

Birdingbury Parish Council

To all Parish Councillors

4th July 2024

You are hereby summoned to attend a meeting of Birdingbury Parish Council convened by the Clerk, to be held on Monday 15th July 2024 in The Birbury, Main Street, Birdingbury at 7.30 pm.

Jackie Chapman
Clerk to Birdingbury Parish Council

Members of the Public and Press are welcome to attend.

AGENDA

- 1. Welcome**
- 2. To receive and accept apologies for absence**
- 3. Declarations of interest**
Councillors are reminded that they should declare either a personal or prejudicial interest. (Councillors with a prejudicial interest should leave the room for the relevant items.)
- 4. Representations from the Public**
Members of the public are invited to address the meeting for a maximum of 5 minutes. The Chair will respond and any items warranting longer discussion will be added to the Agenda for the next meeting of the Council.
- 5. Minutes of meetings**
 - 5.1** Minutes of the Parish Council meeting held on 13th May 2024. Enclosure A
 - 5.2** Minutes of the Parish Council meeting held on 25th June 2024 Enclosure B
 - 5.2** **Action Plan** Enclosure C
- 6. Reports from Borough/County Councillor**
- 7. Reports from Councillors**
To receive any reports from Parish Councillors
- 8. Planning Applications**
 - 8.1** No planning application have been received since the last meeting held on 13th May 2024.
 - 8.2** **Planning Decisions**
No planning decisions have been received since the last meeting held on 13th May 2024.
 - 8.3** Appeals - none received.
- 9. Financial Issues**
 - 9.1** **Standing Order/Direct Debit payments made since the last meeting held on 13th May 2024** Enclosure D

Payee	Amount £
Clerk May salary paid 01.06.24 (standing order)	
Clerk June salary paid 01.07.24 (standing order)	

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Hugofox – website 15.05.24	11.99
Hugofox – website 15.06.24	11.99
IONOS website and web mail invoice dated 28.05.24	13.20
lonos website and webmail invoice dated 28.06.24	13.20

9.2 Payments made since the meeting held on 13th May 2024

Payee	Amount £
Frank Mann Farmers May grass cutting	660.60

9.3 Payments for approval – Enclosure D

Payee	Amount £
Frank Mann Farmers grass cutting June 2024	440.40
Eleanor Choudry Internal Audit 2023 – 2024	230.00

9.4 Insurance

To consider three quotes for insurance purposes (current insurance expires 11th August 2024)

9.5 Bank Balance Reconciliation

Bank statement and reconciliation as at 31.03.24 Enclosure E

9.6 Budget Report as at 30.04.24 Enclosure F

9.7 Audit Report

To consider the Internal Audit Report Enclosure G

9.8 Risk Assessment

To consider and adopt the Risk Assessment as provided by the Clerk Enclosure H

9.9 Lloyds Bank Payments

To discuss the timing of bank payments

9.10 Number of Cllrs required to authorise payments

To confirm the number of signatures required as per The JPAG (Joint Panel of Accountability and Governance).

10. Recreation Ground

10.1 Supplier Quotes

Additional information received relating to skate ramp (email circulated by Cllr French)
No additional information received relating to slide or wooden play equipment.

10.2 Working Group

To receive an update from Cllr French.

11. Highways

12. War Memorial

To receive an update on the War Memorial which has been cleaned.

14. The Hovel

To discuss the lease for The Hovel and if the Parish Council wishes to continue leasing it.

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15. Defibrillator

15.1 Painting of telephone cabinet - update

15.2 Monitoring of Defibrillator

To update the monitoring activity

16. Newcomers to the village

17. Items for the next Agenda

18. Date of next meeting.

16th September 2024