

EASINGTON PARISH COUNCIL
MINUTES - ORDINARY MEETING HELD ON 07 DECEMBER 2023
THE COMMUNITY HALL BECK LANE EASINGTON HU12 0TX

Present: Cllr. Jo-Ann M Clubley JMC – Vice Chair
Cllr. Roy Clubley RC
Cllr. J Burton Graham JBG – Chair
Cllr. Helen Jacobs HJ
Cllr. Ian Smith IS
Cllr. David L Steenvoorden MBE DLS
Cllr. David C Taylor DCT

Clerk: Kim Dalton KD

Ward Councillor(s): 1
Members of Public: 2 (including 1 for Co-Option)

Minute	Discussion and Agreement	Action
23/12/136	To note apologies for absence and absentees Cllr. S Keyworth – Absent, no apologies received.	
23/12/137	Co-Option of Councillor to the vacancy Application received from Laura Brown for the vacancy who gave a short presentation about herself. It was ' Agreed ' that Laura Brown 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.	LB
23/12/138	Declaration of Interests and Dispensations None to disclose.	
23/12/139	Minutes from Previous Meetings Minutes to the Ordinary Meeting on 02/11/2023 - Agreed and Signed by the Chair	
23/12/140	Clerk(s) Report The clerk reported on various ongoing issues, see (Appendix 1) for full detail.	Clerk
23/12/141	Public Forum No subject raised from the MOP.	Clerk
23/12/142	Ward Councillor Update Noted we are inviting the Changing Coasts project to our February 2024 meeting and recommended encouraging as many to attend as possible. Noted that we have received notification regarding Bridleway 13 and 14. Question from Cllr. JBG - does the WC know what is happening re Bus Services? WC – Yes, there is a pot of money, an increase in services in this area including extending to Kilnsea is a possibility, further information it to follow.	

23/12/143	Finance																							
	<p>a) <u>The following receipts were noted:</u></p> <table border="0" style="width: 100%;"> <tr> <td>Cemetery Fees</td> <td style="text-align: right;">120.00</td> </tr> <tr> <td>Total Receipts</td> <td style="text-align: right;">£120.00</td> </tr> </table> <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 (November Salaries) - including backpay for clerk to April 2023</td> <td style="text-align: right;">973.96</td> </tr> <tr> <td>Wage roll (December Salaries)</td> <td style="text-align: right;">731.29</td> </tr> <tr> <td>Microsoft Monthly Payment – December</td> <td style="text-align: right;">* 12.36</td> </tr> <tr> <td>ERNLLCA – Chair Training course</td> <td style="text-align: right;">24.00</td> </tr> <tr> <td>Zurich Annual Insurance 2024</td> <td style="text-align: right;">363.00</td> </tr> <tr> <td>Tesco – Stationary</td> <td style="text-align: right;">*2.20</td> </tr> <tr> <td>Easington Community Hall Hire</td> <td style="text-align: right;">48.50</td> </tr> <tr> <td>Microsoft Monthly Payment – January 2024</td> <td style="text-align: right;">* 12.36</td> </tr> <tr> <td>ERYC – Street Lighting</td> <td style="text-align: right;">252.90</td> </tr> </table> <p>December 2023 and January 2024 payments authorised Total Amount £2420.57</p> <p>* Indicates Clerks Expenses paid personally by the Clerk and being reclaimed.</p> <p>c) <u>Bank Reconciliation (Appendix 2) 'Agreed'</u>, for the period ending 30 November 2023. Signed by Chair and Clerk.</p> <p>d) <u>NALC Pay Scales</u> – it was 'Resolved' to increase the Clerk Salary in line with the amended NALC pay scales, backdated to April 2023, as per contract conditions. Clerk will advise payroll provider.</p> <p>e) It was 'Resolved' to renew the annual insurance contract with Zurich Insurance for 2024. Clerk will instruct insurer.</p> <p>f) It was 'Resolved', to request a Precept from East Riding of Yorkshire Council for the Financial Year, 01/04/2024 to 31/03/2025 of £20,000. Chair and Clerk signed the request, the clerk will forward to ERYC.</p>	Cemetery Fees	120.00	Total Receipts	£120.00	Wage roll (November Salaries) - including backpay for clerk to April 2023	973.96	Wage roll (December Salaries)	731.29	Microsoft Monthly Payment – December	* 12.36	ERNLLCA – Chair Training course	24.00	Zurich Annual Insurance 2024	363.00	Tesco – Stationary	*2.20	Easington Community Hall Hire	48.50	Microsoft Monthly Payment – January 2024	* 12.36	ERYC – Street Lighting	252.90	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>
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23/12/144	Planning																							
	<p><u>To 'resolve' the PC response to the following Planning Applications / Consultations</u></p> <p><u>Planning Ref: 23/02791/PLF</u></p> <p>Proposal: Erection of a dwelling for use as holiday home/second home following removal of existing building, and change of use of land and buildings to domestic use in association with holiday accommodation (AMENDED DESCRIPTION)</p> <p>Location: The Boat House Easington Road Kilnsea East Riding Of Yorkshire HU12 0UB</p> <p>Applicant: Mr Paul Willoughby</p> <p>Application Type: Full Planning Permission</p> <p>EPC Comment: No objection to the application as per previous comment.</p> <p><u>To note the following Planning Decisions received:</u></p> <p><u>Public Bridleway No: 13 and 14 – Modification Order</u></p> <p>To note the Public Path diversion and Definitive Map and Statement modification order in respect of Easington Bridleway Nos: 13 and 14.</p>																							

	<p>Planning Ref: 23/02294/PLF Proposal: Siting of 9 no. blast proof cabins housing offices and welfare facilities (Retrospective Application) Location: Gassco Langeded Receiving Facility Dimlington Road Easington East Riding Of Yorkshire HU12 0TG Applicant: Gassco UK ERYC Planning Decision: Granted, subject to conditions.</p>	
23/12/145	Community Issues	
	<p><u>Defibrillators</u> See report – Appendix 3 – Following discussion it was 'Resolved' to continue with Adult Pads only as these can also be used on a Child.</p>	Clerk
23/12/146	Parish Council Training / Policies and Procedures	
	<p>Cllr. IS queried why the policies had not gone to the Sub-Committee? Clerk confirmed it was due to time constraints, they need to be adopted by a 'Full Council Meeting', not a Committee meeting. It was 'Resolved' in the future that this element of the Health Safety and Risk Management Committee be removed.</p> <p>It was 'Resolved' to adopt the following policies with some grammatical and document layout changes for the Governance of the Council:</p> <ul style="list-style-type: none"> a. Complaints Policy b. Request for Information c. Privacy Notice d. Training and Development Policy e. Vacancy and Co-Option Procedure <p>Clerk to put in place and also ensure displayed on the website.</p>	Clerk
23/12/147	Reports from Committees/Councillors with Responsibilities	
	<p><u>Representation on External bodies -</u> Shape – No report Health Forum – No report, Cllr. HJ advised that in view of the timing of the meetings it is difficult for her to attend. PC is to consider another representative; Clerk will add to the next agenda. Community Hall – Issue with lighting, work currently being undertaken. ERNLLCA – No report, no representation Little Tern Project -Cllr. IS, attending meeting – It was 'Agreed' the PC will meet the cost of mileage. Rate set by HMRC is 0.45p mile, Clerk to send, expense form to Cllr. IS.</p> <p><u>Committees –</u> Emergency Plan – No meeting held. Health & Safety including Risk Management – No Meeting held. Parish Plan – To be discussed at a 'Full Council' meeting on 12/12/2023. HR Committee – No meeting held.</p> <p><u>Councillors with Responsibilities:</u></p> <p>Finance – Being checked by Cllr. IS, after the meeting.</p> <p>Kilnsea – Nothing to report.</p> <p>Easington – Salt Bins need refilling – it was 'Resolved' – clerk to order and arrange for refill. Drainage problems in the village around the White Horse and Community Centre area, now resolved, Yorkshire Water attended.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

23/12/148	Correspondence	
	7/11/2023 – SHAPE (email) – Information re meeting with Holderness Health 24/11/2023 – ERYC (email) Precept Letter inc. request form and Calculator 27/11/2023 – SHAPE (email) – Invite to Meeting including Agenda and Minutes 28/11/2023 – Easington Youth Club (Management Committee) – email re Defibrillators	
23/12/149	Items for Next Agenda	
	Change of representative from the PC for the Health Forum.	
23/12/150	Date of Next Meeting(s): Tuesday, 12/12/2023 – Meeting to discuss Parish Plan (note - changed from January 2024) January 2024 – No Meeting 01 February 2024 – Ordinary Meeting – amended start time ' agreed ' of 18:00 . Meeting Closed at: 20:10	

Appendix 1 – Clerk Report

Appendix 2 – Bank Reconciliation

Appendix 3 – Defibrillator Report

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 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
23/07/084 (c)	EPC	Wall – Village Garden	Clerk	Cllr. Keyworth is to look at repairing village wall at own expense.
		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.
	ERYC/EPC	Changing Coasts Project	Clerk	22/11/2023 – written to ERYC asking for a date to attend a PC meeting in 2024

Appendix 1 – December 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	22392.98
Total	31315.28

Less:

Expenditure	15501.35
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Reconciliation as at : 30 November 2023 **15813.93**

Closing Balances as at 30/11/2023 :

Unity Savings Account - 20450698	511.78
Unity Savings Account 20450708	13832.81
Unity - Current Account - 20450685	1468.78
Cash/Cheque to clear at bank	0.00
Voucher Credit (Sandhills)	0.56

Plus Uncleared Cheques/payments 0.00

Balance **15813.93**

Signed By Chair:

Date:

Signed By Clerk:

Date:

REPORT ON DEFIBRILLATORS -

Subject: Defibrillator Pads – purchase of Child Pads

Location: Easington, Kilnsea and Out Newton

Date: December 2023

We have received a request from a Member of Public regarding the purchase of Child Pads for the Defibrillators.

We currently have 3 defibrillators in the Parish which have Adult only pads, you may be aware that the Defibrillator in Easington has been used many times on an Adult, but never on a Child to date.

To purchase Paediatric pads the costings are as follows:

Defibrillator Location	Make	Cost ex VAT – Paediatric Pads
Easington	Zoll	£123.00
Kilnsea	Lifepak CR Plus	£102.00
Out Newton	Power heart AED	£ 94.00

All the pads have a life span of 2 years and would need replacing as we do with the Adult pads upon expiry.

Also note that the Paediatric Pads can only be used on children up to 8 years old, after this you use the Adult pads.

I have conducted some research on the Adult pads and can confirm that these can be used on a child, but you use them differently. The defibrillator itself tells you what to do when you are using it.

‘Adult and Paediatric Pads for AEDs: You can use adult pads for children 8 years and older. You can use adult pads for a child less than 8 years, but you may have to apply them differently than shown on the pads: apply one on the front of the chest, the other on the back, so they do not touch.’

Points to note:

- We have not included an amount in the Budget to have Paediatric Pads, the cost to have these at all 3 locations would be £319.00, I don’t feel you can instal at one site only.
- You can use Adult Pads
- Members of Public without training may not know that Paediatric Pads are only for someone up to 8 years of age.
- The person carrying out the resuscitation may not know the age of the patient in any case.
- Would the Youth Club be better purchasing their own Defibrillator as Schools have been doing?

Please can you take some time to consider all of the above, this will be added to the agenda for the December meeting.

Note, any opinions expressed in the above report are my own and only intended to assist Councillors with the decision-making process – you should always carry out your own research as well. Also note that although I am a Trustee at Easington Youth Club, I have not allowed this to influence the above report.

Kim Dalton – Clerk
Easington Parish Council