

Easington Parish Council

MINUTES TO ORDINARY MEETING HELD ON THE 09 NOVEMBER 2020 THIS MEETING WAS VIRTUAL USING THE ZOOM PLATFORM

Present: Vice Chair - Cllr. Ian Smith IS
 Cllr. Roy Clubley RC
 Cllr. Angela Tucker AT
 Cllr. Burt Graham BG
 Cllr. David Longhorn DL
 Cllr. Karen Nicholson KN

Clerk: Kim Dalton KD

Ward
 Councillor(s): Lyn Healing LH

Members of Public: 3

Minute	Discussion and Agreement	Action
20/11/21	To note apologies for absence and absentees	
	Cllr. Tony Smith confirmed he could not attend	
20/11/22	Co-Option of Councillors	
	<p>The Chair confirmed that the Parish Council has received 2 Applications for the 2 Vacancies for Councillors – Nick Jackson and Kevin Lindley who were asked to give a brief resume of themselves and why they wished to be a Councillor:</p> <p>Nick Jackson gave his presentations.</p> <p>Due to technical issues with ‘Zoom’ the meeting was suspended at this point. Due to the extended time period Councillor Nicholson confirmed she could not continue and unfortunately Councillor David Longhorn had technical issues in reconnecting with the meeting. In addition, Ward Councillor Lyn Healing had an emergency situation and also had to leave the meeting. The meeting recommenced at 20:00.</p> <p>Nick Jackson was unanimously Co-Opted as a Parish Councillor to Easington Parish Council.</p> <p>Kevin Lindley gave his presentation and was unanimously Co-Opted as a Parish Councillor to Easington Parish Council.</p> <p>Both Councillors are to sign and return both the Declaration of Acceptance of Office and Declaration of Interest to the Clerk within 24 hours.</p>	NJ/KL/Clerk

20/11/23	Councillors disclosure of interests in matters to be discussed	
	Pecuniary - None disclosed Non-Pecuniary – Councillor Nick Jackson confirmed an interest in Planning – Minute Ref: 20/11/31	
20/11/24	Minutes from previous Meeting(s)	
	The minutes of the Ordinary Meeting held on 08/09/2020 were agreed and signed by the Chair. The minutes of the Extra-Ordinary Meeting held on 26/10/2020 were agreed and signed by the Chair.	
20/11/25	Clerk Report	
	The clerk confirmed that she will restrict the report to cover only those items which are still outstanding from previous meetings: Churchyard Trees – see Community Issues - 20/11/33 Bin Humber Bank – ERYC confirmed this cannot be installed. Bench Hull Road – Clerk chasing Bench outside Chapel – Missing – Clerk to Chase Piling protruding from Beach at Dimlington – Clerk Chasing Verges/Seating – Community Payback, due to Covid-19 not presently undertaking any work. Street Scene Outstanding work - see Community Matters Minute Ref: 20/11/33 Land at Fairhaven – not now proceeding – See Correspondence Minute Ref 20/11/35 Health & Safety – Risk Assessments Litter Pickers - Completed	Clerk Clerk Clerk
20/11/26	Public Forum	
	Councillor Angela Tucker advised that a MOP had contacted her regarding the recent incident at the Gas Terminal. The MOP felt that the companies did not provide enough presence in the village when an incident occurs and wondered if they could provide a 'point of contact' in the village, perhaps a Van with a Logo on so MOP's can see them and come and ask questions? PC felt that this was perhaps something that can be addressed as part of the Emergency Plan regarding Communication with the Gas Companies, as the EP is under review at the moment consideration can be given on how Incident(s) can be best communicated to the Parish.	EPC
20/11/27	Ward Councillor Update	
	Although Councillor Lyn Healing could not stay to the meeting, she did confirm that the Warmer Lane Road was closed from 09/11/2020 until 24/12/2020 for Road Widening and that the cost of this work is in the region of £190,000. Further there is additional information to follow regarding improvement in Data Capacity for the Area.	

20/11/28	Roles & Responsibilities																																								
	<p>Following a review of the current roles and responsibilities and the addition by Co-Option of New Councillors the following changes were made.</p> <p><u>Parish Plan (4)</u> – Both new Councillors Nick Jackson and Kevin Lindley agreed to be put forward to this Committee. As a result, this Committee is now made up of: Cllrs. B Graham, Nick Jackson, K Lindley, and K Nicholson</p> <p><u>Emergency Planning</u> <u>Coastal Erosion and Flooding (6)</u> – It was agreed that it made more sense to amalgamate these 2 Committees together, and also increase the total Members to 6. Councillor K Lindley put himself forward for this committee. This Committee is now made up of Cllrs. B Graham, K Lindley, I Smith, T Smith, and A Tucker.</p> <p><u>Planning and Development</u> – As it has been the practice lately to discuss the Planning Applications at the ‘Ordinary’ Meeting of the Parish Council it was proposed that this Committee be disbanded for now. It was unanimously agreed to close this Committee and continue discussion for the Planning Applications in the main meeting.</p> <p>It was noted that these roles are usually adopted at the Annual Meeting however in view of recent changes to Councillor(s) this amendment to Roles and Committee(s) was required.</p>																																								
20/11/29	Finance																																								
	<p><u>Receipts:</u> The following receipts were noted: Precept £7,000 Cemetery Fees £60.00</p> <p><u>Payments</u> were agreed as follows:</p> <table border="1" data-bbox="384 1279 1206 1854"> <thead> <tr> <th>Description</th> <th>Supplier</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>Wage roll</td> <td>EPC</td> <td>2435.82</td> </tr> <tr> <td>HMRC Tax</td> <td>EPC</td> <td>177.00</td> </tr> <tr> <td>Grass Cutting</td> <td>D Longhorn</td> <td>975.00</td> </tr> <tr> <td>Defib Batteries</td> <td>Imperative Training</td> <td>102.59</td> </tr> <tr> <td>Youth Club Hire</td> <td>Youth Club</td> <td>15.00</td> </tr> <tr> <td>Village Seat – Clublely Field</td> <td>W Keyworth</td> <td>130.00</td> </tr> <tr> <td>Wreath – Section 137</td> <td>RBL Poppy Appeal</td> <td>100.00</td> </tr> <tr> <td>Expenses</td> <td>K Dalton</td> <td>9.90</td> </tr> <tr> <td>Lap Top Case</td> <td>Curry’s</td> <td>16.99</td> </tr> <tr> <td>Dell Laptop & Mobile Phone</td> <td>Curry’s</td> <td>878.98</td> </tr> <tr> <td>Expenses</td> <td>K Dalton</td> <td>91.27</td> </tr> <tr> <td>Total Payments</td> <td></td> <td>4932.55</td> </tr> </tbody> </table> <p>It is noted that the payment to the Clerk(s) are based on the 2019/2020 pay scales and have not been upgraded to the 2020/2021 scale pending review with ERNLLCA.</p>	Description	Supplier	Amount (£)	Wage roll	EPC	2435.82	HMRC Tax	EPC	177.00	Grass Cutting	D Longhorn	975.00	Defib Batteries	Imperative Training	102.59	Youth Club Hire	Youth Club	15.00	Village Seat – Clublely Field	W Keyworth	130.00	Wreath – Section 137	RBL Poppy Appeal	100.00	Expenses	K Dalton	9.90	Lap Top Case	Curry’s	16.99	Dell Laptop & Mobile Phone	Curry’s	878.98	Expenses	K Dalton	91.27	Total Payments		4932.55	Clerk
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	<p><u>Budget 2021/2022</u> Parish Council considered and reviewed the budget presented to them by the Clerk, it was felt that some costings were needed for possible Tree Felling/Lopping as this was not included within the Budget, the clerk is to obtain some quotations to include and present at the next meeting. Otherwise it was felt that the Budget was in line with potential expenditure for the forthcoming period.</p> <p><u>Asset Register:</u> The clerk presented an up to date Asset register for consideration, it was noted that there are a lot of Seats in the Parish and a query was raised regarding this and whether so many are needed? It was felt that a survey should be undertaken to ascertain condition and costings, the last one was undertaken in 2017. The clerk will contact Cllr. D Longhorn to see if he wishes to undertake this again, Cllr. N Jackson has offered to assist with any survey. Furthermore, it was noted that the BT phone box is missing off the register and this is to be included. The clerk will obtain quotations for the Insurance which is due for renewal 01/01/2021.</p>	<p>Clerk</p> <p>Clerk</p>
20/11/30	Emergency Planning	
	<p>Report provided by Cllr. A. Tucker - The Committee held a Zoom meeting on 02/11/2020, present were Cllr. A Tucker, Cllr. I Smith and the Clerk. In view of the imminent 'Lockdown' at the time of the meeting the Committee focused on prioritising a 'Mailshot' to send to every household in the Parish. This was done and delivered by various Councillors, Ward Councillor D Tucker, and the Neighbourhood Watch. As a result, 8 calls have so far been received, 5 requesting assistance and 3 volunteers offering help. Where assistance has been requested this has been arranged including a regular 'Welfare' check for one parishioner.</p> <p>Another meeting will be held 19:00, 16 November 2020 to focus on other aspects of the Emergency Plan.</p>	EPC
20/11/31	Planning	
	<p><u>Planning Applications requiring a response to ERYC Planning Department</u> <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. Councillors discussed the application and recommend that the application is approved. Clerk to respond to ERYC, Planning.</p> <p><u>Planning Decisions</u> <u>20/00263/PLF</u> Proposal: Variation of Condition 2 (materials for external surfaces) of planning permission Erection of a rear Extension (retrospective), erection of a single storey extension and raising roof. Location: Chapel Cottage Back Street Easington HU12 0TT Applicant: Mrs K Nicholson Decision: Planning Granted with conditions</p>	Clerk

20/11/32	Policies and Procedures	
	<p>Councillors reviewed the Code of Conduct 2019 which had been sent to them via email and agreed to adopt with immediate effect.</p> <p>Councillors reviewed the Data Protection Policy which has been prepared by the Clerk and sent to them via email. Councillors agreed to adopt the policy with immediate effect.</p> <p>Code of Conduct Training is available via Zoom/ERYC to Councillors on 09/12/2020 – Cllr. NJ and Cllr.AT asked to be added to the Training course.</p>	Clerk
20/11/33	Community Issues	
	<p><u>Walkabout</u> The clerk asked for a copy of the Street scene Walkabout survey undertaken in 2019 in order to see the issues which are still outstanding to address with ERYC. In view of Covid-19, the next Street scene Walkabout will not be undertaken until 2022.</p> <p><u>Trees – Churchyard</u> The clerk understands that Quotations have been received for the work but has not seen copies. Clerk to liaise with Cllr. D. Longhorn to see what the current situation is with this. In addition, it transpires that there are some ‘Dead Trees’ in the Village Garden which also require looking at, the Clerk will make enquiries with Cllr. D Longhorn regarding this at the same time.</p>	Clerk Clerk
20/11/34	Website	
	<p>Discussion took place and it was proposed and agreed that the Clerk as ‘Proper Officer’ should be the main person responsible for updating the Website. This advice is provided by ERNLLCA and other sources due to the Clerk being responsible for ensuring the PC meets with its legal obligations.</p> <p>It was also recognised that the Easington Parish Council Website has been extremely well managed by Councillor K Nicholson and is a very informative site with a lot of useful information and thanks should go to Cllr.KN for her hard work in setting up and running the site over the previous years.</p>	Clerk
20/11/35	Correspondence	
	<p><u>Emails</u> ERYC – Lindsay Yardley – Festive Lighting – Forms to Complete if appropriate - Not required ERYC W&SEHRP membership ERYC W&SEHRP handbook 13/10/2020 – Matthew Buckley, Confirmation re meetings – Tier 1 (Medium) 20/10/2020 – Ruth Wilson – Temporary Road Closure – Warner Lane/Dimlington Road 21/10/2020 – Julie Lidster/Matthew Buckley – Nominations to Standards Committee 29/10/2020 – Matthew Buckley re Guidance re holding Meetings 29/10/2020 – Richard Burton, Move to Tier 2 (High) Level in East Riding</p>	

	<p>30/10/2020 – David Berry, Letter to Residents – Warmer Lane Closure</p> <p>31/10/2020 – Alan Bravey, Coronavirus update</p> <p>02/11/2020 – Julie Lidster, re Standards Committee Meeting</p> <p>10/11/2020 (info only)</p> <p>ERNLLCA –</p> <p>Newsletter(s) 8 & 9</p> <p>NALC email (s) – Various – Chief Exec Bulletins/Rebuilding Communities/Rural Conference</p> <p>NALC: Confirmed pay scales 2020/2021</p> <p>20/10/2020 - NALC – Chief Exec Bulletin</p> <p>16/10/2020 – Finance Training Courses</p> <p>22/10/2020 – Revised Training Dates</p> <p>23/10/2020 – Further Training Dates – Cllr. A Tucker wishes to attend Finance Training for Councillors.</p> <p>23/10/2020 – ERNLLCA AGM Meeting invitation/ connection details</p> <p>23/10/2020 – NALC Chief Exec Bulletin</p> <p>03/11/2020 – NALC Bulletin – Remembrance Sunday</p> <p>03/11/2020 – NALC Bulletin – Working with Young People (Zoom event 17/11)</p> <p>03/11/2020 – NALC Chief Exec Bulletin</p> <p>Other –</p> <p>Simon, Enviro-friendly – Recycling Bin – Does Easington want a bin? Clerk is to look into the size of Bin – previous bin was removed due to a problem with overhead Electric Cable.</p> <p>Shape – Minutes of Meeting 27/8/2020 (Draft)</p> <p>Humber & Wolds Rural Action Membership – Joining Fee £25.00 (Tracey Stephenson Street Beat newsletter.</p> <p>Resident. Parish Council bench at The Chapel, Seaside Road</p> <p>Resident. Re new tarmacked area Seaside Road.</p> <p>SKEALS query regarding charge for power iro phone box – Clerk confirmed that BT pay for Electricity in respect of Lighting only.</p> <p>Peter Tennyson re Grass Cutting - Kilnsea Church ground – Clerk to write and advise this is Church property not PC land.</p> <p>14/10/2020 – Peter, Shape re Holderness Health</p> <p>21/10/2020 – Peter, Shape – COVID-19 19 Working Group</p> <p>22/10/2020 – SKEALS – Confirmation re Telephone Box completion</p> <p>28/10/2020 – SHAPE, Peter and response from Lyn Healing re Health issues raised</p> <p>28/10/2020 – Resident, Fairhaven, does not wish to proceed with purchase of land</p> <p>01/11/2020 – MOP, Email – Tree Planting / Seat – Discussion took place and in view of the number of seats in the Parish it was felt that a Tree would be more appropriate – perhaps in the Village Garden?</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
20/11/36	Items for Next Agenda	
	Traffic issues in the Parish particularly down High Street	
	<p>Date of Next Meeting: 07/12/2020</p> <p>Meeting Closed at: 21:50</p>	