

Minutes of a Meeting of Elkstone Parish Council
8.00pm, Wednesday 17th January 2018, in Elkstone Village Hall

Present: Mr Hobbs (Chair), Mr Collins, Miss Gass and Ms Toase; Mrs Thorn (Clerk);
District Councillor Parsons

Apologies: Mr Cooch

1. **Minutes of the last Meeting** (15th November 2017) were accepted and signed.
2. **Matters arising** – there were none
3. **Finance**
 - 3.1 **Payment of accounts**
 - 3.1.1 **Invoice from GAPTC for training = £40.00**

A cheque for £40.00 was written signed and will be posted to GAPTC.
Mrs Thorn has attend the GAPTC training session for Data Protection, which was very useful and informative.
 - 3.1.2 **Bill for replacement lock for EPC noticeboard = £19.08 – to approve payment to Elkstone Village Hall retrospectively. The cheque has already been written, signed and handed over.**
 - 3.1.3.i **Clerk's salary – November 2017 = £219.38 and December 2017 = £97.50 – to approve salary payments for November and December retrospectively. The cheques for November and December have already been written, signed and handed over.**
 - 3.1.3.ii **Clerk's expenses – 3 months October to December 2017 – 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 2018 – 2019: Mrs Thorn tabled a budget forecast, which was considered in detail and agreed.**

To accept budget forecast and set a precept of £4,200.00 for 2018 – 2019
Proposed: Mr Collins, seconded: Ms Toase
 - 3.4 **Renewal of CPRE Membership, annual subscription of £36.00 due 5th January 2018.**

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. This was considered as a letter had been received from EPCC regarding the possibility of EPC sharing the costs of emptying the Church eco-loo and a sum was added to the annual grant for this year. Proposed: Mr Hobbs, seconded: Mr Collins**

A cheque for £300.00 was written, signed and will be sent.
4. **Planning**
 - 4.1 **17/02211/FUL – Highgate Farm, Elkstone: Noted CDC have granted permission for proposed to refurbish and convert Cart Barn, Byre, Dove Cote and Stables to form holiday accommodation**

5. **Survey of EPC's physical assets** – there is no change from last year.
6. **Possibility of an Emergency Plan** – Ms Toase has made enquiries regarding the possibility of EPC putting an Emergency Plan in place, where in the event of an emergency taking place in the village, a plan would be put in place to meet the needs of the village. Information has been circulated to the Councillors to be further considered.
7. **Correspondence from the Parish** – there was none.
8. **Other Correspondence** – was put into circulation.
9. **AOB**
- 9.1 Possibility of a Neighbourhood Development Plan which was discussed, no further action at this time.
- 9.2 EPC would like to thank the Snow Warden for clearing the roads after the recent snowfall. The Snow Warden has asked to mention overhanging boughs and to keep overgrown hedges trimmed back please. The clerk to put a note in the Elkstone Newsletter.
- 9.3 Mr Parsons informed the meeting that CDC have now granted planning permission for the new housing development in Chesterton, Cirencester subject to S. 106 Agreement. The CDC Local Plan enquiry was completed in December, the final consultations will take place in the spring, with adoption in the summer.
10. **Public Session** – no items were raised from the floor.
11. **Date of next Meeting** – Wednesday 21st March 2018
Proposed dates are:
Wednesday 18th April 2018, Wednesday 16th May 2018,
Wednesday 18th July 2018, Wednesday 19th September 2018,
Wednesday 21st November 2018, Wednesday 16th January 2019 and
Wednesday 20th March 2019
Clerk to check hall availability and book

There being no other business, the meeting closed at 9.19pm.