

# EASTON ON THE HILL PARISH COUNCIL

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Minutes of the meeting of Easton on the Hill Parish Council held on **Monday 13<sup>th</sup> November 2017** at 7.00pm

Present:

- Cllr M Simpson ( Chairman )
- Cllr J Moll ( Vice Chairman)
- Cllr S Goodwin
- Cllr S Geraghty
- Cllr P Bates
- Cllr H Tomblin
- Cllr D Asher
- Cllr O’Grady
  
- Mrs D Barrett (Clerk/RFO to the Council)

	ACTION
<p><b>17/171 – Apologies for absence</b></p> <p><b>Apologies from Cllr Hanson, Cllr M Baker and Cllr Wheatley</b></p> <p><b>RESOLVED: To approve the absence of Cllr Hanson Cllr Baker and Cllr Wheatley</b></p>	
<p><b>17/172 – To receive declaration of interest under the Council’s Code of Conduct related to business on the agenda.</b></p> <p><b>Cllr Tomblin and Cllr Moll declared a personal interest under item 17/178 -a</b></p>	
<p><b>17/173 – To receive and approve for signature The Minutes of the meeting held on Monday 09<sup>th</sup> October 2017.</b></p> <p><b>Cllr O’Grady stated that 17/168 belonged under matters arising so this will be annotated on the signed copy of the minutes. Cllr O’Grady stated that the statement “The quote for £3700 is for both the VAS and post collectively as agreed between the manufacturer of the VAS and Highways, who provide the post. The breakdown of cost is £3177.05 VAS and £530.81 for the post total being £3707.86 after VAT has been reclaimed” wasn’t in Cllr Moll’s original report. This will be checked and if necessary the minutes will be amended</b></p> <p>Cllr O’Grady stated that the final few words at the end of item 17/162 were not factually correct. This will be amended</p> <p><b>RESOLVED: That the minutes be signed by the Chairman as a correct record of the meeting subject to the amendments</b></p>	
<p><b>17/174 – Matters arising from these minutes only.</b></p> <p><b>17/154 – Cllr Goodwin asked Cllr O’Grady to clarify the purpose of presenting the letter that was sent to Cllr Gregory in 2015. Cllr O’Grady stated that she had been asked to present it by the chairman. A full discussion took place about the tone of the letter and relevance.</b></p> <p><b>17/158 – d The council have been successful in their application for transparency funds of £427.44 Cllr O’Grady stated that she hadn’t seen any invoices relevant to the website hosting costs. The clerk advised her that as the ICC Quarterly checker she had seen them when they were authorised in 2016.</b></p>	

17/160 –

- a) This item will now be discussed at Decembers meeting
- b) The quote for the pond cleaning and maintenance will be discuss under finance.

Correspondence – Cllr O’Grady asked what the procedure was for including correspondence on the website. Cllr O’Grady was advised that this question and point was not relevant to the current minutes.

Apologise for absence V Breach of Privacy – Cllr O’Grady brought this point up as she was concerned that if on the minutes it states that the councillors is on holiday then it could be an invitation to burglars It was Resolved that reasons for not attending the meeting would be removed, however the chairman asked the clerk to check back through her training for clarification.

17/153 – At the October meeting Cllr O’Grady was asked to clarify her point “Ownership of the playing field was discussed and the question was asked in whose name the land should be registered. Cllr O’Grady stated that the PC was described in the archives to be the Custodians of the Playing Field and its duty was to look after the playing field on behalf of the village. The paperwork provided by Cllr Simpson states that the PC is to be the freehold owner. Cllr Simpson responded that this document was in draft format. Cllr O’Grady then asked Cllr Simpson what the specifics of the current ongoing land registration were and he responded that the registration process was to register the land as freehold owner. Cllr O’Grady stated, as previously mentioned at the June meeting, that archives define the land to be Easton Town estate therefore such a registration could not be carried out without holding a public consultation meeting.” Cllr O’Grady response was to quote Financial Regulations “No real property (interests in land) shall be sold, leased or otherwise disposed of without the authority of the council, together with any other consents required by law. In each case a report in writing shall be provided to council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate”

Cllr O’Grady was asked to provide her comments and concerns to the Chairman so that they could be discussed with the solicitor.

17/158- Payments to David Lattimore – Cllr O’Grady advised that she had spoken to the previous RFO and Clerk and both stated that no rolling contract was set up with Mr Lattimore. The clerk advised that she has a copy of the letter sent to Mr Lattimore and there was no end date on it therefore it is an open ended contract. Moving forward any contract needs to be much more specific.

Cllr O’Grady once again brought up the issue of the 3 clear days notices for publication of the agenda and meeting reports.

**17/175 – Public Time.**

The Chairman welcomed the members of the Public that had attended.

- a) Mrs Val Selby asked to speak and the Chairman invited her to do so. She read a detailed statement attached at Annex A that expressed her concerns about the planning application for 37 West Street Development. As the planning matter was being handled by the relevant committee Cllr Goodwin was asked to comment on this.
- b) Mrs Ward asked to speak and the Chairman invited her to do so. Mrs Ward asked “Why are the Parish Council paying Mr Lattimore for cutting the grass. The Clerk stated that it was because Mr Lattimore was given the contract in 2014 to do so. The Chairman advised Mrs Ward that this item would be discussed further on in the meeting. The Chairman thanked Mrs Ward for her question.
- c) Joshua Ford asked to speak and the Chairman invited her to do so. Joshua asked if there was possibility of a fourth defibrillator situated at the Playing Field. As it has always been the intention to put another defibrillator in the village the Parish Council will discuss this matter

<p>further with the Cricket Club. Mr Ford was also advised to consider applying for funding from the British Heart Foundation. The Chairman thanked Mr Ford for his question.</p> <p>d) Mr Bradbury asked to speak and the chairman invited him to do so. Mr Bradbury asked what part of the playing field Mr Lattimore cut, he was advised that it was everything except the playground which is cut by East Northants Council. Mr Bradbury was concerned that the grass between the football nets was too long for his grandson to play football. Mr Bradbury also wanted to state that at Kings Cliffe the football team cut the grass as well as paying for the use of the field and would like the Parish Council to adopt the same principal. The Chairman advised that moving forward the intention is to have an agreement with the cricket club as part of the playing field constitution. The Chairman thanked Mr Bradbury for his question.</p>	
<p><b>17/176 – Public Correspondence</b></p> <p>a) An invitation had been received from RAF Wittering inviting senior residence to a Christmas Lunch. Cllr Bates will organise this</p> <p>b) A letter was received from Mr Rawlinson as detailed below.  I live at 54 Westfields, the relatively new house at the end of the road where it joins the bridleway to Ketton.  When we moved in December last year) I spoke to the East Northants Council planning department and discussed having the dog waste bin moved a few yards from its current location (right outside my house) to somewhere on the bridleway. The discussion was positive and the officer I spoke to (Adam Gumbrecht) said that the job would be passed to their contractors. Since then Adam has said that the contractors were busy, followed a few months later by saying that they had lost their contractors and at the end of September I sent another email query which was simply not replied to. Please advise if there is anything you can do.</p> <p>Also outside our house is a redundant telephone box, which is on the list to be removed, according to BT, and a large yellow box of sand/grit, presumably for use when the roads are icy. Again, could this box be moved a few yards?</p> <p>Thanks for your time. Should you wish to discuss the matter by telephone I can be contacted Regards  Jerry Rawlinson</p> <p>The Clerk advised that she had replied to Mr Rawlinson and had provided contact details who may help with the Grit Bin. It was also Resolved for the clerk to write to Adam Gumbrecht and state that the moving of Bins would be a matter between East Northants Council and the owner of the house and that the Parish feel there is no need for them to be moved unless a suitable location is found and there is no cost to the Parish Council. The Parish Council would also need consulted before they are moved.</p> <p>c) Correspondence from Richard Humphrey is attached at Annex B</p>	<p>Cllr Bates</p>
<p><b>17/177 – Update on the start date of the New Clerk</b></p> <p>It was reported that Anthony Howells, the new clerk, has some personal commitments that will restrict him from starting until 1<sup>st</sup> Jan 2018. Dawn Barrett has agreed to stay in the role until then. It was Resolved to change the New Clerks start date.</p>	
<p><b>17/178 – To Receive Report from Planning Committee</b></p> <p>a) 17/01942/FUL – Alterations, renovation and extensions to the main house, Renovation, extensions and conversion of 2 existing barns. Sub division of existing plot into 3 smaller plots by means of park rail fencing and hedges. Forming of new site access to serve converted barns</p>	

and paddocks beyond at 37 West Street Easton on the Hill. The Planning Committee reviewed this application on several occasions and met with the residence of Orchard Way. The committee reported No Objection but with substantial comments, the clerk submitted this to the Planning Department.

- b) 17/01289/FUL- Landscaping of the graveyard extension to include a labyrinth, a dimeter walk and a garden; a new stone wall along the northern boundary and removal of the wall separating the graveyards at All Saints Church Church Street Easton on the Hill. The Planning Committee reported No Objection and the Clerk submitted this to the Planning Department.
- c) 17/01411/FUL – Two Storey rear extension at 72 Stamford Road Easton on the Hill. The Planning committee reported that there was an Objection to this application. The clerk submitted this to the Planning Department with the reasons for the Objection.
- d) 17/02132/FUL – Demolition and replacement of existing conservatory, re-location of existing side door and replacement of 3 windows to the side elevation at 44 Church Street Easton on the Hill. The Planning Committee reported No Objection and the clerk submitted this to the Planning Department.

**17/179 –Finance.**

**a) ICC's report – monthly bank reconciliation and invoices are approved:**

Receipts and Payments to Date

Allotment Payment	£140.00
<b>Total</b>	<b>£140.00</b>

<u>Chq no.</u>	<u>Description</u>	<u>Amount</u>
102334	RBL – Poppy Wreath for Remembrance Sunday	£ 100.00
102335	Mrs D Barrett – Monthly Wages and expenses	£ 478.99
102336	Northampton CC – 2 X Grit Bins	£ 580.00
102337	E-On – Replacement of Lantern at 7 New Road	£ 420.00
102338	Colman's – Stationery Order	£ 55.66
102339	Village Hall – Donation for use of building for meetings	£ 150.00
102340	Priest House – Donation for use of building for meetings	£ 150.00
102341	The Air Ambulance – Section 137 Payment	£ 100.00
102342	HM Revenue and Customs - PAYE	£ 108.80
	Total of invoices	<b>£ 2143.45</b>

It was Resolved to accept the ICCs' approval and payments were made under the Local Government Act 1982 and subsequent financial legislation.

- a) **To receive and approve the Quarterly ICC Checks. It was Resolved to accept the Quarterly ICC Checks**
- b) **To receive and approve the cost for the new post at the children's play park, A request was made to have another quote using concrete posts instead of wood. The clerk will contact Gerry and ask for this and then let all the councillors know.**
- c) **To receive and approve the cost of 10 extra "we are watching you posters" to replace those damaged. It was Resolved to purchase 10 new posters.**
- d) **To discuss and resolve to dissolve the finance committee and to put all the decisions to full council. It was Resolved to dissolve the finance committee and to put all decisions to full council.**
- e) **To receive and approve the quote for the pond maintenance. It was Resolved to accept the quote. Voting was based on one quote as it is a trusted supplier. The clerk will contact the company and will stress the need to leave the area tidy.**

**17/180 – To Receive a report from Cllr Moll on the Traffic Calming/Road Safety and Highway matters.**

Cllr Moll reported that the VAS on the A43 had been moved, the original new location was to be West Street, unfortunately the resident living close to the post that it was to be attached objected. It is now located on Westfields, a secondary location discussed during the previous meeting. A request was

<p>made for one of the VAS to be located on The Crescent and Western Ave. Suitable locations will be considered by Cllr Moll. We are still waiting for Highways to install the new post on the A43 so that the solar devise can be erected. It was requested that a letter of thanks be sent to Mr Baker for his help in moving the VAS from the A43 to Westfields. The clerk will action this.</p>	<p>Cllr Moll</p>
<p><b>17/181 – To receive a report from Trees and Greens</b> The clerk had been contacted by Western Power to ask permission to prune the Horse Chestnut trees that are on the track that runs down to Tinwell. This is because they are touching the powerlines. It was Resolved that the Parish Council has no objection.</p>	
<p><b>17/182 –To discuss the request for a new dog bin at the Top of High Street at the entrance to Warren keep.</b> At Octobers meeting a member of the public asked if the council would consider putting a dog bin at the top of high street at the entrance to Warren Keep. The clerk advised the council that the cost would be £111.55 to purchase the bin, £108.00 to fit the bin and £54.25 yearly to empty the bin. It was Resolved that, as there were other bins in the area the request would be rejected.</p>	
<p><b>17/183 – Playing Field Items</b></p> <p>a) To discuss and Resolve to dissolve the Playing field Committee and to put all decisions related to full council. As there are going to be big comprehensive decisions to be made about the Playing field it Resolved to dissolve the Playing Field committee and put all decisions to full council, this will enable decisions to be made quicker.</p> <p>b) To review the quotes received for cutting the playing field for 2018. Three options were presented to the council. Three grass cutting options were presented as such 1. Continue under current format-ENC cuts the play area and Mr Lattimore cuts the rest- cost £1750. 2. Quote from Mr Lattimore to cut the whole filed and stim the edges- £1950. 3. Quote from The Grass Cutter Stamford - £3210.00. The length of the grass was discussed at length and what it should be, it was suggested that if you start to define the length of grass to be cut will increase the cost. It was agreed that all councillors and members of the public should provide a statement of what level of maintenance they want, standards to be met and how to monitor the work done. The new contract should be an annual one to be reviewed yearly. Cllr O’Grady will lead on this to define full specification of works and provide the clerk with a full report at the next meeting.</p> <p>c) To receive an update on the Playing Field Ownership from Cllr Simpson I received a first draft of a plan of the playing field area from Richardson’s. In reviewing this against plans dating from the 1960/70’s I felt this was inaccurate and showed an inaccurate footprint. I provided Richardson’s with the plans on file and have now received an updated version which Richardson’s have sent to James Buxton at Stapleton’s. Various files and specifically files left on the Clerks doorstep will be sent to Stapleton’s in order for James to provide a solicitors undertaking as to the duration and authenticity of the Council’s claim to the land. Draft Witness statements have been produced and will be checked by the solicitor. Once done the clerk will produce and send to the residence. It is hoped that the process will be completed by the end of the year. Cllr O’Grady stated that the playing fields had been registered with the Charities Commission, and the clerk should write to the commission to de-register. Cllr Simpson will speak to the previous clerk of the playing field committee for clarity and will report back.</p> <p>d) To receive a report from Easton on the Hill Cricket Club. - The full report from the cricket club will be discussed in full at December’s meeting. One item from the report was Resolved. The Cricket club had ask for permission to site a large container, already in situ, next to the club so the equipment could be put in there while work was done on the roof. It was Resolved to allow the cricket club to do this but the council expressed that it would have been nice to have been consulted before installing.</p> <p>e) To discuss the potential cost of scanning the files relating to the history of the playing fields and indexing them to the website so that all can see the ownership history. It was Resolved to move this item to December’s meeting.</p>	<p>Cllr O’Grady</p> <p>Cllr Simpson</p>

<p><b>17/184 – Freedom of Information Requests – It was Resolved to move this item to Decembers Meeting</b></p>	
<p><b>17/185 – Parish Council Moving Forward – It was Resolved to move this item to Decembers Meeting</b></p>	
<p><b>17/186 – To allocate the Checkers for December 17 – Checkers will be done on the 2<sup>nd</sup> and 4<sup>th</sup> weeks of the month</b></p> <p>Checkers for Dec 2017 is: Cllr Hanson</p>	
<p><b>17/187– Close</b>  The meeting closed at 9.15  (Note: The next Parish Council meeting will take place on 11th December 2017 at 7.00pm in the Village Hall)</p>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT