

EASTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held at Easton Village Hall, Marlingford Road,
Easton on Monday 9th January 2017 at 7.30pm

In Attendance: Mr Peter Milliken (Chairman) PM
Mrs Jan Hudson (Vice-Chairman) JH Mr Alan Arber (clerk)
Mr Mark Caton MC
Mr Mark Cordy MCO
Mr Jonathan Bailey

2 members of the public attended plus County Councillor Margaret Dewsbury and Shaun Vincent from Azbag.

1. Chairs welcome and Health and safety Information

Chair Peter Milliken opened the meeting and ran through the relevant Health and safety information for the meeting.

2. Apologies

Apologies were received from Clare Chisholm these were duly accepted

The Chair then addressed the meeting regarding the debt of gratitude the Parish owes David Cork for his tireless work on the steering committee and his work with Jan and Shaun in securing a £6000 grant towards the Neighbourhood plan. The date of the funeral was not yet known but the PC will be either sending flowers or making a donation to the chosen charity.

3. To discuss Jan Hudson's resignation and accept.

The chair was pleased to report the Vice Chairman Jan Hudson had withdrawn her resignation and thanked her for her decision

4. Declarations of Interest and any requests for Dispensation.

Mark Cordy for budget pecuniary interest.

5. Public Participation

Standing orders were suspended

A parishioner asked the Chair what the councils was looking to do with the piece of land on Dereham Road and reminded the PC that the covenant was still on the land. The Chair replied that David Harvey was aware of that.

Standing orders reinstated

6. Receive and approve minutes of meetings 5th December 2016

Two errors were noted and corrected and initialled by the chair.
The minutes were then duly 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 JH, Seconded MC

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7. Reports

- **Police and Community support officer**

The clerk reported that the crime wards had changed and that did not give an accurate reading of crimes in Easton and that the Police website runs a month behind but we are aware of 4 crimes in Easton this month. PM would speak to Jim Squires regarding this issue

- **District and County Councillor Margaret Dewsbury**

County and District Councillor gave her report to the meeting firstly regarding the traveller issue's we had encountered and also that it was the time at both District and County Councils to set the precept budget. She was unsure how this would affect services due to the issues of more children coming into care affecting the costs of this service and the reduction in central funding. PM asked the councillor if she knew anything on the new homes bonus, the issues of widening of church lane and the way he thought the letters ref the food hub had been sent out. Margaret would look into these issues and report back at the next meeting.

8. Matters arising from the minutes not on the Agenda elsewhere, for information only.

The clerk reported he had received an email ref the food hub that had been circulated to all councillors electronically.

9. Updates on ongoing issues:

- **Neighbourhood Plan**

Shaun Vincent from Azbag gave a rundown of what happens next with the neighbourhood plan and the forthcoming steps that are to be gone through over the next few months hoping to finish with the Easton neighbourhood plan being adopted as a legal document. The chair then invited questions from the other councillors and comments on the plan. All councillors remarked that the plan was a great piece of work and they were very happy with the plan. Chair PM thanked Shaun for his great work on the plan and asked the council to adopt the document.

Proposed JH Seconded MCO all agreed and Easton Neighbourhood plan was adopted

Shaun Vincent left the meeting.

- **Food Hub**

Chair PM informed the meeting that the consultation was now opened and asked all councillors to take a look at the documents. He also informed the meeting that the Single Agenda meeting would go ahead on Monday 23rd at the village hall at 7.30pm and that the clerk would be doing a full leaflet drop around the village in the next week. The clerk was also asked to contact Highways England, Historic England and local parish councils to the meeting.

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10. Progress Reports and any further action required

- **Parish Allotments**

The clerk reported he would be sending out the renewal letter at the end of February and that the PC would need to look at getting a plumber in to fix the broken tap in March also.

- **College Heights**

No action reported from College Heights

- **Planning Application 2014/2611**

This item was asked to be kept on the agenda so as to not lose sight of the issues as the informal bids close on the 15th January 2016 from potential developers

- **Meeting with David Harvey**

The chair PM reported there were two parts to this; one would be dealt with later under the meetings act due to the confidential nature of the information. The chair asked all councillors if they were happy for David Harvey to act on behalf of the council and this was put to the vote.

Proposed JH, Seconded PM all agreed.

11. Update on grounds maintenance and grass cutting

The tender document was now ready to be sent to all the companies identified by Councillors MCO and MJ. The clerk reported he would be sending them out first class ASAP and the chair thanked everyone for their work on this.

12. Finance

- **To Approve Payments for Jan 2017**

Alan Arber Clerk	£627.42
Mr Ditton	£40.00
Mr Harrowzden	£40.00
Mrs Cordy	£100
Gary Lake (Jubilee Park)	£300
Nathan Gaff	£40.00
Stationery	£93.74
B LeCoche (Bailiff)	£1419.60
NPTP (training Course)	£135
P Milliken (Padlock)	£19.99

- **To approve the budget for 2017-18**

Budget was run through by the clerk and all councillors happy with the budget set by the finance committee.

Proposed Peter Milliken, Seconded Jan Hudson all agreed.

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- **To receive, check and sign precept form**

The clerk took the council through figures from SNDC regarding our precept calculations. A discussion ensued on the figures and it was agreed to vote on the 2 options available

Option 1 figures £18040 for 2 against 3

Option 2 figures £18192 for 3 against 2

Option two carried.

The clerk pointed out that the slight increase from the figures came from how SNDC worked out the figures but the precept would stay the same as last year at the council wanted.

- **To Discuss updating laptop with the latest software**

The clerk asked the council if he could look into updating the software on the council laptop. After a discussion it was agreed that this was not needed and the software on the laptop was sufficient.

13. To discuss the recent travellers issue and instigate a formal plan for future issues plus to adopt traveller policy

The chair took the council through the issues encountered and the action taken by the council in dealing with the travellers. A discussion ensued but it was agreed that the travellers needed to be removed and the chair reported that he had received many comments of thanks from parishioner's on this swift conclusion. The chair had circulated the traveller protocol and policy to all councillors for adoption.

Proposed MC, Seconded JH all agreed.

14. Councillor and Clerks Training

The clerk reported that Councillors MJ, MC and MCO were all attending there new councillor training and that he had booked himself on an Excel course (costs shared with his other parish). He also informed the meeting that he was looking into starting on his CILCA training course when he returns from leave. The clerk also reported that his appraisal had been done by councillor MJ.

15. To discuss the awards for all scheme

The clerk reported he had yet to start the full process due to other work he had to complete in the month

16. To receive an update on costings/siting's on New dog bins/Grit bins and waste Bins

Councillors MCO reported that he had looked at the cost of the dog bin lid and found that it is £104 plus vat for the lid or £169 plus vat for the full bin. It was agreed that we would go for the full bin. **Proposed PM, Seconded Jan Hudson all agreed.** MCO then reported the issue with the waste bin and the council agreed that if the cost was not over £100 MCO was to go ahead. **Proposed PM, Seconded JH all agreed.**

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17. To discuss the defibrillator training

The clerk reported he had filled in the application for two new free defibrillators with BHF and the application was ongoing. It was also reported by PM that some more training will take place in the New Year and that it was hoped to get the volunteer service up and running as well.

18. To discuss the parish partnership scheme

Scheme is in process and we have been offered the use of the police mobile SAM machine.

19. To Discuss Western Link Consultation

Nothing to report

20. Public Participation

Standing orders were suspended

It was brought up by a parishioner the issue of the travellers on Dereham road and why the council had employed the Bailiffs with the parishioner feeling this was a waste of money and that they would have gone under their own steam. The chair Pm informed the parishioner that the council was looking to recoup the costs through there insurers but it was felt by most councillors that the best action was taken to remove the travellers

Standing orders reinstated

21. Correspondence received and response or action required

The clerk informed the meeting of the email received from Chris Nix at Easton College regarding the lambing arrangements. The information had been shared on the councils social media page as requested by the Chair

22. Outstanding Issues

- Diocesan House
To stay on agenda

23. Agenda Items for next meeting

Seat at triangle of land near college
Food Hub
Training
Defibrillator application
College Heights

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24. Dates to Note

- Single Agenda meeting 23rd January 2017
- Finance committee meeting 1st February 2017
- Next Parish Council Meeting 6th February 2017
- Next Neighbourhood Plan Steering Group meeting 8th February 2017

The meeting was then closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

David Harvey fees were discussed and a vote was taken.

Proposed MC, Seconded MJ all agreed

Meeting Closed 9.30pm

DRAFT