

# EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road,  
Easton on Monday 5<sup>th</sup> September 2016 at 7.30pm

In Attendance: Mrs Jan Hudson (Vice-Chairman) JH                      Mr Alan Arber (clerk)  
Mr Mike Jobling MJ  
Mr Jonathan Bailey JB  
Mr Mark Caton MC

**4 members of the public attended**

## **1. Chairs welcome and Health and safety Information**

Vice Chair Jan Hudson opened the meeting and ran through the relevant Health and safety information for the meeting.

## **2. Apologies**

Apologies were received from Peter Milliken and these were duly accepted

## **3. Declarations of Interest and any requests for Dispensation**

None were declared

## **4. Public Participation**

*Standing orders were suspended*

There was no public participation

*Standing orders reinstated*

## **5. Receive and approve minutes of meetings 8<sup>th</sup> August 2016**

The minutes of both meetings were approved by all councillors and everyone was in agreement with their contents and they were duly signed as a true record of the meetings

**Proposed JB, Seconded MC**

## **6. Reports**

- **Police and Community support officer**

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No report submitted

- **District and County Councillor Margaret Dewsbury**

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Councillor Dewsbury reported that the main topic at district and county level was devolution and the setting of budgets for next year. There was also the impending Boundary review but she assured the meeting that it would not affect Easton PC

## **7. Matters arising from the minutes not on the Agenda elsewhere, for information only.**

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- Planning Application 2016/1870  
Location: St Athanasius Coptic Church Marlingford Road Easton NR9 5AD  
Outline application to extend existing church facilities to provide entrance, altar, baptistery, kitchen, toilets & hall/dining area **Approved by Council**
- To discuss Planning Application 2016/1829  
Hollyoaks Marlingford Road Easton NR9 5AD  
Extension to day room. **Council requested more information.**

## 8. Updates on ongoing issues:

- **Neighbourhood Plan**  
Chair JB gave a report on the neighbourhood plan and steering report and commented the Scoping was due to be sent to Environment Authority and Natural England statutory bodies in the next 5/6 weeks for comments. The steering group had now completed 90% of the Neighbourhood plan and the final wording just needs checking and changing where necessary. It was hoped that the Neighbourhood Plan will go to SNDC ASAP once all the checks are completed.
- **Food Hub**  
Nothing had been received on the Food Hub in the month but councillor JB asked it be minuted that for the neighbourhood plan the food hub is outside the plan area. It was also asked that we minute that something would be added to the plan regarding transport for the proposed food hub.

## 9. Progress Reports and any further action required

- **Parish Allotments**

The clerk reported he has now finished this and the 2 payments due in had not been received so these allotments would be added to the list of available allotments to hire. A list has been sent to all surrounding Parishes and we have received one enquiry from this so far.

- **College Heights**

The contract had been started and councillor MJ had been to see the work done and reported that it will be finished by the end of next week 16<sup>th</sup> September due to the contractors assistant who was doing the work being on holiday.

## 10. Update on grounds maintenance and grass cutting

The grass cutting in the village had been completed and it was agreed the village and the church all looked excellent and we had received no complaints. It was asked if we could look at the wasp nest at the Jubilee Playing field. MJ to contact SNDC on this matter urgently

## 11. Finance

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- **To Approve Payments for June 2016**

Alan Arber Clerk	£610.44
Mr Ditton	£40.00
Mr Harrowzden	£40.00
Mrs Cordy	£100
Gary Lake (Grass Cutting) (withheld till work checked)	£355 + £200 for College Heights = £555.00
HMRC	£533.89
Anglian Water for Allotments	£42.38

- **To approve the minutes of the Finance and Staffing committee meetings**  
Signed as a true record of both meetings in August.

- **To discuss Insurance quotes for 2016/17**

The clerk talked the meeting through the quotes received from Came and Co, Zurich, Aviva and Hiscox. It was agreed that we would go with the Hiscox quote and to take up their offer of a three year long term agreement at a price of £795.65 a saving to the parish of over £500 from last year's quote.

**Proposed MJ, Seconded JB**

The clerk was thanked for his hard work on this and excellent work on obtaining such a good quote.

## 12. **Councillor and Clerks Training**

The clerk reported that he had now sent an email to all the local parishes but had received no replies on this from them so he would look at other options for the councillors needing training. He also reported he had booked chair Peter Milliken on a Chairman's training course on the 1<sup>st</sup> November at a cost of £70.

## 13. **To discuss the siting of new noticeboards**

The clerk had still yet to talk to skip at The Rembrandt Restaurant regarding his offer of sighting a new notice board outside the restaurant for the PC to use

## 14. **Defibrillator training**

This item was deferred till the October meeting when the Chair returns.

## 15. **To discuss increasing the Parish Council numbers of councillors**

Mark Cordy has agreed that he now had time and once he returned from holiday he would be willing to. The clerk passed the co-option forms to Mark to fill in and return to the clerk after his holiday. It was agreed that the extra 2 vacancies must be advertised on the noticeboard, Website and in the grapevine ASAP.

## 16. **To discuss the Parish Partnership Scheme**

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The clerk was asked to look at costings for us applying for a moveable SAM machine, Noticeboard, and any ideas he can think of ASAP and prepare for the next meeting.

## 9. 17. Public Participation

*Standing orders were suspended*

The only comments made in this session was regarding how well Sundown had gone at The Showground and that there had been no direct complaints to the clerk or the council, although there had been one on social media regarding people parking when collecting attendees at the Festival.

*Standing orders reinstated*

## 18. Correspondence received and response or action required.

Clerk to look at the date and details of the impending cycle race at the showground at the end of September and ensure details are on the website and Facebook for the residents. The clerk also reported that a locum clerk (Catherine Moore) would attend the next meeting whilst he is on leave at a cost of £15 per hour + vat

## 19. Agenda Items for next Parish Meeting

**Co-Option of parish councillors**  
**Parish Partnership scheme**  
**Training Dates**  
**Neighbourhood Plan**  
**College Heights**  
**Food Hub**  
**Allotments**  
**Dog and Waste Bins**  
**The Trod**  
**Trench Diocesan House**

## 20. Dates to Note

- Next Neighbourhood Plan meeting 15<sup>th</sup> September 2016
- Next Parish Council Meeting 3<sup>rd</sup> October 2016
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**There being no further business the meeting closed at 8.45pm.**