

**EASINGTON PARISH COUNCIL**  
**MINUTES – ANNUAL STATUTORY MEETING HELD 07 MAY 2026**  
**THE COMMUNITY HALL BECK LANE EASINGTON HU12 0TU**

Present: Cllr. Maggie Biglin MB  
 Cllr. Laura D Brown LDB  
 Cllr. Jo-Ann M Clubleby JMC  
 Cllr. Roy Clubleby RC  
 Cllr. J Burt Graham JBG -Chair  
 Cllr. Chloe L Hart CLH  
 Cllr. Shane Keyworth SK  
 Cllr. Rachel Pepper RP  
 Cllr. David L Steenvoorden MBE DLS

Clerk: Kim Dalton KD

Ward Councillor: 1

KD

Members of Public: 2

Minute	Discussion and Agreement	Action
<b>26/05/055</b>	<b>Election of Chairman</b>	
	Nominations were sought for the position of Chair. Cllr. J Burton Graham was nominated. No other nominations were put forward. <b>Resolved</b> , Cllr. J Burton Graham was duly elected as Chair and signed the declaration of acceptance of office.	
<b>26/05/056</b>	<b>Election of Vice Chairman</b>	
	Nominations were sought for the position of Vice Chair. Cllr. JM Clubleby was nominated. No other nominations were put forward. <b>Resolved</b> , Cllr. JM Clubleby was duly elected as Vice Chair, and signed the declaration of acceptance of office,	
<b>26/05/057</b>	<b>To note apologies for absence and absentees</b>	
	None – Councillor LDB notified she may be late via text.	
<b>26/05/058</b>	<b>Councillors Disclosures of Interest in Matters to be discussed</b>	
	None	
<b>26/05/059</b>	<b>Review of Policies and Procedures</b>	
	a) Standing Orders – <b>Resolved</b> to accept without amendment. b) Financial Regulations – <b>Resolved</b> to accept without amendment. c) Resolved to review all other Policies and Procedures throughout the year.	
<b>26/05/060</b>	<b>Review of Committees and Appointment of Committee Members</b>	
	The following Councillors were appointed to Committees: (a) Emergency Plan Committee – it was <b>Resolved</b> to merge both the Emergency Plan and Health and Safety Committees together and discuss with Full Council. (b) Health and Safety Committee including Risk Management – it was <b>Resolved</b> to merge Health and Safety and Emergency Plan Committees together and discuss with Full Council.	

	<p>(c) HR and Staffing Committee (4 Members), It was '<b>Resolved</b>' to increase the number on this Committee to 4, the following Councillors were nominated as members Cllr. Roy Clubley, Cllr. Chloe L Hart, Cllr R Pepper, and Cllr. David L Steenvoorden MBE.</p> <p>(d) Facilities Management Committee, (3 Members) The following Councillors were nominated as members Cllr. Laura D Brown, Cllr. Jo-Ann M Clubley and Cllr. David L Steenvoorden MBE</p> <p>Councillor LD Brown joined the meeting at this point.</p>	
<b>26/05/061</b>	<b>Review of Responsibilities and Appointment of Councillors</b>	
	<p>The following councillors were appointed to the roles:</p> <p>(a) Responsibility for overseeing Finance – It was '<b>Resolved</b>' Cllr. Chloe L Hart was appointed as Councillor with responsibility for finance.</p> <p>(b) Cheque Signatories/Authorisation of Electronic Payment(s) – It was '<b>Resolved</b>' the following signatories to the Bank be retained - Cllr. Roy Clubley, Cllr. Jo-Ann M Clubley and Cllr. Laura D Brown plus the Clerk</p> <p>(c) Management of Cemetery/Burial Authority matters – It was '<b>Resolved</b>' that Mike Welton continue with Burial matters supported by the Clerk.</p>	
<b>26/05/062</b>	<b>To Appoint Councillors to the undernoted External Bodies</b>	
	<p>The following councillors were appointed to provide representation:</p> <p>(a) Community Hall Management Committee – Cllr. Burt Graham</p> <p>(b) SHAPE Representative – Cllr. Chloe L Hart, SWG – Councillor JM Clubley</p> <p>(c) ERNLLCA – Cllr. David L Steenvoorden MBE.</p>	
<b>26/05/063</b>	<b>Meeting Closed at : 19.22</b>	
	The ordinary meeting of the Parish Council immediately followed this meeting	