

Upper Rissington Parish Council

Village Hall, Hawker Square, Upper Rissington, Gloucestershire, GL54 2NT
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Minutes of the Extra Parish Council Meeting **held on Friday 20th September 2013, 1.30pm at Upper Rissington Village Hall**

Present: Cllr David Harrison (Chair), Cllr John Barber, Cllr Dawn Laird, Cllr Edward Timms and Katherine Doughty (Locum Clerk/RFO).

In attendance: 1 member of public.

1. **Apologies:** Cllr Richard Arnell, Cllr Margaret Flint and Cllr Brian Hanks.
2. **Declarations of Interest:**
 - (i) To receive declarations of any pecuniary or non-pecuniary interests from Councillors on items on the agenda (Councillors with pecuniary interests must leave the room at the relevant time if no dispensation has been granted): *Cllr Harrison declared a non-pecuniary interest in agenda item 3.*
 - (ii) To receive written requests for dispensations for disclosable pecuniary interests (if any): Nil
 - (iii) To consider the grant of any requests for dispensations as appropriate: Nil
 - (iv) To note dispensations granted by the Clerk: Nil.
3. **Rentokil:** To Rentokil's survey dated 11th September 2013 and approve their recommendations in addition to any other associated actions.

Cllr Laird referred to Rentokil's report and considered that the bait stations are expensive (£100 each) as they can be purchased at £27.46 each.

Cllr Barber advised that Cotswold District Council (CDC) used to provide pest control services and wondered if their assistance could be enlisted. Cllr Timms advised that CDC no longer offer this service directly.

It was felt that additional quotes are required to ensure the Council receives value for money, but as a start, the equipment storage rooms should be sorted, cleaned and tidied to help prevent an escalation of the mice infestation. Cllr Laird proposed that two additional quotes are obtained with the cheapest quote to be accepted for the whole Hall. Seconded by Cllr Barber, carried unanimously.

The following action plan was agreed:-

- (i) Clerk is to contact Rentokil to obtain advice as to whether the Hall should be available to hire given the possible health concerns. Upon receipt of advice from Rentokil and 2 other pest control experts (to be sourced by Cllr Laird), current and future hall bookings will either need to be cancelled or hirers made aware of the associated health risks.
- (ii) The Youth Club is to be written to, to request that they sort, clean and relocate their equipment from the old bar area to the store room (by the new bar area).
- (iii) The Mother & Toddler Group is to be written to, to request that they sort, clean and relocate their equipment to the old bar area.
- (iv) The Social Committee is to be written to advising of the plan and to remove their equipment from the Village Hall.

Cllr Harrison declared a non-pecuniary interest being a member of the Social Committee and advised that the Hall has been booked by them for a village event on Saturday 5th October 2013. The Clerk advised that the Parish Council's priority was to ensure the health and safety of all hall users and if the advice received from the pest control experts is to close the hall for bookings, then that is the action that the Council should take.

The Council awaits recommendations from pest control experts before resolving whether the Village Hall should be hired.

4. Village Hall cleaning: To consider temporary cleaning services due to sickness leave.

The Parish Council's existing Cleaner, Veronika Boshier, has advised that she is unable to work for 4 weeks due to an operation that is scheduled on 4th October 2013. However, a colleague of hers' (Ms Muriel Summersgill) is willing to undertake Veronika's work for the 4 week period and at the same hourly rate being a self employed cleaner. The Council debated on the correct way to proceed with the matter and concern was raised that appropriate procedures and legal requirements should be followed. Cllr Laird advised that hiring Ms Summersgill is acceptable on the proviso that all necessary checks are undertaken and that a copy of her public liability insurance certificate is received, as is the requirement for other contractors.

It was considered that as the arrangement is of a temporary and urgent nature, it is appropriate to use Ms Summersgill's services on the basis detailed above. Proposed by Cllr Timms, seconded by Cllr Harrison, carried unanimously. The Clerk is to liaise with Ms Boshier and Ms Summersgill to ensure that the appropriate working practices are agreed.

It was agreed at the August Parish Council Meeting that the sum of £60 including VAT is made available to Ms Polly Sayers for creation of tree protection at the Jubilee Garden. Ms Sayers has taken delivery of wood sourced from Batsford Timber Ltd and an invoice forwarded to the Council for reimbursement. It was unanimously agreed that a cheque totalling £50.34 payable to Ms Sayers is authorised accordingly.

There being no further business the meeting closed at 2.12pm.

Chair of Upper Rissington Parish Council

Date – 7th October 2013