

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 11th January at Birdlip Village Hall at 7.30pm.

Present: Cllrs. Julian Lavington (Chair), David Metcalf, Dr. Nick Reed, Liz Workman

1. **Apologies for absence** – had been received from Diana Ballinger and Dr S Drysdale.
2. **Declarations of Interest** – there were none.
3. **The minutes of the last meeting** held on 23rd November 2016 were agreed and signed.
4. **Litter problem at Barrow Wake Viewpoint** – an email had been received regarding littering at the viewpoint and the lack of litter bins. It was agreed that Cllr Lavington would monitor. The matter would be taken up with those responsible for the viewpoint if considered necessary.
5. **Dog waste bins Cowley** – A quote of £210 each for the supply and installation of dog waste bins had been received from CDC. It was agreed to include this in the budget for 2017/18 and to liaise with CDC regarding siting.
6. **B4070 speeding issues** – an email had been received from Local Highways Manager in response to road user regarding speed/traffic issues. It was agreed to contact the local PCSO, Speedwatch Co-ordinator and the Road Safety Partnership about monitoring.
7. **Bus Shelters & defibrillators:**
 - a) **Defibrillator maintenance** – it was agreed that the Parish Council would take out an annual maintenance contract from Community Heartbeat at a cost of £252 for both defibs. This would be included in the budget.
 - b) The 3 bus shelters, defibrillators & kiosks have been inspected since the last meeting
8. **Financial update** – the Clerk provided a financial update and bank reconciliation.
9. **Budget and precept 2017/18** – A draft had been circulated. It was agreed that the budget would be £6975 and that the Precept (Council Tax) would remain unchanged at £4480 for 2017/18. The surplus amount would be taken from Parish Council reserves.
10. **Payment was authorised and cheques issued:** Parish Council expenses £74.79, PATA payroll £12.50.
11. **The Clerk's pay** was authorised and a cheque issued.
12. **Pensions Regulator requirements** – the formal stages were explained and necessary administration completed to meeting the staging date.
13. To take any questions from the public – there were none.

14. The next meeting of the Parish Council would be either 22 February at Deer Park Cowley, or 29th March at Birdlip Village Hall at 7.30pm

The meeting closed at 8.15pm

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

Budget Update March - Jan 2016

EXPENDITURE			
Budget headings	Budget amount	Spent to date	Total anticipated spend to Yr. end
Wages	2000	£1,639	£1,974
Home office allowance	208	£176	£212
Payroll	120	£72	£120
Mileage	150	£90	£130
Training	200	£10	£10
Stationery & postage	100	£89	£100
Room hire	175	£0	£116
Insurance	280	£274	£274
Audit	100	£150	£150
Subscriptions & registrations	209	£131	£131
Defibrillator maintenance	200	£508	£508
Maintenance (bus shelters & kiosks)	250	£0	£75
OTHER/contingency	450	£458	£558
VAT (to be reclaimed)		£40	£40
TOTAL	4442	£3,637	£4,398

INCOME	
Precept & Support Grant	4480

BUDGET 2017/18 AGREED	
ITEM	BUDGET
Wages	2000
Home office allowance	208
Payroll	120
Mileage	120
Training	200
Office needs: website, Office 365, Stationery & postage	300
Room hire	175
Insurance	280
Audit	150
Subscriptions & registrations	150
Village signs	2000
Dog waste bins Cowley	420
Defibrillator maintenance	252
Maintenance (bus shelters & kiosks)	150
Contingency	450
TOTAL	6975