

Dear Councillors

You are summoned to attend Elkstone Parish Council Meeting to be held on Wednesday 12th January at 7.30pm.

AGENDA OF Meeting of Elkstone Parish Council

7.30pm on Wednesday 12nd January 2022, in Elkstone Village Hall

1. Welcome and introductions from Chair of Council
2. Attendance to be recorded (anticipated as Parish Councillors Matt Hobbs, David Collins, Frances Toase, David Kearney, District Councillor Julia Judd, County Councillor J Harris)
3. Apologies for absence to be recorded
4. Declaration of interests on matters on the agenda to be recorded
5. Minutes of the last Meeting (17th November 2021) to be approved
6. Public Session up to 15 minutes at the discretion of the Chair of the meeting, whereby members of the public may address or ask questions of the Parish Council on matters on the agenda or other matters relating to the Parish Council
7. Matters arising from the previous meeting which are not covered by separate agenda items and do not require decisions (as decisions can only be made on items specified on the agenda)
8. Council to approve the appointment of Clerk with effect from 1st January 2022 as specified in the standard NALC /SLCC contract of employment at point 12 within the LCP1 range for a total of 260 hours per year (currently £11.53 ph = £249.74 pm gross)
9. Council to approve working from home allowance of £26 pm and other expenses as specified in the above employment contract
10. Council to approve monthly standing order £225.79 to reflect Net Pay and working from home allowance
11. Council to approve appointment of PATA payroll to handle the payroll administration and submission to HMRC at a cost of £95 per annum
12. Council to approve the financial reports as distributed including payments, cashbook and actual against budget
13. To agree precept to be set for 2022 – 2023
14. Council to approve the payment of previous clerk salary and expenses in the sum of £256.16 (November) £218.30 (December) and £17.49 expenses
15. Council to confirm the agreement for payment of share of the Elkstone website based on the following costs currently known the website costs £221.35 pa (made up as follows)
domain renewal £39.59
Software for village hall bookings £79.64
Booking calendar £67.32
Authenticated emails £34.80
16. Council to agree renewal of CPRE Membership, annual subscription of £36.00 due 5th January 2022
17. Council to receive report from District Councillor Judd
18. Council to receive report from County Councillor Harris
19. Council to consider donation to EPCC for churchyard maintenance (guidance distributed via email)

20. Planning

21/02069/FUL – Trout Farm, Cockleford Farm, Cockleford

21/04542/FUL – Highgate Farm, Elkstone

21/04522/FUL – The Mill House, Elkstone

21. Council to consider granting delegated authority to Clerk to submit planning comments on behalf of the Council, where no meeting is due or requested and where there is a consensus of opinion to guide the Clerk
22. Survey of EPC's physical assets – Clerk requests that this is to be carried forward to next meeting
23. Correspondence from the Parish re metal detectorist (as distributed) to be considered
24. Items for Information only as no decisions can be taken at this point
25. Date of next Meeting – (starting time to be agreed as 7.30pm) meetings to be 2nd Wednesday of alternative months. Wednesday 9th March 2022 to be confirmed
26. Meeting to be closed