

Minutes of a Meeting of Elkstone Parish Council

8.00 p.m., Wednesday 10th March 2010, in Elkstone Village Hall

Present: Mssrs. Hobbs (Chair) Collins, Cooch & Luck; Mrs. Eyre (Clerk)

Post facto apologies were received from Mr. Muschamp

1. Minutes of the previous Meeting (Wed 13th Jan) were accepted and signed.

2. Matters arising – re item 3.3, Mr Cooch circulated a revised budget.

3. Finance

3.1 Payment of Accounts

3.1.1 GAPTC subscription £47.51 due 1st April – a cheque was written and signed, and will be sent at the beginning of April.

3.1.2 Payment of Hall hire charges Sept 09 to March 10 – a cheque for £33.00 was written, signed and will be delivered.

3.1.3 Payment to EVHMC in respect of website - no further payment in this financial year.

3.1.4 Clerk's salary £580.00; and expenses 0.60 stamps, 0.57 phonecalls, £30.26 e-mails, £19.80 (=20% of total cost) for updated computer software and £22.91 (=20% of total cost) for professional installation; total £654.16 – a cheque was written, signed & handed over.

3.1.5 There were no begging letters received; however, a Section 137 donation of £180.00 to the P.C.C. for churchyard maintenance costs was proposed Mr. Cooch, seconded Mr.

Collins, carried nem con; also a Section 137 donation of £30.00 to the C.A.B. was proposed Mr. Cooch, seconded Mr. Collins, carried nem con.

Cheques were written, signed, and will be delivered/sent.

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

4. Annual Reviews

4.1 Risk Assessment document was reviewed, and two minor additions made. Mr. Collins told the Meeting that he has recently inspected all the Council's assets, and all are in good repair. That the Risk Assessment procedures are accurate and acceptable; proposed Mr. Luck, seconded Mr. Cooch, carried nem con.

4.2 Insurance Cover – Mr. Cooch reminded the Meeting that EPC cover has not changed since last year. Insurance values are annually increased by a surveyor's percentage. Everything other than named assets has cover which is standard for a Parish Council of Elkstone's size.

That the Insurance cover remains adequate, with no other risks which should be added; proposed Mr. Luck, seconded Mr. Hobbs carried nem con.

4.3 Internal Controls, touching on formal Financial Regulations adopted on 29.04.08, were reviewed; the point that Clerk cannot endorse own invoices to Council has been noted;

that the internal Controls remain adequate and effective: proposed Mr. Hobbs, seconded Mr. Luck, carried nem con.

4.4 Internal Audit – the adequacy and effectiveness of the Internal Audit arrangements were considered. Last year's Internal Audit raised no major items to be dealt with. That the Internal Audit arrangements are adequate and effective: proposed Mr. Hobbs, seconded Mr. Luck, carried nem con.

5. Planning Applications

Proposed house – High Cross timber yard – noted CDC have refused permission.

6. Mr. Hutchings, GRCC – Housing Needs Survey

Mr. Hutchings explained the background to the optional survey, pointing out that the CDC local plan policy allows for affordable housing to be provided where commercial housing developments would not be. Where new affordable housing has been built, size of developments has varied between two and twenty-four houses. To date, funding has come largely from government grants. If the Parish proceeds with the survey, EPC would be asked to contribute towards the printing costs – probably about £20.00 – and to cover the cost of the freepost return envelopes, or arrange some sort of collection system. It is stressed that if the survey goes ahead, and a proven need is shown, it cannot be guaranteed that local affordable housing would result.

7. Reporting Potholes – It appears that all reports need to be logged and retained for 12 months against possible claims. Clerk has started a new sent e-mail folder for this. Clerk to post insert in newsletter reminding Parishioners of ways in which they can report potholes directly to Gloucestershire Highways.

8. Parish Warden/Rights of Way

8.1 Mrs. Davies has resigned from the CVWS, so will no longer act as Parish Warden. Clerk to revert to being responsible for dealing with PRow matters.

8.2 The padlock has been removed from the gate onto BEL 12.

With regard to BEL11, Clerk went to inspect, and found a path past the leaf+clippings pile had been cleared. Mr. Cooch told the Meeting that he regularly uses this PRow, without problem. To keep this situation under review.

9. Correspondence from the Parish - none received.

10. GAPTC 'Update' - All Parish and Town Councils are being asked to suggest new format/funding. All Councillors agreed that Option 1 was best. Clerk to report to GAPTC.

11. Other correspondence was put into circulation.

12. Meetings

PCSOs multi-parish quarterly meeting 2nd Feb, Brimpsfield – the Minutes of this rather lively meeting (so reported Mr. Collins) have been circulated

Next meeting is at 7.30 on Wednesday 19th May at Deer Park, Cowley, to be covered by either Mr. Muschamp or Mr. Hobbs.

13. A.O.B.

13.1 Mr. Luck told the meeting that he and Mrs. Luck have put their house up for sale, and anticipate moving away. He offered to resign from the Council at this point, but Mr. Hobbs assured him that this would not be necessary until the move was imminent.

13.2 Mr. Collins reported that last year, he had washed by hand the new bus shelter, but found this was not very effective. Mr. Hobbs undertook to assist him with a portable generator and power washer.

13.3 From the floor, Mr. Redmond queried recent considerable police activity on the 3/190, including a 'stinger' across the road. No-one knew anything about this.

14. Date of next Meeting – Wednesday 14th April at 7.30 p.m. to be followed by the Annual Parish Open Meeting at 8.00 p.m.

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