

EASINGTON PARISH COUNCIL
MINUTES - ORDINARY MEETING HELD ON 04 JULY 2024
THE COMMUNITY HALL BECK LANE EASINGTON HU12 0TX

Present: Cllr. Laura D Brown LDB
 Cllr. Jo-Ann M Clubley JMC – Vice Chair
 Cllr. Roy Clubley RC
 Cllr. J Burton Graham JBG – Chair
 Cllr. Shane Keyworth SK
 Cllr. Ian Smith IS
 Cllr. David L Steenvoorden MBE DLS
 Cllr. David Taylor DT

Clerk: Kim Dalton KD

Ward Councillor(s): 1

Members of Public: 1

Minute	Discussion and Agreement	Action
24/07/078	To note apologies for absence and absentees	
	Apologies for absence received from Cllr. HL Jacobs, reasons for absence were accepted and approved.	
24/07/079	Declaration of Interests and Dispensations	
	None	
24/07/080	Minutes from Previous Meetings	
	Minutes to the Ordinary Meeting(s) on 02/07/2024 - Agreed and Signed by the Chair	
24/07/081	Clerk(s) Report	
	The clerk reported on various ongoing issues, see (Appendix 1) for full detail.	Clerk
24/07/082	Public Forum	
	No comments	
24/07/083	Ward Councillor Update	
	<u>Flood Wardens</u> – Leaflet handed to Clerk, asking for volunteers.	Clerk
	<u>Humber Bank</u> – Funding for repairs has been approved, Environment Agency are co-ordinating a period for the work to be carried out.	
	<u>SSE</u> – Community Grants available, details to follow but up to £1,000 per organisation available in addition scholarships available for school leavers.	
24/07/084	Finance	
	a) <u>Receipts</u> – Grant received of £500.00, and Bank Interest received of £91.69.	

	<p>b) <u>Payments</u> - The following payments were 'Resolved', the Chair and Clerk signed the payment schedule, Clerk and another Councillor will authorise payments via bank.</p> <table border="0" style="width: 100%;"> <tr> <td>Wage roll (June Salaries)</td> <td style="text-align: right;">757.81</td> </tr> <tr> <td>Microsoft Monthly Payment – July</td> <td style="text-align: right;">* 12.36</td> </tr> <tr> <td>Yorkshire & Humber Ground Maintenance - June Cutting</td> <td style="text-align: right;">945.00</td> </tr> <tr> <td>Easington Events Committee – Grant</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>Wage roll (July Salaries)</td> <td style="text-align: right;">757.81</td> </tr> <tr> <td>Microsoft Monthly Payment – Aug</td> <td style="text-align: right;">* 12.36</td> </tr> <tr> <td>Yorkshire & Humber Ground Maintenance - July Cutting</td> <td style="text-align: right;">945.00</td> </tr> <tr> <td>July/August 2024 payments authorised</td> <td style="text-align: right;">Total Amount</td> </tr> <tr> <td></td> <td style="text-align: right;">£3930.34</td> </tr> </table> <p>* Indicates Clerks Expenses paid personally by the Clerk and being reclaimed.</p> <p>c) Bank Reconciliation as of 30 June 2024 'Noted'. (Appendix 2)</p> <p>d) Budget v Spending 1st Quarter Presented to Council and Noted.</p>	Wage roll (June Salaries)	757.81	Microsoft Monthly Payment – July	* 12.36	Yorkshire & Humber Ground Maintenance - June Cutting	945.00	Easington Events Committee – Grant	500.00	Wage roll (July Salaries)	757.81	Microsoft Monthly Payment – Aug	* 12.36	Yorkshire & Humber Ground Maintenance - July Cutting	945.00	July/August 2024 payments authorised	Total Amount		£3930.34	Clerk
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24/07/085	Planning																			
	<p><u>To 'resolve' the PC response to the following Planning Applications / Consultations</u></p> <p>Planning Ref: 24/01711/TCA Proposal: EASINGTON CONSERVATION AREA - Fell 1 no. Conifer tree (T1) as it is storm damaged and growing less than 5 meters away from the property; Pollard 1 no. Willow tree (T2) to 1.82 metres as it is a poor specimen; Crown reduce 1 no. Horse Chestnut tree (T3) by 5 metres laterally as it is overpowering the garden Location: Ravenser High Street Easington East Riding Of Yorkshire HU12 0TS Applicant: Mrs Sarah Pattison Application Type: Tree Works in Conservation Areas EPC Consultee Comment: 'Resolved' – No Comment.</p> <p><u>To note the following Planning Decisions received:</u></p> <p>Planning Ref: 23/03663/PLF Proposal: Construction of dormer to rear to create one self-contained flat within roof space and erection of extension to side for use as staircase Location: Boathouse Dimlington Road Easington East Riding Of Yorkshire HU12 0TG Applicant: Mr & Mrs Hawthorne ERYC Decision: Granted subject to conditions</p> <p><u>To Note the following On Street Parking 9(Civil Enforcement) Order</u> Easington Primary School High Street Easington Proposed - Stopping Restrictions (Amendment from Advisory to Mandatory) – School keep clear Markings Previously consulted – Minute Ref: 23/10/113</p>	Clerk																		

24/07/086	Community Issues	
	No Community Issues	
24/07/087	Parish Council Training / Policies and Procedures	
	<p>a) <u>Financial Regulations – Revised NALC Edition 2024</u> The updated NALC Financial Regulations with various changes 'Resolved'; adopted by Easington Parish Council, subject to Financial Regulation 6.5 being amended to include 'Committee'.</p> <p>b) <u>ERYC Town & Parish Council Liaison Meeting</u> Verbal report provided by Cllr. LDB, with additional information provided by Clerk.</p>	
24/07/088	Reports from Committees/Councillors with Responsibilities	
	<p><u>Committees</u> <u>Facilities Management Committee</u> The report prepared by Cllr. DLS on behalf of the PC was discussed – it was 'Resolved' that the following action be taken. Clerk to obtain prices for a replacement Bench Seat – Kilnsea Facilities Management Committee to liaise with TCV Volunteers – Charity Group who undertake work in Communities. Only seats belonging to the Parish Council to form part of the maintenance/repair programme.</p> <p><u>Representation on External bodies -</u> a) Shape – No Meeting b) Health Forum – Meeting – 08/07/2024 – Cllr. LDB to attend. c) Community Hall – No Meeting d) ERNLLCA – Meeting 11/07/2024 – Cllr. DLS MBE to attend.</p> <p><u>Quarterly Report from Councillor IS Finance -</u> Quarterly check is to be carried out after the meeting.</p>	
24/07/089	Correspondence	
	<p><u>Agenda items</u> 26/06/2024 – ERYC – Traffic Order – Letter and Plans received 27/06/2024 – ERNLLCA – Executive Committee Meeting, 11/7/2024. 28/06/2024 – Holderness Health Community Liaison Forum – next meeting 08/07/2024.</p> <p><u>For Information only</u> 05/06/2024 – ERYC extension to consultation date on Community Governance Review. 07/06/2024 – ERNLLCA Newsletter 10/06/2024 – ERYC – JLAF Meeting – 19 June 2024 10/06/2024 – ERNLLCA Conference 24 September 2024 14/06/2024 – HWRAG – Good Neighbour Scheme – Funding available</p>	

24/07/090	Items for Next Agenda	
	None	
24/07/091	Date of Next Meeting(s): 19.00, 05 September 2024 – Ordinary Meeting. Meeting Closed at: 20:54	

Appendix 1 – Clerk Report

Appendix 2 – Bank Reconciliation

Appendix 3 – Budget v Spending Quarter 1

**Easington Parish Council
Payment Schedule**

Date	Description	Ref:	Amount	Notes	Budget Item	Power to Spend
To NOTE the following Contractual Payments:						
04/07/2024	June Salaries - All Employees		757.81	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112
	Yorkshire & Humber Ground Maintenance		945.00	June Cutting Schedule	Grasscutting	Open Spaces 1906
01/08/2024	July Salaries - All Employees		757.81	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112
	Yorkshire & Humber Ground Maintenance		945.00	July Cutting Schedule	Grasscutting	Open Spaces 1906
To RESOLVE the following Payments:						
04/07/2024	Microsoft Monthly Payment (July) 2024)		12.36	(Inc VAT) Clerks Expenses*	M/Soft/Norton	LGA 1972 S111
	Easington Events Committee		500.00	Grant - D Day Commemorative Events	Grant	LGA 1972, s145
01/08/2024	Microsoft Monthly Payment (August 2024)		12.36	(Inc VAT) Clerks Expenses*	M/Soft/Norton	LGA 1972 S111
	Total Monthly Payments		3930.34			
Signed:				Chair of Meeting		
Date:						
Signed:				Kim Dalton - Clerk/RFO		
Date:						
				Signed as Authorisation to pay the above amounts via Bank Transfer from the Community Account		
Notes:						
	1. *Clerks Expenses are amounts paid by the Clerk personally on behalf of the Parish Council and being reclaimed		24.72			
2. Salaries are Gross - inclusive of the HMRC Payment (as HMRC payment fluctuates from month to month) and represent All Employees						
3. Once Authorised for payment the RFO raises payment and Dual Authorisation is made via Councillor(s) J Clubley, R Clubley or H. Jacobs						
4.VAT Section 126 Payments can be reclaimed						
Minute Ref: 24/07/						

EASINGTON PARISH COUNCIL

CLERK REPORT ON ONGOING ACTIVITY/ACTION POINTS / OUTSTANDING ITEMS

Minute Ref:	Company/PC	Description	Action	Outcome
21/02/17	EPC	Parish Clock	Clerk	Knocked several times – no response from Occupier (if in) Letter to new owner to request contact 25/07/2023 – No response to date./ 01/09/2023 – No response – property is ‘For Sale’ again. 07/09/2023 – Cllr. Keyworth has details of owner and will inform clerk.
23/07/084 (c)	EPC	Wall – Village Garden	Clerk	Cllr. Keyworth is to look at repairing village wall at own expense. Clerk to obtain quotations from local builders. Quotation obtained to repair walls of Village Garden. April meeting – resolved Cllr. SK was to undertake work.
		Tithe Barn – Overgrown	Clerk	MOP raised at meeting on 07/09/2023 12/09/2023 – Clerk chased Architect and asked for email to be passed on to owner of property. Nothing heard.
	EPC/ERYC	Citizen Link Kiosk	Clerk	07/03/2024 Email sent to ERYC asking if they can arrange to demolish CLK. 28/03/2024 – ERYC, confirmed that the CLK was handed back to Easington Parish Council as Landowner in 2016, and therefore they cannot now get involved as it is Easington PC property. We will need planning permission to demolish – and costings.
	EPC	Bus Shelter	Clerk	Project – JBG raised for Agenda item – April Meeting – Information sourced and sent to Councillors. Agreed to proceed – Clerk to source further information for a future agenda.
	EPC/ERYC	Dimlington Road		08/03/2024 - Concerns – Parking – email sent to Terry Weaver Highways. 17/06/2024 – Pictures sent to Highways of parking on corner.
	EPC/ERYC	Village Walkabout	Clerk	Wrote to ERYC – 07/06/2024, asking for a date change Still waiting to hear. Revised date of 20 August suitable ?

Appendix 1 – July 2024 – Meeting

Easington Parish Council
Bank Reconciliation

01/04/2024		Notes
Unity - Current Account - 20450685	1016.70	
Unity Savings Account - 20450698	518.86	
Unity Savings Account 20450708	9503.67	
Income	11199.30	
Total	22238.53	
Less:		
Expenditure	6148.26	
Reconciliation as at : 30 June 2024	16090.27	
Closing Balances as at 30/06/2024 :		
Unity Savings Account - 20450698	2028.63	Flood Reserve
Unity Savings Account 20450708	12585.59	General Reserves
Unity - Current Account - 20450685	1476.05	Cash Account
Plus Uncleared Cheques/payments	0.00	
Balance	16090.27	

Signed By Chair:

Date:

Signed By Clerk:

Date: