

Cowley (& Birdlip) Parish Council

Clerk: Mrs. E. Lavington | 07941258052 | cowleypc@hotmail.co.uk

MINUTES

Minutes of virtual meeting - Annual Meeting of the Parish Council on Wednesday 5th May 2021 7.30pm.

Present: Cllrs. Julian Lavington, Eileen McKay, Peter Ritchie, Dawn Collings, Tim Knox, Paul Vogel Linda Dawson

1. Apologies

2. Election of Chairman & Vice Chairman. Cllr Julian Lavington was nominated by Cllr McKay and seconded as Chairman and Cllr Tim Knox was nominated by Cllr Vogel and seconded as Vice Chairman.

3. Signing of Declaration of Acceptance of Office (Chairman & Vice Chairman)(virtual)

Cllrs Lavington and Knox accepted virtually declaration to be signed at the next face to face meeting.

4. Declarations of Interest None

5. To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item.

Minutes of virtual meetings held on 21st April 2021 were agreed and signed.

Flooding Cowley The Clerk confirmed no update from Gloucestershire Highways as yet.

6. ANNUAL REVIEWS:

- a) To adopt the **Standing Orders** for the year (see attached) ADOPTED
- b) To adopt the **Financial Standing Orders** (see attached) ADOPTED
- c) To adopt the **Code of Conduct** (see attached) ADOPTED
- 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 (attached) Reviewed and Agreed

7. Bus Shelters & defibrillators: To note that the 3 bus shelters, defibrillators & and kiosks have been inspected since the last meeting. Noted.

8. Planning:

Ref. No: 21/01167/FUL The Laurels Cowley Cheltenham Gloucestershire GL53 9NJ

Planning application under Section 73 of the Town and Country Planning Act 1990 to vary condition 2 (approved plans) of planning permission 18/04877/FUL for "Single storey rear extension" to amend the footprint of the approved extension **SUPPORTED**

Ref. No: 21/01427/FUL The Cottage Cowley Cheltenham Gloucestershire GL53 9NJ

Erection of side and rear extension and enlargement of existing side extension

After much debate, a vote was taken, 2 Cllrs voted to support 4 Cllrs voted to object.

Objection Carried.

The Parish Council would like to commend the new owner of 'The Cottage' for the work to date that has been carried out on this prominent building in the center of the village. Although the Parish Council has no objection to the erection of a side and rear extension and enlargement of the existing side extension, it does object to the proposed design based on the following:

- Appearance and design of development. Although the Council has no objection to modern architecture, it is felt that this proposed extension, in relation to the size of the current Cottage, does not complement the overall style of the building. The Council is concerned that the small extension will look out of place alongside the large cottage.
- Materials proposed, specifically:

- the use of metal standing seam roof material, when seen alongside a much larger roof covered with Cotswold stone slates.
- Dark grey aluminum bifold doors, alongside the traditional slate green wooden casement windows.
- Glass balcony
- 'Colonial' style pillars under the balcony
- Aluminum doors
- Lime render on the front elevation
- Impact on character or appearance of area. The Cottage is in a very prominent position, on the edge of the Conservation Area. The Council believes that the proposed design does not fit the vernacular of the village, and especially the street scene in the local vicinity. The Council is concerned that the bifold aluminum windows, doors and glass balcony will have a major negative effect on the appearance of the area.

9. FINANCE:

- a) **GAPTC Independent Internal Audit** – Clerk had now been contacted by Internal Auditor.
- b) **Annual Accounts** –
 - i. To approve the 2020/21 Parish Council accounts (distributed) **APPROVED AND SIGNED**
 - ii. To complete the Annual Governance Statement 2020/21 **COMPLETED**
- c) **To agree the Clerk's pay and issue cheques** £160.64 & £34.34
- d) **Issue cheque for donation to Birdlip with Brimpsfield Churchyard** £250.00 and **St Marys Cowley** £579.00
Churchyard maintenance
- e) **Issue new cheque to Guide HQ for room hire 2019/20 original lost and now cancelled.** £85.00
- f) **Issue cheque Zurich Insurance** £308.15
- g) **Issue cheque Pata payroll annual invoice** £95.40

10. To take any questions from the public

11. Items for the next agenda

12. Date of next meeting **Wednesday 16th June 2021 – Marquee at Clavell and Hind Brewery Birdlip**