

ELKSTONE PARISH COUNCIL
Draft minutes of meeting held on 11th January 2023
at 7.30pm in the Village Hall

1.	Welcome by Vice-Chair
2.	co-option (no applications received) cfwd
3.	Attendance recorded as Parish Councillors, David Collins, David Kearney, Graham Hopkins, (District Councillor Julia Judd
4.	Apologies for absence noted from County Councillor J Harris & Parish Councillor Matt Hobbs
5.	Declaration of Interest for matters on the agenda were invited - none
6.	Public Participation was invited- none
7.	Report invited from County Councillor Joe Harris – none available
8.	Report distributed via email noted) invited from District Councillor Julia Judd Updates noted Missing Link A417 detailed design meeting (bridges/crossings) 17th January 2023 National Highways website has been “taken down”, new one is being run by Keir Community compositing project discussed-potential site in allotments (CDC run) next agenda item Avian Flu notes noted & Councillors thought it would be a good idea for information to be put on public notice boards Barrow Wake update Charlton Hill road closure Dark sky’s Barn conversions may raise issues of birds/swifts Levelling up grants Email link for petitions being suggested Volunteer litter picking scheme via D. Cllr Questions raised by Parish Councillors HVO /Vote in Parliament Oil subsidy for cost of heating
9.	Minutes of the previous Parish Council Meeting held on 14th December 2022 approved – change format to standard Newsletter editor – carole Bury editor@elkstonevillage – dates of next meeting(as set)
10.	Council approved budget for 2023/24 as precept has been set at £5000
11.	Council noted highway matters updates - <ol style="list-style-type: none"> a. Colesbourne triangle Signpost which have fallen over have been reported and is in the “system” – Cllr Collins will chase b. Newly installed gate over public highway at “ending-hiker-demand” (What 3 words) has narrowed access to vehicle access- Clerk reported to Daniel Tiffney /CC Harris- cfwd c. Other Highway matters- potholes reported & noted some have been repaired but others have appeared including around Elkstone, School road Pike Rd from A417 to High Cross Pike Rd from Highwayman to Winstone. Parishioners are encouraged to report direct to “report it” as some reports of damage to vehicles have been received

12.	Council received update from Working group on bid for the A417 designated funding for “community benefit” update from working group– “Sustainability, Accessibility and Bio-diversity” - ongoing
13.	Council considered other matters relating to the A417 scheme- see discussion with DC Judd Concern expressed over possibility of more traffic could create more pot holes. – Cllr Kearney to report
14.	Council considered outstanding planning matters – None outstanding
15.	Council approved the payment list – HMRC £90.00 Defibrillator battery £366 (D Kearney)
16.	Council received update on planting in verges as per email from GCC- Council agreed to go ahead with this project- Cfwd
17.	Council agreed date of next meeting as 8th March & 10th May 2023 (noting that in an election year AGM has to be held within 14 days of election) commencing at 7.30pm Parish assembly is to be held on 10th May 2023 Election timetable to be sent to newsletter/website
18.	Meeting closed at 20.47

Financial reports for Jan 23 meeting

Cash book

Date	Cheque No		Out	In	Balance
					£1,066.71
28-Apr-22	so	b holder	£225.79		£840.92
12-May-22	receipt	precept		£3,544.00	£4,384.92
11-May-22	531	b holder	£23.42		£4,361.50
11-May-22	532	hmrc	£203.20		£4,158.30
	533	gaptc	£55.69		£4,102.61
11-May-22	534	bhib	£224.57		£3,878.04
28-May-22	so	b holder	£225.79		£3,652.25
28-Jun-22	so	b holder	£225.79		£3,426.46
28-Jul-22	so	b holder	£225.79		£3,200.67
28-Aug-22	so	b holder	£90.00		£3,110.67
10-Aug-22	536	b holder	£25.38		£3,085.29
28-Aug-22	so	b holder	£225.79		£2,859.50
10-Aug-22	537	defib pads	£74.94		£2,784.56
26-Oct-22	538	b holder	£25.38		£2,759.18
26-Oct-22	539	hmrc	£254.00		£2,505.18
28-Sep-22	so	b holder	£225.79		£2,279.39
28-Oct-22	so	b holder	£225.79		£2,053.60
29-Sep-22	receipt	precept		£1,181.00	£3,234.60
28-Nov-22	so	b holder	£225.79		£3,008.81
09-Dec-22	540	b holder b/p	£99.94		£2,908.87
01-Jan-23	541	pata	£115.40		£2,793.47
01-Jan-23	543	pata	£5.00		£2,788.47
08-Dec-22	542	bholder	£64.20		£2,724.27
08-Dec-22	544	newsletter	£100.00		£2,624.27
28-Dec-22	so	bholder	£225.79		£2,398.48
11-Jan-23	545	hmrc	£90.00		£2,308.48

28/11/2022	bank statement		3162.87
	unpresented cheques		
	539	£254.00	
541	pata	£115.40	
543	pata	£5.00	
542	bholder	£64.20	
544	newsletter	£100.00	
	so	£225.79	
545	hmrc	£90.00	
			£854.39
			£2,308.48

01/04/2022			
	deposit account	4985.48	
	payments		
	receipts	1.29	
31/11/2022	balance	4986.77	
31/10/2022	deposit account		4986.77
	bank balance		£8,149.64

Other reconciliations

	payroll	reconciliation
	cash book	pata
gross	2510.74	2736.53
hmrc	547.2	547.2
net	1963.54	2189.33
Mar-22	225.79	
	2189.33	2189.33
expenses	dec/jan	
mileage	7.2	
postage	2.72	
printing	2	
dec print	2	
dec post	2.72	
	16.64	

Reserves	For	Information purposes			agreed split to be
			31/03/2022	31/10/2022	
	bank balances	At start of year	£6,052.	6052	
	general reserves (under/overspend)		2677.	1719	1241
	earmarked reserves		0	450	300
	contingency		3375	3375	608
	election				2000
	precept				4000
	Bank balance	At end of period	6052	8149	8149

Council considered advice that reserves should include

1 yr of precept & a sum for contingency (unexpected costs)

Ear marked reserves for repair/replacement of assets

Ear marked reserves for major projects

Also with effect from 2023 Parish Councils will be charged for election costs, and therefore a reserve would be advisable as by-elections can happen at any time and any number of times

budget against actual	Budget	actual	Agreed budget	
		To 31/12/22	2023/24	
	£	£		
Precept	4725	4725	5000	approved by council dec 22
Interest gross	1	1	1	
Wayleave				
Recovery of VAT		0	0	
transfers in		0		
transfers out				
Total receipts	4726	4726	5001	
Salary	3057	2511	3310	includes increase
Admin costs	420	427	450	
payroll costs			115	
Training	100	0	100	
Insurance	225	225	225	
Audit fees	150	0	150	
Hire of hall	40	90	100	
Subscriptions	100	56	100	
Repairs and maintenance	125	0	125	earmark
Mowing & tree work by contractor	200	0	200	
Defibrillator	250	75	250	earmark
EPCC - churchyard maintenance		0		
EVH - newsletter grant	100	100	100	
EVH - website	100	0	100	
<i>Donations</i>				
Citizens Bureau grant	60	0	60	
election costs			1000	earmark
Total payments	4927	3483	6385	
Net Surplus/Deficit	-201	1242	-1384	from reserves
			5001	

