

**EASINGTON PARISH COUNCIL  
MINUTES - ORDINARY MEETING HELD ON 06 JUNE 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. Helen L Jacobs HLJ  
 Cllr. Shane Keyworth SK  
 Cllr. David L Steenvoorden MBE DLS

Clerk: Kim Dalton KD

Ward Councillor(s): 1  
 Members of Public: 1

Minute	Discussion and Agreement	Action
<b>24/06/064</b>	<b>To note apologies for absence and absentees</b>	
	Apologies for absence received from Cllrs. I Smith and DC Taylor, reasons for absence were accepted and approved.	
<b>24/06/065</b>	<b>Declaration of Interests and Dispensations</b>	
	None	
<b>24/06/066</b>	<b>Minutes from Previous Meetings</b>	
	Minutes to the Annual and Ordinary Meeting(s) on 02/06/2024 - <b>Agreed</b> and <b>Signed</b> by the Chair	
<b>24/06/067</b>	<b>Clerk(s) Report</b>	
	The clerk reported on various ongoing issues, see ( <b>Appendix 1</b> ) for full detail.	<b>Clerk</b>
<b>24/06/068</b>	<b>Public Forum</b>	
	Nothing raised.	
<b>24/06/069</b>	<b>Ward Councillor Update</b>	
	<u>Humber Bank</u> – meeting went well, the Environment Agency are to repair part of the bank and will continue to monitor the situation. <u>Bus Shelter</u> – the information the Clerk sent to Ward Councillor has been sent to ERYC, it is on their radar now for potential funding. <u>South Church Side</u> – repairs to be undertaken. <u>Flood Warden(s)</u> – the Environment Agency are looking for Flood Wardens in the local area <u>Out Newton Road</u> – Foliage has been cut back, some areas which have not been cut back are due to it being the landowners responsibility.	<b>Clerk</b>
<b>24/06/070</b>	<b>Finance</b>	
	a) <u>Receipts</u> – None	
	b) <u>Payments</u> - The following payments were ' <b>Resolved</b> ', the Chair and Clerk signed the payment schedule, Clerk and another Councillor will authorise payments via bank.	
	Wage roll (May Salaries)	757.81
	Microsoft Monthly Payment – June	* 12.36
	Yorkshire & Humber Ground Maintenance	945.00
	Unity Bank – Quarterly Fee	18.00
	Litter Pickers PPE	*4.90
	Southgate's Accountants	725.76

	<p>Information Commissioners Office 35.00</p> <p>It was '<b>Resolved</b>' that the Information Commissioners Fee be paid via Annual Direct Debit, the form was signed by Cllr R Clubley and the Clerk.</p> <p><b>June 2024 payments authorised</b> <b>Total Amount</b> <b>£2498.83</b></p> <p>* Indicates Clerks Expenses paid personally by the Clerk and being reclaimed.</p> <p>c) Bank Reconciliation as of 31 May 2024 '<b>Noted</b>'. (<b>Appendix 2</b>)</p> <p>d) <u>Presentation of AGAR and associated documents:</u></p> <ol style="list-style-type: none"> <li>1. '<b>Resolved</b>' the Certificate of Exemption' from a limited assurance review – Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 signed Clerk and Chair.</li> <li>2. Received and '<b>Noted</b>', the annual Internal Audit Report</li> <li>3. The Annual Governance Statement (Section 1), was '<b>Approved</b>' – Signed, Chair and Clerk</li> <li>4. The Responsible Financial Officer Certified the Accounts and presented for approval (Section 2) – Signed RFO</li> <li>5. Approved the Annual Accounting Statement(s) (Section 2), Chair signed.</li> </ol> <p>e) It was '<b>Noted</b>' that, the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records will be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority and including the first 10 working days of July. – <b>it was 'agreed' the dates for inspection of accounts between 10/6/2024 and 19/7/2024 (inclusive)</b></p>	<b>Clerk</b>
24/06/071	<b>Planning</b>	
	<p><u>To 'resolve' the PC response to the following Planning Applications / Consultations</u></p> <p><b>Planning Ref: 24/000926/PLB</b>  <b>Proposal:</b> Installation of double glazed, UPVC wood effect windows to replace existing single glazed, timber windows  <b>Location:</b> Rectory Farm North Church Side Easington East Riding Of Yorkshire HU12 0TN  <b>Applicant:</b> Mrs Erika Kendrick  <b>Application Type:</b> Listed Building Consent  <b>EPC Comment:</b> '<b>Resolved</b>' - No objection to the application</p> <p><u>To note the following Planning Decisions received:</u>  No decisions reported.</p>	
24/06/072	<b>Community Issues</b>	
	<p><u>Grant – D Day</u>  It was 'Noted' that a Grant of £500 had been awarded for the Commemorations. It was '<b>Resolved</b>' that the Grant be awarded to the Events Committee who have arranged events for the community.</p>	
24/06/073	<b>Parish Council Training / Policies and Procedures</b>	
	<p><u>ERYC Town &amp; Parish Council Liaison Meeting</u>  '<b>Noted</b>' – Clerk and Cllr. LD Brown attending.</p> <p><u>Financial Regulations – Revised NALC Edition 2024</u>  Various changes '<b>Resolved</b>'; Clerk is attending a course on the new regulations to ensure advice provided is relevant to Council. Cllrs, to review Financial Limits, and review again in July meeting.</p>	

<b>24/06/074</b>	<b>Reports from Committees/Councillors with Responsibilities</b>	
	<u><b>Representation on External bodies -</b></u> a) Shape – Neighbourhood Watch and Coastal Communities Fund b) Health Forum – No Meeting c) Community Hall – No Meeting	
<b>24/06/075</b>	<b>Correspondence</b>	
	13/5/2024 – ERYC – re Town and Parish Council Liaison meeting in June. 20/05/2024 – SHAPE Agenda – Meeting 23/5/2024 03/06/2024 – Holmpton Council invitation to attend meeting re Coastal Communities Fund – Clerk and Cllr. JMC to attend.	
<b>24/06/076</b>	<b>Items for Next Agenda</b>	
	None	
<b>24/06/077</b>	<b>Date of Next Meeting(s):</b> 19.00, 04 July 2024 – Ordinary Meeting.  <b>Meeting Closed at: 20.03</b>	

**Appendix 1** – Clerk Report

**Appendix 2** – Bank Reconciliation

**Signature** .....

**Date** .....