

# Cowley (& Birdlip) Parish Council

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**January 14, 2016**

Chair Cllr J Lavington, Cllr S Bradley , Cllr D Ballinger, Dr S Drysdale

Cllr D Parkinson, Cllr N Reed, Cllr L Workman

You are summoned to the next meeting of the Parish Council on **Wednesday 20<sup>th</sup> January 2016 at Deer Park Guide HQ, Cowley at 7.30pm.**

## **AGENDA**

- 1. Apologies**
- 2. Declarations of Interest**
- 3. To confirm the minutes of the last meeting**
4. To deal with **Matters Arising** not included as an agenda item and **Clerk's update.**
- 5. Bus Shelters & defibrillators:** To note that the 3 bus shelters and kiosk (Cowley) and both defibrillators have been inspected since the last meeting
- 6. Birdlip Phone Kiosk –**
  - a) to sign contract and authorise cheque for £1 to adopt the kiosk for location for defibrillator.
  - b) To authorise the Clerk and Chairman to arrange contractors to paint kiosk and install defibrillator. Limit to be agreed.
7. **Website** –to receive quotes and decide on website creator/designer and to authorise the Clerk & Chairman (+ 1 other?) to liaise and agree specifics of the website.
- 8. Planning:**
  - a) **15/05242/LBC Listed Building Consent at Cowley Manor** for minor internal alterations to 15 bathroom layouts and addition No. 7 of wood-burning stoves with respective exterior flues. Alteration of No. 2 external windows to doors at the stables at
  - b) **15/05479/FUL Applegarth, Birdlip.** Change of use from holiday let / annex to dwelling. Single storey extension. New vehicle access
9. **New audit requirements** – to receive guidance and decide whether Parish Council should opt out.
- 10. To authorise payment and issue cheques:**

- a) PATA (Payroll) £19.50
- b) Reimburse Clerk £499.97 for purchase of laptop, printer and Office 365 subscription as funded by grant from the Transparency Fund.
- c) To authorise Clerk to purchase laptop bag.

**11. To agree the Clerk's pay & expenses**

**12. To take any questions from the public**

13. Items for the next agenda and agree dates for future meetings

Signed: *Helen L. Jones* (Clerk to the Council)