

# Birdlip Parish Council



Clerk@Birdlippc.org.uk

12<sup>th</sup> June 2024

**Councillors:** J Lavington, E McKay, P Ritchie, D Partridge, M Crossley and O Hale

**You are hereby summoned to attend a Meeting of Birdlip Parish Council on Wednesday 19<sup>th</sup> June 2024 at St Mary's Church Birdlip at 7pm**

## **AGENDA**

- 24-6/1. Apologies for Absence**
- 24-6/2. Declarations of Interest**
- 24-6/3. Public Participation Regarding items on this Agenda (3 minutes per person allowed)**
- 24-6/4. Minutes**
  - i. To approve minutes of meetings held on 15<sup>th</sup> May 2024
  - ii. Action points from previous meeting unless currently itemed on agenda  
Clerk has applied to add Cllr Ritchie for online banking
- 24-6/5. To Receive Report from Parish Clerk (attached)**
- 24-6/6. To Receive District and County Councillor Reports (attached)**
- 24-6/7. Parish CCTV** To receive update from the Chairman
- 24-6/8. A417 Missing Link** To receive update from the Chairman
- 24-6/9. Review of Policies** <https://www.birdlippc.org.uk/other/>
  - i. To review Data Protection Policy and update as necessary (see link to document)
  - ii. To review the Complaints Policy and update as necessary (see link to document)
  - iii. To review the Internal Controls and update as necessary (see link to document)
  - iv. To review Grants Policy and update as necessary (see link to document)
- 24-6/10. Winter Maintenance**
  - i. To Review Highways Salt requirements
  - ii. To Confirm Snow Wardens
  - iii. To Adopt Winter Action Plan (see attached)
- 24-6/11. Internal Audit (see attached)** to note auditor made no recommendations
- 24-6/12. To Agree and Sign Accounting Statements – AGAR 2023/24 (part 3) Sec 2**
- 24-6/13. To note issue of Notice Of Public Rights And Publication Of Unaudited Annual Governance & Accountability Return**
- 24-6/14. To Discuss Residents Questionnaire**  
Agree themes and areas for questions
- 24-6/15. Bus Shelters & defibrillators:**

To note that the bus shelters, defibrillator and kiosk, benches and village gateway signs have been inspected

**24-6/16. To Agree Registration with ICO and note £35 payment will be made via DD**

**24-6/17. Finance**

- i. To approve payment to GAPTC Internal Audit £180.00
- ii. To note payments made since last meeting and reconciled bank balance below and attached
  - Delta Graphics £1570 (Noticeboards)
  - Zurich Insurance £317 .81
  - Clerk Wages £380.25
  - Clerk Expenses £39.42
  - Grant Brimpsfield with Birdlip PCC £250 (Grant)
  - History Society £100 (Grant)
  - Birdlip Rainbows £90 (Grant)
  - Birdlip and Brimpsfield Playgroup £250 (Grant)
  - Birdlip Garden Cooperative £100

**24-6/18. Items for the next agenda including requests from the public**

**24-6/19. Date of next meeting** Wednesday 21<sup>st</sup> August 2024, 7pm at St Mary's Church, Birdlip

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