

Minutes of the Annual General Meeting of Elkstone Parish Council
8.00pm, Wednesday 26th May 2021, in Elkstone Village Hall

Present: Mr Hobbs (Chair), Mr Collins, Mr Kearney and Ms Toase; Mrs Thorn (Clerk)
District Councillor Judd and 2 parishioners
Apologies: County Councillor Harris

1. Election of Officers

Chairman: Mr Hobbs; proposed: Mr Collins, seconded: Mr Kearney
Mr Hobbs took the Chair.
Vice Chair: Mr Collins; proposed: Ms Toase, seconded: Mr Kearney

2. Minutes of the last Meeting (21st April 2021) were accepted and signed.

3. Public Session

Mr Gibbs was invited to the meeting with regard to Coombe End Farm where he shared the vision for the site. The development of the Elkstone Studios site will create new jobs in the area and a proposed farm shop and cafe would sell local produce and fresh food to local people for a community feeling. The Councillors had questions for Mr Gibbs which helped gain an understanding and communication regarding the development.

4. Matters arising

4.1 Re Item 8.1 of 24.03.21

Planned road closure Charlton Hill, Cheltenham from 1st June 2021 – 31st December 2021 – this closure has been postponed and will probably now take place next year.

5. Finance

5.1 Payment of accounts

5.1.1 Invoice to carry out the internal audit - £125.00 plus £25.00 VAT = £150.00. A cheque for £150.00 was written, signed and will be posted.

5.1.2 Clerk's salary – April 2021 = £316.31 – to approve salary payment for April retrospectively. The cheque for April has already been written, signed and handed over. May 2021 = £343.04 - to approve salary payment for May. A cheque for £343.41 was written, signed and handed over.

5.2 Internal audit/Annual Governance and Accountability Return (AGAR) – the Internal Auditor's report was clear.

5.2.1 RFO Certification of Accounting statements – this was completed.

5.2.2 Completion and approval of Section 1 of AGAR (Annual Governance Statement) – this was considered and completed.

5.2.3 Approval of Section 2 of AGAR (Accounting Statements) – this was considered and completed.

5.2.4 Approval of Certificate of Exemption of AGAR – this was considered and completed.

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

6. Insurance renewal

The Clerk had circulated prior to the meeting a comparison of the 3 quotes received and agreed to accept the lower quote with BHIB the current insurance for a further 3 year Long Term Agreement £203.84 providing the same level of cover. A cheque for £203.84, was written, signed and will be posted.

7. Planning

7.1 21/01618/FUL – Springfield House, Elkstone: proposed entrance porch and 3 dormers above the garage. New entrance gate and gate on rear boundary – Councillors had no objections.

7.2 21/00780/FUL – Meadowbank, Cockleford: proposed first floor side extension – Councillors had no objections.

8. Licensing Application

8.1 C/21/00325/PRMA – Box Tree Trading Ltd, Elkstone: application for a new premises licence – Councillors had no objections.

9. Speeding through Elkstone Village

Following the concerns that have been raised regarding the speeding through Elkstone, Mr Kearney has met with Daniel Tiffney Deputy Area Highways Manager to discuss ways to reduce the speed of traffic within the 40 mph speed restriction. He suggested that an impact scheme at each end of the 40 mph starts such as a gateway sign, improved road markings and wildflower planting on the verges would highlight the change in character as you enter the village. The proposal could make a difference to the longstanding problem of speeding and Mr Kearney to explore costs. Clerk to contact County Councillor Harris.

10. Correspondence from the Parish – there was none.

11. Other Correspondence – was put into circulation.

12. Items for Information

12.1 Defibrillator – The defibrillator was registered with South Western Ambulance Service but their database is no longer in use. It is being replaced by a national database called The Circuit, the Clerk has registered the defibrillator with them to ensure the emergency services can continue to direct members of the public to the defibrillator.

12.2 Potholes have been reported to Highways along the High Cross to Slutswell Road, some have been repaired but not all of the potholes some of which are now considered a danger. Clerk to contact Highways.

12.3 Ms Judd informed the meeting that she had recently been appointed Vice Chair of the Planning Committee at CDC. She noted that Birdlip and Brimpsfield Parish Councils were considering creating a Neighbourhood plan. She asked if any interested people in the community would like to litter pick she can help organise and provide litter pick equipment. Planning protocol concerns have been raised at CDC which are being pursued. CDC have introduced paying for parking in Cirencester at different car parks either through an app but also with the option to pay by cash or card.

13. Date of next Meeting - Wednesday 21st July 2021

There being no other business, the meeting closed at 9.29pm.