

EASINGTON PARISH COUNCIL
MINUTES - ORDINARY MEETING HELD ON 02 NOVEMBER 2023
THE COMMUNITY HALL BECK LANE EASINGTON HU12 0TX

Present: Cllr. Jo-Ann M Clubley JMC
 Cllr. J Burton Graham JBG – Chair
 Cllr. S. Keyworth SK
 Cllr. David C Taylor DCT

Clerk: Kim Dalton KD

Ward Councillor(s): 0
 Members of Public: 5 (including 1 for Co-Option)

Minute	Discussion and Agreement	Action
23/11/120	To note apologies for absence and absentees	
	Apologies for absence received from: Cllr. H Jacobs – Work related/Personal - EPC, Resolved - To approve the absence. Cllr. R Clubley – Personal - EPC, Resolved - To approve the absence. Cllr. I Smith – Reason unknown – EPC, Resolved - Not to approve the absence.	
23/11/121	Co-Option of Councillor to the vacancy	
	Application received from David L Steenvoorden MBE for the vacancy who gave a short presentation about himself. It was ' Agreed ' that David L Steenvoorden MBE be Co-Opted onto Easington Parish Council. The Declaration of Acceptance of Office was signed and witnessed. The disclosure of interest form is to be completed and returned to the clerk within the 28-day period. The new Councillor joined the meeting at this point.	
23/11/122	Election of a Vice-Chair	
	It was ' Resolved ' that Cllr. Jo-ann Clubley be Vice-Chair. The Declaration of Acceptance of Office for Vice Chair was signed and witnessed.	
23/11/123	Declaration of Interests and Dispensations	
	None to disclose	
23/11/124	Minutes from Previous Meetings	
	Minutes to the Ordinary Meeting on 05/10/2023 - Agreed and Signed by the Chair	
23/11/125	Clerk(s) Report	
	The clerk reported on various ongoing issues, see (Appendix 1) for full detail.	Clerk
23/11/126	Public Forum	
	MOP 1 – Made a request that the Church keep the lights on longer, especially over the Christmas period.	Clerk
23/11/127	Ward Councillor Update	
	No representative	
23/11/128	Finance	
	a) <u>The following receipts were noted:</u> Cemetery Fees 750.00 Total Receipts £750.00	

	<p>b) <u>Payments</u> - The following payments were Agreed, 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 (October Salaries)</td> <td style="text-align: right;">696.63</td> </tr> <tr> <td>Microsoft Monthly Payment – November</td> <td style="text-align: right;">* 12.36</td> </tr> <tr> <td>ERNLLCA – Clerk Training course</td> <td style="text-align: right;">12.00</td> </tr> <tr> <td>SLCC Annual Membership</td> <td style="text-align: right;">93.13</td> </tr> <tr> <td>Yorkshire and Humber Grounds Maintenance</td> <td style="text-align: right;">472.50</td> </tr> <tr> <td>East Riding Supplies – Paper</td> <td style="text-align: right;">22.50</td> </tr> <tr> <td>November payments authorised</td> <td style="text-align: right;">Total Payments</td> </tr> <tr> <td></td> <td style="text-align: right;">£ 1309.12</td> </tr> </table> <p>* Indicates Clerks Expenses paid personally by the Clerk and being reclaimed.</p> <p>c) <u>Bank Reconciliation (Appendix 2)</u> ‘Agreed’, for the period ending 31 October 2023.</p> <p>d) <u>Budget</u> for 2024/2025 (Appendix 3) Clerk presented the draft budget, showing Expenditure for 2024/2025 of £20,354, and potential Income of £22,012.77, providing a surplus of £1658.77. It was ‘Resolved’ to approve the budget.</p>	Wage roll (October Salaries)	696.63	Microsoft Monthly Payment – November	* 12.36	ERNLLCA – Clerk Training course	12.00	SLCC Annual Membership	93.13	Yorkshire and Humber Grounds Maintenance	472.50	East Riding Supplies – Paper	22.50	November payments authorised	Total Payments		£ 1309.12	Clerk
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23/11/129	Planning																	
	<p><u>To consider the following Planning Applications / Consultations</u></p> <p><u>Planning Application Ref No: 23/02791/PLF</u> Proposal: Erection of a dwelling following removal of existing building Location: The Boat House Easington Road Kilnsea East Riding Of Yorkshire HU12 0UB Applicant: Mr Paul Willoughby Application Type: Full Planning Permission EPC Consultee Comment: ‘Resolved’ – No objection to the application.</p> <p><u>Consultation</u> IMMINGHAM EASTERN RO-RO TERMINAL DEVELOPMENT NOTICE OF CONSULTATION ON PROPOSED CHANGES TO THE APPLICATION EPC: ‘Resolved’ – No Comment in respect of this application.</p> <p><u>To note the following Planning Decisions received:</u> No planning decisions received.</p>	Clerk																
23/11/130	Community Issues																	
	<p><u>Rough Sleeper Survey</u> EPC ‘Agreed’ for the clerk to respond – None known in the area.</p> <p><u>Holderness Health</u> It was ‘resolved’ that EPC do not have any comment to make regarding the closure of the Keyingham (Prospect House) surgery.</p> <p><u>Coastal Project – East Riding</u> Following the ‘Drop In’ session on 25/10/2023, EPC, “Agreed”, that the clerk should write to ERYC and request a presentation for the February meeting.</p>	Clerk Clerk																
23/11/131	Parish Council Training / Policies and Procedures																	
	<p>a) <u>Standing Orders</u> It was “Resolved” that revised Standing Orders amending Item 18, be adopted with immediate effect.</p> <p>b) <u>Equality and Diversity Policy</u> – It was ‘resolved’ that the Equality and Diversity Policy be adopted by EPC.</p>																	

23/11/132	Reports from Committees/Councillors with Responsibilities	
	<p><u>Representation on External bodies -</u> Shape – Nothing to report. Health Forum – Nothing to report. Community Hall – Nothing to report. ERNLLCA – No report</p> <p><u>Committees –</u> Emergency Plan – No meeting held. Health & Safety – No meeting held. Parish Plan – A ‘draft plan’ has been produced and forwarded to councillors for consideration, it was ‘Agreed’ a separate meeting be held on 9/1/2024, to discuss the Parish Plan. Easington Parish Council thanked – N Jackson for his work in producing the plan. HR Committee – No meeting</p> <p><u>Councillors with Responsibilities:</u> Finance – No report</p> <p>Kilnsea – No Update Easington – Hedges have been cut back along Seaside Road.</p>	
23/11/133	Correspondence	
	<p>26/09/2023 - ERYC – Rough Sleeper Survey – 03/10/2023 – Holderness Health – Closure of Prospect House Keyingham</p>	
23/11/134	Items for Next Agenda	
23/11/135	<p><u>Date of Next Meeting(s):</u> Thursday, 07/12/2023 –Ordinary Meeting of Easington Parish Council at 19.00 Tuesday, 09/01/2024 – Meeting to discuss Parish Plan</p> <p>Meeting Closed at: 19:50</p>	

Appendix 1 – Clerk Report

Appendix 2 – Bank Reconciliation

Appendix 3 – Budget 2024/2025

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.
	EPC	Passing Place and Give Way signs	Clerk	22/5/2023 - ERYC have confirmed they are already aware and have over 300 signs in the area needing attention – they are repairing in order of priority. Situation remains the same – chased by Clerk and Ward Councillor 12/09/2023 – Reminder sent to ERYC Oct 2023 – Give Way sign repaired.
23/07/084 (c)	EPC	Wall – Village Garden	Clerk	Cllr. Keyworth is to look at repairing village wall at own expense.
		Christmas <u>Christmas Tree</u>	Clerk	09/09 – Spoke to Church Warden – asked if ok to put Tree in Churchyard, confirmed yes, also sent in writing on 12/09/2023. 12/09 - Written to Gassco to ask if they are to donate a Tree, 14/09/2023 – Gassco confirmed they will provide. MOP’s confirmed willing to erect Christmas Tree again.
		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.

Appendix 1 – November 2023 – Meeting

Easington Parish Council
Bank Reconciliation 2023 to 2024

01/04/2023

Opening Balance - Current Account	1212.26
Opening Balance - Savings Account 1	505.48
Opening Balance - Savings Account 2	7204.00
Voucher Credit - Sandhills	0.56
Income	22272.98
Total	31195.28

Less:

Expenditure	13433.24
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Reconciliation as at : 31 October 2023 **17762.04**

Closing Balances as at 31/10/2023 :

Unity Savings Account - 20450698	511.78
Unity Savings Account 20450708	16332.81
Unity - Current Account - 20450685	216.89
Cash/Cheque to clear at bank	0.00
Voucher Credit (Sandhills)	0.56

Plus Uncleared Cheques/payments 700.00

Balance **17762.04**

Signed By Chair:

Date:

Signed By Clerk:

Date:

**Easington Parish Council
Budget 2024/2025**

INCOME	2020/2021	2021/2022	2022/2023	2022/2023	2023/2024	2023/2024	2023/2024	2024/2025	
	Actual	Actual	Budget	Actual	Budget	To Date	Forecast	Budget	
Allotment / Land Fees	168.07	77.00	100.00	100.00	100.00	76.00	76.00	101.00	
Bank Interest	5.59	1.83	0.40	96.96	20.00	135.11	250.00	350.00	
Cemetery Fees	715.00	1690.00	500.00	1760.00	500.00	1350.00	1500.00	1050.00	
Grants	600.00	525.00	0.00	0.00	500.00	500.00	500.00	500.00	
Precept	14000.00	17000.00	17000.00	17000.00	20000.00	20000.00	20000.00	20000.00	
Wayleave	11.77	11.77	11.77	11.77	11.77	11.77	11.77	11.77	
Total Income	15500.43	19305.60	17612.17	18968.73	21131.77	22072.88	22337.77	22012.77	
Income less Expenditure	-1187.66	-1506.10	-415.83	1295.30	436.77	8999.90	3575.37	1658.77	
RESERVES									
General Reserve			5200.00		6922.00	0.00	9000.00	9000.00	
Flood Reserve			2000.00		2000.00	0.00	2000.00	2000.00	
Severe Weather Reserve			0					1000.00	
General Reserve									
Includes potential costs for Elections/Locum Clerk / Uninsured Legal Costs / additional Defibrillator Costs									1. Green are Estimated Final Figure
CILCA Fees to be taken from reserve 23/24									as at 31 March 2024
Beacon Topper - D Day									2. Blue - Projected / Budget
									figures for 2024/2025
Prepared - October 2023									3. VAT is not included