

**Minutes of the Elmore Parish Council Meeting held at
Elmore Village Hall on Monday 2nd September 2013 at 7.45 pm**

Subject Heading		Action
Present	Parish Councillors: Mr J Field (JF)-Chair, Mr A Nash (AN)-Vice Chair, Mrs J Hobbs (JH), Mrs C Stewart (CS), Mr T Jones (TJ) Acting Clerk Mrs D Jones (DJ)	
In attendance	Those present: Cllr Graham Littleton	
1. Apologies	Cllr A Blackburn	
2. Open Question Time	No questions were asked by those attending.	
3. Police Report	The local PCSOs did not attend the meeting and no report was received. Reported from the Cllrs: There has been an increase in the number of ‘white vans’ cruising around the area as well as and groups with dogs thought to be involved in unwelcome night time poaching activities.	
4. Declaration of Members Interests	Nothing to declare.	
5. Minutes of the Previous Meeting	Minutes of the Annual Parish Council Meeting held on 29 th July 2013 were proposed by AN and seconded by CS.	
6. Matters Arising	The local police contact number will be added to the church newsletter. Drymore Brook Culvert – no further news. Emergency Plan – to be reviewed at December Meeting. Pond maintenance expenditure – needs further consideration after land ownership has been established. Gloucestershire Highways Survey completed by JF who voiced issues that concerned Elmore. These issues included condition of road verges and the lack of response to our letters and e-mails. 2014 Elections item for the website is an on-going issue.	JF JF
7. County Councillor’s Report	Cllr Blackburn had forwarded the EA response to GCC’s submission which was a standard response sent to all.	
8. District Councillors Report	Cllr Graham Littleton reported that there was no planned change to the settlement boundary. It was noted that his farm land at Elmore Back was particularly productive this year, showing that this is valuable arable land should be preserved from flooding.	
9. Financial Statement, Audit Update, Forecast Expenditure	Financial Report: Bank balance at the end of August was £4,007.00. JF reported the finance forecast as healthy, on track and with no further expenditure foreseen since the previous meeting. The issue of part funding the provision of a defibrillator in the village was discussed. AN agreed to follow up his contact with the SW Ambulance Service and the British Heart Foundation.	AN

	Audit: The auditors have not yet completed the external audit but had requested and been sent data from 2011/12.	
10. Flooding Risk	The EPC has not received any reply to the email request sent to Jo Martin (EA, Tewkesbury Office) asking to know how much money was actually spent on the maintenance of flood defences in our area over the last 10 years. This information was requested under the Freedom of Information Act. It was agreed that JF would follow this up. AN suggested that we use the name of 'Information Ombudsman' in our follow up. We are awaiting further reports on flooding issues from the EA.	JF
11. Website Update	TJ and JH reported that they hoped the website would 'go live' by January 2014. JH asked for Cllrs to recommend what content headings should be included in the website. Cllrs to email to JH and TJ. JH will arrange to send invoices to TJ to settle existing spending. This was thought to be approximately £30.	TJ and JH
12. Elmore Design Statement Update	No further news to report. It was considered worthwhile to defer this matter until 2014 to allow preliminary work to be done effectively. Preliminary work could be made easier with the use of the website.	AN
13. Code of conduct update	AN reported that this is a 'living document' and but no update was required at the moment.	
14. Highways / State of Village.	Water Main: The work has been completed and Severn Trent is carrying out a customer satisfaction survey. Issues to be resolved include repair to tarmac areas which have subsided leaving protruding ridges and fire hydrant posts placed too close to the road edge. Grit and Snow Warden: Glos highways have not replied to the request for a 'job description'. GCC Highways Dept. has offered to supply more road salt and sell Salt Bins. JH agreed to check existing salt stores. No new salt bins are needed. TJ agreed to check the condition of our existing salt bins. Speeding Vehicles: JF received a prompt response to his letter to N-Virocycle concerning speeding tankers. These tankers have now been seen to be moving more carefully through the village. Weir Green : signs to request the public 'not to park' on the flood bank are being ignored. It was agreed to follow up the plan to erect posts to prevent vehicle access onto the flood bank. TJ offered a plan involving 4" x 4" square tantalised posts concreted in, which would cost approximately £150. This was agreed. He suggested contacting Michael Watts to check that the position of the posts would not compromise access to his riverside farmland and to ask if he had any equipment which could be used to prepare the holes. JF suggested posts set in steel 'sleeves' instead of a horizontal barrier across the 12' access area. TJ will suggest a date for the work to be done and will call for a work party.	JH TJ TJ

	<p>CS reported that several Elmore residents had expressed concern about deep potholes on the road to Elmore Back. Some previous resurfacing work did not extend to this section of the road. Road resurfacing and road closure have affected the Elmore to Stonebench Road. It was noted that no prior notice was given to Elmore residents. AN agreed to contact the Head of Glos Highways to express our concern about this.</p>	AN
15. SDC Pre planning local plan	<p>JF reported that only comments on the legality of submission were required. AN reported that consultation was already done and approval was likely for Spring 2014. He thought that it was unlikely to affect Elmore.</p>	
16. Planning Applications	<p>Mobile homes Elmore Back. This item was raised during the report from Cllr Graham Littleton. JF reported the email response from Jamie Cooper, the SDC Enforcement Officer.</p> <p>It was suggested that the reply should:</p> <ul style="list-style-type: none"> - ask for 'chapter/verse' on the recent ruling - show a clear path for SDC to follow - ask for deadline dates - point out to SDC seasonal vs. permanent farming issue - point out the health and safety issue esp. flooding - suggest that lack of action would set an unfortunate precedent <p>Some suggestion was made that the old Cider House might be converted for accommodation but no planning application had yet been seen.</p> <p>Farm workers' fire-Damaged accommodation is being repaired GL suggested he contact Elmore Back Farm to find out what they expected to do.</p>	
17. WW1 Centenary	<p>The 100 year anniversary commemoration begins in November 2014. Cllrs discussed EPC involvement. After discussion it was agreed that a plaque to display the names on the war memorial could be considered.</p> <p>Laying a wreath at the Village War Memorial on 11.11.2014 was discussed. TJ agreed to investigate the cost of a plaque.</p>	TJ
18. Appointment of Clerk	<p>No applicants have been forthcoming. It was agreed that EPC should re-advertise the post on our local notice boards and with the GAPTC.</p>	
19. AOB	<p>No other business.</p>	
20. Date of Next Meeting	<p>Monday 9th December 2013</p>	
	<p>Chairman</p> <p>Date</p>	