

Upper Rissington Parish Council

Village Hall, Hawker Square Upper Rissington, Gloucestershire, GL54 2NT
Telephone: 01451 810839 / 07773 526735 - Email: clerk@upperrissington-pc.gov.uk

To Members of the Parish Council

You are summoned to attend a **meeting of the Upper Rissington Parish Council** to be held on **Monday 1st June 2014 at 7.00pm** in the **Village Hall** for the transaction of the business stated below. The Public and Press are invited to attend.

1. **Apologies:** To receive apologies of absence.
2. **Declarations of Interest and Dispensation:**
 - (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 granted from the Clerk.
 - (ii) To receive written requests for dispensations for disclosable pecuniary interests (if any).
 - (iii) To consider the grant of any requests for dispensations as appropriate.
 - (iv) To note dispensations granted by the Clerk.
3. **Minutes:** To approve the minutes of the Annual Meeting of the Council held on 19th May 2015.
4. **Matters Arising:** To report on progress from previous meetings not covered under agenda items.
5. **Public Session:** To provide members of the public/press the opportunity to comment on items on the agenda or raise issues for future consideration.
6. **District/County Councillors Reports:** To receive a report on matters of public interest.
7. **Planning:** To review and consider planning application, decisions, appeals and enforcements.
8. **Assistant to Clerk:** To discuss and approve the appointment of a temporary assistant to the Clerk, sourced through a recruitment agency.
9. **New Clerk:** To report the number of applicants, review and agree on the selection process and Interview dates.
10. **A3 printer for the Clerk's Office:** To consider and approve the purchase of an A3 printer for the Clerk's Office, at a cost not exceeding £125.
11. **Internal Auditor:** To approve the return, and any further associated costs, of the Internal Auditor to the Council, Shaun Cullimore, to complete his examination.
12. **New Village Hall:** To receive an update on the handover of the new Village Hall and to review the correspondence from Kendall and Davies relating to:
 - (i) The surrender of the old Village Hall
 - (ii) The transfer to the Council of the new Village Hall
 - (iii) The lease of the new Village Hall to the Village Hall Management CommitteeAnd, following the review, to agree the instructions to be given to the Council's solicitors.
13. **Surveyor:** To approve and appoint a surveyor for the new Village Hall.
14. **Co-option:** To agree an Extraordinary Parish Council meeting date (15th June 2015) to co-opt volunteers to the council.
15. **Parish Council Website:** To discuss and approve payment to Jerry Flint for website hosting services.
16. **Grant Applications/Funding Requests:** To consider and approve Grant Applications/ Funding Requests received.

17. Finance:

- (i) To consider and authorise payments due (including vire/transfer of funds across budgets where necessary).
- (ii) Update on bank signatories.
- (iii) Any other financial matters.

15. Correspondence for information: To review correspondence received since the last meeting.

16. 'Around the Village: Matters not covered by other agenda items that need addressing or noting.

17. Date of next meeting: To confirm the date of the next meeting.

D. Laird.

Dawn Laird
Acting Clerk to Upper Rissington Parish Council

Date: 26th May 2015