Minutes of the meeting of Easton on the Hill Parish Council

held on 13th July 2026 at 7pm in the Village Hall, New Road, Easton on the Hill.

Present Cllr A Davey (Chairman), Cllr J Garner, Cllr C Kaye, Cllr G Kendall, Cllr J Lyons and Clerk: Mrs J Rice.

There was one member of the public present.

26/34	**APOLOGIES FOR ABSENCE**	
	To receive apologies sent to the Clerk and to note reason where given and accept, or not, according to the attendance policy. The Clerk received apologies from Ward Cllr S Fairhall, Cllr K Cox, Cllr R Holwell, Cllr D Mitchell, Cllr J Stephenson, Cllr H Tungate and Cllr Woodman. Reasons, where given, were not accepted as per the attendance policy.	
26/35	**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 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 is a legal requirement and will require that the member withdraws from the meeting room during the transaction of that item of business). There were no declarations of interest stated.	
26/36	**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. The member of the public raised a concern about a resident caught up in an incident and was seeking council support. The councillors acknowledged the concern and discussed it later on in the meeting.	
26/37	**MINUTES OF THE LAST MEETING**	
	To confirm as accurate the record of the minutes of the last meeting held on 8th June 2026, previously circulated. Chairman to sign. The minutes were agreed as a true record and duly signed by the Chairman.	
26/38	**PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)**	
	To note latest feedback from the Planning Committee meeting/applications. https://publicaccess.east-northamptonshire.gov.uk/online-applications/ 1. **To receive and note feedback on any applications since last meeting. 26/01562/TCA tree works in a conservation area, reduce Bay, Holly and Laurel at 52 High St. and 26/01750/LBC flat roof replacement at village hall - no issues expressed.** These were noted, plus an outline planning application for the Exeter Arms noted just for information. 2. **To note any Local Plan update – no response sent.** This was noted however also that the sites for Easton are not included.	
26/39	**REPORTS FROM COUNCILLORS**	
	39.1	**Checkers reports/village maintenance/salt bins/defibrillators/traffic speed control measures** a. **To receive checker report from Cllr Kendall for June and resolve any maintenance needed. July checker is Cllr Davey and August is Cllr Garner.** Cllr Kendall reported his checks to date. It was noted that Spring Close pond needs a clear up session. Action Trees and Greens Group to co-ordinate b. **Traffic - to note any volunteers for Community Speedwatch (CSW) scheme and resolve action. Also, feedback posted/circulated re advisory 20mph suggestion.** It was reported that no volunteers came forward for the CSW scheme, and also that advice had been received about a 20mph scheme on the A43 not being appropriate, but it was suggested it could be elsewhere in the village. It was agreed to gather the data to send to the police Road Safety Group for a review on doing police speed checks. It was further agreed to write to the emergency services for advice on the inconsiderately parked cars in many streets causing issues. Action Cllr Kendall/Traffic Group/Cllr Woodman/Clerk c. **To note resident feedback sent re next speed review and resolve action.** It was noted that the data must be available for the next speed review panel process.
	39.2	**Parish Path Warden (Cllr Woodman) To receive any update.** There was no update or information.

Signed by Chairman____Date_________________________

	39.3	**Village Hall (Cllr Lyons) To note any update from the PC representative Trustee.** Cllr Lyons could not attend the AGM however Cllr Davey reported that the current Chairman will be leaving soon regardless of whether a replacement is found as no-one had come forward to date.
	39.4	**Police Liaison Representative To hear update from meeting with police and resolve any action.** It was reported that a meeting had been held with the local police officer and two councillors. Support for CCTV was expressed and information is being obtained from other areas on its success etc. The PC will take action on nuisance quad bike riders when more details are shared but said that nothing can be done with the evidence shared on anti social behaviour and suspected drug dealing. It was agreed to write to the local MP to get support on action to be taken. Action Cllr Kendall and Cllr Garner. It was further agreed not to pursue the Facebook message in connection with the incident raised by the resident – see public participation – as it is a police matter and not appropriate.
26/40	**CLERK CORRESPONDENCE /INFORMATION TO NOTE/DECISIONS:** - **To note Burghley Estates work in the wood, herewith.** This was shared and noted and will be shared with public. - **To note electric vehicle consultation objection and request for council to object and resolve action.** It was agreed to support the objection to the location too and request a meeting with the EV team at NNC. Action Clerk - **To note request to NNC for resident parking from dropped kerbs.** This was noted for any future requests and outcome for interest. - **To note Star Council awards and categories and agree any nominations.** It was decided that Cllrs can make a nomination if they wish by 25/9/26.	
26/41	**PROJECTS**	
ACTION PLAN	41.1	**To receive and note feedback/update from sub-group on any new action plan from survey results.** It was noted a date will be set to discuss this. Action Cllr Davey
	41.2	**To note residents reminded how to report issues using HORT.** This was noted. **To arrange a date for promoting street defect reporting and walkabout day to report issues.** This will be arranged soon and advertised. Action Cllr Davey
CCTV GROUP	41.5	**To note any interest in a CCTV task and finish group and agree terms of reference of a group (herewith) and/or a way forward.** It was reported that there is no interest and so councillors will press on under instruction and agreement to gather information to present and consider. Action Cllr Kaye and Cllr Cox
	41.6	**To note feedback re tree and plaque at Spring Close on site of old war memorial and resolve action.** It was noted and agreed that a special tree will not fit in the space and so just a plaque and possibly flags will be arranged instead. Action C/F
26/42	**GOVERNANCE, TRAINING AND FINANCE**	
	42.1	**To receive end of June finance report (herewith) and internal financial checks and resolve any queries, herewith.** The current position of 28% basic expenditure of budget and 25% of total budget expenditure at 25% through the year was noted. There are higher budget lines as reported and known about, however lower ones too eg street lighting. The bank balance is 54k due to all precept and grant payment included and earmarked reserves now to include £666 for play/gym equipment. An anonymous donation as part of this total was very gratefully received. The finance checks are in hand.
	42.2	**To agree any new training required (details circulated), and feedback on training attended.** There was no training requested.
	42.3	**To receive update on Assertion 10 and increased data protection requirements, including to agree the data audit, herewith. To consider Cllr training sessions via NCALC or ICO.** The Clerk gave an update from the data audit completed and stressed the need for Cllrs to clear old files and emails as necessary and consider training on data protection. It was noted that future changes may be needed on other data held to comply and pass the audit. Action Cllrs
	42.4	**To note accessibility report performed by VisionICT , herewith, and some remedial works to be done. Agree skilled Cllr to do this/help.** The website accessibility report will be gone through and website updated to be compliant. Action Cllr Davey/Clerk

Signed by Chairman____Date________________________

	42.5	**To receive any annual summer asset checks completed and resolve any actions needed, herewith – gate latch being done.** It was noted these are in progress and queries were addressed. Action Cllrs
	42.6	**Staffing committee – to agree a date for the Clerk's appraisal.** This will be agreed in due course. Action Cllr Davey (SC)/Clerk
	42.7	**To resolve using AI technology to aid the Clerk's minute taking or to record and transcribe the meeting into notes to be agreed for future reference, information circulated.** This was considered and it was agreed that decent equipment is needed for all to give good minutes results. A simple recording can be used for minute taking and/or available to Cllrs and then deleted, but any transcripts need to be checked and agreed. It was decided to look for courses to help initially and a report to be submitted in due course. Action Clerk
	42.8	**To note energy contract agreed at approx. £766 pa for 2y contract – still cheaper than Yu Energy renewal.** This was noted.
	42.9	**To note Local Council Award "quality control" scheme details and resolve action, herewith.** This was noted and feedback will be given. Action Clerk
26/43	**ALLOTMENTS**	
	43.1	**To note update - confirmation re memorial bench sent and all vacant plots taken by resident plus thefts at the site and request for plot markers.** This was noted and plot markers to the value of £9 was agreed.
	43.2	**To note feedback on garden waste and metal clearance, and reconsider skip for other, general waste.** It was agreed that council will not pay for a general waste skip and tenants need to dispose of own rubbish, however excess garden waste may be removed via a trailer again.
	43.3	**To note applicant for volunteer Allotment Manager post and agree.** Details were given and a volunteer allotment manager appointed. Action Clerk
26/44	**COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS** - **To suggest and agree any specific items for August's What's on the Hill and devise system for any new residents for welcome pack – one via Facebook.** It was suggested to put the Burghley works notified and allotment manager.	
26/45	**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)** **To receive and note any feedback from the group, including** - **1. removal of old war memorial.** It was noted that this has been done. - **2. tree work quotes – work agreed to be done in October.** This was noted. - **3. nature recovery project update and co-ordinator for Spring Close clean up.** The update from Jeff Davies, resident, was noted and a co-ordinator of the spring close/pond clean up will be requested of Trees and Greens Group. Action TAG	
26/46	**PLAYING FIELD, PAVILION, PLAY AREAS, WOODLAND AREA**	
	46.1	**Contractor, Health and Safety – to receive and note list of work and agree expenditure of any new works and resolve any issues raised: emergency lighting issue fixed, Cllr fixed latch.** The list was noted and some changes agreed.
	46.2	**To agree use of a key safe box for pavilion, offsite.** This was agreed to be used as and when appropriate and necessary.
	46.3	**To agree change to GMC work and all Legionnaires water temperature testing to be now carried out by Cllr Woodman as one part needed on a weekend if no other solution found – plumber to be asked. To note schematic drawing completed.** It was agreed that Cllr Woodman do the temperature testing each month and he will complete the schematic drawing. Action Cllr Woodman
	46.4	**To receive and note ROSPA play inspection report and agree minor, remedial works to be carried out as summarised, herewith and circulated.** The report was received and noted with no urgent issues to address. Action Clerk/GMC
	46.5	**To receive update on revised and final ACC and FC hire agreements and resolve any queries/agree action, plus consider a meeting with ACC to discuss future plans and as per their request/grant. To note weekly cleaner being arranged for them and agree purchase of equipment in principle.** It was noted that the agreement has been sent for comment and

Signed by Chairman____Date_______________________

		further noted that a date for a meeting will be arranged. It was agreed that the cricket club should pay for a new hoover and mop for their cleaner. Action Clerk	
	46.6	**To note request to use field 21/7 for toddler sports day and agree action.** This is not now going ahead but will be deferred for a principle decision. Action Clerk	
26/47	**ORDERS FOR PAYMENT The invoices have all been examined, verified and certified by the Responsible Financial Officer (RFO) and are to be signed by the Chairman;** The payments were approved to be made as follows.		
	47.1	Clerk reimburse for expenses. (£26 home office, £8.49 microsoft, £13.49 ink plan starts July 2026, plus mileage £8.10)	£49.05
	47.2	HMRC employer NI payment and employee tax/NI payment July and August.	£ 105.45 July Aug tbc
	47.3	Street lighting bills as per contract, paid by direct debit. And Yu Energy for The Briers	£23.77 Briers £134.78
	47.4	Yu energy bill pavilion electricity, paid by DD	£68.84
	47.5	Village hall hire	£25
	47.6	Clerk salary/hours payable 31/7/26 and 31/8/26 less tax £46.40 and NI £3.62 due	£1043.21
	47.7	Multipay card monthly fee and Unity bank charges, monthly	£3/£7
	47.8	T Cowling for Grounds Maintenance Contractor June	£336
	47.9	K Cox Handiman for grass cutting in June	£638.25
	47.10	Toolstation light fitting	£18.99
	47.11	Wicksteed first instalment, including VAT	£4855.54
	47.12	ROSPA Play Safety for inspection	£266.40
receipt	**47.13**	Donation to gym/play equipment from anonymous resident donor	£250
receipt	**47.14**	Grant payment received for new equipment at the Close	£4046
26/48	**DATE OF NEXT MEETINGS** It was noted that the next meeting is on Monday 14th September 2026 (as there is no ordinary meeting in August) at 7pm in the village hall and the next Planning Committee meeting is to be agreed, dependent on new applications, usually the same date. The meeting concluded at 21:05		

Signed by Chairman____Date______________________