

**COBERLEY PARISH COUNCIL
AGENDA FOR
MEETING OF THE COUNCIL
TO BE HELD AT 7.00 PM ON 31st July 2024
IN COBERLEY VILLAGE SCHOOL**

1.	Welcome
2.	Council to consider any applications received for Co-option
3.	Attendance to be recorded (anticipated as Parish Councillors Duncan McGaw, Hugh Piggott, Louise Lowe, Chris Bullock, District Councillor Julia Judd,
4.	Apologies received, accepted, and recorded from County Councillor Paul Hodgkinson
5.	Declaration of Interest for matters on the agenda to be invited
6.	Minutes of the previous Parish Council Meeting held on 30 th May 2024 to be approved
7.	Public Session –
8.	Report updates to be invited from District Councillor Julia Judd
9.	Council to note report from County Councillor Hodgkinson as distributed via email
10.	Council to consider the recent fatal accident on the A436 and matters arising
11.	Highway matters updates to be discussed– <ul style="list-style-type: none"> • A417 updates- • TRO update – • Grass cutting for visibility on A435 junctions • Major and Minor list update from Glos Highways Manager
12.	Council to consider PROW matters (GCC)
13.	Planning matters to be discussed/agreed – <ul style="list-style-type: none"> • Previously reported enforcement updates to be discussed/ noted (update requested by Clerk) Dowmans Stable on Land The Paddock Salad bowl Hartley Lane • Sewage plant on Leckhampton Hill Road (referred to enforcement)
14.	Council to consider fixed assets updates (assets which are owned by the Council) <ul style="list-style-type: none"> • Brick Bus shelter on A435 refurbishment update by Cllr Bullock (budget £1k with volunteer working party)- • Refurbishment of bench (near Mermaid Stream/Spring) refurbishment update cfwd (Cllr Bullock) • Grit bin spreadsheet of existing bins to be produced by Cllr McGaw – grit refill to be confirmed. • Notice board refurbishment/replacement in the village • Notice board replacement at Ullenwood – Budget agreed £1800 plus installation – waiting for contractor to be agreed
15.	Council to approve the financial reports and payment list as attached
16.	Council to note that the independent internal auditors report has been received with no matters to be brought to the attention of the Council
17.	Council to adopt the NALC 2024 financial regulations as tailored to CPC (as distributed via email)

18.	<p>Council to consider request for land between Ham Mead and Coberley Court to be cut by the Parish Council</p> <ul style="list-style-type: none"> • VG 29 “ near to the rectory” is registered as a village green – by the Parish Council in 1970 • Previously ex-Councillor Carlton was looking into other village green land registered to the PC and no definitive answer was obtained • Clerk has emailed GCC regarding the specified land
19.	<p>Council to receive update Village Green grass cutting contract as the Council previously approved leaving the grass cuttings in situ and Council agreed to include a 1m strip for a wildflower corridor</p>
20.	<p>Council to receive update on the Arthur Connelly Trust from Cllr Bullock</p>
21.	<p>Council to discuss flood incidents history /actions/solutions –</p>
22.	<p>Council to receive update on Defibrillator training - Cllr Lowe</p>
23.	<p>Council agreed its next meeting is scheduled for Wednesday September 25th 2024 commencing at 7pm</p>
24.	<p>followed by Close of meeting</p>

Financial reports for 31/7/24 meeting

Cash book

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT A/C balance</u>
opening current account				15086.99
balance				22586.99
precept	18/04/2024	receipt	7500.00	22357.67
b holder	29/04/2024	so	-229.32	22128.35
b holder	29/05/2024	so	-229.32	21899.03
b holder	29/06/2024	so	-229.32	21669.71
b holder	29/07/2024	so	-229.32	21587.29
b holder	31/05/2024	792	-82.42	21468.49
hmrc	31/05/2024	793	-118.80	21378.91
gaptc	31/05/2024	794	-89.58	20688.11
insurance	31/05/2024	795	-690.80	20553.91
pata	31/05/2024	796	-134.20	20453.91
coberley primary school	23/05/2024	798	-100.00	20308.91
I selkirk	04/06/2024	799	-145.00	20071.31
hmrc to 31/7/24	31/07/2024	801	-237.60	20051.15
b holder expenses	23/07/2024	800	-20.16	

Payment list

I selkirk	04/06/2024	799	-145.00
hmrc to 31/7/24	31/07/2024	801	-237.60
b holder expenses	23/07/2024	800	-20.16

Bank reconciliation

BANK RECONCILIATION

01/04/2024	OPENING BANK BALANCE	15086.99
	EXPENDITURE FOR PERIOD	2535.84
	INCOME FOR PERIOD	7500.00
	NET EXPENDITURE	
as at above	BANK BALANCE AS ABOVE	<u>20051.15</u>
as at 14/6/24	BAL PER S/M	20967.55
	LESS U/P CHEQUES	
	so	229.32
	798	100.00
	797	100.00
	so	229.32
	800	20.16
		<u>678.80</u>
31/07/2024	<u>reconciled balance</u>	<u>20288.75</u>

Other reconciliations

<u>earmarked reserves</u>	<u>2022</u>	<u>2023</u>	2024
sundial	1000	2000	2000
election costs	1500	1500	2500
defibs	500		100
contingency	5000	6000	
assets			2015
CIL		783	866
general	820	1061	7606
bank balance at year end			
	<u>8820</u>	<u>11344</u>	<u>15087</u>

fixed assets

	description	Location	date acquired	purchase cost	Current Value
1	Bench	Village Green			100
2	Sun Dial	Village Green	Unknown	Unknown	11693
3	Telephone Box	Coberley Village	Unknown	Unknown	3000
4	Bus Shelter	On main road	22/04/2010	1.00	15000
5	Bus Shelter	On A435/Coberley Road junction	Unknown	Unknown	10000
6	Mower	School	unknown	unknown	250
7	Strimmer	School	10/03/2010	405.37	150
8	Grit Spreader	School	01/12/2006	127.90	100
9	Notice Board	Ullenwood	01/12/2006	210.00	1000
10	Notice Board x2	Coberley Village	Unknown	Unknown	2000
11	Notice Board	Salterley Grange	Unknown	Unknown	1000
12	Grit Bins x27	locations throughout Parish	02/03/2011	£600.00*	2260
13	Info plaque	Seven Springs	2012-2015	1100.76	63
14	WW1 Brass Plaque	Village Green	01/01/2014	63.00	120
15	Laptop	Clerks home	01/10/2014	120.00	500
16	Defibrillator	Telephone Box, Coberley Village	01/04/2013	431.98	1806
17	2 Drawer Filing Cabinet	disposed of	16/11/2017	gifted	
18	Shredder	disposed of	25/07/2018	gifted	
					<u>49042</u>

PAYE/salary

	gross	tax		net	
PATA	1189.92		356.40	833.52	31/07/2024
cash book	1189.92		356.40	833.52	
			0.00	0.00	

expenses	march	april	may	july
wfh	26.00		52.00	
mileage			10.80	10.80
postage			8.00	8.00
printing			2.60	2.64
		-8.50	march	
salary	17.26		<u>17.52</u>	<u>-1.28</u>
	43.26		<u>82.42</u> cheque	<u>20.16</u>

COBERLEY PARISH COUNCIL
Draft minutes
ANNUAL MEETING OF THE COUNCIL
HELD AT 6.30pm ON 30th May 2024
IN COBERLEY VILLAGE SCHOOL

1.	Welcome
2.	Election of Cllr McGaw as Chairman followed by signing of acceptance of office papers
3.	Election of Cllr Lowe as Vice-Chairman followed signing of acceptance of office papers
4.	Council noted no applications for co-option have contacted the Clerk
5.	Attendance recorded as Parish Councillors Duncan McGaw, Hugh Piggott, Chris Bullock, Louise Lowe, County Councillor Paul Hodgkinson and 0 members of the public
6.	Apologies received and recorded from District Councillor Julia Judd,
7.	Declaration of Interest for matters on the agenda were invited- none
8.	Minutes of the previous Parish Council Meeting were approved
9.	Council agreed delegation to Clerk of authority to make submission of comments on planning matters where no meeting of the Council is able to be held
10.	Council noted changes are required to Financial Regulations and may affect standing orders – New policy by NALC to be reviewed at July 2024 Council noted Complaints, Freedom of Information or Data protection policies procedure do not need updating
11.	Council agreed no changes are required to the asset register – review again in September
12.	Council agreed representation on outside organisations, such as No Crash group (Cllr Piggott), A417 (Cllr McGaw/Cllr Pigott)
13.	Council agreed there are no lead Councillor roles
14.	Council noted no changes are required to insurance policy for the coming year and to confirm renewal and agree premium of £690.80 (LTA)
15.	Council is waiting changes that are required to banking mandate
16.	Council agreed its independent internal auditor as Ian Selkirk as in previous year
17.	Council agreed to renew its subscription to GAPTC in the sum of £89.58 and payroll contract in the sum of £134.20, grass cutting in the sum of £572 (Council agreed to change to include a 1m strip for a wildflower corridor)
18.	Council approved the financial reports and payment list as attached
19.	Council approved its AGAR completion and delegated to the Chair of Council to sign the appropriate forms
20.	Council agreed its meeting schedule of July (24), September (24), November (27) Budget, January (22), March (26) May (28), as 4 th Wednesday of the above months commencing at 7 pm
21.	Highway matters discussed included the A417 designated funds bid for an engineered solution which has now been turned down CC Hodgkinson offered to partial funding hedge cutting
22.	Planning matters noted no planning are outstanding Enforcement matters noted
23.	Report to be received from County Councillor Hodgkinson (carried forward to parish assembly at the Chair's discretion)
24.	Report distributed as received from District Councillor Judd
25.	Close of meeting by 7.40pm followed by parish assembly Village events next agenda

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18	Shredder	disposed of	25/07/2018	gifted	0
19	bench	At mermaid stream	historic		0
					<u>49042</u>