

**Information available from Elkstone Parish Council under the  
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Class 1 – Who we are and what we do

EVH Noticeboard

Chairman: Mr. Matt Hobbs  
Vice Chair: Mr. David Collins  
Councillors: Mr. David Kearney  
Ms. Frances Toase

Clerk and Responsible Financial Officer:

Mrs. Jane Thorn

01285 821157

There are no committees or subcommittees  
The Council does not have office premises  
The part-time Clerk is the only member of staff.

Class 2 – What we spend and how we spend it

The precept for 2019 -2020 is £4000.00  
There is no borrowing, no grants, no contracts.  
Parish Councillors do not claim allowances or expenses.  
The Parish Council adopted Financial Regulations on 24.09.08  
and these are reviewed annually.

Class 3 – What our priorities are

The Chairman makes an Annual Report to the  
Annual Parish Open Meeting  
There is no Parish Plan  
The Parish Council has not sought Quality Status.

Minute Book

Class 4 – How we make decisions

The Parish Council meets on the second or third Wednesday  
of odd-numbered months, and between times as necessary.  
Agendas and draft Minutes  
Minutes of Meetings  
All reports and responses are recorded in the Minutes  
The Parish Council has not made any bye-laws.

Noticeboard, Newsletter

Noticeboard  
Minute Book

Class 5 – Our policies and procedures

Policies and procedures for the conduct of Council business  
are detailed in the Standing Orders, adopted 14.11.07, and  
a review adopted 24.09.14  
The Code of Conduct was adopted 11.07.07  
Privacy Notice Staff and  
Privacy Notice General, adopted 09.01.19

EPC Blue Book

EPC Blue Book  
EPC Blue Book

Class 6 – List and registers

The Parish Council maintains a register of members' interests

EPC RoMI File.

Class 7 – the services we offer

The Council takes responsibility for maintenance in safe order  
of two bus shelters, two litter bins, a commemorative bench,  
and The Pound