

Cowley (& Birdlip) Parish Council

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

MINUTES

Minutes of the Meeting of the Parish Council held on Wednesday 20th January 2016 at Deer Park Guide HQ, Cowley at 7.30pm.

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

1. **Apologies** – had been received from Cllrs. Liz Workman and Dr Nick Reed
2. **Declarations of Interest** – there were none.
3. **To confirm the minutes of the last meeting** – the minutes of the last meeting held on 25th November 2015 had been circulated and were agreed and signed
4. **Matters Arising and Clerk's update** – there was nothing to report.
5. **Bus Shelters & defibrillators:** It was confirmed that the 3 bus shelters and kiosk (Cowley) and both defibrillators have been inspected since the last meeting
6. **Birdlip Phone Kiosk** –
 - a) The contract was signed and cheque issued for £1 to adopt the kiosk for the location for defibrillator.
 - b) Installation & refurbishment of kiosk - It was agreed that the Clerk would seek at least 2 quotes for painting and refurbishment, and that the previous electrical contractor would be asked for a quote for installation.
7. **Website** –3 quotes had been received for web design and hosting (to comply with the requirements of the Transparency Code). Cllr Lavington proposed that the quote from Curtis Web Design be accepted and Dr Drysdale seconded this. The proposal was agreed. It was further agreed that the Clerk and Chairman would liaise with the designer.
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 - **support**
 - b) **15/05479/FUL Applegarth, Birdlip.** Change of use from holiday let / annex to dwelling. Single storey extension. New vehicle access - **General comment:** the new proposals take note of the previous objection.
9. **New audit requirements** – It was agreed that the Parish Council would stay within the new audit regime.
10. **Payment was authorised payment and cheques issued to:**
 - a) PATA (Payroll) £19.50

- b) Clerk: £499.97 reimbursement for purchase of laptop, printer and Office 365 subscription as funded by grant from the Transparency Fund.
 - c) The Clerk was authorised to purchase a laptop bag up to £30.
11. **The Clerk's pay & expenses** of £378.71 for December & January was agreed and a cheque issued.
12. **To take any questions from the public** - none
13. Items for the next agenda: ideas for Ward Councillors budget for environmental projects. The date of the next meeting would be Wednesday 23rd February 2016 at Birdlip, or 23rd March 2016 at Deer Park, Cowley.

Signed

Date