

# 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 Parish Council Meeting

**held on Monday 1<sup>st</sup> December 2014, 7.30pm at Upper Rissington Village Hall**

**Present:** Cllr Edward Timms (Chairman), Cllr Margaret Flint (Vice Chairman), Caroline Maclean, Cllr Michael Triggs

**In attendance:** 6 members of public, (4 additional joined at 8.20pm), District Cllr Venetia Crosbie-Dawson, County Cllr Nigel Moor and Sharon Henley (Clerk/RFO)

1. **Apologies:** Cllrs Stuart Hepburn.
2. **To Receive Declarations of Interest & consider Applications for Dispensation:** There were none.
3. **Minutes:** Minutes were been circulated and approved for signature. They were signed by the Chairman.
4. **Matters Arising:** The Clerk reported on Matters Arising from the meeting on 3<sup>rd</sup> November:
  - (i) **Grass Cutting Tender:** The Tender and advertisements were sent out and 10 contractors expressed an interest. Tenders must be submitted in writing by 15<sup>th</sup> December.
  - (ii) **Meeting with developer:** Councillors, the Clerk and County Cllr Nigel Moor met with Peter Mason of Linden Homes. The following is a summary:
    - Kier reported some delays to construction, therefore March now looks likely for school and community hall handover.
    - Linden will ensure that at least a temporary footpath through to the new development is in place before school is open.
    - Officers' Mess Planning Application: Determination date is 24<sup>th</sup> Dec but ecology issues on bats require mitigation. Developers may further enhance the elevations to look more like the original building. Construction will potentially take place in June 2016.
    - Commercial Phase: This phase is still being advertised. The Co-Op are interested and there is an application for a pharmacy but no interest as yet in the proposed pub.
    - Temporary lighting on the island and approach to the new roundabout on Barrington Road is insufficient and this will be chased up. The new power supply should be in by Christmas or New Year.
    - New footpaths along the main road cannot be surfaced until after electricity work is complete. The Council will be advised on a date for resurfacing.
  - (iii) **Little Hurricanes Toddler Group** are now storing items in the storage room, as agreed.
  - (iv) **Dry Stone Walling** repairs – the contractor has been instructed and the Clerk is chasing a start date.
  - (v) **Active Together Grant Funding** application has been submitted and a one month decision date has been advised.
  - (vi) **The Clerk undertook training** on Money Manager and GAPTC Budget Setting.
  - (vii) **A VAT return** was submitted and the monies have been received.

## 5. **Public Session:**

The revised village hall planning application was discussed (14/02582/FUL) to demolish and re-build with 4 bungalows. Some residents have objected to the amended application. After discussion and input from Cllr Crosbie-Dawson the Council agreed to consider requesting changes to the footpath access to the field. (Discussed in point 7).

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### 6. District/County Councillors Reports:

#### (i) Cllr Venetia Crosbie-Dawson – Cotswold District Council reported:

The Local Plan Consultation will take place mid-January to the end of February to determine the preferred development strategy for the district. The consultation will be on-line and there will be two public meetings, one in the north of the area and one south.

CDC have been awarded £2.9m for 20/20 vision services for work with WODC.

CDC are planning to reduce Council Tax by 3% this coming year, partly through new homes developer funding.

#### (ii) County Cllr Nigel Moor, Gloucestershire County Council reported the following:

Cllr Flint arranged a parish walk-about with GCC Highways and Cllr Moor will progress matters discussed.

Resurfacing is being carried out at Wyck Rissington from 1<sup>st</sup> to 12<sup>th</sup> December.

Cllr Moor attended the Council's meeting with the developer and will investigate the legal situation regarding road adoption.

Officers' Mess Planning Application - GCC Highways raised no objection.

Cllr Moor supported the Council's Active Together grant application.

Revised bus schedule – Cllr Moor will email details of final schedule to the Clerk when available.

Local Transport Plan review will be discussed by the Cabinet in January, running alongside the Local Plan Consultation.

A417 Link Road will be included as part of road improvements within 4/5 years.

The Council asked Cllr Moor to investigate the large green gas box which has recently been installed and obscures visibility to pedestrians crossing the road from the footpath on Wellington Road side to Southgate Court.

Traffic calming is being carried out in Great, Little and Wyck Rissington.

Cllr Moor will investigate the standard of resurfacing in Wyck Rissington as the surface is breaking up after one week in places.


The Council proposed a reduction to 30mph as vehicles enter village from Barrington Road. Cllr Mclean will prepare a plan.

### 7. Planning

#### (i) Update on 14/20582/FUL

#### (ii) New Applications Received

Ref. No.	Address	Proposed	Comments
14/02582/FUL	Demolition of Village Hall/Redevelopment	Demolition of existing village hall and redevelopment with 4 bungalows	No objection. Council suggest path is moved from left to right hand side of bungalows and width increased to 3 metres. In addition, request that construction traffic does not access through Hawker Square and must access across the field or other route.

  
6-1-15

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14/05179/TPO	9 De Havilland Road, Upper Rissington, GL54 2NZ	Sycamore - prune back by 50% removing some of the larger branches and reducing the height of the tree	No objection.
14/04215/FUL	Building 10, Smith Barry Road, Upper Rissington	Demolition of Officers Mess Central Core and erection of 12x4 bed and 2x2 bed residential units. Erection of 16 carports and provision of frontage parking	Updated application with bat surveys. No objection – Council supports application.

(iii) **Decision Notices** – there were none.

(iv) **Community Engagement in the Cotswolds, District Local Plan Site Allocations:** Council have received evidence papers to inform the Non Strategic Housing and Employment Sites Allocations to be considered by CDC Cabinet on 4<sup>th</sup> Dec. A further document will be issued to Parish and Town Councils for a 6 week public consultation period.

The text for Upper Rissington states that *'the only additional development site being considered through the site allocation process (land adjacent to Southgate Court) has recently been granted outline planning permission for up to 26 dwelling (to include 50% affordable housing). Therefore there is no consideration of sites in this section. The Local Plan Development Strategy will discuss the future of Upper Rissington in the plan period.'*

### 8. Village Hall

(i) **New Community Hall:** Progress on formation of Committee. A meeting will be held with the Inaugural Committee to discuss terms of the proposed lease.

(ii) **Lease for new Community Hall:** Proposals will be put to the Inaugural Committee. Council agreed to make funds of up to £1200 available for associated legal fees.

9. **Allotments:** Progress on formation of Committee. Council are considering options following advice from the National Allotments Society and a meeting will be arranged with their advisor.

### 9. Finance

(i) **To consider and authorise payments due:** Council approved payments as per the Receipts and Payments schedule circulated. Schedule available on page 5.

(ii) **To consider and authorise transfer of funds across budgets:** Approved as per schedule of Virements circulated.

(iii) **Discussion on correspondence from HSBC Bank:** The Bank wrote to repeat their request for the Chairman and Cllr Timms to provide the ID documents again, following bank error. It was agreed that Councillors would re-present their ID and the Clerk will request compensation to fund associated mileage claims.

(iv) **Discussion on outstanding Toddler Group invoices:** The Clerk received the village hall keys and £170.40 from the group leader and was informed this was all the group could afford to pay and the group was now closed. After discussion Council instructed the Clerk to write off the remaining £305.60 as a bad debt.

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### 10. Correspondence

- (i) Two emails were received from Brian Hanks. One on the subject of the meeting of 19<sup>th</sup> May and the other on Toddler Group non payment of invoices.
- (ii) A fourth letter has been received from Mrs Heulin on parking. The Clerk will write to advise her to take the matter up with her neighbour.
- (iii) Albion Water wrote regarding use of land they now own behind Smith Barry Crescent to be used by a resident as a paddock for horses. The Clerk was asked to write letters to Albion Water, the developers and the Land Registry Officer to advise that the land is a Public Open Space and sale would breach the section 106 Agreement as the land is to be transferred to the Council at some time in the future.
- (iv) The Social Committee will sponsor use of village hall by Upper Rissington Choir for their practice sessions.


11. **Date of next meeting:** Monday 5<sup>th</sup> January 2015 at 7.30pm.

There being no other business the meeting closed at 20.45 hours.

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Edward Timms  
Chairman of Upper Rissington Parish Council


Date – 5<sup>th</sup> January 2015

  
6.1.15

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Receipts & Payments Approved 1st December 2014					
Description	Expenditure approved 03.11.14- Chq approval only	Chq No	Payment £	Receipt £	Power to Spend
CUR:ve VH inv no 2014/15-059				66.00	
Claire Townsend VH invoice 2014/15-048				18.00	
Albion Water VH invoice 2014/15-061				54.00	
Jules Morgan VH invoice 2014/15-057				60.00	
V Boshier VH invoice 2014/15-056				18.00	
URVC VH invoice 2014/15-060				96.00	
HMRC VAT Reclaim Mar-Oct 14				2903.72	
Aikido V Hall 2014/15-058				66.00	
C Townsend V Hall 2014/15-062				4.00	
Toddler Group Steph Dutson-invoices Feb-Oct 14				170.40	
Annual Membership of The National Allotment Society	X	101027	66.10		LGA 1972 s.111
Ad for grass cutting tender in Witney Gazette	X	101028	76.80		Public Health Act 1875 s164/Open Spaces Act 1906 ss9, 10
Ad for grass cutting in Cotswold/Evesham Journal	X	101029	178.20		
NPower Electricity for V Hall 19.08-17.11.14		DD	263.35		LGA 1972 s.133
Cotsweb.Com Inv. 549 Investigate laptop problems & install add. 4GB memory		101030	103.00		LGA 1972 s.111
Calor Gas inv. 01.11.14- Gas for Village Hall		101031	23.96		LGA 1972 s.133
ABS Accounting-Clerk's Training Money Manager & Budget Spreadsheets		101032	89.90		LGA 1972 s.111
Stationery - Viking inv. 656941		101033	36.53		LGA 1972 s.111
GRCC Annual Subscription		101034	25.00		LGA 1972 s.143
Clerk's Salary Dec & Overtime June-Oct 14		101035	1371.03		LGA 1972 .112 (2)
VH Cleaner's Salary Dec		101036	163.93		LGA 1972 .112 (2)
Clerk's mileage		101037	27.00		LG(FPA)A 1963 s.5
Clerk's expenses - Postage		101037	7.44		LG(FPA)A 1963 s.5
Clerk's expenses - Phone top-up Voucher		101037	10.00		LGA 1972 s.111
<b>Totals</b>			<b>2442.24</b>	<b>3456.12</b>	

  
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