

Birdlip Parish Council

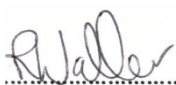


Clerk@birdlippc.org.uk

2nd May 2023

To Members of the Council

You are summoned to the **Annual Meeting of the Parish Council on Wednesday 10th May 2023 at St Mary's Church, Birdlip at 7.30pm**

Signed:  Ruth Waller (Locum Clerk for Cotswold District Council)

AGENDA

1. To elect a Chairman of the Parish Council, including signing of Acceptance of Office form
2. To elect a Vice-Chairman of the Parish Council, including signing of Acceptance of Office form
3. To receive and consider apologies for absence and confirm the meeting is quorate
4. To witness signing of Acceptance of Office forms from Members of the Council
5. To receive comments from members of the public – no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting
6. To receive Declarations of Interest for items on the agenda below, including Disclosable Pecuniary Interests
7. To adopt Standing orders for Birdlip Parish Council
8. To adopt Financial Regulations for Birdlip Parish Council
9. To adopt the Code of Conduct for Members of Birdlip Parish Council
10. To approve the Risk Management Policy and agree actions
11. To approve the Asset Register and agree inspection schedule
12. To accept Transparency Code for Smaller Authorities
13. To consider Schedule of Policies for adoption at next Council meeting and agree actions
14. To confirm PATA Payroll as Payroll Bureau for the Parish Council
15. To confirm subscriptions to other bodies, including:
 - a. GAPTC membership and Annual Subscription at cost of £74.19
 - b. Community Heartbeat Trust as Maintenance provider for Defibrillator of £151.20
16. Finances – documents circulated prior to the meeting
 - a. To confirm current bank account signatories
 - b. To approve the May 2023 Payment List and to note receipts
17. To confirm arrangements for insurance cover in respect of all insured risk
18. To confirm appointment of Temporary Parish Clerk
19. To confirm advertisement of permanent position of Clerk and RFO and agree actions
20. To note confirmation from Cotswold District Council that the Parish Council may now Co-opt two Councillors
21. To receive an update relating to Assets for Birdlip Parish:
 - i. To note that the bus shelters, defibrillator and kiosk, benches and village gateway signs have been inspected
 - ii. National Highways Compulsory Purchase of Bus Shelter on A417
22. Planning

To consider planning application: [23/01233/FUL Erection of 1 ½ storey detached double garage annex | Birdlip View Cirencester Road Birdlip Gloucestershire GL4 8JL](#)
23. Agree date and expenditure for the Annual Parish Meeting
24. To note agenda items for the next Parish Council Meeting
25. To confirm date of next meeting