

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.
23/07/084 (c)	EPC	Wall – Village Garden	Clerk	Cllr. Keyworth is to look at repairing village wall at own expense. Clerk to obtain quotations from local builders. Quotation obtained to repair walls of Village Garden. April meeting – resolved Cllr. SK was to undertake work.
		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. Nothing heard.
	EPC/ERYC	Citizen Link Kiosk	Clerk	07/03/2024 Email sent to ERYC asking if they can arrange to demolish CLK. 28/03/2024 – ERYC, confirmed that the CLK was handed back to Easington Parish Council as Landowner in 2016, and therefore they cannot now get involved as it is Easington PC property. We will need planning permission to demolish – and costings. I will add onto the next agenda with a report for further discussion.
	EPC	Bus Shelter	Clerk	Project – JBG raised for Agenda item – April Meeting – Information sourced and sent to Councillors. Agreed to proceed – Clerk to source further information for a future agenda.
	EPC/ERYC	Dimlington Road		08/03/2024 - Concerns – Parking – email sent to Terry Weaver Highways.

Appendix 1 – June 2024 – Meeting

**Easington Parish Council
Payment Schedule**

Date	Description	Trns.No.	Amount	Notes	Allocation
To NOTE the following Contractual Payments:					
06/06/2024	May Salaries - All Employees		757.81	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC
	Yorkshire & Humber Ground Maintenance		945.00	May Cutting Schedule	Grasscutting
To RESOLVE the following Payments:					
06/06/2024	Microsoft Monthly Payment (June 2024)		12.36	(Inc VAT) Clerks Expenses*	M/Soft/Norton
	Information Commissioners Office		35.00	Data Protection Fee via Direct Debit or £40.00 Cheque	Expenses
	Litter Pickers - PPE		4.90	(inc VAT)Tick removers	Expenses
Total Monthly Payments			1755.07		

Notes:

1. *Clerks Expenses are amounts paid by the Clerk personally on behalf of the Parish Council and being reclaimed **17.26**
2. Salaries are Gross - inclusive of the HMRC Payment (as HMRC payment fluctuates from month to month) and represent All Employees
3. Once Authorised for payment the RFO raises payment and Dual Authorisation is made via Councillor(s) J Clubley, R Clubley or H. Jacobs
- 4.VAT Section 126 Payments can be reclaimed

Signed:

Date:

Chair of Meeting

Signed:

Date:

Kim Dalton

Clerk/RFO

**Signed as Authorisation to pay the above amounts
via Bank Transfer from the Community Account**

Minute Ref: 24/06/

Easington Parish Council
Bank Reconciliation

01/04/2024		Notes
Unity - Current Account - 20450685	1016.70	
Unity Savings Account - 20450698	518.86	
Unity Savings Account 20450708	9503.67	
Income	10607.61	
Total	21646.84	
Less:		
Expenditure	3114.05	
Reconciliation as at : 31 May 2024	18532.79	
Closing Balances as at 31/05/2024 :		
Unity Savings Account - 20450698	2018.86	Flood Reserve
Unity Savings Account 20450708	14003.67	General Reserves
Unity - Current Account - 20450685	2510.26	Cash Account
Plus Uncleared Cheques/payments	0.00	
Balance	18532.79	

Signed By Chair:

Date:

Signed By Clerk:

Date: