

EASINGTON PARISH COUNCIL

CLERK REPORT ON ONGOING ACTIVITY/ACTION POINTS / OUTSTANDING ITEMS

Minute Ref:	Company/PC	Description	Action	Outcome
21/02/17 25/03/018	EPC	Parish Clock	Clerk	18/01/2025 – Clerk met with new owners of Coastguard Cottages, exchanged contact details, they wish to continue with Clock, no electric supply to clock from inside the building, electrician there and confirmed that someone needs to look at clock externally to assess fixing etc, he or another electrician can then wire up as appropriate. 17/02/2025 – Property Owner has found a repairer of clocks in Barton – Electrical supply is not external quality – they are prepared to 06/03/2025 – EPC delegated authority to clerk, LGA 1972, s101, to authorise works up to £250.00 on Parish Clock.
	EPC/ERYC	Dimlington Road		24/03/2025 – ERYC are looking into obtaining an order for Double Yellow Lines at the junction. 13/01/2026 – Chased
	Clerk/Gassco	Christmas Tree – Artificial/Pre Lit	Clerk	Centrica still to donate their portion.- Chased 23/11/2025 Centrica chased – 14/01/2026 – 16/1/2026, 27/03/2026 – Payment still outstanding.
		Village Garden	Clerk	Outcomes submitted re Grant for final payment. Waiting for final payment of £2500.
	EPC	Cemetery	Clerk	16/02/2026 – written to Everingham Monumental Mason for indication of costs for securing memorial stones. Letter created to write to owners of Memorial Stones
		Bus Stop		16/03/2026 – Chaser to ERYC re Timetable for display board. 23/03/2026 – Chased EYMS for a Timetable to be installed.
		Churchyard Paths		24/03/2026 – DoFE have cleared and roughed up the paths to make them less slippery, also going to lay more Limestone Chippings down, at end of April. Waiting for confirmation of dates.
		Bins		Waiting for confirmation of costs and if any changes can be made.

Appendix 1 – April 2026 – Meeting

**Easington Parish Council
Payment Schedule**

Date	Description	Ref:	Amount	Notes	Budget Item	Power to Spend
To NOTE the following Contractual Payments:						
15/04/2026	March Salaries - All Employees		823.25	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112
30/04/2026	Unity Bank Monthly Charge		7.00		Expenses	LGA 1972 S111
To RESOLVE the following Payments:						
02/04/2026	Cemetery Rates		209.95	Reduction in charge from 2025/2026	Cemetery	LGA 1972, s214 (6)
02/04/2026	Defib Shop		135.60	Pads and Batteries - Paid under Financial regulations	Defib	Public Health Act 1936, s234
02/04/2026	ERNLLCA		433.46	increased £5.00 from 2025/2026, less than budget	Fees	LGA 1972 s143
02/04/2026	Amazon		17.79	Projector Stand - Pay to Clerks Expenses	Expense	LGA 1972, s111
	Total Monthly Payments		1627.05	April		
To NOTE Internal Transfers of Funds						
	Internal Transfer of Funds			Saver to Current Account		Financial Regulations
Signed: Chair of Meeting						
Date: 02 April 2026						
Signed: Kim Dalton - Clerk/RFO						
Date: 02 April 2026						
Signed as Authorisation to pay the above amounts via Bank Transfer from the Community Account						
Notes:						
	1. *Clerks Expenses are amounts paid by the Clerk personally on behalf of the Parish Council and being reclaimed				17.79	Clerk Expenses
	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)LD Brown, J Clubley, R Clubley					
	4.VAT Section 126 Payments can be reclaimed					
	5.On a Quarterly Basis accounts are checked by Councillor with responsibility for FINANCE.					
Minute Ref: 26/04/						

EASINGTON PARISH COUNCIL ASSET REGISTER

DESCRIPTION	PURCHASE COST	R/PLCMT COST	INS VALUE	NOTES
Land Holdings				
Easington Community Hall	0.00	0.00	0.00	Custodian Trustees noted on Register re Smaller Authorities Proper Practices
Village Garden - South Church Side/Back Street	3000.00	Unknown	PL	Purchase cost £3000 18/10/1982 with donations from British Gas
Cemetery Humberside Lane Easington	900.00	Unknown	PL	1/2 Acre originally acquired in 1883, Extension purchased for £900 - 1986.
Blackwell Pond Seaside Road Easington	1.00	Unknown	PL	Subject to Byelaws established in 1986
Blacksmiths Corner Dimlington Road	1.00	Unknown	PL	Subject to Byelaws established in 1986
Allotments x 2 - Baulk End Easington	1.00	Unknown	PL	Registered 1997 including Rights of Way before 1947
Land approx 1 Acre - Out Newton	1.00	Unknown	PL	Registered 1997
Buildings				
Bus Shelter	8695.00	8695.00	8695.00	Purchased Feb 2026
Timber Construction Shed	1.00	1000.00	PL	containing various Grave Digging Implements
K6 Silver Jubilee Telephone Kiosk - North Churchside Easington	1.00	6900.00	6900.00	Minute Ref: 320,322,324 and 20/09/03 - Maintenance and upkeep responsibility of SKEALS local history group.
Telephone Kiosk - Kilnsea	1.00	0.00	PL only	Adopted from BT July 2025 see Minute Ref: 25/09/103 a)
War Memorial				
War Memorial - Baulk End	1.00	14250.00	14250.00	Donated via local fund raising activities and RBL - 1997
Street Furniture				
6 x Street Lights - Kilnsea	1.00	1500.00	1500.00	Actual cost to replace unknown
Coronation Clock	1.00	2500.00	2500.00	Sited on Coastguard Cottages -
23 Seats - Various Types	2745.00	17250.00	17250.00	See schedule various Donated and Purchased, Avg 750
Hanging Baskets and 7 Planters	1.00	500.00	500.00	Donated by Easington in Bloom 7/9/2010 - Minute 227
Salt Bins x 5	799.00	1000.00	1000.00	Minute Ref: 231
				Easington - Turmarr Villas and Entrance to School Seaside Road/Firtholme Road Corner
				Kilnsea - Long Bank Bend and Crown and Anchor Corner
Salt Spreader x 1	inc	175.00	175.00	Stored in Clerk Garage - Hull Road Easington

EASINGTON PARISH COUNCIL

ASSET REGISTER

Defibrillators				
Easington	1.00	1500.00	1500.00	Gassco Donated - Minute Ref: 255 - Zoll AED Plus
Kilnsea	1.00	1500.00	1500.00	EON Grant Funded 0 Minute Ref: 290 - Lifepak CR Plus
Out Newton	1.00	1500.00	1500.00	Hull Corn Donated - Minute Ref: 23/02/004 Powerheart AED
Office Equipment				
Dell Inspiron 17 3793 NVIDIAS - Laptop	729.00	729.00	729.00	Minute Ref: 20/11/29
Samsung Galaxy Mobile Phone	150.00	150.00	150.00	Minute Ref: 20/11/29
Notebook Carry Case - Blue	17.00	17.00	17.00	Minute Ref: 20/11/29
Wimius P62 - Projector	120.00	120.00	120.00	Purchased January 2026
Miscellaneous				
Christmas Tree World Artificial Tree	2995.00	2995.00	2995.00	Minute Ref: 25/11/129(b) - Purchased with Donations from Gassco, Perenco, Events Committee and Coffee Morning via EPC. Stored in Hall and Thompsons Farm
Village Trail - created by SKEALS	1.00	PL only	PL Only	Donated via Skeals Minute Ref: 253 - Maintained by the SKEALS group.
Total Amounts	16261.00	62281.00	61281.00	
				Key:
				PL - Public Liability
				Note:
				Insurance Limit is up to £50,000 Replacement
				War Memorial is detailed seperately on insurance and insured for up to £24000.
				VAT is not included as can be reclaimed.
				ERYC Litter Bins are their responsibility
Reviewed and Updated 31 March 2026				

FINANCIAL RISK ASSESSMENT

Name of Council:

Easington Parish Council

Date: 31 March 2026

Risk Identified	Existing controls	Additional measures	Date of implantation of additional measures
The protection of assets owned by the Council	<ul style="list-style-type: none"> • Up-to-date asset register • Regular maintenance checks • Insurance policy 	<ul style="list-style-type: none"> • Annual review of level of insurance policy • Ongoing • Budget provision for maintenance costs 	<p>Done quarterly or if items purchased/donated</p> <p>Clerk presented to PC and reviewed quarterly and annually.</p>
Control of Financial Management	<ul style="list-style-type: none"> • Adoption of Standing Orders and Financial Regulations • Monthly/quarterly bank reconciliation's • Presentation to Council of regular statements of receipts and payments and balances held • Appointment of Internal Auditor 	<ul style="list-style-type: none"> • Ensure most recent models are available from NALC (checked by clerk 6 monthly) • Council to consider frequency of production • Council to consider frequency of production • As per Financial Orders 	<p>Standing Orders Adopted 01/05/2025, Reviewed May Annually. Financial Regulations Adopted 01/05/2025, Reviewed May annually.</p> <p>Monthly Reconciliations done and Quarterly Bank Rec verified by Councillor with Financial Responsibilities.</p> <p>Reconciliation(s) undertaken and presented together with copies of the Bank Statement as Check/Balance.</p> <p>Invoices/Receipts produced monthly together with a Payment Schedule and signed off by the Chair and Clerk</p> <p>Annually</p>

	<ul style="list-style-type: none"> All payments to be signed/and/or authorised if Internet payments by two Officers/Members of the Council Schedule of accounts for payment authorised by a meeting of the Council. All spending authorised within powers available to the Council Ensure Clerk has appropriate training if required 	<ul style="list-style-type: none"> Monthly Schedule of payments signed and authorised by Clerk and Chair at a Full Council meeting. RFO checks to ensure it meets with Legal Obligations and Powers Available Training Courses attended regularly as available – Training Fund in Budget 	<p>Monthly</p> <p>Monthly</p> <p>Monthly</p> <p>Clerk attends training courses is CILCA qualified. Clerk continues to update knowledge on Forums/Reading and attending any other appropriate Training.</p>
Insurance provision	<ul style="list-style-type: none"> Public liability insurance policy in place Employee Fidelity insurance policy in place Employer liability insurance in place 	<ul style="list-style-type: none"> Council to consider level of insurance cover once per year <p>All reviewed in December 2025/January 2026 by Clerk.</p>	<p>01 January 2027</p> <p>01 January 2027</p> <p>01 January 2027</p>
HMRC – Tax and VAT	<ul style="list-style-type: none"> Council registered Returns made to Customs & Excise 	<p>Southgate’s Accountant responsible for wage roll.</p> <p>Clerk responsible for VAT return and HMRC payments</p>	<p>HMRC payments made quarterly.</p> <p>VAT Return to be made as per Financial Regulations.</p>

REPORT ON DEFIBRILLATOR(S)

APRIL 2026

Easington Parish Council has 3 Defibrillator(s)

Easington - sited on the outside of the Community Hall is a ZOLL AED.

Out Newton – Sited at Southfield Farm

Kilnsea – Sited in the Phone Box outside the Crown and Anchor

All are different makes/models so universal batteries and pads are not feasible.

Batteries

Easington – ZOLL AED replaced the Batteries – 10 Lithium C123 3v – 20/03/2026

Kilnsea – Lifepak CR Plus – Expires 5/2027 £245.00 plus VAT

Out Newton – Battery Expires 2/2027 – Current cost £300.00 plus VAT

Defibrillator Pads

Easington - New pads required as the current pads have passed the expiry date they are still usable but do need to be replaced.

Unfortunately, the Stat Padz for the ZOLL Defib, are out of stock and have been to all suppliers for the best part of 12 months.

There is an alternative pad available, this has a shelf life of 5 years which is longer than the Stat Padz (18-24 months), but they are more expensive £150 plus VAT against £59.00 plus VAT, there is also a pack of 2 pads available to purchase at a cost of £299.00 plus VAT.

Obviously it is better to purchase the set of 2 pads rather than a singular pad, then If they are used we have a spare supply, the flip side of this is that in the best circumstances they do not need using and will go out of date in 5 years.

Kilnsea - Pads Expire 5/2027

Out Newton - Cardiac Science Defib – Pads Set of 2 need replacing, cost £155.00 plus VAT, or set of 1 at £78.00 plus VAT.

The decision to make is whether to purchase.

1 set of Pads or a pack with 2 Pads, in the circumstances doing nothing is not an option here.

The budget set for Defib costs 2026/2027 was £250, but obviously by the nature of the item this must have flexibility in spending, it is just that Council do need to approve it.

Kim Dalton

Clerk