

# Upper Rissington Parish Council

Village Hall, Hawker Square, Upper Rissington, Gloucestershire, GL54 2NT  
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## Agenda

You are invited to attend a **Meeting of Upper Rissington Parish Council** to be held on **Monday, 6<sup>th</sup> July 2015 at 7.30pm** 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 for absence.*
2. **To Receive Declarations of Interest and consider Applications for Dispensation**
3. **Minutes:** *To approve and sign the Minutes of the Parish Council Meetings on Monday 1<sup>st</sup> June, Monday 15<sup>th</sup> June, Monday 22<sup>nd</sup> June and Friday 26<sup>th</sup> June 2015.*
4. **Matters Arising:** *Clerk's report on progress from previous meetings not covered under Agenda items – for information only.*
5. **Public Session:** *To provide members of the public/press with the opportunity to comment on items on the Agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 15 minutes.*
6. **Co-option (the Chairman for this item will be Cllr Hanks and Cllr MacLean will be excluded from participating):** *To discuss applications received and agree co-option of volunteers to the Council. (if the Council receives more than four Expressions of Interest, voting will be by Ballot. Each councillor will have a number of votes corresponding to the number of seats. Each Councillor will cast their votes. The casting of votes will be public. Candidates gaining a majority of votes will be co-opted. All ballot papers will be open for public inspection).*
7. **Declaration of Acceptance of Office:** *To accept the Declaration of Acceptance of Office from co-opted members.*
8. **District/County Councillors' Reports:** *To receive reports for information.*
9. **Planning:**
  - i) *To consider new Applications received*
  - ii) *To note Decision Notices received*
10. **Position of Deputy Clerk/RFO:** *To agree that the position be un-remunerated.*
11. **Appointment of Deputy Clerk/RFO:** *To consider appointing Cllr Laird as Deputy Clerk/RFO to the Council.*
12. **New Village (Community) Hall:**
  - (i) *Update on taking on building from Developer*
  - (ii) *Update on lease to VHT*
  - (iii) *Discuss and agree rent to be charged by PC to VHT*
  - (iv) *Discuss and agree that the lease to VHT has covered consent from the Secretary of State*
13. **Finance:**
  - i) *Review of Internal Audit report*
  - ii) *Summary of spend to date compared to budget for review and approval*
  - iii) *Summary of bank balances for review and approval*
  - iv) *To approve adding newly co-opted members as signatories to the bank mandate*
  - v) *To approve commitments by the Acting Clerk for the repair of the Village Hall windows*
  - vi) *To consider and authorise payments due*
  - vii) *Any other financial matters*
14. **Correspondence:** *To review correspondence received and agree on suitable actions.*
15. **Date of next meeting:** *To confirm date of the next meeting.*



Debbie Hill

Clerk to Upper Rissington Parish Council

30<sup>th</sup> June 2015