

## Bourton on the Hill Parish Council

# Notice of the Parish Council Meeting

ALL MEMBERS OF THE PARISH COUNCIL ARE HEREBY SUMMONED TO ATTEND A MEETING OF BOURTON ON THE HILL PARISH COUNCIL ON MONDAY 9<sup>TH</sup> DECEMBER 2019 AT 6:30PM IN THE OLD SCHOOL HALL, BOURTON ON THE HILL FOR THE TRANSACTION OF THE FOLLOWING BUSINESS.



Mrs Alexia Monroe

Clerk to Bourton on the Hill Parish Council

24th November 2019

- 1 Welcome and apologies for absence
- 2 Declaration of Councillors interests for items on the agenda
- 3 Approval of the minutes of the meeting of the Parish Council meeting held on September 9<sup>th</sup> 2019.
- 4 Matters arising from the previous minutes
  - 4.1 Update on the Community Orchard grant application to Cotswold District Council.
  - 4.2 New Mailchimp email set up for parish communications and need for new website host.
  - 4.3 'No parking' signs for Keytes Lane.
  - 4.4 There is a need to organise a defibrillator familiarisation session for Fenhill Close residents, Helen Blight has offered to host it.
- 5 *In accordance with Standing Orders public speaking will be limited solely to items on the agenda*
- 6 Decision to appoint Alexia Monroe as the Parish Council representative to the Help In Need Charity for a four year term.
- 7 County and District Councillors' reports
- 8 Finance
  - 8.1 Finance report by the Responsible Finance Officer/Chairman.
  - 8.2 To approve the budget as set down below.
  - 8.3 Expenditure items paid by BACS and in accordance with the budget.
- 9 Highways
- 10 Review of the latest planning applications
- 11 Website: discussion of the expiry of current technology and site refresh in 2020
- 12 Correspondence received
- 13 Urgent matters to report
- 14 Dates for 2020 to be decided

**Proposed budget for 2020/2021**

	<b>2019/2020</b>	<b>Draft 2020/2021</b>
<b>Precept</b>	<b>£4760</b>	<b>£5600</b>
Income from the allotments	£20	£20
Bench by bus stop	£100	£0
Audit Fees	£50	£50
Contract Services and Parish Infrastructure	£1040	£1040 & £200
Dues & Subscriptions	£150	£155
Donations for the church clock	£500	£500
Public indemnity Insurance	£185	£185
New councillor GAPTC training		£120
Office expenses	£45	£45
Computer security software		£23
Defibrillator Cost	£250	£250
Hall rental	£69	£69
Wages & NI contributions	£2288	£2334
Payroll Expenses	£150	£150
Website	£120	£500
<b>TOTAL</b>	<b>£4867</b>	<b>£5600</b>