

## Minutes of a Meeting of Elkstone Parish Council

8.00pm, Wednesday 9<sup>th</sup> January 2019, in Elkstone Village Hall

Present: Mr Hobbs (Chair), Mr Collins, Mr Cooch and Miss Gass; Mrs Thorn (Clerk);

2 parishioners were present

Apologies: Ms Toase

1. **Minutes of the last Meeting** (12<sup>th</sup> December 2018) were accepted and signed.
2. **Matters arising** – there were none
3. **Finance**
  - 3.1 **Payment of accounts**
    - 3.1.1 Bill for share of village website hosting fee – to be carried over to the March meeting when the invoice has been received.
    - 3.1.2.i Clerk's salary – November 2018 = £250.56 and December 2018 = £154.64 – to approve salary payments for November and December retrospectively. The cheques for November and December have already been written, signed and handed over.
    - 3.1.2.ii Clerk's expenses – 3 months October to December 2018 – Stationery £3.25 for paper and percentage of phone/broadband charge £17.94 = £21.19.  
A cheque for £21.19 was written, signed and handed over.
  - 3.2 RFO's Report on Year to Date Income and Expenditure against Budget was received with thanks.
  - 3.3 Precept to be set for 2019 – 2020: Mrs Thorn tabled a budget forecast, which was considered in detail and agreed.  
To accept budget forecast and set a precept of £4,000.00 for 2019 – 2020  
Proposed: Mr Cooch, seconded: Miss Gass
  - 3.4 Renewal of CPRE Membership, annual subscription of £36.00 due 5<sup>th</sup> January 2019. Proposed: Mr Cooch, seconded: Mr Collins  
A cheque for £36.00 was written, signed and will be sent.
  - 3.5 S.137 donation of £300.00 to EPCC for churchyard maintenance.  
Proposed: Mr Cooch, seconded: Mr Collins  
A cheque for £300.00 was written, signed and will be hand delivered.
4. **Planning**
  - 4.1 18/04068/TCONR – Pendle House, Elkstone: Noted CDC have granted permission for proposed works to trees in conservation areas 2 x small conifers to be felled approx. 12 ft high; 2 small plums to be felled.
  - 4.2 18/04210/FUL – Bay Tree Barn, Manor Farm, Elkstone: New details added for proposed alteration to garden walls and erection of new gates, erection of a porch and the removal of a dead tree to the front of the property (partly retrospective). Councillors objections still stand.
  - 4.3 18/04266/FUL – Coombe End Farm, Beechpike, Elkstone: proposed conversion of three rural buildings to provide B1(a) office space and associated works – this was discussed and the Councillors had no objections.

Comments as follows were taken from the floor; the concept of making good use of old buildings which are close to the dual carriageway but could cause a creep effect and become larger with an increase in footprint. The application does not define usage and if there would be sufficient parking available. There has been no highway assessment, construction vehicles will increase traffic and waste disposal. There will also be an increase in noise and glaring lights. If constraints were defined and not left open.

- 4.4 18/04306/FUL – High Cross, Elkstone: proposed erection of two storey rear extension – Councillors had no objections.
5. **Survey of EPC's physical assets** – Mrs Thorn presented a table of assets with the addition of the Defibrillator.
6. **General Data Protection Regulation Documents** –  
The General Privacy Notice and the Privacy Notice for Staff, Councillors and Role holders have been drawn up and emailed, these have also been circulated to the Councillors. These were considered and approved.  
To adopt: Proposed: Mr Hobbs, seconded: Mr Cooch
7. **Correspondence from the Parish** – there was none.
8. **Other Correspondence** – was put into circulation.
9. **AOB**
- 9.1 The increase of the cultivation licence charges was raised as EPC feel that the increase is not justified. There are no water or other services on site and the rent on these plots have had a very large percentage increase which is not reasonable. Clerk to write a letter to CDC.
- 9.2 Clerk to contact Cashtrac as internal auditor to audit the accounts next year.
10. **Public Session** – no items were raised from the floor.
11. **Date of next Meeting** – Wednesday 20<sup>th</sup> March 2019  
Proposed dates are:  
Wednesday 24<sup>th</sup> April 2019, Wednesday 22<sup>nd</sup> May 2019,  
Wednesday 24<sup>th</sup> July 2019, Wednesday 18<sup>th</sup> September 2019,  
Wednesday 20<sup>th</sup> November 2019, Wednesday 22<sup>nd</sup> January 2020 and  
Wednesday 18<sup>th</sup> March 2020  
Clerk to check hall availability and book

There being no other business, the meeting closed at 9.07pm.