

## COATES PARISH COUNCIL

Coates Parish Councillors are hereby summoned to attend a meeting of Coates Parish Council to be held on Monday 5 July 2021. The parish council meeting will commence at 7:30 at Coates Village Hall. The parish council meeting has been called for the purpose of transacting business as detailed on the agenda below.

### AGENDA: MEETING of the COUNCIL Chairman for this meeting: Richard Harrison

No.	Item	Lead	Action Required
1.	RECEIVE APOLOGIES	Clerk	Update
2.	REGISTER OF MEMBER INTERESTS Councillors to provide Clerk with completed Register of Member Interest forms in order that these can be forwarded to CDC within 28 day deadline	Clerk	Completion of Register of Member Interests
3.	MINUTES OF THE LAST MEETING 5 May 2021 1. Minutes to be signed	Chair	Approval
4.	SELECTION OF NEW PARISH COUNCILLOR	Chair	Approval
5.	ACTION POINTS FROM LAST MEETING 1. Bus Shelter 2. Victory Green	Chair/ /clerk	Update/Approval
6.	<p>FINANCIALS</p> <p>Details of Recent Invoices:</p> <ul style="list-style-type: none"> <li>• Clerk's salary covering 1 May – 30 June. £463.80</li> <li>• Home Working allowance 9 weeks £54</li> <li>• HMRC – PAYE £115.80</li> <li>• Expenses £6.79</li> <li>• KP Gardens June £588</li> </ul> <p>Total of above invoices £1228.39</p> <p>Paid from pre-approval 5.5.2021</p> <ul style="list-style-type: none"> <li>• KP Gardens 14/29 April £588</li> <li>• KP Gardens 12/27 May £588</li> <li>• GAPTC Annual Membership £122.32</li> <li>• Independent Audit £175</li> <li>• Athena Web Design 12 month hosting £194.40</li> <li>• CDC Printing £65.64</li> </ul> <p>Pre-approval to pay:</p> <ul style="list-style-type: none"> <li>• Grass cutting July - £588.00</li> <li>• Athena – extra hosting capacity relating to changes as a result of internal audit</li> <li>• Information Commission Data protection renewal fee is due on or before 30/07/2021 - £35-£40</li> <li>• Bank reconciliation: May/June</li> </ul> <p>Approval sought to transfer £3000 from precept account to treasurers' account to pay invoices</p>	Clerk/  RFO	Approval
7.	INTERNAL AUDIT AND NOTICE OF PUBLIC RIGHTS	Chair	Information
8.	PLAYGROUND <ul style="list-style-type: none"> <li>• ROSPA Report</li> <li>• Maintenance costs</li> </ul>	Chair	Information/discussion/Action
9.	ANNUAL REVIEW OF PARISH COUNCIL POLICIES	Chair	Action/Approval
10.	RENEWAL OF PUBLIC SPACE PROTECTION ORDER FOR THE CONTROL OF DOG FOULING	Clerk	Information/Action
11.	RECEIVE A REPORT FROM DISTRICT COUNCILLOR TONY BERRY, COUNCILLOR STEPHEN HIRST AND INTERESTED PARTIES.		Information
12.	CRICKET FIELD AND BLEDISLOE ESTATE	Chair	Information/Action
13.	MAY TREE CLOSE <ul style="list-style-type: none"> <li>• Water pipe request and signage for entrance.</li> </ul>	Chair	Action/Approval
14.	ANNUAL REVIEW OF PARISH POLICIES: Finding of review <ul style="list-style-type: none"> <li>• Coates PC Financial Regulations</li> <li>• Coates PC Health &amp; Safety Policy</li> <li>• Coates PC Asset Register</li> <li>• Coates PC Code of Conduct</li> <li>• Coates PC Disciplinary &amp; Grievance Arrangements</li> <li>• Coates PC Standing Orders</li> <li>• Coates PC Publication Scheme</li> <li>• Coates PC Risk Management</li> <li>• Coates PC Reserves</li> </ul>	Chair	Action
15.	BALLOT FOR COTSWOLDS NATIONAL LANDSCAPE PARISH GROUP 5 BOARD MEMBER	Chair	Action
16.	CORRESPONDENCE RECEIVED	Clerk	Information/Action
17.	POINTS FOR CONSIDERATION AT NEXT MEETING	ALL	Information

Signed..... Parish Clerk