

# Annual Parish Council Meeting of Elkstone Parish Council

7.00pm, Wednesday 13<sup>th</sup> May 2026, in Elkstone Village Hall

## Draft minutes

1. Attendance recorded as being Councillors Hobbs(Chair), Kearney (RFO), Luck Magnuson and Collins (acting as clerk). Also 2 members of the public. There were no apologies received.
2. Minutes of parish meeting held 11th March 2026 were approved.
3. Matters arising: A communication had previously been received from Colesbourne Parish Meeting regarding downgrading the the unsurfaced road to Colesbourne to a bridleway which was discussed by EPC. A follow up email requested EPCs views. Response has been sent in accordance with our previous minuted viewpoint, that is to say, that we do not support any downgrade.
4. Election of officers:  
Mr Collins is still happy to act as clerk whilst able to do so. Proposed Mr Hobbs. Seconded Mrs Luck. Carried.  
Mr Kearney to remain as responsible financial officer. Proposed Mrs Luck, seconded Mr Magnuson. Carried.  
Mr Hobbs to remain as chairperson. Proposed Mr Collins, Seconded Mr Kearney. Carried.  
Mrs Luck to be Vice Chair. Proposed Mr Collins, seconded Mr Kearney. Carried
5. Review of Risk Register and Standing Orders
  - 5.1 The Risk Register was reviewed and a small number of amendments to the wording were agreed. The RFO will update the document to reflect the amendments and bring the revised document to the next meeting.
  - 5.2 The Council's Standing Orders were discussed. It was agreed that David Kearney and Eric Magnusson will review the GALC document and circulate a draft for the next meeting.

5.3 It was agreed unanimously that Iain A Selkirk FCA be appointed as Internal auditor for the financial year ending 31 March 2026. The cost of this service is £175.

5.4 The AGAR Form 2 – Certificate of Exemption was reviewed by the council and approved/signed by the Chair and RFO.

AGAR Section 1- Annual Governance Statement was approved by the council and signed by the Chair and Clerk.

AGAR Section 2 – Accounting Statements for 25/26 was approved by the council and signed by the Chair and RFO.

Following review and approval by the Internal Auditor, the AGAR form will be updated and posted to the village website

As required by AGAR Internal Control Objective M, the Notice of Public Rights will be posted on the website. The dates for the public to inspect and make copies of the AGAR accounting records are from Wed 3 June to Tuesday 14 July 2026.

## 6. CIL

The RFO reported that all the available CIL funds available in 25/26 (£1,195.77) were used to fund the refurbishment and accessibility improvements to the Village Hall WCs.

CIL funds	£1,195.77
EPC Contribution	£1,304.23 (to make up a total of £2,500 )
<u>Village hall funding</u>	<u>£4,743.00</u>
Total	£7,243.00

6.1 Responsible Financial Officers Closing Report for Year Ending 31/3/26

6.2 Payments for approval

6.3 Report and cashbook for year to date

6.4 Approval of Iain A Selkirk FCA as internal auditor for financial year ending 31/3/26

7. Planning matters: tree works at Abbel House, The Rectory and Rose Cottage are all awaiting decision No comments made. Planning application 26/01393/FUL (extension at Elkstone Manor) was discussed. There were no objections.

Meeting closed 7:55pm

Followed by Elkstone Annual Parish Assembly at 7:55pm

1. Present were same persons as previous meeting.
2. Minutes of last assembly held May 2025 had previously been approved.
3. Chairmans report: Mr Hobbs thanked those who had contributed to village life and to the operation of the Parish Council.  
He noted that the 3/190 road has been significantly improved in surfacing and drainage this year.  
Bulbs planted to verges were improving appearances too.
4. District Councillor Judd was unable to be present but had previously circulated her newsletter for information
5. County Councillor Harris could not be present.
6. Councillor Luck reported on behalf of the Village Hall committee. The Village Hall is much improved with new decor, secondary glazing, tables and chairs.
7. There was open discussion about village priorities
  - 7.1 Other trees on the Pound land apart from the pollarded willow are likely to need attention at some point although healthy at present.
  - 7.2 It is now nearly 6 months since 2 Coronation Cottages was raised as a vacant property needing attention. Clerk to make further enquiries as to any progress.
  - 7.3 Potholes remain an issue. Enquiries to be made of County Council re "diy" repair.

Meeting closed at 8:50pm

