

**Minutes of a Meeting of Elkstone Parish Council**  
8.30 p.m., Wednesday 19th May 2010, in Elkstone Village Hall

**Present: Mssrs Collins, Cooch, Hobbs, Luck & Muschamp; Mrs Eyre (Clerk)**

**1. Election of Officers for the year**

Mr. Hobbs to be Chairman: proposed Mr Cooch; seconded Mr. Muschamp; carried nem con

Mr. Collins to be Vice Chair: proposed Mr. Muschamp; seconded Mr. Cooch; carried nem con.

Mr. Cooch to be Responsible Financial Officer: proposed Mr. Collins, seconded Mr. Luck, carried nem con.

Mr. Hobbs resumed the Chair.

**2. Minutes of the previous Meeting** (Wed 14<sup>th</sup> April 2010) were accepted and signed.

**3. Matters arising** – there were none.

**4. Finance**

4.1 Payment of Accounts –there were none.

4.2 R.F.O.'s Report on Year to Date Income & Expenditure against Budget was accepted with thanks.

4.2 Insurance renewal. The renewal statement was discussed. The renewal cost is £380.09; there is a 2.5% indexation increase, a 6.4% increase in damage cover; overall, the increase in premium is a relatively small 7.2%, including for the first time an administration fee of £5.00, as dealing is now with Aon who are acting as agents/administrators for the Allianz insurance.

To renew with Aon for this year, and postpone a further consideration of alternatives to next year:

Proposed Mr. Cooch, seconded Mr. Collins, carried nem.con.

A cheque was written, signed and will be sent.

4.3 Internal Auditor's report – Mr. Cooch read out the letter from the Internal Auditor – he reports himself totally satisfied on all counts, and has nothing to comment on.

Clerk to write thanking the Internal Auditor for undertaking the audit.

4.5 New Financial Guidance available from GAPTC – to purchase an up-to-date hard copy for £20.00 rather than rely on downloads: proposed Mr Cooch; seconded Mr. Luck, carried nem con. A cheque was written, signed and will be sent. A second cheque, for £2.04, to cover the additional postage and packing cost, was subsequently written, signed and will be sent.

**5. PRoW matters**

5.1 Mr. Muschamp expressed concern that BEL 25 had been ploughed out again. Clerk had been that way more recently, and was pleased to report that the correct line has now been re-instated, and the gap in the hedge at the top end of this restricted byway properly opened out, as requested (items 7.1 and 7.3 of 29.07.09 refer)

Mr. Hobbs told the Meeting of a change of agricultural worker on this farm.

Additionally, the tenant has repaired the broken stile at the north-west end of BEL 26.

5.2 It is pleasing to note that a full-statutory-width line for BEL 2 has been cut through the rape; though not all the other paths which cross arable fields have yet been cut/sprayed.

5.3 The concern about the post-logging surface of BEL 4 in Cowley Woods continues. The newly-laid stone (very large chunks) has consolidated through the winter to some extent, but remains dangerously trappy in places. Clerk had spoken with the landowner last autumn about this, he promised to take further action this spring if the surface remained unsatisfactory. A complaint about the dangerous state of it has recently been received from a rider resident in Cowley.

Clerk has obtained landowner's contact details and passed these to Mr. Cluley, GCC PRoW Officer.

Mr. Cluley e-mailed earlier today that he has not yet been able to pursue this matter. Mr. Luck opined that it was quite unsatisfactory for a landowner to postpone proper and safe re-instatement on the grounds of cost. This bridleway is used much more in the summer than in the winter, for

example by Guides and Brownies walking and cycling to and from Deer Park; it currently presents a considerable risk to users and it is hoped that proper action will shortly ensue.

## **6. GRCC Housing Needs Survey**

Documentation on this proposed survey had been circulated before this Meeting. To proceed: proposed Mr. Hobbs: seconded Mr. Collins; carried nem con. Clerk to liaise with Mr. Hutchins.

## **7. Website as Archive**

Clerk reminded the meeting of a difficulty with the Parish Council's page of the website – the webmaster wants Minutes posted as PDF documents, Clerk does not have the software to do this, Mr. Muschamp does, and had kindly tried to post, but found it impossible. Minutes therefore have to be sent as Word attachments to the webmaster for him to post.

Clerk has been registered as a user, but had also not been able to remove old Minutes as had been done on the previous website. The webmaster has declined to remove old Minutes on the grounds that they are a matter of public record. Clerk has pointed out that the Parish Council complies absolutely with the statutory requirements in respect of the public record, which requires a hard copy to be maintained in perpetuity, and the latest Minutes to be displayed in a public place (viz. The Village Hall noticeboard) Situation discussed. Clerk to contact webmaster again, thanking him on behalf of the Parish Council for his work in setting up and maintaining the website, repeating that the Parish Council complies absolutely with the statutory requirements in respect of the public record, and stating that whilst there is no need for an archive to be built on the website, the Parish Council currently has no objection to this happening; however, the Parish Council reserves the right to require any item to be removed from its page on the website, and also points out that a future Parish Council may take a different view.

## **8. Correspondence from the Parish**

8.1 Trees – a Parishioner had phoned to inform the Parish Council that he wished to reduce the height of some trees in his garden – Clerk thanked him for information, but advised him to contact CDC about this, which he has done.

8.2 Bench on Pound – a Parishioner had phoned to express concern at the condition of the bench on the pound, which he reported as in need of treatment as it is covered in lichen.

Mr. Collins told the Meeting that he had treated the bench with teak oil last year, and thought it was still satisfactory, but will re-check.

8.3 Salt/grit bins in village – a Parishioner had phoned to express concern about the condition of two of the wooden salt/grit bins in the village, which are reportedly falling apart with exposed nails which are potentially dangerous. Mr. Collins will check.

**9. Other correspondence** – was put into circulation.

## **10. Meetings**

PCSOs' multi-parish quarterly meeting 19th May, 7.30 p.m. Deer Park, Cowley

Mr. Muschamp had come on from the first hour of this meeting, which was still continuing when he left, and well-attended. Mrs. Watkins of Gloucestershire Highways was present, and a major theme was the speed and volume of traffic in all parishes. Speed checks had been carried out, and it was noticed that the average recorded speed of motorists passing through the 30 m.p.h. zone in Birdlip was 37 m.p.h. A Speed Indicator Display had been bought jointly by two parishes and used to good effect, similar equipment is available to borrow. Clerk to pursue this.

Minutes of PCSOs meeting to be circulated once available.

**11. A.O.B.** - Mr. Muschamp reported that the newly-ordered salt/grit bin has just been installed on Cockleford Lane.

Mr. Muschamp also mentioned the Safer Driving event which the PCSOs staged at Rendcomb recently. He thought this was potentially a very good, useful event, and was sorry that it was poorly attended.

**12. Dates of next Meetings**

In 2010 – Wednesdays 14<sup>th</sup> July, 15<sup>th</sup> September and 17<sup>th</sup> November, and

In 2011 – Wednesdays 12<sup>th</sup> January, 16<sup>h</sup> March, 13<sup>th</sup> April and 18<sup>th</sup> May.

There being no other business, the meeting closed at 9.37 p.m.