

Cowley (& Birdlip) Parish Council

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13 May 2020

Councillors: J Lavington (Chair), E. McKay, D.Metcalf, P Ritchie, T Knox, P Vogel and L Dawson

Dear Councillors

You are summoned to the **Virtual Meeting of the Parish Council on Wednesday 20th May 2020 at 7.30pm**. The need to hold an annual meeting has been deferred to next year so the Chairman/Vice Chairman will remain in post until May 2021.

AGENDA

1. Apologies
2. Declarations of Interest
3. To confirm the minutes of the last meeting
4. Matters Arising not included as an agenda item.
5. **ANNUAL REVIEWS:**
 - a) To adopt the **Standing Orders** for the year (includes temporary additional standing order for remote meetings).
 - b) To adopt the **Financial Standing Orders**
 - c) To adopt the **Code of Conduct**
 - d) **Register of Members Interests** - notice of disclosure of pecuniary and other interests.
Reminder that all previous Members of the Parish Council need to ensure information is up to date, and all members need to complete and return to CDC
 - e) To review the **risk assessment & asset register** for the Parish Council
6. **Residents Map** Councillor Ritchie
7. **A417 Update**
8. **Quotes for work** Phone box and Bench Birdlip
9. **Bus Shelters & defibrillators:** To note that the 3 bus shelters, defibrillators & and kiosks have been inspected since the last meeting.
10. **Planning:**

Ref 20/01469/TPO Garden House Birdlip Gloucester Gloucestershire GL4 8JH
Two trees in submitted photo - 25% canopy reduction

19/02997/FUL and 19/02998/LBC The Lodge Birdlip Cheltenham Gloucestershire GL4 8JN
Various Amendment to approved scheme

Ref. No: 20/01394/FUL Blacklaines Farm Birdlip Gloucester Gloucestershire GL4 8LH
Conversion and partial demolition of agricultural barns to 5 no. dwellings with access, car parking and landscaping.
11. **FINANCE:**
 - a) **GAPTC Independent Internal Audit** – receive update.
 - b) **Annual Accounts** –
 - i. To approve the 2018/19 Parish Council accounts
 - ii. To complete the Annual Governance Statement 2019/20
 - c) **To agree the Clerk's pay and issue cheques**

- d) **Issue cheque for donation to:**
Birdlip Rainbows
Birdlip and Brimpsfield Cricket Club
Cowley Church Yard
Brimpsfield with Birdlip PCC
- e) **Issue cheque Zurich Insurance**
- f) **Issue cheque GAPTC for annual Audit**
- g) **Issue cheque GAPTC for annual Subscription**
- h) **Issue cheque Community Heartbeat Trust for annual Support**
- i) **To Note receipt of First Instalment of Precept**
- j) **To Note VAT Refund application**

12. Personnel

- a) To note the re-enrolment and declaration with the Pensions regulator
- b) To offer Clerk of option for Pension

13. To take any questions from the public

14. Items for the next agenda

15. Date of next meeting

Signed: *Elaine Lavington* (Clerk to the Council)

Cowley and Birdlip PC scheduled Zoom meeting.

7.30PM Wednesday 20th May 2020

Join Zoom Meeting

<https://us04web.zoom.us/j/74726063525?pwd=ZGtKWFlRT2NmbE5pY3dMYlIPcXB6Zz09>