

## APPROVED MINUTES OF Meeting of Elkstone Parish Council

7.30pm on Wednesday 12<sup>th</sup> January 2022, in Elkstone Village Hall

1.	Welcome and introductions from Chair of Council
2.	Attendance recorded as Parish Councillors Matt Hobbs, David Collins, Frances Toase, District Councillor Julia Judd,
3.	Apologies for absence recorded from Parish Councillor David Kearney County Councillor J Harris did not attend
4.	Declaration of interests on matters on the agenda were invited- none
5.	Minutes of the last Meeting (17 <sup>th</sup> November 2021) approved
6.	No members of the public attended for the Public Session
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) 2 Oak trees for Queen's Jubilee celebration have arrived and are with the Chair of Council waiting for planting. One is to go on the Pound and the other will be distributed (Cllr Kearney)
8.	Council approved the appointment of Clerk with effect from 1 <sup>st</sup> 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 approved working from home allowance of £26 pm and other expenses as specified in the above employment contract
10.	Council approved monthly standing order £225.79 to reflect Net Pay and working from home allowance
11.	Council approved appointment of PATA payroll to handle the payroll administration and submission to HMRC at a cost of £95 per annum
12.	Council approved the financial reports as distributed including payments as itemised in the agenda, cashbook and actual against budget Council agreed to amend the bank mandate to include new Clerk
13.	Council agreed budget and precept set for 2022 – 2023- £4725
14.	Council approved the payment of previous clerk salary and expenses in the sum of £256.16 (November) £218.30 (December) and £17.49 expenses
15.	Council confirmed 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) (PC previously paid £29.45)- domain renewal £39.59 Software for village hall bookings £79.64 Booking calendar £67.32 Authenticated emails £34.80 Council agreed to pay 50% of domain renewal and emails = <b>£37.20</b>
16.	Council agreed renewal of CPRE Membership, annual subscription of £36.00 due 5 <sup>th</sup> January 2022
17.	Council received report from District Councillor Judd (as distributed via email) Updates given on e-petition link Car parking charge increase

	Empty property Council tax relief
18.	Council did not receive a report from County Councillor Harris
19.	Council agreed donation for grass cutting at churchyard maintenance -£250
20.	Planning
	21/02069/FUL – Trout Farm, Cockleford Farm, Cockleford – variation of condition increase in height and roller shutter door location - noted
	21/04542/FUL – Highgate Farm, Elkstone - noted
	21/04522/FUL – The Mill House, Elkstone- retrospective- noted
21.	Council agreed to grant 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 – agreed that this is to be carried forward to next meeting
23.	Correspondence from the Parish re metal detectorist (as distributed) <b>agreed</b> subject to reinstatement of any damage.
24.	Items for Information only as no decisions can be taken at this point -none
25.	Date of next Meeting – (starting time agreed as 7.30pm) meetings to be 2 <sup>nd</sup> Wednesday of alternative months. <b>Wednesday 9th March 2022</b> confirmed
26.	Meeting closed at 20.44