

Minutes of a Meeting of Elkstone Parish Council

8.00 p.m., Wednesday 20th March 2013, in Elkstone Village Hall

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

1. Minutes of the previous Meeting (13th February 2013) were accepted and signed.

2. Matters arising

Re item 6: the proposed Air Balloon Roundabout 'no right turn' trial – noted this trial was abandoned by the Highways Agency on 19th February, following considerable local opposition from individuals, at least ten Parish Councils and Cheltenham Borough Council; a motion against the trial put to the forthcoming full meeting of CDC, and the GCC decision to withdraw support for the trial. The Parish Council was grateful to hear of our MP's offer to address a public meeting in Elkstone – this followed from two parishioners attending his surgery, but became unnecessary. GCC is now pushing the HA to implement the 'brown route'.

3. Finance

3.1 Payment of Accounts

3.1.1 Payment of £220.00 to Fairford Tree Services for felling birch tree on Pound. 50% of this cost was donated to EPC by neighbouring resident, and received with thanks. A cheque for £220.00 was written, signed, and has been sent.

3.1.2 GAPTC annual subscription of £46.92 due 1st April

To renew GAPTC membership – proposed: Mr. Cooch; seconded: Mr. Muschamp; carried nem. con. A cheque for £46.92 was written, signed and will be sent.

3.1.3 Payment of Hall hire charges September 2012 to March 2013 – noted that the charge per evening has been reduced from £11.00 to £10.00 with effect from 1st January; a bill for £41.00 was therefore anticipated but has not been received.

3.1.4 Clerk's salary and expenses

Salary is £619 gross, less income tax of £123.80 = £495.20 net

Postage = £3.50; 20% of BT standing charge for phone and e-mails = £36.72

Two cheques, for £495.20 and £40.22, were written, signed and handed over.

A cheque for £123.80 was written, signed and will be sent to HMRC.

3.2 To consider various begging letters – requests for donations had been received from Citizens' Advice Bureau and Cotswold Volunteers. The latter charity runs Dial-a-Ride, but Councillors were not aware of anyone in Elkstone making use of this facility.

To make a Section 135 donation of £40.00 to CAB:

Proposed: Mr. Cooch; seconded: Mr. Muschamp; carried nem.con.

A cheque for £40.00 was written, signed and will be sent to CAB.

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

4. Annual Reviews

4.1 Risk Assessment – was considered. Two amendments are required: under Salaries, it is noted that Clerk's salary is now subject to PAYE; and under assets, it is noted that the number of trees for which EPC is responsible is now 7.

That the Risk Assessment, with the above amendments, remains accurate and acceptable: proposed Mr. Collins, seconded Mr. Muschamp; carried nem.con.

4.2 Insurance Cover – Mr Cooch reminded the Meeting the EPC has a three year contract with Aviva; there is no change in cover, the Brokers are helpful. This arrangement continues to be at least adequate.

4.3 Internal Controls – there is no change to the Internal Controls since last year: that these remain adequate and effective: proposed Mr. Collins, seconded Mr. Muschamp; carried nem.con.

4.4 Internal Audit – noted information from NALC dated 22.03.12 (but received later last year) that the specific requirement to review the effectiveness of the internal audit is repealed for smaller bodies such as EPC.

5. Planning Applications

5.1 Proposed bungalow, 18 Elkstone - noted CDC has refused permission

5.2 Proposed new build and kiln drier, Timber Yard - noted CDC has approved application, but with restriction that occupancy of new house is tied to forestry worker.

5.3 Revised details for proposed alterations and extensions, Highgate Cottages – Councillors had no objections to revised details.

5.4 Application for renewal of planning permission, Elkstone Court -

Councillors considered this application on 14.11.07, when there was a majority decision of no objection. It was noted on 9.01.08 that CDC had granted permission, but with the addition of a special clause prohibiting any increase in the size and/or number of windows in the south elevation, first floor.

It was further noted on 14.04.10 that CDC had granted a renewal of this permission.

Councillors had no objection to the current application for renewal of permission.

5.5 Proposed change of use, Cockleford Trout Farm - noted CDC has approved application.

6. Correspondence from the Parish

6.1 Preliminary proposals for the Dairy Unit – following the request for feedback, these were discussed at length. Councillors were agreed that they would prefer to see this site remain in agricultural use. Should a change of use be sought, Councillors were undecided as to whether it would be preferable to have a specialist residential use, such as proposed, or a development of light industrial and craft/artisan small units.

Whatever, Councillors would reserve the right to lodge objections to any specific application. Mr. H. Gibbs to be so informed.

6.2 Phonecall re The Bungalow, Butler's Farm, on which the owners intend to apply for planning permission to demolish and rebuild.

7. Other correspondence – was put into circulation.

8. Meetings

8.1 PCSOs Neighbourhood Co-ordination Group, 21st February - Mr. Muschamp

reported that this had been very well attended, though the need for an anticipated major topic – the Air Balloon Roundabout proposed no-right-turn trial – had passed.

Mr. Cuttell of Coberley is working with Kate Bishop of CDC to produce a template for Parish Emergency Teams, this will be shared with other parishes. The PETs idea raises a number of issues including liability and insurance cover.

It was noted that the Cirencester North area is a low crime area. The excellent work of Elkstone's Neighbourhood Watch co-ordinator, Mrs. Davey, received special mention, and Elkstone's Community Speedwatch team was also mentioned as a good example.

8.2 HMRC workshop, 27th February – Mr. Cooch attended this session, which was an hour-long presentation on the forthcoming changes to the PAYE system, which will be the biggest since PAYE was introduced. He will also attend a workshop on 13th May.

9. A.O.B.

The restricted byway BEL 25 has one field length ploughed out again. Mr. Hobbs to pursue.

10. Date of next Meeting – Wednesday 17th April, 7.30 p.m.

There being no other business, the Meeting closed at 9.19 pm.