

Minutes of a Meeting of Elkstone Parish Council

8.00pm, Wednesday 18th January 2017, in Elkstone Village Hall

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

1. **Minutes of the last Meeting** (16th November 2016) were accepted and signed.
2. **Matters arising**
 - 2.1 Re item 4.6 of 16.11.16
Juniper House, Elkstone: Section 116 of the Highway Act 1980 – proposed stopping up of part of the highway adjacent to Juniper House. The Clerk emailed Mr Howells of Highways to respond that although the Council has no problem with the proposal in principle, we ask Highways to look closely at the area to be handed back where it may impact on the neighbouring property's ease of access, which could be made more difficult as the proposal stands.
3. **Finance**
 - 3.1 Payment of accounts
 - 3.1.1 Bill for share of village website hosting fee and domain name renewal – 50% share of village website hosting - £75.00 and 50% share of the Elkstone website domain name - £9.00 = £84.00
A cheque for £84.00 was written, signed and will be hand delivered.
 - 3.1.2.i Clerk's salary – 3 months October to December 2016 = £376.20 less 20% PAYE (£75.20) = £301.00
A cheque for £301.00 has already been written, signed and hand delivered.
A cheque for £75.20 has already been written, signed and posted to HMRC.
 - 3.1.2.ii Clerk's expenses – 3 months October to December 2016 – Stationery £3.25 for paper and percentage of phone/broadband charge £17.01 = £20.26
A cheque for £20.26 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 2017 – 2018: Mr Cooch tabled a budget forecast, which was considered in detail and agreed.
To accept budget forecast and set a precept of £3,900.00 for 2017 – 2018
Proposed: Mr Muschamp, seconded: Mr Collins
 - 3.4 Renewal of CPRE Membership, annual subscription of £36.00 due 6th January 2017.
A cheque for £36.00 was written, signed and will be sent.
 - 3.5 S.137 donation of £250.00 to EPCC for churchyard maintenance.
A cheque for £250.00 was written, signed and will be hand delivered.

4. **Planning**
- 4.1 16/04548/FUL – Trout Farm, Cockleford Farm, Cockleford: proposed erection of a detached dwelling (part retrospective) – this was discussed and the Councillors had no objections.
- 4.2 16/04828/FUL – Watercombe Barn, Elkstone: proposed change of use of former agricultural barn to form a single dwelling – Councillors had no objections.
5. **Survey of EPC's physical assets** – there is no change from last year.
6. **Willow Tree on the Pound** – as the willow tree is getting larger, the tree is moving, it is now leaning and the roots are starting to lift.
Clerk to contact the Tree Officer at CDC
7. **Correspondence from the Parish** – there was none.
8. **Other Correspondence** – was put into circulation.
9. **AOB** – there was none.
10. **Public Session** – no items were raised from the floor.
11. **Date of next Meeting** – Wednesday 22nd March 2017

There being no other business, the meeting closed at 9.18pm.