

Minutes of the Annual General Meeting of Elkstone Parish Council

8.00pm, Wednesday 17th May 2017, in Elkstone Village Hall

Present: Mr Hobbs (Chair), Messrs Collins, Cooch and Luck; Mrs Thorn (Clerk)

Apologies: Mr Muschamp

Mr Hobbs reported that he had received notification from Mr Muschamp that he wished to resign from EPC.

1. Election of Officers

Chairman: Mr Hobbs; proposed: Mr Collins, seconded: Mr Cooch

Mr Hobbs took the Chair.

Vice Chair: Mr Collins; proposed: Mr Cooch, seconded: Mr Hobbs

2. Minutes of the last Meeting (26th April 2017) were accepted and signed.

3. Matters arising – there were none.

4. Finance

4.1 Payment of accounts

4.1.1 Clerk's salary – April 2017 = £213.75 – to approve salary payment for April retrospectively. The cheque for April has already been written, signed and hand delivered.

4.2 Internal audit/annual return – the Internal Auditor's report was clear, other than highlighting that there is not an approved contract of employment yet between the Parish Council and the Clerk.

4.2.1 RFO certification of Accounting statements – this was completed

4.2.2 Completion and approval of Section 1 of Annual Return (Governance) – this was considered and completed

4.2.3 Approval of Section 2 of Annual Return (Accounting statements) – this was considered and completed

4.3 RFO's Report on Year to Date Income and Expenditure against Budget was received with thanks.

5. Insurance renewal

The renewal documents have been received from AON which is the fourth year tied into the current insurance without increase in premium, although the tax has risen from 9.5% to 20%.

A cheque for £220.38, was written, signed and will be sent.

6. Tree work on The Pound

An application to CDC has been submitted to reduce the height and sides of the willow tree to lessen strain on upper roots and the chance of limbs failing. The work will proceed subject to CDC granting permission.

7. **Community Defibrillators**
The possibility of installing a defibrillator was discussed and the location where one could be installed. The cost of a defibrillator is £1,550 plus VAT and EPC can apply to CDC for a £500 grant. The proposal was agreed in principal as this would benefit the community especially in view of the problems caused by poor ambulance response times. Mr Cooch to make enquiries and investigate further.
8. **Condition of the commemoration stone plaque outside the Village Hall – Matter for the householder**
9. **Correspondence from the Parish – there was none.**
10. **Other Correspondence – was put into circulation.**
A letter has been received from GCC regarding Section 116 Highway Act 1980 – proposed stopping up of part road number 40865 (which forms part of the frontage of Juniper House, Elkstone) this was discussed at length and EPC to make a representation to the magistrates to consider, in their decision, to take into account and to be aware of the need of access to adjoining properties.
11. **AOB – there was none.**
9. **Public Session – no items were raised from the floor.**
10. **Dates of next Meeting – proposed dates are:**
Wednesday 19th July 2017, Wednesday 20th September 2017,
Wednesday 15th November 2017, Wednesday 17th January 2018 and
Wednesday 21st March 2018
Clerk to check hall availability and book

There being no other business, the meeting closed at 9.31pm.