

Upper Rissington Parish Council

Village Hall, Hawker Square, Upper Rissington, Gloucestershire, GL54 2NT
Telephone: 01451 810839 – Mobile: 07774 357802 - Email: clerk@upperrissington.net

**CONFIRMED Minutes of the Parish Council Meeting
held on Monday 4th February 2013 at Upper Rissington Village Hall**

Present: Cllr Harrison, Cllr Flint, Cllr Timms, Cllr Laird and Helen Parry (Clerk/RFO)

In Attendance: Councillor Venetia Crosby-Dawson and 12 members of the public.

Action

1. **Apologies:** Apologies were received from Cllr Arnell and Cllr Barber.
2. **Declarations of Interest:** There were no interests declared.
3. **Minutes:** The Minutes' of the Parish Council Meeting held on 7th January 2013 were confirmed. Cllr Laird wished to note that at Item 7 of the minutes, although one attenuation pond had been removed from the plans, the remaining pond seems to have been increased in size.
4. **Matters Arising:**
 - 1) The clerk had passed comments to CDC regarding the position of a new school within 0.3miles of the proposed telephone mast.
 - 2) As there had been no further instances of parking on the grass by the Jubilee Garden, the council had agreed not to write a letter to the resident.
5. **Public session:** No comments made.
6. **District/County Councillors Reports:** Cllr Crosby-Dawson reported that a Planning Contravention Order had been issued regarding the shed erected at 22 Sopwith Road. It was expected that the Primary School Application would not go before the CDC Planning Committee, but would be dealt with out of committee. Following some complaints that work on the development had been starting before 0800 in the morning, Cllr Crosby-Dawson stated that there was no working time restrictions for demolition only on construction. However, she asked that if residents had complaints about the noise that it should be reported to CDC as it may be able to be dealt with under Noise/Environmental legislation. The chairman agreed to place a notice on the Council website advising residents how to complain if they are affected by the noise.
7. **Planning:**
 - (1) To discuss the following planning applications:
12/03896/REM: Land Parcel, Upper Rissington – Reserved matter application for Community Centre. Proposal: Addendum to arboricultural impact assessment. No Council Comments.
 - (2) The council noted the following planning decisions:
12/05220/FUL: Land Off Sandy Lane, Upper Rissington, Gloucestershire.
Proposal: Installation of a 20m high lightweight lattice mast with 6 No. Equipment Cabinets and Ancillary Equipment – **Application Permitted.**
12/03810/REM: Land Parcel, Upper Rissington, 368 Dwellings. - **Application Permitted.**
8. **Footpaths Leading To/From the Village:** The council agreed that it was worth pursuing the possibility of opening up public footpaths to and from the village.
9. **Update from Bovis/Linden:** No update had been received.
10. **Youth Shelter:** Members of the public, including some young persons, and the council agreed that a good location for a youth shelter would be on the field near to the old tennis courts and the proposed allotments.
11. **Replacement of Carpet In Village Hall:** The council agreed that the carpet should be replaced up to the value of £200 with the money coming from the Village Hall

Chairman

Clerk

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Maintenance Fund.

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| 12. Purchase of Additional Grit Bins: The council agreed to purchase 2 additional grit bins similar in size to those in the village already. Funds to come from the Contingency Fund. | Clerk |
| 13. Drop Kerb to Parking Area On Hawker Square: Initial estimates show a cost of between £700 - £1200 and a Highways fee of £168 to undertake this work. It was agreed that the clerk would get firm costings before deciding on whether to drop the kerb. | Clerk |
| 14. Draft Minutes of Meetings: It was agreed that draft minutes would be produced within 10 working days (2 weeks) of the meeting. | Clerk |
| 15. Jubilee Garden: Nothing to report on. | |
| 16. Steering Group: No Update. | |
| 17. Social Committee: The social committee reported that they have identified up to 7 social events for the year, however, dates are yet to be finalised. | |
| 18. Finance:
(1) Grant to Cotswold Volunteers: 3 individuals regularly use the transport provided by this service on a weekly basis to and from a day centre in Stow. The council agreed to defer making a decision on a grant until the start of the next FY.
(2) Following a summary of the finances the Parish Council signed the cheques presented by the RFO (copy available). | Clerk |
| 19. Progress Reports:
1) Reports from Councillors:
a) Cllr Harrison advised that there had been a repeat of a vehicle driving across the playing fields from Smith Barry Road to Hawker Square as there had been tyre tracks left in the snow.
b) Cllr Harrison had asked the Planning Officer about the cut-off dates for documents being added to the planning portal prior to planning committees so that people had time to comment on them. He was advised that all documents are taken into account, but if a document contained significant changes that required further consultation a deferment or delegated authority would be requested.
c) The Planning Officer was also asked about the date placed on documents on the CDC planning portal as it does not always reflect the date of the document, or the date it is placed on the website. Cllr Harrison was advised that as there is only one date field that can be used, the date used is that of the day the document was received and the new details are generally uploaded soon after receipt.
d) Due to the lack of resources at CDC, the updating and placing of Councillors Register of Interests onto the PC Website had been delayed. However, the Monitoring Officer would be happy to assist residents if they had any queries over the Register before it was published.
e) The manager of the Co-op was to discuss the repair of the dry stone wall by the car park with his district manager.
f) Cllr Laird reported that there was a large number of weeds appearing in the play park area and asked if they could be treated. It was agreed that they would be sprayed at the appropriate time.
2) Reports from the Clerk:
a) A request had been forwarded to Highways for additional signage on the A424 | |

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for Upper Rissington.

b) CDC and Highways are content for the council to arrange for the removal of the old USAF road signs where they are damaged and have been duplicated by new signs. The council agreed to only remove those where the sign was no longer required in total, ie. If the post has 2 road signs on it, both roads have new signs erected.

c) 2 tenders had been received so far for the grass cutting contract. All returns are required by 11th Feb 2013.

20. Correspondence for Information:

1) The claim against the council for injury to S Leven (14 Aug 2011) has been passed by the Insurance company to their solicitors for settlement. The Council have been asked to sign a Letter of Authority to Settle. It was agreed that the chairman and the clerk would sign the letter.

Chairman
Clerk

2) The Youth Club are also interested in bidding for funds from the CDC Youth Project Funding. It was agreed that the clerk would liaise with the Youth Club regarding the application for funding to ensure that we had a robust bid for funds for the youth of the village this year.

Clerk

3) A request for assistance to help with fundraising of a new mini bus for Great Rissington School had been received. It was agreed that the council would consider this request formally at the next meeting.

Clerk

4) It was agreed that the clerk would take annual leave on the following dates and the date of the June Parish Council Meeting would take place on 10th June 2013 instead of 3rd June 2013:

Clerk

11th - 15th February 2013

25th - 29th March 2013

24th May - 3rd June 2013

Clerk

5) The Clerk had been notified that petrol driven vehicles had been driving on the green playing areas, and on the path way behind Bristol Road/Hawker Square. The clerk was to post notices advising that petrol driven vehicles, whatever their size, should not be driven on these areas.

21. Items for future agenda: The following items are to be on the agenda of the next Parish Council meeting:

Clerk

1) 41/41a Hawker Square.

2) Tree Works in the village.

18. Date of next meeting: To confirm that the next meeting will be held on Monday 4th March 2013 at 7.30pm at the Village Hall.



Chair's Signature:

Date: 4th March 2013