5. The agreement is for the whole season/booking period specified and any renewals/new bookings are subject to Parish Council approval.
6. The person signing the form must be over 18 and will be deemed responsible for paying hire charges, as agreed prior to hire, and the cleanliness and tidiness of the area during and after a session.
7. Hire charges will be as agreed by the Council and all hire charges will be paid at the end of each week. An invoice will be sent to the applicant. **Daily hire charges agreed as £100 per day for the use of the playing fields and cricket club pavilion for a year as per below and previously specified:**
 - Provision of power for pavilion through generator – ie diesel running costs
 - Cleaning of pavilion before and after events – paid cleaner to be employed
 - Provision and replenishment of consumables – eg toilet rolls, hand wash, hand towels etc
 - Removal of waste – weekly waste management to be put in place
 - Ensuring ongoing safety and security of the pavilion in the event of the children having to be entertained inside due to inclement weather
 - Ongoing administration with clubs
 - Maintenance of playing fields and supporting infrastructure ie grass cutting, hedge cutting, maintenance of fencing, playing equipment cleaning, insurance and checks, ROSPA safety checks of playing equipment, waste removal, maintenance of access bridleway, signage, maintenance of pathways, maintenance of shelter & tables
8. Notice in writing must be sent to the Clerk of Easton on the Hill Parish Council if an applicant ceases to require the facility and they may not receive a refund of charges, depending on the reason for ceasing.
9. Applicants are responsible for ensuring that activities are only carried out in the area(s) allocated to them.
10. The Parish Council reserves the right to cancel the hiring in the event of a breach of these conditions or if, at any time in the opinion of the Parish Council, the area is unfit for use. The Parish Council will not be responsible for any expenditure incurred or loss sustained by the hirer or any other person connected, arising from such a decision.

11. Applicants must make their own arrangements for First Aid facilities where necessary.
12. The hirer shall maintain adequate public liability insurance to cover the risks arising from the activity.
13. The hirer will not transfer the benefit of hiring to another club without prior agreement from the Parish Council.
14. The area shall not be used for any other reason other than that stated and agreed in the application, without the prior consent of the Parish Council.
15. The Parish Council has inspected the ground and is of the opinion that the Playing Field is suitable for the activity and is in a reasonably safe condition and state of repair sufficient for the activity to take place. However, they make no warranty as to whether the Playing Field is suitable for the hirer's activity and it shall be for the hirer to ensure no activity takes place for which the ground is not safe or suitable. Hirers are responsible for an ongoing check of the suitability of the area for the activity (including checks for hazards eg animal faeces and broken glass) and they will ensure all proper precautions are taken to ensure the activities are carried out safely and without risk of injury to any person or damage to any property and to avoid unnecessary damage to the ground. The hirer shall be responsible for any costs incurred for making good any unnecessary damage whether caused by the hirer and associates.
16. Where appropriate, the hirer is responsible for their own equipment.
17. The car park at the Playing Field can be used for all attendees, however there are other areas in the village that are encouraged to be used first to minimise the number of cars driving through up Westfields and along the Ketton Drift.
18. The hirer will ensure all vehicles are parked in a manner which does not obstruct any public or private right of way or be a nuisance or annoyance to anybody. The hirer will comply with any bylaws and regulations currently in force in respect of the sports ground/playing field and access to it.
19. Vehicles are asked, when possible, to leave the playing field, turning right down The Crescent" on exit to avoid excess/two-way traffic along Westfields.
20. The hirer and all those associated with the activity will respect other members of the public using the playing field, including cricket club members. They will be mindful of children using the play equipment nearby and behave in an appropriate manner. Any conditions above regarding damage applies to the whole of the playing field, including the cricket wicket/outfield, if caused by the hirer or associates..
21. The hirer will ensure that any Covid-19 Government regulations in place at the time of the hire period are adhered to throughout the hire period.
22. The Parish Council reserves the right to review and amend these regulations and conditions at any time.

I have read and understood and will abide by the general regulations and conditions of hire of the Playing Field and I have seen and agree to the charges below. I confirm that the club has sufficient, relevant and valid insurance as per condition 12 above.

Cost of hire_____

Dates and times of hire_____

Signed_____ Name and position_____

Date_____

APPLICATION TO HIRE A PLAYING FIELD SPORT PITCH/AREA

To be returned to the Clerk by email; clerk@eastononthehill-pc.gov.uk

Business/club name	
Applicant name/position/hirer	
Address	
Telephone number(s)	
Email address	
Invoice address/email if different	
Type of activity/ies	
Is this a commercial or business use?	
Dates area required, from/to	
Days area required	
Times area required	
Size of area required and preferred location within the Playing Field.	
Expected numbers attending, adults and under 18s	
Signed	
Print name	

**Minutes of the Planning Committee meeting of Easton on the Hill Parish Council held
on Wednesday 23rd June 2021 at 8.00pm (after training session) in the Easton on the Hill
Village Hall, with current Covid-19 restrictions and a maximum of 20 people inside.**

Present: Cllr J Hamilton (Chairman), Cllr I Lawson, Cllr C Mountain and Cllr J Watson

Clerk: J Rice

Members of the public: 2

PC/21/11	APOLOGIES FOR ABSENCE
	To receive and note apologies accepted by the Clerk. There were no apologies, all Councillor members were present.
PC/21/12	DECLARATIONS OF INTEREST
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (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.
PC/21/13	PUBLIC TIME. Arrangements were made for the public to join the meeting – abiding by any restrictions applicable. A maximum of 15 minutes was permitted for members of the public to address the meeting on any item on the agenda. The 2 members of the public were there to discuss their application 21/00588 to vary the conditions on the Collyweston roof. They were disappointed that the Conservation Officer had not had the time to speak to them as they could explain the scant availability of Collyweston slate issue and wondered if the Parish Council had spoken with him. They explained there is a new deadline for comments and the Committee members said they understood their situation and would agree a further comment.
PC/21/14	TO RECEIVE AND AGREE AS CORRECT THE MINUTES OF THE LAST MEETING ON 26th MAY 2021. CHAIRMAN TO SIGN. The minutes of the last meeting were agreed as a true record and duly signed by the Chairman.
PC/21/15	TO DISCUSS AND AGREE PARISH COUNCIL RESPONSE TO THE FOLLOWING NEW PLANNING APPLICATIONS: a) 20/01315/FUL 2 storey rear extension, side ext to first floor and s/s side extension at 24 Porters Lane, deadline 26/6/21. It was agreed to send no objections on the understanding that assessments on the potential light issue for neighbours and availability for parking will be done. Action Clerk b) 21/00800/FUL replacement single storey side and rear extensions at 53 West St. Deadline 26/6/21. It was agreed to send no objections. Action Clerk c) 21/00756/OUT permanent farm manager's dwelling at land on Cliffe Road, revised submission to 20/01667/OUT, refused on 15/3/21 due to non-profitability for 1 year in accordance with the Joint Core Strategy. It was agreed to send a neutral position, not in support or against, due to the specific nature of the application criteria. Action Clerk
PC/21/16	PLANNING APPLICATIONS AWAITING DECISIONS OR DECISIONS MADE SINCE LAST MEETING WERE NOTED: a) NE/21/00772/TCA Fell Maple and replace, reduce size of Acer at 26-28 High St. deadline 11/6/21. Response sent, awaiting decision. b) 20/01540/FUL Demolition of s/s rear extension, erection of double storey rear extension, addition of 2 dormer windows at 6 The Lane was refused permission. Gone to appeal, awaiting decision. c) NE/21/00588/VAR Variation of condition 5 to dismantle and re-roof eastern side with salvaged Collywestons and to re-roof the west side with a blue/black slate. Response sent, awaiting decision.

	<p>It was agreed to send an additional comment about this application noting that the applicants had attended the meeting to express concerns about the process and the Parish Council understands from the earlier training that all Collyweston tiles are normally insisted upon, however it would be helpful if the Conservation Officer could provide some feedback in due course. Action Clerk</p> <p>d) NE/21/00509/FUL proposed demolition of existing single storey rear extension, erection of part 2 storey and single storey rear extension with large dormer window and addition of 2 dormer windows on north elevation at 6 The Lane, deadline extended to 27/5/21. Response sent, awaiting decision.</p> <p>e) NE/21/00583/FUL Change of use from verge to be included in domestic curtilage at 10 The Nook, deadline 14/5/21. Response sent. Permitted.</p> <p>f) 20/01678/FUL alterations and extensions to bungalow including addition of first floor at 4 The Lane, deadline 4/2/21. Awaiting decision.</p>
PC/21/17	<p>TO REVIEW TRAINING GIVEN AND RESOLVE ANY MORE ACTIONS NEEDED</p> <p>The Committee agreed it was really useful and felt sure it would help with future responses and decisions. There is further planning training from NCALC planned for November.</p>
PC/21/18	<p>TO AGREE DATE OF NEXT MEETING, depending on new applications. Suggest Weds 21/7/21 tbc</p> <p>The date of the next meeting was agreed as Tuesday 20th July 2021 at 7pm in the Village Hall. Action Clerk to book</p> <p>There had been a new application received with a deadline of 11th July 2021 and so an extension to this will be requested for an official comment to be made at the next meeting, otherwise no comment will be able to be made.</p>

FAO
Town and Parish Clerks and
Councillors

Email: david.howes@northnorthants.gov.uk
Our Ref: 01/DH/P20210611
Date: 14 June 2021

Dear Parish Councillors,

I am writing to introduce myself as the newly appointed portfolio lead at North Northamptonshire Council for Rural Communities and Localism.

I want to say from the outset how much the new Unitary Council values its relationship with Town and Parish Councils, and I look forward to working with you over the coming months and years.

I am keen, alongside Kerry Purnell - Assistant Director for Housing and Communities, to establish effective engagement channels and forums with yourselves. It is my ambition that the new Council establishes something similar to what has been done in the past with the Sovereign Councils and creates a new Rural Forum.

I will be back in touch in the coming weeks with some proposals about how we can start to progress this.

Yours Sincerely,

Councillor David A Howes
Portfolio Lead for Rural Communities and Localism
and Ward Councillor for Desborough Ward



Cricket club

One of our sponsors - Carrs Construction are looking to start using our pavilion as a temporary office space for two or three staff from September during office hours (after the summer camps are completed).

As that is a sponsor we don't intend to use this as a "money spinning" opportunity and will more than likely just ask them to cover their utilities costs.

The activities will be confined to the CC pavilion - hence no impact on the PC. Clearly by then we will have the waste bins in place - which will be important to ensure the site can be kept very clean and tidy.

Please let me know if there are any questions/ comments.

The Queen's Platinum Jubilee Beacons

In 2012 parish and town councils in Northamptonshire and across the country did a brilliant job celebrating The Queen's Diamond Jubilee by lighting beacons. Councils are encouraged to do the same on 2 June 2022 in celebration of The Queen's Platinum Jubilee.

To find out what us involved and how to go about it, please find below:

1. A covering letter outlining the event and how councils can take part on 2 June 2022.
2. The recent Buckingham Palace Press Release outlining the Jubilee weekend of the 2 - 5 June 2022, which The Queen's Platinum Jubilee Beacons is part of.
3. The first edition of the **Guide To Taking Part** which will be updated monthly on the following website - www.queensjubileebeacons.com through to 1 June next year as more and more communities join the project over the next eleven months.

- [Platinum Jubilee Beacons - Covering Letter \(PDF, 235 Kb\)](#)
Platinum Jubilee Beacons - Covering Letter
- [Platinum Jubilee Beacons - Press Release \(PDF, 381 Kb\)](#)
Platinum Jubilee Beacons - Press Release
- [Platinum Jubilee Beacons - Guide - First Edition \(PDF, 10.7 Mb\)](#)
Platinum Jubilee Beacons - Guide - First Edition

Village Hall/Summer playscheme

I have just had a long chat with Chis from Freedom Leisure (contractors for sports development for East Northants) regarding the Summer Turn Up and Play scheme. EOTH participated in this scheme in 2019 but at the school hall and not at the village hall. There was no scheme in 2020.

This is a non-money making event for us as we need to provide the venue free of charge but it is an opportunity for us to do some marketing on the back of it e.g. for children's parties.

The dates for the events in EOTH are:

- Wednesday 28th July 10.00- 12.00
- Monday 2nd August 10.00 – 12.00

Both events will need 30 minutes either side of the booking for start up and close down. I have checked Hallmaster and these dates look free. Please can you make the booking and confirm back to Chris cc'd on this email. I have also asked Chris to provide you with a copy of their liability insurance.

Chris is going to contact Graham Lilley to advertise the events on the village website and he is going to send us some copy for the WOTH at the end of June. We could also advertise through the Hall Facebook page and posters and add to it some marketing about the Hall – I'm sure Anna, you and I can come up with something.

Spaces will be limited at the events and the Freedom Leisure team (Chris and Jackie) will manage all the bookings.

Think that is everything – let me know if any queries and Chris please add to this if I have forgotten anything

Many thanks and best regards

Leader's Update Cllr Jason Smithers Leader of the Council Introduction and Welcome! An update since the first Annual General Meeting Welcome to the Leader's Update for North Northamptonshire Council. Thank you to those of you who provided feedback on the previous Update. I am keen to provide information on a range of services and activities the Council is involved with across the North Northamptonshire area. This newsletter goes out to the Council's members, parish and town councils and partner organisations. If there are any activities or initiatives you would like to see covered in future editions then please do let me know! In particular, this week I would like to highlight national 'Thank You Day' that is taking place this Sunday 4th July. A number of organisations and services across the area are planning to pay tribute and say a big thank you to the people of both North and West Northamptonshire as part of national 'Thank You Day'. I am sure you will all join me in this initiative and in saying 'Thank You' to everyone who has played their part in this unprecedented and very difficult last 18 months. Thank you, Jason Thank you! Thank you for taking the time to read this newsletter. If you have ideas of items to include in future updates please let me know at: executive@northnorthants.gov.uk Follow me on Twitter Contacting North Northamptonshire Council @SmithersJason 0300 126 3000 www.northnorthants.gov.uk Corby Cube hosts the Council's first meeting of the Executive

Another huge milestone was made for the Council on 22nd June as we held our first ever Executive meeting, which we attended in person in a Covidsecure setting at the Corby Cube. Decisions taken by the Executive meeting can be found here [Decisions 22nd-Jun-2021 14.00 Executive.pdf \(moderngov.co.uk\)](#) We look forward to the next meeting of the Executive on 15th July! Thank You Day National 'Thank You Day' is on Sunday 4th July. The aim of the day is to show appreciation to all those who have helped throughout the pandemic. It is a day where everyone is encouraged to take a pause and thank those that have assisted during the past 18 months. Organisers want to make it the UK's biggest ever thank you party. After such a challenging time we all have different people to thank, from family members to key workers, good neighbours to volunteers. The plan is for as many people as possible to be involved, however they would like, so everyone who deserves it gets a thank you. I am very pleased to say that we are joining the NHS, Police, Fire and West Northants Council to put together a personal video of thanks that we will be sharing on social media and our websites. Please keep a look out and share far and wide. @NNorthantsC @NorthNorthants One million Twitter impressions! Good news! Last week North Northamptonshire Council broke the one million barrier for Twitter impressions! This is the number of times a tweet shows up in somebody's timeline. That means every time it's served up, it counts as an impression. This seems like a great achievement and it just goes to show just how far our social media messaging can go if we all help each other by sharing each other's content regularly. Top recent social media stories: • (Twitter) Advice to follow @NNHighways for road closures, diversions and repairs • (Twitter) Local heritage/culture/lifestyle • (Twitter) Advice to check NNC website before phoning • (Facebook) Recycling and Euro 2020 • (Facebook) Thank you day • (Facebook) Food hygiene ratings and Euro 2020 Targeting Rogue Traders Rogue traders and aggressive doorstep sellers were targeted last week by Northamptonshire Trading Standards working in collaboration with Northamptonshire Police as part of Operation Rogue Trader. Officers from Trading Standards collaborated on a week of activity with counterparts from Northamptonshire Police to stop rogue business practices and raise awareness of the dangers linked to hiring cold-callers. Operation Rogue Trader began specifically to target doorstep crimes, especially distraction burglaries and rogue trader offences. As rogue trading practices diversified, Operation Rogue Trader grew to allow participating authorities to proactively target criminal behaviour and raise awareness amongst the most vulnerable groups. Operation Rogue Trader is a region multi-agency campaign coordinated by Trading Standards East Midlands. If you would like more information, please visit: www.nationaltradingstandards.uk/work-areas/regional-investigations-teams/ North Northamptonshire Council held its first Member Transformation Board meeting on 28th June. The Transformation Board endorsed an approach that will determine how the Council and its services are transformed in the future. This includes an ambitious plan of activity over the initial period 2021–2023 that aims to build the firm foundations needed to help deliver improvements in services, savings and efficiencies – all of which help support the Council's ambition to deliver value for money and services to local residents. I will be keen to include regular updates on transformation in this newsletter in the future. New Transformation Board holds its first meeting 5 Star Food On 18th June, one of the Council's Environmental Health Officers inspected The Old Bakery Tea Room, 31 Station Road, Earls Barton. After the inspection the business was awarded a Food Hygiene Rating Score of 5, which is the best score achievable. This is one of many 5 star food establishments that we have throughout North Northamptonshire, which I'm sure we will all be taking advantage of. If you want to check out the food hygiene ratings of an establishment you can do so here: <https://ratings.food.gov.uk/> North Northamptonshire Consultation Hub Consultations, engagement activities and participation events run by North Northamptonshire Council will all be hosted on the Council's Consultation Hub. This will allow residents and

stakeholders to easily find and take part in activities that affect or interest them. Consultation and engagement activities are promoted to members of the Consultation Register, and the new North Northamptonshire Residents' Panel that is in the process of being established. As we move forward, we are reviewing how we can enhance our participation groups and we welcome feedback on this. This is a great way to encourage constituents and other stakeholders to join our participation groups and be notified of new consultation and engagement activities. With regard to sharing outcomes, to maintain transparency of decision-making and encourage future involvement in consultation and engagement, activity outcomes are published on the Consultation Hub under the 'We asked, you said, we did' section. Press Releases To help you stay abreast of the key things the Council has been doing, I have included some links to the Council's press releases below (starting with the most recent): Public Health officials urge residents to get both jabs, take a rapid flow test twice weekly and keep a safe distance Council's refuse collection service scoops national award Holiday and Food Activity Fund Update (HAF) Public Health Officials remind residents to stick to Step 3 rules and be 'COVID-Safe' if mixing indoors Engaged couples to be contacted following delay in easing restrictions If you would like stay up to date with the Council's media releases, you can visit the news section of the Council's website: www.northnorthants.gov.uk/news Or follow Twitter @NNorthantsC and/or Facebook @NorthNorthants 2 July 2021

ACRE free seminars on rural communities

Dear Parish Councillors,

Northamptonshire ACRE are proud to announce their **75th anniversary!** To mark the occasion, we are hosting a series of free webinars via Zoom. We are delighted to welcome the **Rt. Hon. Lord Benyon, Parliamentary Under Secretary of State at DEFRA** to deliver a keynote speech on 26th July at 1:45pm. We have invited a range of speakers to cover various topics under the theme 'Revitalising Rural'.

Attached is a copy of the programme for the week. If you would like to attend, please email acre@northantsacre.org.uk stating which session you would like to attend and we will send you the joining instructions. Please feel free to share this message with your colleagues.

We would like to take this opportunity to thank you for your support and we look forward to working with you in the future.

Kind Regards,

Sent on behalf of Elaine O'Leary
Chief Executive
Northamptonshire ACRE
Email: acre@northantsacre.org.uk