

# Upper Rissington Parish Council

Village Hall, Hawker Square, Upper Rissington, Gloucestershire, GL54 2NT  
Telephone: 01451 810839 / 07773 526735 - Email: [clerk@upperrissington.net](mailto:clerk@upperrissington.net)

## Minutes of the Extraordinary Parish Council Meeting held on Friday 1<sup>st</sup> August 2014, 2.00pm at Upper Rissington Village Hall

**Present:** Cllr Edward Timms (Chairman), Cllr Margaret Flint (Vice Chairman), Cllr Stuart Hepburn, Cllr Caroline Maclean

**In attendance:** 6 members of public, Sharon Henley (Clerk/RFO)

1. **Apologies:** Cllr R Arnell, Cllr M Triggs, Cllr V Crosbie-Dawson, Cllr N Moor, PC Jason Page
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 M Flint has interests on TPO application 14/03136/TPO relating to a tree on her property and will not comment on this application.*
  - (ii) To receive written requests for dispensations for disclosable pecuniary interests (if any): n/a
  - (iii) To consider the grant of any requests for dispensations as appropriate: n/a
  - (iv) To note dispensations granted by the Clerk: n/a

The Clerk reminded all members of their legal obligations and personal responsibilities in declaring interests.

3. **Minutes:** The minutes from the Parish Council Meeting and the Annual Parish Meeting held on 7<sup>th</sup> July were approved and signed by the Chairman. The signature date has been changed from the draft to 1<sup>st</sup> August as date of meeting changed.
4. **Planning:** *To review and consider planning applications, decisions, appeals and enforcements*

### **New Applications Received**

Ref. No.	Address	Proposed	Comments
14/02786/FUL	Land off Smith Barry Circus ( <i>planning application has been amended from 2 Smith Barry Circus</i> )	Erection of one dwelling and two bay garage including access	The Parish Council objects on the grounds that it is on public open space which is available for the use of the community and adjacent to tennis courts. There are also several trees with TPOs on the plot.
14/02781/FUL	9 Bristol Road	Two storey side extension	No objection
14/03136/TPO	6 Lancaster Drive	Cherry-fell (works to tree with TPO)	No objection
14/03106/TPO ( <i>late Agenda item received 31.07.14</i> )	12 Hawker Square (submitted by residents of 10 Hawker Square)	Horse chestnut tree-remove	Parish Council objects until such time as the owners of 12 Hawker Square confirm their wishes

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Ref. No.	Address	Proposed	Comments
4/03254/TPO	9 Sopwith Road	Application made on behalf of PC for works to trees with TPO	For information only-PC are not consultees

### Decision Notices

Ref. No.	Address	Proposed	Comments
14/02369/TPO	Wellington Road	Reduce and thin crowns of 2 mature copper beech trees	Refused
14/02454/FUL	26 Wright Road	Two storey rear extension	Permitted

- The Clerk received an email from Mr Peter Badham indicating that he would be applying to open a pharmacy in the new Market Square and requesting the Parish Council's support. The PC agreed in principle to support this application and will be contacted by NHS Gloucestershire.

5. **Village Hall Electrics:** *To review and consider actions arising from Fixed Wiring Test.*

The test on the Village Hall showed the condition of the installation to be 'unsatisfactory'. Came and Company, the Parish Council's insurance company have confirmed that C2 items highlighted on the report require remedial work if the building continues to be occupied and insurance cover is to continue. The Clerk has obtained an electrical quote for the work at £930.54 ex VAT plus one additional item which needs to be carried out on a 'time and material' basis. The Council resolved to have the works carried out in order to maintain use of the hall until demolition.

The Clerk is to obtain two further quotes from local companies and convene a meeting to consider and accept a quote prior to the September meeting.

6. **Finance:**

- (i) *Progress on new bank signatories:* Cllr Triggs and Cllr Maclean have confirmed that they will produce relevant documentation to the bank within the next few days and will contact the Clerk to confirm.
- (ii) *To consider and authorise payments due (including transfer of funds across budget where necessary)*

*HL*

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Item	Expenditure £	Income £	Retrospective Approval
Akido Invoice 2014/15-017		70.50	
CUR:ve Invoice 2014/15-016		69.00	
Linden Homes Invoice 2014/15-020		36.00	
URYC Invoice 2014/15-018		48.00	
Albion Water 2014/15-023		48.00	
J Bedford Invoice 2014/15-022		48.00	
Viking Invoice 955127	155.05		Y
BT Invoice 09.07.14	145.44		Y
MCL Composites-Replacement Gas Meter Cover for Village Hall	32.59		
Purchase of Parish Councillors Guide & Local Council Administration by Paul Clayden	78.45		
Clerk's Mileage to attend CILCA Mentoring & Finance Courses by GAPTC	59.4		
Purchase of office coffee machine (paid to S Henley)	56.79		
Data Protection Registration Annual Fee to Information Commissioners Office	35		
Cleaning Expenses Village Hall (Paid to V Boshier)	6.41		
Cleaner's Salary (net amount)	163.93		
Clerk's Salary (net amount)	918.49		
McCracken July invoice for grass cutting no. 5740	948		
<b>Totals</b>	<b>2599.55</b>	<b>319.50</b>	

**(a) Virements**

(i) The Chairman requested £6480 to be transferred to the Tree Budget from last year's Tree Budget underspend. However, on further advice it was decided to transfer only £4800 from General Funds as this was the sum committed during the last financial year to pay for the Treeworks invoice.

(ii) Village Hall Maintenance budget - £1400 to be transferred from the Contingency budget to cover estimated cost of electrical repairs to hall.

(iii) To consider retrospective approval of payments (these were approved as shown in above table)

**Grants**

The Clerk advised that, at the Chairman's suggestion, she had contacted the Social Committee and Toddler Group to invite them to apply for grant funding towards use of the village hall in the next round of funding applications in October.

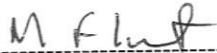
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Date of next full Parish Council Meeting is 1<sup>st</sup> September at 7.30pm

The next Extraordinary meeting is on 6<sup>th</sup> August at 7.30pm.

There being no other business the meeting closed at 14.59hrs.



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Margaret Flint  
Vice Chairman of Upper Rissington Parish Council

Date – 1<sup>st</sup> September 2014