

# Easton on the Hill Parish Council

Hibbins Cottage, The Green, Ketton, Stamford. PE9 3RA  
 Email; clerk@eastononthehill-pc.gov.uk

Dear Councillors,

You are summonsed to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** on **MONDAY 11<sup>th</sup> MAY 2026** at **7.00pm** in the Village Hall, New Road, Easton on the Hill, when the following listed business will be transacted.

Yours sincerely,

Jenny Rice, Mrs Jenny Rice, Clerk and Responsible Financial Officer

Date:6/5/26

## AGENDA

<b>26/1</b>	<b>TO ELECT A CHAIRMAN</b>
	Current Chairman (or Vice Chairman) to take nominations and votes for Chairman and elect. In the event of a tie in votes, the outgoing Chairman has a casting vote. Once appointed, the new Chairman to sign the Declaration of Acceptance and chair the meeting.
<b>26/2</b>	<b>TO ELECT A VICE CHAIRMAN.</b> To take nominations and vote to resolve.
<b>26/3</b>	<b>APOLOGIES FOR ABSENCE</b> To receive and note apologies for absence sent to the Clerk and note and agree new policy for next time.
<b>26/3</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 <b>to update their register</b> if necessary. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest is a legal requirement and will require that the member withdraws from the meeting room during the transaction of that item of business).
<b>26/4</b>	<b>PUBLIC PARTICIPATION</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>26/5</b>	<b>MINUTES OF THE LAST MEETING</b>
	To confirm as accurate the record of the minutes of the last meeting held on 13 <sup>th</sup> April 2026, previously circulated. Chairman to sign.
<b>26/6</b>	<b>MATTERS ARISING from previous meeting.</b> To note new project for new equipment at The Close approved and note APM held and well received.
<b>26/7</b>	<b>GOVERNANCE, TRAINING AND FINANCE</b>
	<b>7.1</b> To review committees' and working groups terms of reference and resolve any changes, herewith for Planning Committee, Trees and Greens/Nature Recovery. To review and agree committees' and working groups' members, herewith list, including Village Hall Trustee Rep (currently Cll Lyons). Review Whatsapp policy and groups as necessary.
	<b>7.2</b> To receive, note, review and agree members code of conduct, herewith.
	<b>7.3</b> To receive, review and agree to adopt Financial Regulations and Standing Orders, herewith. To consider Clerk recommendation to allow delegated authority for expenditure on small maintenance jobs up to a maximum value and within budget to speed up work rate and efficiency.
	<b>7.4</b> To review Councillor finance internal control checkers, currently as per monthly defib checker.
	<b>7.5</b> To review Council's annual risk assessment, herewith.
	<b>7.6</b> To check bank signatory Councillors and arrange for more if needed.
	<b>7.7</b> To receive end of April finance report and internal checks and resolve any queries, herewith, including Cash for Cans in general reserves.
	<b>7.8</b> To note Joint Panel on Accountability and Governance Practitioner's guide to be aware of for Annual Governance and Accountability Return (AGAR) signing, herewith.
	<b>7.9</b> To receive AGAR internal audit report and resolve any actions, herewith.
	<b>7.10</b> To review and approve AGAR Section 1 Governance Statements and Section 2 Accounting Statements and then Chairman and Clerk to sign the forms, herewith.
	<b>7.11</b> To agree dates for public to exercise rights to inspect accounts and forms to be submitted to external auditor as required, herewith.
	<b>7.12</b> To receive summary about insurance quote and resolve whether to accept insurance premium quoted, herewith.

	<b>7.13</b>	To agree any new training required for new committees, working group members, or general tng.	
	<b>7.14</b>	To receive and note request from Winter Warmers for a grant of £250 and resolve. Budget is £1000.	
<b>26/8</b>	<b>CLERK CORRESPONDENCE /INFORMATION TO NOTE/DECISIONS:</b>		
		<ul style="list-style-type: none"> <li>- To note NCALC Councillor survey to complete, circulated 20/4/26, deadline 31/5/26.</li> <li>- To note resident request to plant up verges and NNC criteria to get agreement and resolve a way forward.</li> <li>- To note invitation to Civic dinner for £45 and resolve attendance or not.</li> <li>- To note report of new access to house made in hedge on Drift and NNC response.</li> <li>- To note thanks x 2 for First Aid training received and donation to be sent by resident.</li> <li>- To resolve pack of dog poo posters for £150 from Keep Britain Tidy campaign.</li> </ul>	
<b>26/9</b>	<b>PLAYING FIELD, PAVILION, PLAY AREAS, WOODLAND AREA</b>		
	<b>9.1</b>	Contractor, Health and Safety – to note list of work and agree expenditure of new works and ideas, herewith, including rabbit holes.	
	<b>9.2</b>	To note feedback from Legionnaires Disease Specialist risk assessment visit and agree actions.	
	<b>9.3</b>	To receive update on revised and final ACC and FC hire agreements and resolve any queries/agree action.	
	<b>9.4</b>	To note issue with FC toilet block on site not safe and not water tested or checked and resolve action.	
	<b>9.5</b>	To agree terms of reference and membership of new Playing Field Working Group and outstanding issues list and resolve action.	
<b>26/10</b>	<b>REPORTS FROM COUNCILLOR REPRESENTATIVES</b>		
	<b>10.1</b>	<b>Checkers reports/village maintenance/salt bins/defibrillators/speed control measures</b> <ol style="list-style-type: none"> <li>a. To receive checker report from Cllr Woodman for April and resolve any maintenance needed. May checker is Cllr Kaye. (Cllr Tungate March check needed for Spring Close)</li> <li>b. To note correspondence re A43 speed control and hotspot information wanted by Highways.</li> </ol>	
	<b>10.2</b>	<b>Parish Path Warden (Cllr Woodman)</b> To receive any update.	
	<b>10.3</b>	<b>Village Hall (Cllr Lyons)</b> To note any update from the PC representative Trustee.	
	<b>10.4</b>	<b>Police Liaison Representative</b> <ol style="list-style-type: none"> <li>a) To hear update and resolve any action – see projects below.</li> </ol>	
<b>26/11</b>	<b>ALLOTMENTS</b>		
	<b>11.1</b>	To resolve continuation of “community plot” and maintenance thereof. Note a few on waiting list.	
	<b>11.2</b>	To resolve help with removal of rubbish from allotment(s) by PC, scrap metal and other/skip?	
	<b>11.3</b>	To note issues reported at allotments and action taken.	
<b>26/12</b>	<b>COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS</b>		
		<ul style="list-style-type: none"> <li>- To suggest and agree any specific items for June’s What’s on the Hill and check/note of any new residents for welcome pack.</li> </ul>	
<b>26/13</b>	<b>TREES AND GREENS WORKING GROUP (INCL NATURE RECOVERY) Cllr Cox, Cllr Holwell, Cllr Mitchell, Cllr Woodman, plus Cllr Tungate Climate and Action Champion. (Last tree survey Aug 2025)</b>		
<b>26/14</b>	<b>PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)</b>		
	<b>14.1</b>	To note latest feedback from the Planning Committee meeting/applications. <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. To receive and note feedback on any applications since last meeting. 26/00671/TPO Lime tree remove at All Saints Church – response sent under delegated authority.</li> <li>2. To note attendance at Local Plan review, receive and note feedback (Cllr Davey)</li> </ol>	
<b>26/15</b>	<b>PROJECTS</b>		
	<b>15.1</b>	To note resident survey results and agree a way forward.	
	<b>15.2</b>	To receive and review CCTV task and finish group Terms of Reference and resolve members.	
<b>26/16</b>	<b>ORDERS FOR PAYMENT</b> To agree payments to be made as follows. The invoices have all been examined, verified and certified by the Responsible Financial Officer (RFO);		
	<b>16.1</b>	Clerk reimburse for HP ink cartridge until new plan payment due July 2026. Plus M/S and mileage expenses, refreshments for APM and home office.	£8.49, £26, £43.67, £18.90, £7.99
	<b>16.2</b>	HMRC employer NI payment and employee tax/NI payment April.	£ tbc
	<b>16.3</b>	Valda New supplier for street lighting bills as per contract, paid by direct debit. And Yu Energy for The Briers	£228.08 paid by DD and £24.79
	<b>16.4</b>	Yu energy bill pavilion electricity, paid by DD	£57.01

	<b>16.5</b>	Village hall hire x 2 meetings	£45
	<b>16.6</b>	Clerk salary/hours payable 31/5/26 less tax and NI due	£tbc
	<b>16.7</b>	Multipay card monthly fee and Unity bank charges, monthly	£3/£7
	<b>16.8</b>	Bison Assist for Legionella visit	£354 paid by card
	<b>16.9</b>	Stable Hire Ltd for stump grinder	£78 paid by BP
	<b>16.10</b>	T Cowling for GMC April	£210
	<b>16.11</b>	K Cox Handiman grass cutting	£547.50
<b>26/17</b>	<b>DATE OF NEXT MEETINGS</b> To note that the next meeting is on <b>Monday 8<sup>th</sup> June 2026</b> at 7pm in the village hall and the <b>next Planning Committee</b> meeting is to be agreed, dependent on new applications, usually the same date. See council notice board or website for details <a href="http://www.eastononthehill-pc.gov.uk">www.eastononthehill-pc.gov.uk</a>		