

Upper Rissington Parish Council

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

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Minutes of Extraordinary Parish Council Meeting held on Monday 25th January 2016, 7.30pm at Upper Rissington Village Hall

Present: Cllrs Caroline Maclean (Chairman), Jason Corban and Andrew Maclean

In attendance: 30 members of the public, Debbie Hill (Clerk/RFO), District Cllr Mark Mackenzie-Charrington and Nigel Adams – Cotswold District Council

1. **Apologies:** Cllrs Brian Hanks (Vice Chairman), David Arnold and Dawn Laird
 2. **To Receive Declarations of Interest and consider Applications for Dispensation:** None
 3. **Public Session:** the meeting was suspended in order for the public to raise issues for a period of 15 minutes. The following matters were raised:
 - Flexibility of the s106 agreement from the Developers and the strain on existing facilities
 - Business units were promised and many small businesses could benefit from renting them if made available
 - Cotswold District Council's development strategy plan was queried and whether any additional houses would take the village over the agreed quota for the village. If this was the case then the area earmarked for business units should be left as green space
 - Dog fouling on playing field is particularly bad
 - Dog fouling to be a future agenda item
 - Parish Council land ownership was queried – to be covered under agenda item 8
 - The closed session was queried as to whether it was appropriate
 - How much of the £8k left from the Developer payment to the Parish Council would be available for the Village Hall Trust
 - Broken fence lying in pieces on northern part of the site close to the bus stop
 - Ownership of communal parking spaces for terraced and semi-detached houses in the village – to be covered under agenda item 8
 - Retaining wall on Sopwith Road is damaged
 - Dog fouling appears to worsen over the winter months. Could the Parish Council consider signs and installing bins in Victory Fields
 - The Developers should be encouraged to complete all their current s106 obligations before any further planning applications are made
 - Consider further village requirements in light of latest planning application
 - Request for undertaking that the Village Hall Trust should retain oversight for the running of the new Village Hall
 - Nigel Adams, Cotswold District Council commented on the closed session and it was agreed to discuss part of the village hall discussion under agenda item 6
 4. **Minutes:** The Minutes of the Parish Council Meetings held on Monday 23rd November were unanimously approved and signed by the Chairman. This was proposed by Cllr Jason Corban and seconded by Cllr Andrew Maclean.
- The meeting adjourned at 20:11 for the Chairman to get a glass of water and resumed at 20:12
5. **Planning:** *To consider new application received and agree the Council's response relating to the erection of 24 dwellings, car parking and associated landscaping off Delfin Way – 15/05039/FUL* – It is understood that the Developer has tried but failed to generate any interest in the business units. The Developer has offered to fund a pre-fabricated Nursery School up to a value of £300k on the site on the existing school by way of a planning obligation if the additional 24 houses were to be given planning permission. Cllr Andrew Maclean suggested that the Parish Council may like to comment that the Developers should be required to complete landscaping works, tennis courts, sports pitches and to provide employment space elsewhere on the site as a minimum requirement. Cllr Jason Corban expressed concern that if the units were to be built and subsequently not be occupied this could cause

additional problems for the village. Cllr Caroline Maclean felt that the units would not be left unoccupied. It was noted that the school currently has one empty classroom and there are 30 children currently in the nursery. Once this closes there will be no nursery provision in the village. Cllr Andrew Maclean felt that the s106 should be adhered to and the Developers should be required to provide employment space in other areas. Cllr Andrew Maclean explained that the Parish Council is only a Statutory Consultee in the planning process. Cllr Andrew Maclean proposed a motion that the Parish Council would support the application subject to completion of a nursery school, existing planning obligations and provision of employment space elsewhere on the development site. The motion was seconded by Cllr Jason Corban and it was agreed unanimously.

- 6. New Village Hall:** *To consider the offer from Linden/Bovis of a one-off goodwill payment to the Parish Council of £40,000 by way of contribution towards Stamp Duty Land Tax, legal costs and maintenance payments* - The Parish Council has received an unconditional offer for £40,000 from Linden/Bovis. It was agreed that this was a reasonable offer but that the Parish Council should continue to lobby to not have to pay the Stamp Duty Land Tax. This was agreed unanimously and was proposed by Cllr Andrew Maclean and seconded by Cllr Caroline Maclean. It was noted that the current insurers had advised that the Parish Council should be responsible for the building section when insuring the new Village Hall. This requirement will necessitate a change to the previously agreed Heads of Terms for the lease of the new Village Hall to the Village Hall Trust. This was agreed unanimously and was proposed by Cllr Jason Corban and seconded by Cllr Andrew Maclean.

7. Finance:

- i) *To consider and authorise payments due* – Payments were agreed in accordance with the Payments List below.
- ii) *To consider and authorise vires from Contingency/Reserves* – The vires were agreed to cover the Cleaners salary payment and the NPower direct debit.
- iii) *To agree 2016/17 budget* - The budget had been circulated to members prior to the meeting for consideration. Spending on projects for 2016/17 was reduced by £10,500 resulting in a budget of £70,685. £1,100 will be released from earmarked reserves for rates as this amount is no longer required due to the new Village Hall. A sum of £2,000 will be moved into general reserves. This was unanimously agreed and was proposed by Cllr Jason Corban and seconded by Cllr Caroline Maclean.
- iv) *To agree 2016/17 Precept* - The Precept required to meet the budget detailed in item iii) above is £71,585 which represents a 5.9% increase on 2015/16. The tax base for 2016/17 is 545.2 giving a Band D rate of £131.30. This was unanimously agreed and was proposed by Cllr Caroline Maclean and seconded by Cllr Andrew Maclean.

8. Parish Council Land:

- i) *To consider appointing Simon Escreet to complete the project to identify Parish Council land ownership in Upper Rissington at a cost of around £350* – This was agreed unanimously subject to confirmation that the work can be completed with this additional spend once a response has been received to the enquiry made with Grainger plc. This was proposed by Cllr Jason Corban and seconded by Cllr Andrew Maclean.
- ii) *To consider whether to authorise hedgerow trimming on land that the Parish Council is unsure whether they own, but that has historically been authorised and paid for by the Parish Council* – The Parish Council agreed to cut the hedgerow and requested the Clerk to attempt to obtain three estimates. This was agreed unanimously and was proposed by Cllr Andrew Maclean and seconded by Cllr Caroline Maclean.
- iii) *To consider purchasing a memorial bench for Jubilee Gardens for the Queen's 90th birthday* – This was unanimously agreed at a cost of no more than £1,000 to include permanently securing the bench to the ground. This was proposed by Cllr Jason Corban and seconded by Cllr Caroline Maclean.

- 9. Date of next meeting:** *To confirm the date of the next meeting* – Monday 7th March at 7.30pm.

10. Village Hall Legal Matters:

- i) *To discuss the latest comments received from the Village Hall Trust's Solicitor and to agree Parish Council responses – It was agreed unanimously to defer this discussion to a future Extraordinary Meeting.*
- ii) *To discuss wording amendments to the Heads of Terms in respect of responsibility for insuring the Village Hall, maintenance payments and charging for Parish Council meetings – It was unanimously agreed that £8,000 would be made available for maintenance payments to the Village Hall Trust. It was unanimously agreed that the Parish Council would like all Parish Council meetings to be held free of charge in the new Village Hall.*
- iii) *To authorise the Clerk to agree the wording with the Village Hall Trust – Deferred until after the Extraordinary Meeting.*

11. To resolve to move into a closed session: It was unanimously agreed to move into a closed session.

12. Separate Business: Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a, it was resolved that the public and press should leave the meeting during the consideration of:

Staffing Matters: the Clerk's six month probationary review has been delayed due to exceptional circumstances and will now take place in February. The Clerk's overtime payment for December was agreed in accordance with the Payments List below.

There being no further business the meeting closed at 21:38hrs.



Cllr Caroline Maclean (Chairman)

7th March 2016

Payments List for Parish Council Meeting – 25th January 2016

Payee	Details	Invoice Date	Amount	Cheque Number	Power to Spend
HMRC	Q3 PAYE payment - retrospective approval for cheque issued on 11-01-2016 due to payment deadline	—	765.69	100040	LGA 1972 s112(2)
GRCC	Membership Renewal	14-12-2015	25.00	100041	LGA 1972 s143
BT	Telephone & Broadband	09-01-2016	168.57	100042	LGA 1972 s133
HCI Data Ltd	Domain Renewal	21-01-2016	69.75	100043	LGA 1972 s142
Payroll ** (part)	January payroll	—	1,153.82	100044 & 100046	LGA 1972 s112(2)
Robin J Perry Ltd	Replace strip lights in village hall	15-01-2016	207.12	100047	LG 1972 s133
Npower **	Direct Debit	03-12-2015	583.09	DD	LGA 1972 s133
D Hill	Overtime - December	December	175.89	100048	LGA 1972 s112(2)
TOTAL			3148.93		

** money to meet payment to be moved from Contingency budget

** money to meet payment to be moved from Reserves

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