

# Easington Parish Council

## MINUTES TO ORDINARY MEETING HELD ON THE 07 DECEMBER 2020 THIS MEETING WAS VIRTUAL USING THE ZOOM PLATFORM

Present: Vice Chair - Cllr. Ian Smith IS  
 Cllr. Roy Clubley RC  
 Cllr. Burt Graham BG  
 Cllr. Nick Jackson NJ  
 Cllr. David Longhorn DL  
 Cllr. Kevin Lindley KL

Clerk: Kim Dalton KD

Ward

Councillor(s): Not in attendance

Members of Public: 0

Minute	Discussion and Agreement	Action
<b>20/12/37</b>	<b>To note apologies for absence and absentees</b>	
	Cllr. K Nicholson (Work) and Cllr. A Tucker (Health) confirmed that they could not attend, and the apologies were accepted. Cllr. A Smith - Absent	
<b>20/12/38</b>	<b>Councillors disclosure of interests in matters to be discussed</b>	
	Pecuniary – Cllr. D Longhorn confirmed an Interest in Item 7- Finance – Budget on the Agenda/ <b>Minute Ref: 20/12/43</b> Non-Pecuniary – None	
<b>20/12/39</b>	<b>Minutes from previous Meeting(s)</b>	
	The minutes of the Ordinary Meeting held on 09/11/2020 were agreed and signed by the Chair.	
<b>20/12/40</b>	<b>Clerk Report</b>	
	Churchyard Trees – the Clerk confirmed that she is waiting for a response from the Tree Officer of ERYC regarding these Trees as they are in a Conservation Area and therefore their advice is needed regarding Lopping/Removal etc. Cllr. Graham queried whether everyone was aware of the boundaries of the Conservation Area? Chair confirmed - the information is available on the ERYC website. Piling protruding from Beach at Dimlington – the Clerk advised that she is in correspondence with the Planning Department regarding this issue, a site visit with one of the Oil Companies is being arranged, updates will follow. Seats- Councillor Longhorn has provided his Seat Survey which he has undertaken, the Parish have 26 Seats excluding the Seat which was at the Chapel. They are in various states of repair. Various discussion took place between Councillors around this topic, it was decided to Map the Seats in the Parish on a Plan and identify the 10 most used Seats, followed by the next 10 then the remainder with	<b>Clerk</b>  <b>Clerk</b>  <b>PC/Clerk</b>

	the intention of gradually reducing the number of Seats as this is a massive cost burden on the Parish Council.													
<b>20/12/41</b>	<b>Public Forum</b>													
	None													
<b>20/12/42</b>	<b>Ward Councillor Update</b>													
	None													
<b>20/12/43</b>	<b>Finance</b>													
	<p><u>Receipts:</u> The following receipts were <b>noted</b>:</p> <p>Cemetery Fees £170.00</p> <p><u>Payments</u> were <b>agreed</b> as follows:</p> <table> <tr> <td>Wage roll</td> <td>£659.27</td> </tr> <tr> <td>HMRC Payment – Credit</td> <td>£ 5.80</td> </tr> <tr> <td>Parish Insurance - or as negotiated by the Clerk</td> <td>£493.46</td> </tr> <tr> <td>Training Course – ERNLLCA</td> <td>£ 24.00</td> </tr> <tr> <td>Tower Computers</td> <td>£159.65</td> </tr> <tr> <td>Clerks Expenses (Postage/Phone Calls/Zoom/Microsoft PPE/Mobile Top-Up).</td> <td>£ 66.01</td> </tr> </table> <p>In addition, the Clerk asked for agreement from the PC to pay the Employees on 15 January 2021, in respect of their December 2020 wage roll rather than wait until the 1 February 2021 meeting. It was <b>Agreed</b> that Employees should be paid on 15 January 2021.</p> <p><u>Bank Reconciliation</u></p> <p>The bank reconciliation as at 30/11/2020 is £11,885.72</p> <p><u>Asset Register:</u> The Asset Register has been reviewed and revised, some costs i.e., the War Memorial – are Historical and the Clerk has not amended. Other costs the Clerk has revised as far as possible by undertaking research with providers of the Goods. Additional items – Citizen Link Kiosk – replacement £20,000, Phone Box - £6,900 Replacement and an increased sum insured to take account of 26 Seats £13,000 total replacement cost have resulted in an increase of the insurance premium from £380.32 (2020) to £493.46 (2021). The Chair suggested that the PC would never replace the Citizen Link Kiosk if it were damaged, therefore it was <b>Agreed</b> to reduce this figure to £5,000 Debris Removal Costs only. Discussion also took place around whether or not to insure the Seats for Material Damage Cover – Liability cover still being required. The Clerk is to investigate the cost of insurance in respect of the Seats, if it is only minimal cover can continue, if there is a large saving in premium then the PC has decided not to Insure the Material Damage aspect of the cover. The Chair confirmed the PC would leave this with the Clerk to deal with and make the final decision.</p>	Wage roll	£659.27	HMRC Payment – Credit	£ 5.80	Parish Insurance - or as negotiated by the Clerk	£493.46	Training Course – ERNLLCA	£ 24.00	Tower Computers	£159.65	Clerks Expenses (Postage/Phone Calls/Zoom/Microsoft PPE/Mobile Top-Up).	£ 66.01	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
Wage roll	£659.27													
HMRC Payment – Credit	£ 5.80													
Parish Insurance - or as negotiated by the Clerk	£493.46													
Training Course – ERNLLCA	£ 24.00													
Tower Computers	£159.65													
Clerks Expenses (Postage/Phone Calls/Zoom/Microsoft PPE/Mobile Top-Up).	£ 66.01													

	<p><u>Budget and Precept 2021/2022</u> Parish Council <b>considered and reviewed</b> the budget. The budget was accepted and <b>agreed</b> for the 12 months from 1/4/2021. Councillor D Longhorn left the meeting whilst this was being discussed due to a Pecuniary Interest.</p> <p>It was acknowledged that there is a 'shortfall' between the Budget and the Precept that the PC wish to set of £17,000, however the Clerk will be able to reclaim some VAT that together with the existing Reserve(s) will assist and in addition the PC may not need to spend all of the Budget allocated,</p> <p>Therefore, the Parish Council <b>Agreed</b> a Precept of £17,000 for the next financial period – 2021/2022. The Chair signed the document, and the Clerk will submit the Demand to ERYC.</p>	<b>Clerk</b>
<b>20/12/44</b>	<b>Emergency Planning</b>	
	<p>Chair of the Emergency Plan Committee (IS) reported that they held a meeting on 02 November 2020. Headway has been made with the plan as a whole. The Committee have another meeting in early January 2021 and hope to have the Plan Finalised for the End of January 2021.</p> <p>Cllr I Smith confirmed that Westmere Farm have confirmed they are happy for the PC to use their location as an Incident Management Shelter in a Flood event.</p>	<b>EPC</b>
<b>20/12/45</b>	<b>Planning</b>	
	<p><u>Planning Applications requiring a response to ERYC Planning Department</u> <u>20/02644/PLF</u> Proposal: External and internal alterations to Place of Worship to allow use as dwelling, construction of vehicular access and erection of boundary fence and gates AMENDED PLANS AND DESCRIPTION). Location: Easington Methodist Church Seaside Road Easington East Riding of Yorkshire HU12 0TY Applicant: Paul Reasbeck Application type: Full Planning Permission Parish Council Decision: <b>Agreed</b> to Support the Application – the Clerk is to check with Planning and if this is a 'Retrospective Application' the Parish Council want it noted that they are disappointed that this Application is 'Retrospective'.</p> <p><u>Planning Decisions</u> <u>20/00005/ENFORC</u> Proposal: Appeal against Location: Salty Dogs, Easington Road, Kilnsea, East Riding of Yorkshire, HU12 0UB, Appellant Martin and Tracey Fisher Appeal Start Date: 26 February 2020 Appeal Type: Enforcement notice Appeal Process: Written Representations Decision: Planning Inspectorate have decided to dismiss the above appeal.</p>	

	<p><u>20/03319/TCA</u>  Location: Gable Ends High Street Easington East Riding of Yorkshire HU12 0TS  Applicant: Mr K Walker  Proposal: Tree Removal and Lopping within Tree Conservation Area.  To discuss and agree PC regarding application.  Decision: ERYC, <b>raise NO objections</b></p>	
<b>20/12/46</b>	<b>Policies and Procedures</b>	
	<p>Councillors <b>reviewed the Standing Orders (NALC Model Document 2018)</b> which had been sent to them via email and <b>agreed</b> to adopt with immediate effect. The Clerk is to query the process with ERYC regarding the Election of Chair following a Casual Vacancy in that office – Proper Officer Function - 15. B iii, of the Standing Orders.</p> <p>Councillors <b>reviewed the Financial Regulations (NALC Model Document 2019)</b> prepared by the Clerk and sent to them via email. Councillors <b>agreed</b> to adopt the policy with immediate effect. It was further agreed that an additional Councillor be added to the Internet Banking, as Cllr. Roy Clubley is already a signatory on the Bank it was felt appropriate to add Cllr. Roy Clubley to the Internet Banking, Clerk will arrange.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>20/12/47</b>	<b>Community Issues</b>	
	<p><u>Recycling Bin</u>  Simon: Enviro-friendly provided details via email of Recycling Bins they pay £150.00 per Ton of Clothing back to the Community. It was <b>Agreed</b> to proceed with a Recycling Bin located near the other Bins on Hull Road Easington.</p> <p><u>Traffic</u>  Various discussion took place regarding Speeding around the village but in particular, High Street and Back Street area near to the School, it was felt that perhaps if the ERYC could make this area a 20mph Speed Zone it may help. The Clerk is to write to ERYC asking if they can reduce the speed limit in the area/visit etc.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>20/12/48</b>	<b>Correspondence</b>	
	<p><u>Emails</u>  <b>ERYC –</b>  20/11/2020 – Gareth Naidoo – Overview &amp; Scrutiny Committee – Topics?  23/11/2020 – Suzanne Taylor – Community Emergency Plan – Contact Information? – Clerk waiting for the information from Community Hall Committee before sending to ERYC.  26/11/2020 – David Tucker, email re Easington Autos – various discussion took place regarding this, the Clerk confirmed that she has received an email today, 07/12/2020, from ERYC, Senior Environmental Health Officer, who visited the site on 04/12/2020, this was read out to the PC. Letters are to be sent to residents who complained to the PC to update them of the current situation  27/11/2020 – David Woodmansey – ASB Statistics</p>	

	<p><b>ERNLLCA –</b> 19/11/2020 – Newsletter 11</p> <p><b>Other –</b> 10/11/2020 – SHAPE, Peter Hirschfeld, Defra, Drainage Survey etc 16/11/2020 – Simon, Enviro-friendly – Recycling Bins (see Community Issues) 24/11/2020 – SHAPE, Peter Hirschfeld, Minutes/Agenda, Meeting 26/11/2020 25/11/2020 – Letter from, MOP, Concerns regarding Easington Autos, and recent and previous Fire (s), 30/11/2020 – Letter from, MOP, re positioning of a Tree – discussion took place regarding siting of Tree, it was <b>agreed</b> that a small ornamental type tree can be sited either nr the Phone Box (preference of the PC) or nr the War Memorial. Cllr, D Longhorn is to liaise with the MOP regarding the siting of said Tree.</p>	DL
<b>20/12/49</b>	<b>Items for Next Agenda</b>	
	<p>Village Garden</p> <p>Bye Laws / Maps</p> <p>Grass cutting/Street Scene – Tender Process</p>	
	<p><b>Date of Next Meeting(s):</b></p> <p>14/12/2020 – Interview(s) – New Clerk (Closed Meeting due to HR)</p> <p>16/12/2020 – Extra Ordinary Meeting – Planning</p> <p>01/02/2021 – Ordinary Meeting</p> <p><b>Meeting Closed at: 21:12</b></p>	