

EASINGTON PARISH COUNCIL

Kim Dalton
Clerk to Easington Parish Council
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26 April 2024

To: Councillors/Members you are hereby summoned to attend the Parish Council Meeting, to be held on Thursday, 02 May 2024 at 19.15, immediately after the Annual Statutory Meeting, at The Community Hall Beck Lane Easington HU12 0TX, to conduct the business specified below.

Yours faithfully,

Signed: *Kim Dalton*

AGENDA

1. **Apologies**
 - a) To receive apologies for absence and record these in the minutes.
 - b) To consider the approval of the reasons for absence given by councillors
2. **Declaration of Interests**-members to declare any interests in items on the agenda and the nature of such interests.
3. **Minutes from previous meeting(s) – Ordinary Meeting 04/04/2024**
4. **Clerks Report – Appendix 1**
5. **Public Forum**

This section will be limited to 15 minutes (maximum 5 mins per member of public) to raise any issues, concerns, or observations regarding items on the Agenda. Issues not on the Agenda can be discussed but the Parish Council cannot make decisions on them at this meeting. Such items may be included on future Agenda. Reference: Easington Parish Council Standing Orders.
6. **Ward Councillor Update**

This section limited to 15 minutes (maximum 5 mins per Councillor for questions)
7. **Finance**
 - a) To **note** Receipts – **Appendix 2**
 - b) To **resolve** Payment(s) as per the schedule(s) - **Appendix 3**
 - c) **Bank Reconciliation – to agree as of 30 April 2024**
8. **Planning -**

To consider Planning Applications/Consultations (inc. applications received up to the date of the Meeting)

To Note the following Planning Decision(s) received:

Planning Reference: 23/03771/PLF

Proposal: Installation of external flue and associated extraction equipment to east elevation to replace existing extraction equipment

Location: The Crown And Anchor Easington Road Kilnsea East Riding Of Yorkshire HU12 0UB

Applicant: The Crown And Anchor

Decision: Granted subject to various conditions.

9. **Community Issues**
Walkabout to note date of 4 July 2024 for Village Walkabout and agree attendees.
10. **Policy/Procedure/Training/Parish Council issues**
ERNLLCA Motion
To discuss if EPC have examples of where decision making at national level has impacted locally and provide examples of cases.
11. **Committees and/or Councillors with Responsibilities:**
To receive Verbal Reports from Councillors with responsibilities and/or Committees

Reports from Councillors with Representation on External Committee's:
Shape
Community Hall
Health – No meeting (scheduled meeting cancelled)

Reports from Parish Council Committees:
a) Emergency Plan
b) Health, Safety and Risk Management
c) HR Committee

Quarterly Report from Councillor with responsibility for Finance (July/October/January /April)
12. **Correspondence (previously circulated to all Councillors via Email)**
Correspondence detailed below has been received and added to the Agenda. Other correspondence received during the month which is informative is not included in the list of correspondence.
19/04/2024 – ERNLLCA – Motion – Involvement from Parishes in decision-making
13. **Items for the Next Agenda:** (items for addition to the next Agenda are at the discretion of the Chair/Clerk)
14. **Date and Time of next meeting(s): -**
06 June 2024 –19.00 - Ordinary Meeting.

Note:

Easington Parish Council publish Agenda 3 Clear Working Days prior to a meeting (not including Saturday, Sunday, or Bank Holidays), correspondence received is as received at the date of issue of Agenda, – further correspondence or requests for Agenda items will be considered for adding to future agenda. LGA 1972 – Schedule 12, 10(2)(a) and Section 243.

Appendix

- 1 – Clerk Report
- 2 – Receipts Schedule
- 3 - Payment Schedule

Public and Press are welcome to attend the meeting.

Please Note - the meeting will be recorded via Audio.

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. I will add onto the next agenda with a report for further discussion. |
| | EPC/ERYC | Litter Bin - Additional | Clerk | 08/03/2024 – Letter sent to ERYC asking if we are able to have a bin on Hull Road 11/03/2024 – Quote received – Bin and installation £479.99 18/04/2024 – Met with ERYC, they have authorised installation of a bin at the top of Westfield lane, it can be moved if we find it is in the wrong place, K, said he would waive any charge for this. |
| | 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. |
| | EPC/ERYC | Humber Bank | Clerk | Concerns from MOP addressed to Cllr. JC, contacted ERYC Ward Councillor who is looking into deterioration of the Humber Bank with the Environment Agency. Ongoing dialogue with Environment Agency and Ward Councillor. |

**Easington Parish Council
Payment Schedule**

| Date | Description | Trns.No. | Amount | Notes | Allocation |
|--|---------------------------------------|-----------------|----------------|---|-------------------|
| To NOTE the following Contractual Payments: | | | | | |
| 15/04/2024 | April Salaries - All Employees | | 757.81 | Paid 15th of the Month unless a Weekend/Bank Holiday | Salaries/HMRC |
| | Yorkshire & Humber Ground Maintenance | | 472.50 | | Grasscutting |
| 02/05/2024 To RESOLVE the following Payments: | | | | | |
| | Microsoft Monthly Payment (May 2024) | | 12.36 | (Inc VAT) Clerks Expenses* | M/Soft/Norton |
| | East Riding of Yorkshire Council | | 155.22 | Waste Disposal - Cemetery | Cemetery |
| | Easington Community Hall | | 71.25 | Hire in Febraury and March | Hall Hire |
| | SLCC - Training Course | | 36.00 | Cemeteries | Training |
| | ERYC Installation of Litter Bins | | 575.98 | | Village Work |
| | Enviromail Recycling Services | | | TBA Disposal of confidential waste | Expenses |
| | Aldi - | | 17.86 | Litter pickers - Sun Cream/Hand Sanitiser/Carry Pack* | Expenses |
| | Total Monthly Payments | | 2081.12 | | |

Notes:

1. *Clerks Expenses are amounts paid by the Clerk personally on behalf of the Parish Council and being reclaimed **30.22**
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

Signed:

Date:

Chair of Meeting

Signed:

Date:

Kim Dalton

Clerk/RFO

**Signed as Authorisation to pay the above amounts
via Bank Transfer from the Community Account**

Minute Ref: 24/05/

Easington Parish Council

Receipt Schedule

| Date | Description | Amount | Notes | Allocation |
|-------------|--------------------------------|---------------|--------------------------|-------------------|
| 15/04/2024 | Peppercorn Rental 2024 to 2025 | 1.00 | Fairhaven | Rents |
| 15/04/2024 | VAT Refund | 606.61 | 01/04/2023 to 31/03/2024 | VAT |
| 29/04/2024 | Precept (1of2) | 10000.00 | 1st Tranche | Precept |

Total **10607.61**

Minute Ref: 24/05/

Key Code:

Easington Parish Council

Bank Reconciliation

01/04/2024

| | |
|------------------------------------|-----------------|
| Unity - Current Account - 20450685 | 1016.70 |
| Unity Savings Account - 20450698 | 518.86 |
| Unity Savings Account 20450708 | 9503.67 |
| Income | 10607.61 |
| Total | 21646.84 |

Less:

| | |
|-------------|---------|
| Expenditure | 1531.21 |
|-------------|---------|

Reconciliation as at : 30 April 2024 **20115.63**

Closing Balances as at 30/04/2024 :

| | |
|------------------------------------|----------|
| Unity Savings Account - 20450698 | 518.86 |
| Unity Savings Account 20450708 | 17503.67 |
| Unity - Current Account - 20450685 | 2093.10 |

Plus Uncleared Cheques/payments 0.00

Balance **20115.63**

Signed By Chair:

Date:

Signed By Clerk:

Date: