

## Eakring Parish Council Meeting 4<sup>th</sup> September 2024 at 7.30pm at Cator Hall, Eakring.

### MINUTES

Present;

Councillors Ken Peet (Chair), Sharon Foster, J Parks, P Clifford

County Councillor S Carlton

27 Members of the public

Locum Clerk; Susan Stack

Ahead of the meeting representatives of Elements Green gave a presentation on the proposed Solar Farm development key points being:

Questions previously asked by e-mail had been replied to and were summarised.

- Statutory consultation will be produced end 2024 and this will feed in to revised plans when updated.
- Construction vehicle issues
- Passing places will be installed without removing hedgerows
- Road to Caunton concerns raised during construction phase, analysis will be forwarded. Timing of deliveries and general control measures (such as school times) will be taken into account when planning vehicle movements.
- For Eakring - Construction will be 2-3 months large delivery vehicles then smaller deliveries.
- Elements Green will upgrade and repair roads as necessary as part of the project at their cost. Size of vehicles will be appropriate and a further report will be issued in a couple of months with more details. At the start and end of the project pictures of roads will be taken, compared and any damage rectified.
- Fencing will be installed that will prevent wildlife moving between areas and an ecological plan is being developed. EG reported that deer are not a protected species. Concern that wildlife will be moved into the residential section of the community (eg more foxes in houses) – there will be small mammal (30cm) gaps in the fencing for movement – concern that they will get overgrown and animals will not know where to go.
- When the land is transferred to a new owner then EG will continue to be involved. In the past Eakring has not been given all the trees that were promised – reassurance that as approval is coming from parliament rather than District Councils this will offer more protection on compliance of such requirements. NSDC will be responsible for ensuring that it is done via the planning development officer.
- Following the consultation meeting changes were made to footpaths – further changes were invited.
- Field on slope facing North – visibility of panels from throughout the village – This feedback has not been given to EG by their landscape consultants and they will look into it – will report back. North facing panels remain flat but spaced out – they are not raised to face south.
- Representatives visited site 2 years ago but will need to revisit.
- Community benefit fund – 1m per year fund between all the villages (18 parishes) over 40 years which is a generous scheme. It will not be just given out to parishes but via consultation on where it will be spent such as energy efficiency scheme, community buildings, heat pumps in homes. Phase 2 is currently open (phase 1 full) – details will be sent via the Parish Council but are also on the EG website.
- Flooding risk assessments are robust and should not adversely affect the village.
- Cleaning detergent will be discharged into the community – over the years farming chemicals have been discharged. Challenged that farming chemicals are strictly monitored and controlled.
- Based on 50,000 trees on 1500 acres planned – as a local person put 750 on 2 acres which scaled up would make 750,000 trees.

Due to time constraints a further meeting was suggested to continue the discussion (potentially 25<sup>th</sup> September but to be confirmed).

- 88/24 Apologies for absence  
**Shaun Holmes**
- 89/24 Declaration of Councillors Interest;  
**None**
- 90/24 Public Participation  
**Jitty between Church lane has been cleared but rubbish not removed. Along Kirklington Road near Rose Cottage an overhanging hedge has been cut and cuttings left. Cllr Carlton reported that letters to residents about their responsibilities have been sent and he is progressing other items identified. A resident recounted an experience over the Jitty - Cllr Peet reported that an officer had been on site taking photographs today and County Cllr Carlton will progress matters and speak with the resident privately. The PC cannot get involved in individual matters of this sort.**  
**Cllr Peet reported that most footpaths and roads had been walked by him, Cllr Carlton and the Clerk with photographs after which a report was compiled and sent to the Council.**  
**Main Street banking where slabs have been replaced, two are still broken – Cllr Carlton is aware.**  
**Echo – reports will be reviewed.**  
**WI – 98/24 free hire from WI should read “ladies of the village”.**  
**WI – setting up times query – new terms are going to be constructed in due course.**
- 91/24 To receive only - Reports from Police, District and County Councillors  
**County Cllr Carlton thanked the Council for the EG meeting. There has been pressure towards the district that EG were sponsoring an award and the leader of NSDC has confirmed that this donation has been returned to EG.**  
**Resurfacing on Eakring lane 5 days next week**  
**A614/6097 upgrades have been announced as being all on hold. Frustrating as work should have been starting now.**  
**Vegetation works will be under way shortly as reported earlier.**
- 92/24 To receive and approve – Minutes from meeting of 10<sup>th</sup> July 2024  
**It was resolved to receive and approve (SF/JP)**
- 93/24 To report – Matters arising from minutes not covered elsewhere on the agenda  
**None**
- 94/24 To receive only – Chairman’s announcements  
**Cllr Peet drew attention to the decoration and gave thanks to Steven Tuck and Pete Clifford for doing the paneling work. Donations from Woodfords brewery and ex Nodding Donkeys group.**  
**A resident from Triumph close was seen dumping rubbish in the newly cleared brook, residents are encouraged to report any such tipping so that action can be taken,**  
**National grid has adopted the trough and will be doing some clearing and planting. A plaque will be put in place and similarly with the Telephone Box.**  
**Residents were encouraged to e-mail in to get info n Council and Solar Farm**

95/24

To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)

- [Request for confirmation of Discharge of Condition 3 \(Facing Materials\) attached to PP 23/01527/HOUSE Single storey rear extension and alterations to dwelling and move LPG tank underground.](#)

School House Main Street Eakring NG22 0DD

Ref. No: 24/01376/DISCON | Received: Thu 01 Aug 2024 | Validated: Thu 01 Aug 2024 | Status: Registered

**Noted**

- [Reduce height of fir tree by 2m to clear overhead cable](#)

The Cator Hall Kirklington Road Eakring NG22 0DA

Ref. No: 24/01371/TWCA | Received: Wed 31 Jul 2024 | Validated: Fri 09 Aug 2024 | Status: Registered

**Has been approved**

- [Remove natural regeneration of elm trees along the boundary between St Andrew's Church and 'The Jays', Kirklington Road, Eakring](#)

St Andrews Church Kirklington Road Eakring

Ref. No: 24/01333/TWCA | Received: Mon 29 Jul 2024 | Validated: Tue 30 Jul 2024 | Status: Registered

**Has been approved**

- [Rebuilding of former agricultural building to a dwelling to include an extension](#) 

Plot 4 Land Adjacent Fish Pond Farm Main Street Eakring NG22 0DD

Ref. No: 24/01307/FUL | Received: Tue 23 Jul 2024 | Validated: Wed 24 Jul 2024 | Status: Registered

**Noted**

96/24

To receive and approve – Financial matters;

Receipts and payments made 1<sup>st</sup> July to 27<sup>th</sup> August

|              |    |                                  |                               |            |
|--------------|----|----------------------------------|-------------------------------|------------|
| 01/07/2024   | 61 | <b>Firecrest UK</b>              | Pat testing Chall             | -£182.10   |
| 01/07/2024   | 62 | <b>Susan Stack</b>               | Episent 80gsm paper           | -£23.99    |
| 01/07/2024   | 63 | <b>Susan Stack</b>               | Cromwell 100gsm paper         | -£52.00    |
| 01/07/2024   | 64 | <b>Susan Stack</b>               | DDS Medical Defib pads        | -£74.40    |
| 01/07/2024   | 65 | <b>Nova Trade Frames</b>         | Replacement units Cator Hall  | -£173.18   |
| 01/07/2024   | 66 | <b>Ken Peet</b>                  | Dacrylate Paint for Defib box | -£59.45    |
| 01/07/2024   | 67 | <b>Ken Peet</b>                  | Nicohlas Jack Paint Defib box | -£4.54     |
| 01/07/2024   | 68 | <b>Ken Peet</b>                  | Rainbow Chalk Paint Defib box | -£13.27    |
| 01/07/2024   | 69 | <b>Ken Peet</b>                  | All Clearance Defib box       | -£8.54     |
| 01/07/2024   | 70 | <b>Ken Peet</b>                  | Relay Supplies defib box      | -£12.50    |
| 01/07/2024   | 71 | <b>Ken Peet</b>                  | Amazon Defib box              | -£9.99     |
| 01/07/2024   | 72 | <b>Ken Peet</b>                  | Shenzhenshi Defib box         | -£8.53     |
| 01/07/2024   | 73 | <b>Arthur J Gallagher</b>        | Insurance all sites           | -£2,923.70 |
| 30 June 2024 | 74 | <b>Unity Trust</b>               | Bank charges                  | -£18.00    |
| 01 July 2024 | 75 | <b>M P</b>                       | Room Hire                     | £30.00     |
| 04 July 2024 | 76 | <b>LC</b>                        | Room Hire                     | £22.50     |
| 11 July 2024 | 77 | <b>Transfer between accounts</b> |                               |            |
| 11 July 2024 | 78 | <b>M P</b>                       | Room Hire                     | £30.00     |
| 12 July 2024 | 79 | <b>E-on</b>                      | Final electricity bill CH     | -£142.56   |
| 12 July 2024 | 80 | <b>Talk Talk</b>                 | Internet                      | -£39.30    |
| 12 July 2024 | 84 | <b>M P</b>                       | Room hire                     | £30.00     |
| 18 July 2024 | 85 | <b>NSDC</b>                      | Room Hire                     | £150.00    |
| 22 July 2024 | 86 | <b>HMRC</b>                      | Vat Refund                    | £14,159.49 |
| 22 July 2024 | 87 | <b>Staff</b>                     | Salary (ex hol)               | -£14.40    |
| 22 July 2024 | 88 | <b>Internal transfer</b>         |                               |            |
| 24 July 2024 | 89 | <b>Jon Sweeney</b>               | Ceiling Cator Hall            | -£420.00   |
| 24 July 2024 | 90 | <b>Susan Stack</b>               | Skip Hire Playing Field       | -£310.00   |
| 24 July 2024 | 91 | <b>Sound systems</b>             | Acoustic panels               | -£6,464.40 |

|                |     |                           |                                                 |           |
|----------------|-----|---------------------------|-------------------------------------------------|-----------|
| 26 July 2024   | 92  | <b>K Peet</b>             | Lumina Volunteer consumables                    | -£8.03    |
| 26 July 2024   | 93  | <b>K Peet</b>             | Amazon Volunteer consumables                    | -£97.36   |
| 26 July 2024   | 94  | <b>K Peet</b>             | Amazon Volunteer consumables                    | -£50.27   |
| 26 July 2024   | 95  | <b>K Peet</b>             | Amazon Volunteer consumables                    | -£5.65    |
| 26 July 2024   | 96  | <b>K Peet</b>             | Amazon Volunteer consumables                    | -£16.01   |
| 26 July 2024   | 97  | <b>K Peet</b>             | Rainbow Chalk Volunteer consumables             | -£27.95   |
| 26 July 2024   | 98  | <b>K Peet</b>             | Banner Group Cleaning Materials Cator Hall      | -£13.40   |
| 26 July 2024   | 99  | <b>K Peet</b>             | Storm trading Cleaning materials Cator Hall     | -£11.99   |
| 26 July 2024   | 100 | <b>K Peet</b>             | Discounted Cleaning materials Cator Hall        | -£36.97   |
| 26 July 2024   | 101 | <b>K Peet</b>             | Flintoft Cleaning materials Cator Hall          | -£19.34   |
| 26 July 2024   | 102 | <b>K Peet</b>             | Ningboshijah Cleaning materials Cator Hall      | -£22.29   |
| 26 July 2024   | 103 | <b>K Peet</b>             | Shanghai laojlong cleaning materials Cator Hall | -£14.01   |
| 26 July 2024   | 104 | <b>K Peet</b>             | Seep Living cleaning materials Cator Hall       | -£9.21    |
| 26 July 2024   | 105 | <b>K Peet</b>             | Spot On Line Cleaning materials Cator Hall      | -£11.84   |
| 26 July 2024   | 106 | <b>K Peet</b>             | Schenzhanshim Cleaning Cator Hall               | -£10.00   |
| 26 July 2024   | 107 | <b>K Baugh</b>            | Grass Cutting                                   | -£30.00   |
| 29 July 2024   | 108 | <b>M Pe</b>               | Hall Hire                                       | £30.00    |
| 30 June 2024   | 109 | <b>Bank Interest</b>      | Received                                        | £385.50   |
| 05 August 2024 | 110 | <b>B</b>                  | Cator Hall Hire                                 | £60.00    |
| 08 August 2024 | 111 | <b>M P</b>                | Cator hall hire Baby                            | £22.50    |
| 09 August 2024 | 112 | <b>Talk Talk</b>          | Internet                                        | £(39.30)  |
| 09 August 2024 | 113 | <b>YU Energy</b>          | Electricity CH                                  | £(90.30)  |
| 09 August 2024 | 114 | <b>Baugh Horticulture</b> | Grass cutting CH                                | £(30.00)  |
| 15 August 2024 | 115 | <b>Staff</b>              | Salary to 7/8                                   | £(198.20) |
| 15 August 2024 | 116 | <b>R B</b>                | Hall Hire                                       | £22.50    |
| 15 August 2024 | 117 | <b>K M</b>                | Hall Hire                                       | £60.00    |
| 19 August 2024 | 118 | <b>C A</b>                | Donation                                        | £25.00    |
| 19 August 2024 | 119 | <b>T A</b>                | Hall Hire                                       | £100.00   |

To approve accounts and bank reconciliation presented at the end of the agenda  
**Resolved to approve (JP/PC)**

To review and amend the budget for 2024/25 year as per report at the end of the agenda.  
**Resolved to approve (JP/PC)**

To note that the insurance renewal (item 73 above) reflects the revised premium based on the annual review of the Fixed Assets held and is significantly higher than previous years due to the addition of the Play equipment.  
**Noted**

Items to be authorised for payment (other items may be added to this list at the meeting)

|                   |     |                               |                                  |             |
|-------------------|-----|-------------------------------|----------------------------------|-------------|
| 04 September 2024 | 120 | <b>Susan Stack</b>            | Clerking Services<br>July/August | £(928.40)   |
| 04 September 2024 | 121 | <b>YU Energy</b>              | Electricity CH                   | £(58.65)    |
| 04 September 2024 | 122 | <b>Macaw Security</b>         | Locks keys and<br>sockets        | £(520.00)   |
| 04 September 2024 | 123 | <b>Macaw Security</b>         | Inturder alarm and<br>fobs       | £(1,170.00) |
| 04 September 2024 | 124 | <b>C Pritchard</b>            | Decorating CH                    | £(2,905.00) |
| 04 September 2024 | 125 | <b>P Harris</b>               | Decorating CH                    | £(900.00)   |
| 04 September 2024 | 126 | <b>Baugh<br/>Horticulture</b> | Grass cutting CH                 | £(30.00)    |

- 97/24 To discuss – Request from Ladies Group to have free hire on 21<sup>st</sup> September for coffee morning in aid of charity (£26.25)  
**It was resolved to approve waiver (KP/PC)**
- 98/24 To discuss quotations and actions regarding:
- Quotations for Fire Service and linking to monitoring centre for Cator Hall  
**It was resolved to appoint Macaw Security (PC/SF)**
  - Quotations for installations for fitting CCTV  
**Defer pending further quotations**
  - Notts CC Winter Service Order  
**Agreed to order 2 tonne bags to be delivered to Eakring farm or Pete Clifford in addition to the 5 free bags of salt for the Cator Hall. It was noted that Jim Meanley grits the road voluntarily and thanks were given for all his hard work.**
- 99/24 To adopt Risk Assessment policy for financial risk, procedural risk and physical risk.  
**The Risk Assessment was adopted.**  
Matters arising from RA of  
Periodic inspection of play area, equipment and MUGA (quote received from Proludic or could ask NSDC for quotation).  
**It was resolved to ask NSDC for a quotation**  
Purchase One Drive for council records (currently running on mix of free versions of dropbox/onedrive so no security of service)  
**It was resolved to purchased One Drive**
- 100/24 To receive and accept the report of the External Auditor for 2023/24 year
- To affirm that risk assessments have been put in place and that VAT is being accounted for correctly moving forward
  - To issue the Notice of Conclusion of Audit notice immediately
  - To pay the external audit fee £378 including VAT
- To appoint an Internal Auditor for 2024/25 year (EMAS quote £76)
- All resolved (PC/JP)**
- 101/24 To report on response to requests for documentation and funds from Playing Field Committee including
- Minutes of meetings – **Not received**
  - Accounts for income and spend – **Not received**

- Transfer of bank balance as at July meeting (when the committee was abolished – **Received 2<sup>nd</sup> September**)
- Details of service contracts and guarantees held - **Not received**

Any actions required as a result of the above - **NALC have confirmed that the responsibility for paperwork lies with the members of the Committee not the Parish Council and so no further action will be taken.**

102/24

To record and give thanks for offers of assistance/donations received:

- £500 donation of wood cladding for the Oakring Room from Woodfords Brewery
- Offer of lighting equipment from James Barrows (received)
- £1000 donation towards cost of Cator Hall garden/fencing from N Bowring
- £25 donation each received for loan of crockery August and September
- Adoption of water trough by National Grid
- Adoption of telephone box ?
- Adoption of Mompessons cross by N Bowring and E Cottingham
- Donations of work and materials (over £500) from ex. Nodding Donkeys

**All noted with thanks**

103/24

To agree terms of reference and structure of Cator hall management committee (JP)  
**Cllr Parks outlined the proposals and opportunities for the residents to get involved and make the most of the hall. It was resolved to adopt the Terms of Reference as proposed (JP/PC)**

104/24

To discuss and vote on parish council providing application funding for music licence, TV licence and an application for a premises licence for the sale of alcohol. All the above to provide services that enhance the facilities for hirers and improve the commercial viability of the facility.

**It was resolved to purchase a TV licence. Charge for music licence will be challenged on renewal. It was resolved to apply for a premises licence for the sale of alcohol and a local resident has offered to do the application on the Council's behalf. (JP/SF). It was agreed to apply for 7 days per week to cover special dates without the need for additional licences.**

**An individual will have to be named on the licence and they will need a personal licence holder. The application is best made in the name of the committee not Council. Any traffic/ASB concerns arising will be considered by the committee.**

105/24

To report on ongoing and potential projects from previous meetings (if available)

- a. State of the footpath between Church Lane and Main St  
**Previously reported**
- b. Response from brewery regarding the condition of the pub.  
**The Clerk has spoken to the brewery and vegetation work is scheduled.**
- c. Land in front of the Church it as severely overgrown  
**Resolved**
- d. Possible date for the relaunch of Cator Hall  
**End of October**
- e. Cator hall garden - new fence, planters, furniture etc  
**Sorted**
- f. Creating a community garden.  
**Remove from agenda**

- g. National Grid – agreement to adopt water trough  
**Agreed previously**
- h. Update on the speed watch  
**Keith reported that volunteers, signage and equipment are in place and training will take place next week.**

- 106/24 Future projects:
- a. Set budget for purchase of Christmas lights for Cator Hall tree  
**It was resolved to allocate £200 (plus £200 donated by Simon) making a total available of £400. Village Hall Committee will progress**
  - b. Christmas event at Cator Hall.  
**Village Hall Committee will progress**
  - c. Replacement furniture in Oakring Room  
**Proposal for future meeting to purchase new furniture**
  - d. Setting up Warm Hub group  
**Village Hall Committee will progress**
  - e. Hive system for heating  
**To be progressed at future meeting**

107/24 Date of next meetings; 9<sup>th</sup> October, 13<sup>th</sup> November, 11<sup>th</sup> December  
**Noted**

108/24 To resolve to exclude public and press  
**Resolved to exclude public and press (KP/SP)**

109/24 To agree actions for future Clerking Services  
**Susan Stack was appointed as the Clerk to the Council on the following terms:  
Immediate start  
7 hours per week  
Pay Scale SCP 28  
Holiday to be paid pro rata at 12.07%  
In addition the Contract for the Caretaker/Hall Bookings was approved and will be issued to Beth Hall ASAP  
All resolved JP/SP**  
Next agenda item – Poppies for lamp post.

**INCOME**

|                  | BUDGET |      | ACTUAL |       | Suggested Rev. Sept 24 |
|------------------|--------|------|--------|-------|------------------------|
| Precept          | 5632   |      | 2816   |       | 5632                   |
| VAT Reclaim      | 0      |      | 14159  |       | 14159                  |
| Light source     | 0      |      | 26397  |       | 26397                  |
| Wind farm        | 0      |      | 0      |       | 7500                   |
| Rent             | 0      |      | 0      |       |                        |
| Grants           | 0      |      | 25     |       | 25                     |
| Playing Field    | 0      |      | 1441   |       | 1441                   |
| Savings Interest | 0      | 5632 | 386    | 45224 | 700                    |

**EXPENSES**

|                         |       |  |       |  |       |
|-------------------------|-------|--|-------|--|-------|
| Staff Expenses inc PAYE | -3450 |  | -2453 |  | -6000 |
| Admin/ Audit fee        | -540  |  | -70   |  | -460  |
| Office Expenses         | -200  |  | -260  |  | -400  |

|                                          |       |          |       |          |        |                  |
|------------------------------------------|-------|----------|-------|----------|--------|------------------|
| Subs NALC/ICO/Rcan                       | -165  |          | -130  |          | -250   |                  |
| Defib Box                                | -80   |          | -273  |          | -300   | Paint            |
| Insurance                                | -400  |          | -2924 |          | -2934  | Addl play equip  |
| Bank Charges                             | -72   |          | -39   |          | -72    |                  |
| Community                                | -100  |          | -81   |          | -150   |                  |
| ECHO/CAB donations                       | -75   |          | 0     |          | -75    |                  |
| Dog Bins                                 | -550  |          | -62   |          | -550   |                  |
| Clerk Mileage                            | 0     |          | -213  |          | -600   |                  |
| CLlr Training                            | 0     |          | -90   |          | -300   | poss bar trainin |
| Playing Field                            | 0     |          | -258  |          | -1000  | repairs          |
| Website                                  | 0     |          | -850  |          | -850   | New site/e-ma    |
| Defib                                    | 0     |          | 0     |          | -150   | Pads/Batts       |
| Volunteers                               | 0     |          | -296  |          | -400   | Vol equipt/mtl   |
| Pmt7                                     | 0     |          | 0     |          |        |                  |
| Pmt8                                     | 0     | -5632    | 0     | -7999    |        |                  |
| VAT paid over                            |       |          |       | -1718    | -1718  |                  |
| <b>CATOR HALL INCOME AND EXPENDITURE</b> |       |          |       |          |        |                  |
| Hall Hire                                | 0     |          | 1565  |          | 2250   |                  |
| Grants                                   | 0     |          | 0     |          |        |                  |
| Other1                                   | 0     |          | 0     |          |        |                  |
| Other2                                   | 0     | 0        | 0     | 1565     |        |                  |
| Running Expenses                         | -5400 |          | -1405 |          | -5000  |                  |
| Capital Improvements                     | -2000 |          | -5487 |          | -12000 |                  |
| PRS/ Alcohol Licence                     | -1300 |          | -832  |          | -832   |                  |
| Repairs/ Testing                         | -1450 |          | -979  |          | -1450  |                  |
| Insurance                                | -550  | -10700   | 0     | -8704    | -550   |                  |
|                                          |       |          | -     |          |        |                  |
|                                          |       | 10700.00 |       | 28368.51 | 22043  | Net Inc/yr       |

### EAKRING PARISH COUNCIL - Bank Reconciliation

#### Opening Bank Balances

|            |             |
|------------|-------------|
| Current    | £ 9,169.17  |
| Reserve    | £ 45,664.75 |
| Cator Hall | £ 1,601.35  |
|            | <hr/>       |
|            | £ 56,435.27 |

Add receipts £ 46,789.13

Less Payments -£ 18,420.62

Closing Balance £ 84,803.78

Made up of:

Current £1,856.11



|                                               |            |
|-----------------------------------------------|------------|
| Reserve                                       | £82,947.67 |
| Cator Hall                                    | -          |
| Signed as checked and approved by the Council |            |
| -                                             |            |
| Chairman                                      |            |

Eakring Parish Council £ 84,803.78

20427427 - [Instant Access](#) £ 82,947.67  
Available: £ 82,947.67

20427414 - [Current T1](#) £ 1,856.11  
Available: £ 1,856.11