

# 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 14<sup>th</sup> September 2016 at Deer Park Guide HQ, Cowley at 7.30pm.

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

1. **Apologies** had been received from David Metcalf.
2. **Declarations of interest** - there were none.
3. **Minutes of the last meeting** held on June 29<sup>th</sup> 2016 were agreed and signed.
4. **Traffic & parking** – it was agreed that the PCSO and County Highways would be asked about enforcement.
5. **Village Signs: suggestion for a sign for the village of Cowley** – it was agreed that before making any decision Cllr Bradley would seek estimates, and the Clerk would ask Highways about legal requirements. The Clerk advised that any proposed expenditure would need to be included in the budget for the next financial year
6. **Bus Shelters & defibrillators:**
  - a) **To consider a quote for cleaning of the Cowley bus shelter and defibrillator kiosk** – it was agreed to contact UBICO to find out if the bus shelter could fit into an existing cleaning contract. Otherwise the quote of £50 would be accepted.
  - b) The 3 bus shelters, defibrillators & kiosks have been inspected since the last meeting. The defibrillator in Birdlip has now been moved to the former phone kiosk in the centre of the village.
7. **Payment were authorised and cheques issued:** £35 PATA payroll services April – September, £33.60 Community Heartbeat defibrillator signs Birdlip, £35 Information Commissioner, £58.30 admin expenses, £120 electrical work to install defibrillator in Birdlip kiosk.
8. **Financial update** – The Clerk gave a report (attached) and Cllr Bradley checked the latest bank reconciliation.
9. **Clerk's pay** - the National Pay award was noted and the Clerk's pay (July – September) agreed and cheque issued.
10. **To take any questions from the public** – a resident raised an issue of an uneven grass verge after the work to install superfast broadband. He would provide the Clerk with details.
11. The **next meeting** would be held on 12<sup>th</sup> October (Birdlip) or 23<sup>rd</sup> November (Cowley)

The meeting closed at 8.10pm

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