

Minutes of a Meeting of Elkstone Parish Council
8.00pm, Wednesday 16th November 2016, in Elkstone Village Hall

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

1. Minutes of the last Meeting (21st September 2016) were accepted and signed.
2. Matters arising
 - 2.1 Re item 6.2 of 21.09.16
Request to install traffic calming measures outside The Green Dragon Inn.
This request has been referred to our District and County Councillors who will see what can be done.
 - 2.2 Re item 12.1.2 of 21.09.16
A contract of employment to be drawn up between Mr Hobbs and Mr Cooch.
 - 2.3 Re item 12.2 of 21.09.16
Mrs Thorn has now become a signatory on the EPC bank account and the correspondence from the bank will now be directed to her.
 - 2.4 Re item 12.3 of 21.09.16
Mr Bew's name as signatory on the EPC bank account has now been deleted.
3. Finance
 - 3.1 Payment of accounts
 - 3.1.1 Invoice from GAPTC for training - £35.00
A cheque for £35.00 was written, signed and will be posted to GAPTC.
The Clerk has attended the GAPTC training session for finance, which she found very useful and informative.
 - 3.2 Payroll
Clerk to record time for the first year initially which will then be reviewed with the Clerk's salary to be paid quarterly.
 - 3.3 RFO's Report on Year to Date Income and Expenditure against Budget was received with thanks.
4. Planning
 - 4.1 16/04594/TPO – Church View, Elkstone: proposed works to trees with a TPO – Councillors had no objections.
 - 4.2 16/04059/TCONR – Coronation Cottage, Elkstone: Noted CDC have granted permission to proposed works to trees in conservation areas.
 - 4.3 16/03769/FUL – Briars Cottage, 20 Elkstone: Noted CDC have granted permission for proposed dormer window to garage.
 - 4.4 16/03582/FUL – Highgate Farm, Elkstone: Noted CDC have granted permission for proposed change of land use from agricultural to equestrian. Erection of a field shelter and stable block. Retention of hardstanding and access track.
 - 4.5 16/02509/FUL – Oldbury Barn, now known as Green Oldbury House, Elkstone: Noted CDC have granted permission for proposed 3 bay garage.
 - 4.6 Juniper House, Elkstone: Section 116 of the Highways Act 1980 – proposed stopping up of part of the highway adjacent to Juniper House – Councillors had no objections.

5. Correspondence from the Parish
- 5.1 A member of the Parish has been in contact to report the she has phoned CDC to report fly tipping within the Parish. The Clerk has reported to CDC and this has now been cleared.
6. Other Correspondence – was put into circulation.
7. AOB
- 7.1 Re NEST – Mr Cooch confirmed that he has written a letter to EPC’s one employee to ask if she wished to join the pension scheme and has received a letter that she would like to opt out of it.
- 7.2 Mr Cooch confirmed that he has completed the Declaration of Compliance to the Pensions Regulator and has received confirmation back. This is to be reviewed every 3 years or when circumstances change.
8. Public Session – no items were raised from the floor.
9. Date of next Meeting – Wednesday 18th January 2017

There being no other business, the meeting closed at 8.40pm.