

Birdlip Parish Council



Clerk@Birdlippc.org.uk

3rd May 2024

Councillors: J Lavington, E McKay, P Ritchie, D Collings, D Partridge, M Crossley and O Hale
You are hereby summoned to attend a Meeting of Birdlip Parish Council on Wednesday 15th May 2024 at St Mary's Church Birdlip at 7pm

AGENDA

- AGM-24/1 **To elect a Chairman of the Parish Council**, including signing of Acceptance of Office form
- AGM-24/2 **To elect a Vice-Chairman of the Parish Council**, including signing of Acceptance of Office form
- AGM-24/3 **Apologies for absence**
- AGM-24/4 **Declaration of Interest**
- AGM-24/5 **Minutes**
 - I. **To approve minutes of meeting held on 17th April 2024**
 - II. **To approve minutes of Extraordinary Meeting held on 24th April 2024**
 - III. **Action points from previous meetings – unless currently itemed on agenda**
- AGM-24/6 **Public Participation regarding items on this Agenda (3 minutes per person allowed)**
- AGM-24/7 **To adopt Standing orders for Birdlip Parish Council**
- AGM-24/8 **To adopt Financial Regulations for Birdlip Parish Council**
- AGM-24/9 **To adopt the Code of Conduct for Members of Birdlip Parish Council**
- AGM-24/10 **To Adopt Online Banking Policy (see new financial Regulations)**
- AGM-24/11 **To approve the Risk Management Policy and agree actions**
- AGM-24/12 **To approve the Asset Register**
- AGM-24/13 **To accept Transparency code for smaller authorities**
- AGM-24/14 **To note that the bus shelter, defibrillator and kiosk, benches and village gateway signs have been inspected**
- AGM-24/15 **Update CCTV Birdlip Village - Cllr Lavington**
- AGM-24/16 **Report on Neighbourhood Development Plan – Cllr Crossley**
- AGM-24/17 **To Agree and Sign Certificate of Exemption – AGAR 2023/24 (part 3)**
- AGM-24/18 **To confirm ongoing subscriptions to other bodies, including:**
 - I. GAPTC membership and Annual Subscription £74.19 (due & paid April 2024)
 - II. Community Heartbeat Trust as Maintenance provider for Defibrillator of £151.20 (due & paid April 2024)
 - III. ICO £35 Direct Debit
 - IV. Curtis Web Design annual Maintenance (£170 due July 2024)
 - V. Room Hire Birdlip Church £250 per annum
- AGM-24/19 **Finances – documents circulated prior to the meeting**
 - I. Update on current bank account signatories and online users
 - II. To note previous and current reconciled Bank Balance
 - III. To note payments made since last meeting

- a) Clerk Wages £304.20
- b) Clerk Expenses £72.23 (includes first payment of email subscription, and Parish Meeting refreshments)
- c) Emergency purchase of new laptop £352.00 **authorised via email with Council**

IV. To note receipt of first precept payment £5,310.00

V. To note receipt of PCCO Safer Streets fund Grant £20,000

VI. To agree payment of insurance cover in respect of all insured risk with Zurich (three year discount) for 2024-2025 at £317.81

VII. To agree payment to Birdlip Garden Cooperative of £100 towards verge maintenance costs

VIII. To agree payments of the following donations;

- a) Brimpsfield with Birdlip PCC £250
- b) Birdlip Rainbows £90
- c) Birdlip and Brimpsfield Playgroup £250
- d) Birdlip History Group £100

AGM-24/20 **To note the Clerk declines the offer of a Pension Provision**

AGM-24/21 **Agree PATA as Payroll services provider**

AGM-24/22 **To consider quotations for Heritage sign** circulated prior to the meeting

AGM-24/23 **To Accept updated quotation from Delta Graphics for village noticeboards to include spray painting and additional lettering and approve payment £1570.00** circulated prior to the meeting

AGM-24/24 **To note agenda items for the next Parish Council Meeting**

AGM-24/25 **Date of next meeting**

Meeting of the Parish Council Wednesday 19th June 2024, 7pm at St Mary's Church, Birdlip.

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