

## Minutes of a Meeting of Elkstone Parish Council

8.00pm, Wednesday 22<sup>nd</sup> January 2020, in Elkstone Village Hall

Present: Mr Hobbs (Chair), Mr Collins, Mr Kearney and Ms Toase; Mrs Thorn (Clerk);

Apologies: District Councillor Judd

1. **Minutes of the last Meeting** (13<sup>th</sup> November 2019) were accepted and signed.
2. **Public Session** – no items were raised from the floor.
3. **Matters arising**
  - 3.1 The light inside the defibrillator cabinet has stopped working – the Clerk has contacted the manufacturer of the defibrillator cabinet and the light will need to be replaced. The cost of a replacement light is £40.00 plus VAT (£8.00) plus delivery charge of £12.00. Total £60.00. Approval given to order a new light.
  - 3.2 Willow Tree on the Pound – Ms Toase has inspected the willow tree as it is leaning due to it being heavily weighted, works are required to reduce it in size. Mr Collins to contact a specialist for advice.
  - 3.3 Public Right of Way – EPC have been informed that a temporary closure of the Class 5 highway has been put in place by Gloucestershire County Council, as it is in a dangerous state until May 2021 or until the works have been completed.
4. **Finance**
  - 4.1 Payment of accounts
    - 4.1.1 Payment of 50% share of the Elkstone website domain name renewal = £5.37  
A cheque for £5.37 was written, signed and will be hand delivered.
    - 4.1.2 Invoice for two new grit bins - £299.86 to approve the payment retrospectively.  
The cheque for the two new grit bins has already been written, signed and posted as EPC had already given approval for the two new grit bins to be purchased.
    - 4.1.3.i Clerk's salary – November 2019 = £275.04 – to approve salary payment for November retrospectively. The cheque for November has already been written, signed and handed over. December 2019 = £106.73 – to approve salary payment for December. A cheque was written, signed and handed over.
    - 4.1.3.ii Clerk's expenses – 3 months October to December 2019 – Stationery £3.35 for paper and percentage of phone/broadband charge £17.94 = £21.29.  
A cheque for £21.29 was written, signed and handed over.
  - 4.2 RFO's Report on Year to Date Income and Expenditure against Budget was received with thanks.
  - 4.3 Precept to be set for 2020 – 2021: Mrs Thorn tabled a budget forecast, which was considered in detail and agreed.  
To accept budget forecast and set a precept of £4,500.00 for 2020 – 2021  
Proposed: Mr Collins, seconded: Ms Toase
  - 4.4 Renewal of CPRE Membership, annual subscription of £36.00 due 5<sup>th</sup> January 2020. Proposed: Mr Collins, seconded: Ms Toase  
A cheque for £36.00 was written, signed and will be sent.

- 4.5 S.137 donation of £300.00 to EPCC for churchyard maintenance.  
Proposed: Ms Toase, seconded: Mr Kearney  
A cheque for £300.00 was written, signed and will be hand delivered.
5. **Planning**
- 5.1 19/03918/FUL – Berrymans Cottage, Elkstone: Noted CDC have granted permission for proposed front dormer to match existing.
- 5.2 19/04480/FUL – Pixwold Farm, Cockleford: proposed two storey and single storey extensions and associated landscaping – Councillors had no objections.
6. **Survey of EPC's physical assets** – Mrs Thorn presented a table of assets with the addition of the two new grit bins.
7. **Correspondence from the Parish** – there was none.
8. **Other Correspondence** – was put into circulation.
9. **Items for Information**
- 9.1 The possibility of installing radar speed signs which indicate to motorists their speed was discussed. To make enquiries and investigate further.
- 9.2 EPC finds the information from District Councillor Judd interesting and useful and would like to pass this on, to be included in the Elkstone newsletter. Clerk to contact District Councillor Judd.
- 9.3 Clerk to contact Cashtrac as internal auditor to audit the accounts next year.
10. **Date of next Meeting** – Wednesday 18<sup>th</sup> March 2020  
Proposed dates are:  
Wednesday 22<sup>nd</sup> April 2020, Wednesday 20<sup>th</sup> May 2020,  
Wednesday 22<sup>nd</sup> July 2020, Wednesday 23<sup>rd</sup> September 2020,  
Wednesday 18<sup>th</sup> November 2020, Wednesday 20<sup>th</sup> January 2021 and  
Wednesday 24<sup>th</sup> March 2021  
Clerk to check hall availability and book

There being no other business, the meeting closed at 9.21pm.