Minutes of the meeting of Easton on the Hill Parish Council (PC)

held on 14th September 2026 at 7pm in the Village Hall, New Road, Easton on the Hill.

Present Cllr A Davey (Chairman), Cllr J Garner, Cllr J Lyons, Cllr S Woodman (Vice-Chairman)

and Clerk: Mrs J Rice.

There were no members of the public present.

26/55	**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. Apologies were received from Cllr C Kaye, Cllr D Mitchell, Cllr G Kendall, Cllr J Stephenson and Cllr H Tungate. Ward Cllr S Fairhall also sent apologies. Cllr K Cox and Cllr R Holwell were not present.	
26/56	**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 made.	
26/57	**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. There were no members of the public present.	
26/58	**MINUTES OF THE LAST MEETING**	
	To confirm as accurate the record of the minutes of the last meeting held on 13th July 2026 and extraordinary meeting on 7th August 2026, previously circulated. Chairman to sign. The minutes x 2 were agreed as a true record and duly signed by the Chairman.	
26/59	**PLAYING FIELD, PAVILION, PLAY AREAS, WOODLAND AREA**	
	59.1	**Contractor, Health and Safety – to receive and note list of work and agree expenditure of any new works and resolve any issues raised and outstanding jobs, incl freezer PAT.** The list was discussed and agreed, including a new plumber, and the regular temperature checks for legionnaires need clarifying. It was noted the freezer is not suitable. Action Clerk
	59.2	**To hear feedback from meeting with ACC cricket club and resultant hire agreement and rent amount for 26/27, plus impact on other hiring or use of field and resolve actions.** The Clerk confirmed she had not heard back from the cricket club and the "old" agreement is still in force but needs updating and signing for 26/27 season. Their scheduling of friendlies during the overlap period and attitude was noted as disappointing. The agreement will be deferred to October's meeting. Action Clerk
	59.3	**To resolve principle to allow toddler Sports Day activities on the playing field subject to adequate risk assessment and insurance, C/F.** The principle was not agreed but each request will be decided as they arise.
	59.4	**To note grass cutting contractor's new mower from March 2026 – agree storage and contract change re playing field and any other changes, herewith.** It was noted that the grass contractor is storing their mower in the parish council's container/garage and the Clerk stated that the PC insurance does not cover it nor does it affect the PC policy as long as it is stored safely. It was further noted that as a consequence the contract terms need altering by the contractor. Action Clerk
	59.5	**To note post installation inspection report completed and all grant paid.** **To further note separately that access for disabled was noted in the report as limited.** This was noted.
	59.6	**To resolve 2 extra keys purchase £20.** This was agreed. Action Clerk
	59.7	**To receive and note details of request to change pavilion snooker table and resolve response. (Cllr Woodman).** Cllr Woodman explained that the Ketton Sports Football Club would like to swap

Signed by Chairman____ Date___________________________

		the PC snooker table in the pavilion for another one they will provide due to league requirements. This was resolved as a long-term loan so that if the PC require it back, it will be swapped again. Action Cllr Woodman.
	59.8	**To receive and note details of request to apply for another grant for the playing field for more outdoor gym equipment (deadline 11/11/26), with third party payment from donations. (Cllr Woodman).** Cllr Woodman asked that another grant application for gym equipment in the playing field be submitted, with the Third Party Contribution of 11% is paid from the Parish Council's earmarked funds from the donations generated via the recycled cans. It was resolved to apply for 10k for 2 new pieces of equipment, deadline is 11/11/26. Action Clerk
26/60	**REPORTS FROM COUNCILLORS**	
	60.1	**Checkers reports/village maintenance /salt bins/defibrillators/traffic speed control measures** a. **To receive checker report from Cllr Davey and Cllr Garner for July and August and resolve any maintenance needed. September checker is Cllr Lyons.** It was noted the checks are in progress. Action Cllrs Davey and Garner. b. **Traffic - to note any feedback from enquiry to emergency services re parked cars in congested streets.** This action is deferred. Action Cllr Davey. c. **To agree data to be sent to Police Road Safety Group re doing police checks.** The data will be collated and sent on. It was noted that the data %s have not changed. Action Cllr Woodman/Clerk d. **To note feedback from NNC on parked cars/vans blocking pavement and resolve any action, see also Clerk correspondence below.** The response from Highways was circulated and noted, with no easy solution unless parked illegally or anti-socially.
	60.2	**Parish Path Warden (Cllr Woodman) To receive any update.** There was no update.
	60.3	**Village Hall (Cllr Lyons) To note any update from the PC representative Trustee. (Drinking water issue circulated).** It was noted that there is a coffee morning on 26/9/26 and that there is still a plea for new committee position members.
	60.4	**Police Liaison Representative** - **To hear any feedback from letter to the MP on taking action against suspected drug dealing and quad bike known offenders.** This will be followed up. Action Cllr Garner - **To receive and note any more updates.** An update circulated from the current PLR was noted.
26/61	**GOVERNANCE, TRAINING AND FINANCE**	
	61.1	**To receive end of July/August finance report (herewith) and internal financial checks and resolve any queries, herewith.** The finance position was noted, as slightly under budget on basic expenditure but with only 13% of project expenditure spent. It was noted the bank balance is 46.8k and it was agreed that the precept can be paid directly into the savings account in future, and all transfers between accounts can be done with just Chairman agreement.
	61.2	**To agree any new training required (details circulated), and feedback on any training or meetings attended. To agree AI for Clerks/Councillors at £46 for Clerk 17/11/26 and receive feedback on AI briefings, herewith.** **Also, NCALC conference booking Sat. 3/10/26, 2 spaces registered - now full.** Cllr Woodman reported the Chairmanship training was good and will use suggestions as appropriate. The AI training was approved. Cllr Woodman will go to the conference with another if available. Action Clerk and Cllr Woodman
	61.3	**To receive and note feedback from external auditors and notice of conclusion of audit actions since (circulated). To note update on Assertion 10 and agree actions, including website accessibility actions and a WhatsApp policy, herewith.** The clear audit report was noted and also the updates on the Assertion 10. The policy was agreed with an amendment to include autodelete after 90d and the Clerk stressed the data protection regulations requires ongoing management of messages and data. Action Clerk/All
	61.4	**To receive any annual summer asset checks completed and resolve any actions needed.** It was noted that these are still in progress. Action All

	61.5	**Staffing committee – to resolve appraisal meeting for performance in 25/26 and increment from April 2026.** It was noted that a date needs to be set. Action All/Clerk
	61.6	**To consider any project ideas for inclusion in (this or) next year's budget and additional budget line expenditure requests to be put forward at October's meeting, prior to a budget setting meeting. To note also Impact Project funding available – details circulated.** **Project ideas previously included water harvesters, more speed control measures, cycle parking, disabled toilets/facilities, CCTV.** It was noted that budget amounts for the various groups and committees need to be considered and ideas can be discussed and agreed in October's meeting. Action All
	61.7	**To consider a project/purchase to be made with P.O. resident collection box monies of £161.** It was resolved that the money will be used for a new Polish flag and plaque for the site of the old memorial. Costs will be sought (including a new PC flag) and agreed next month. Action Cllr Woodman
26/62	**CLERK CORRESPONDENCE /INFORMATION TO NOTE/DECISIONS:** **1.Community Governance Review stage 2, circulated, and agree any response. (Summary in NCALC update here Community Governance Review - Stage 2 Consultation - North Northamptonshire Council - Citizen Space.) Deadline 4/10/26.** It was agreed that a no objection response will be sent. Action Clerk **2.Reminder re Star Council Awards nominations, deadline 25/9/26.** This was noted. **3.Advice about drought and actions/incident reporting number – on Facebook page.** This was noted. **4.To note representation from resident re EV locations and resolve action, herewith.** This was noted and it was agreed that no further action can/will be taken. **5.To note further representation from resident re parking in Church St. and resolve action, herewith.** This was noted, with the Clerk reply with information from Highways. **6.To note consultation on date for ENMRF meeting at Kingscliffe and resolve attendance.** This was noted and will be circulated for Councillors to complete the poll to attend. Action All	
26/63	**PROJECTS**	
A/ PLAN	63.1	**To receive and note feedback/update from sub-group on new action plan from survey results.** This will be carried forward for after when group can meet again. Action Group
	63.2	**To hear any feedback from promoting street defect reporting and walkabout day to report issues.** It was noted that a date will be set soon. Action Cllr Davey.
CCTV	63.3	**To note grant opportunities available and consider moving surveillance camera temporarily. To agree Terms of Reference for CCTV group, herewith.** This will be deferred to October.
	63.4	**To receive details of flags and costs to be purchased for "Polish remembrance" and resolve.** See above 26/61.7
26/64	**ALLOTMENTS**	
	64.1	**To note update on Allotment Manager post and resolve appointment and other activities and possible expenditure, herewith. PC bramble hedge needs trimming – to resolve.** The update was received and noted. It was agreed to appoint the new Volunteer Allotment Manager and purchase a new notice board. It was agreed to get a quote from the grass contractor for the section to be trimmed. Action Clerk
26/65	**COMMUNITY SUPPORT/ENGAGEMENT/ISSUES/VILLAGE GROUPS** - **To suggest and agree any specific items for October's What's on the Hill.** It was agreed to include parking, collection monies and new Allotment Manager. Action Clerk - **To note next Cluster meeting for Town and Parish Councils with Ward Cllr is 28/9/26 and Cllr Davey and Clerk can both attend.** This was noted.	
26/66	**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. To receive and note feedback from pond clear out/plans to hold a clean up day.** It was agreed to ask a company to clear the pond properly this year. Action Clerk **2. tree work quotes – to receive and resolve contractor to start in October 2026.** A contractor was agreed and will be contacted to confirm and be appointed. Action Clerk **3. To hear feedback from CAN Champion focus group and note new date 23/11/26 at 7pm.** This item will be deferred.	
26/67	**PLANNING COMMITTEE (Cllr Kaye, Cllr Mitchell, Cllr Stephenson, Cllr Woodman, Cllr Tungate)**	

Signed by Chairman____ Date___________________________

	67.1	**To note latest feedback from the Planning Committee meeting/applications.** The Planning Committee did not take place as there were not enough Councillors present. A member of public turned up and spoke about their application and an informal discussion took place on the applications – which were decided in full council as follows: **26/01219/HFul** - change of use of detached workshop to 2 holiday accommodation and conversion of attached workshop to ancillary residential accommodation. at Racecourse Road. The Parish Council supports this application as there is no negative impact anticipated and an overall asset to the area plus **26/02223/HFUL** - construction of front porch, alteration of roof to create FF side extension at 17 Westfields. The Parish Council supports this application as seen as an improvement overall.	
	67.2	**To note support sent for 26/02114/FUL at Wittering Airfield, Cliffe Road – replacement of doors and installation of mechanical ventilation and lightning protection to storage bunkers.** This was noted.	
	67.3	**To note information regarding major planning reforms including a new National Scheme of Delegation and implications for local planning, circulated.** **https://www.gov.uk/guidance/national-planning-policy-framework** **Full summary to come from NCALC.** This was noted.	
26/68	**ORDERS FOR PAYMENT** Payments were agreed to be made as follows and the invoices have all been examined, verified and certified by the Responsible Financial Officer (RFO) and were signed by the Chairman;		
	68.1	Clerk reimburse for expenses. (£26 home office, £8.49 microsoft, £13.49 ink plan, plus mileage £10.80)	£58.78
	68.2	HMRC employer NI payment and employee tax/NI payment for August and September 2026.	£151.45 & tbc
	68.3	Valda Street lighting bill as per contract, paid by direct debit. And Yu Energy for The Briers	£169.97 Pd 19/8 plus £221 £24.93
	68.4	Yu energy bill pavilion electricity up until new contract. Smartest Energy new contract.	£41.75 paid 22/7/26 £101.26 due
	68.5	Village hall hire September	£25
	68.6	Clerk salary/hours payable 30/9/26 less tax and NI and backpay of national pay award.	£tbc
	68.7	Multipay card monthly fee and Unity bank charges, monthly	£3/£7
	68.8	T Cowling for Grounds Maintenance Contractor August	£294
	68.9	K Cox Handiman for grass cutting in August	£105
	68.10	Amazon allotment markers paid Lloyds card	£12.99 paid
	68.11	Wicksteed final instalment plus inspection invoice to be paid	£4855.54 paid £459.90 due
	68.12	PKF Littlejohns for external audit (basic) fee	£378
	68.13	Post Office payment for electricity for housing the defib.	£30
	68.14	"Wave" water bill for cricket wicket/allotments	£296.71 paid Aug
	68.15	Wicksteed final instalment for play equipment, with grant money.	£4855.53 pd Aug
	68.16	To transfer amount to Instant Access account for interest	£20000 tbc
	68.17	Toolstation Ronseal, Travis Perkins metal paint	£15.86, £65.53 pd
	68.18	Eon lighting maintenance account	£201.60
recpt	**68.19**	Final grant payment received for new equipment at the Close	£4429.81
recpt	**68.20**	Hire payment received from ACC for Jul/Aug	£500
recpt	**68.21**	PO collection box donations	£161
26/69	**DATE OF NEXT MEETINGS** It was noted that the next full council meeting is on Monday 12th October 2026 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 closed at 21:00.**		

Signed by Chairman_______________________________________ Date______________________