

Cowley (& Birdlip) Parish Council

Clerk: Mrs. H Jones | 07706616278 | cowleypc@hotmail.co.uk

MINUTES

Minutes of the Meeting of the Parish Council held on 28th October 2015 at Birdlip Village Hall at 7.30pm.

Present: Cllrs. Julian Lavington (Chair), Diane Ballinger, Stuart Bradley, Dr Stuart Drysdale, Dr Nick Reed, Liz Workman

1. **Apologies** – there were none.
2. **Declarations of Interest** - none
3. **The minutes of the last meeting** held on 25th September 2015 were agreed and signed.
4. To deal with **Matters Arising** not included as an agenda item and **Clerk's update**.
Dr Reed asked where the grit bin locations were. Dr Drysdale would see if he could find an old map.
5. **Bus Shelters & defibrillators:** it was noted that the 3 bus shelters and kiosk (Cowley) and both defibrillators have been inspected since the last meeting
6. **Highways**
 - a) **Shab Hill Traffic Regulation Order** – GCC had confirmed that the Traffic Regulation Order was progressing but that the antisocial behaviour element relating to Shab Hill is now being treated separately to the closing off of the junction.
 - b) **Blind Corner and parking problems, Cowley** – problems have been caused by parking on the corner in Cowley. It was agreed that a polite notice would be put up asking for considerate parking and contact made with Cowley Manor.
7. **Planning:**
 - a) 15/03488/FUL Construct dormer window to front (north east) elevation, Cross Cottage, Cowley – support
 - b) 15/04113/FUL Change of use from holiday let/annex to dwelling. Single storey side extension. New vehicular access, Applegarth Birdlip - The Parish Council objects to the application in terms of the safety of the access which has poor visibility and vehicle speeds are too high. If the proposal is allowed the 30mph speed limit should be changed and traffic calming measures introduced. There are no objections to the change of use of the building to a dwelling to the extension.
 - c) 15/04240/FUL Erection of single storey side extension, Welwyn, Cirencester Road Birdlip - support
 - d) 15/03559/FUL Erection of extension, Walnut Cottage, Cowley (new details) - support
8. **Post Boxes**
 - a) To provide an update regarding the mail box in Birdlip – a new, modern post mounted mail box has been erected. Concerns were raised that the mail box maybe too high and the Clerk was asked to seek clarification.

- b) To decide whether listed status should be sought for the mail box in Cowley – it was agreed to ask whether the mail box could be listed as of historic interest.
9. **Fastershire High Speed Broadband** – The Chairman provided feedback from recent meeting. It appears that Gigaclear may have already hit the targets for take-up.
 10. **Data Protection Policy** – this was deferred until the next meeting.
 11. **Asset register and risk assessment** – a copy of the asset register was received and signed. The risk assessment from May 2015 was amended and confirmed.
 12. **Transparency Fund** - the application for a grant from NALC for requirements of the Transparency Fund was agreed.
 13. **To review the Clerk’s contract** – the Clerk’s contract was reviewed with an increment agreed from April 2016 (SCP 18)
 14. **To carry out and note bank reconciliation** – information was provided by the Clerk. Cllr Bradley would check the statements and return next meeting.
 15. **To receive budget update and note that the budget for 2016/17 will be set December/January** – the Clerk provided an update (in appendix) which was noted. In view of the dates of future meetings the budget would probably be set in November.
 16. **Payment was authorised and cheques issued to:** Gloucestershire Guides for room hire £51 Deer Park (3 meetings), Birdlip Village Hall £24 (2 meetings) Issue cheque for £900 to Community Heartbeat for new defib cabinet (includes VAT of £150)
 17. **The Clerk’s pay & expenses** were agreed and a cheque authorised.
 18. **To take any questions from the public**
 - Concerns were raised by a resident in the new development at Birdlip about a mature tree (with a TPO) which is considered to be dangerous. It was agreed that the resident would supply the clerk with information so that the matter could be discussed with CDC
 - Concerns were also raised about the state of verges and blocked drains etc around Birdlip. The resident was given the phone number of the GCC Cotswold Highways representative to make direct contact.
 19. **Items for the next agenda and agree dates for future meetings** - The next meeting would be held on Wednesday 25th November at Deer Park, Cowley

Signed.....Date.....

Appendix

Budget Update				
EXPENDITURE				
Budget headings	Budget amount	Spent to date	% spent to date	Notes
PAYE/SALARY	2000	1115.59	56%	
HOME OFFICE	104	62	60%	
MILEAGE	150	80.1	53%	
STATIONARY/POST ETC	100	46.72	47%	
ROOM HIRE	175	75	43%	
SUBS	90	94.72	105%	
INSURANCE	375	265	71%	
PAYROLL	120	21	18%	
AUDIT	100	89	89%	
TRAINING	200	0	0%	
OTHER/CONTINGENCY	150	93.58	62%	
DEFIBRILLATORS	3200	4301	134%	Includes replacement cabinet Birdlip. See income below.
S137	0	0		
VAT	0	797.34		
TOTAL	6764	7041.05	104%	

INCOME		
Anticipated income	Predicted	actual
Precept & support grant	4480	4480
Defib donations	300	1610
VAT reclaim	714.83	714.83
TOTAL	5494.83	6804.83

Includes £1200 claim for damaged defib cabinet and re-installation costs