

Upper Rissington Parish Council

Village Hall, Wellington Road, Upper Rissington, Gloucestershire, GL54 2QW

Email: clerk@upperrissington-pc.gov.uk

Minutes of Parish Council Meeting

held on Monday 27th February 2017, 7.30pm at Upper Rissington Village Hall

Councillors Present: Brian Hanks (BH), Dawn Laird (DL), Jason Corban (Chair) (JC)

In attendance: County Councilor Nigel Moor (from 19:41), three members of the public, Clerk Debbie Hill

Cllr Corban opened the meeting and thanked Caroline Maclean for all her had work as Chairman.

1. **Apologies:** Andrew Maclean and David Arnold.
2. **To Receive Declarations of Interest and consider Applications for Dispensation:** None.
3. **Public Session:** The following points were made during the public session:
 - The last Parish Council meeting was cancelled. The budget would have been prepared for that meeting. Have any changes been made to the budget since then?
 - The field on the south side by Mitchell Way entrance has had top soil added and the level of soil has increased. If the area is to be used for football it will require a higher fence.
 - The field by the Officer's Mess has recently been shut off. Bovis have said that they aim to re-open this in June 2017.
4. **Finance:**
 - (i) *To consider and authorise payments due* – Payments were agreed in accordance with the Payments List below. Payments to Parish Online and Gloucestershire Playing Fields Association were not approved. Proposed by JC, seconded by BH. **Motion carried.** The Clerk was asked to contact Parish Online to check that the invoice was for the correct amount due to it being based on population figures from the 2007 census. The Clerk was asked to circulate additional information relating to the services offered by Gloucestershire Playing Fields Association and to check that this was a body that the Council had agreed to subscribe to.
 - (ii) *To consider and authorise vires* - Vires totalling £1,563.93 were authorised from Village Maintenance.
 - (iii) *To approve critical payments made prior to the Extraordinary Parish Council Meeting* – Retrospective payments were agreed in accordance with the payments list below. The retrospective payments to BT, V Boshier and D Hill were proposed by JC and seconded by BH. DL abstained. **Motion carried.** The retrospective payment to Npower was not approved. Proposed by BH, seconded by DL. **Motion carried.** The Clerk was asked to contact Npower to clarify the billing amounts in relation to the estimates used and the unit prices applied. The Clerk was asked to change the address for the Village Hall with contractors and suppliers as necessary.
 - (iv) *To discuss and agree 2017/18 budget* – JC advised the meeting that it would be proposed to defer this agenda item. The result of this would be that Cotswold District Council would set the Precept to £73,017 and that Band D would see an overall reduction in their Precept to Upper Rissington Parish Council of 8.8%. The Council was aiming to reduce their reserves over the next two years to be in line with the recommended reserves of six months of the budget. Members still required further information. There will be a review of the process but there was no one specific problem that had led to this situation. The Chairman proposed that this agenda item should be deferred. Proposed by JC, seconded by BH. **Motion carried.**

(v) *To discuss and agree 2017/18 Precept* – This agenda item was deferred. Proposed by JC, seconded by BH. **Motion carried.** The Council agreed that an investigation would take place into why the Precept had not been set.

(vi) *To appoint Arrow Accounting as Internal Auditor for 2016/17* – The Clerk was asked to clarify wording on the documentation relating to the date of returning the checklist and the date stated in the fees section. Item deferred to the next meeting pending receipt of this information.

5. New Village Hall: To consider the three quotes for a lightning protection system test and inspection and agree the preferred contractor – The three quotes were discussed and it was proposed to appoint PTSG to undertake the work. Proposed by JC, seconded by BH. **Motion carried.** The Clerk was asked to contact PTSG to obtain a copy of the company’s PL insurance and check that they were covered for £10m.

6. Date of the Next Meeting: *To confirm the date of the next meeting* – The next regular Parish Council meeting will be held on Monday 6th March at 7.30pm.

The meeting closed at 20:30.

Signature of Chairman upon approval of Minutes 3rd April 2017

Copies of Minutes to:

County Councillor Nigel Moor
District Councillor Mark Mackenzie-Charrington

Payments List 27th February 2017

Payee	Details	Invoice Date	Amount	Cheque Number	Power to Spend
Npower ** (retrospective)	Gas supply 30/9/16 - 2/1/17	11/01/2017	£1,364.51	100180	LGA 1972 s.133
BT ** (retrospective)	Telephone & Broadband	09/01/2017	£133.60	100181	LGA 1972 s.133
D Hill (retrospective)	Clerk Salary - February	-	£1,021.22	100182	LGA 1972 s.112(2)
V Boshier ** (retrospective)	Cleaner Salary - February	-	£205.83	100183	LGA 1972 s.112(2)
Debbie Hill ** (part) (retrospective)	Expenses - January	-	£72.01	100184	LGA 1972 s.133 & LGA 1972 s.111
Kinetic Systems (Bristol) Ltd. **	Heating Controls System Checks & Training Session	12/01/2017	£255.00	100185	LGA 1972 s.133
K M Cleaning **	Provision and service of saitary bins and nappy unit	23/01/2017	£306.00	100186	LGA 1972 s.133
Cotswold District Council	Business Rates - February payment	02/08/2016	£90.00	100187	LGA 1972 s.133
Parish Online	Annual Subscription	26/09/2016	£33.60	100188	LGA 1972 s.143
Gloucestershire Playing Fields Association	Annual Subscription	-	£50.00	100189	LGA 1972 s.143
NALC	Local Councils Explained publication	18/01/2017	£54.99	100190	LGA 1972 s.111
City Fire Protection Ltd	Inspection of fire alarm system, fire extinguishers, fire blankets and emergency lighting system.. Replacement of emergency lighting battery packs	26/01/2017	£660.00	100191	LGA 1972 s.133
McCracken & Son Ltd	Hedge Cutting & Play Park repairs	31/01/2017	£1,668.00	100192	LG(MP)A 1976 s19(3)
M Tomlinson	Refund of £100 special deposit 049	-	£100.00	100193	n/a
R Hamilton	Refund of £100 special deposit 053	-	£100.00	100194	n/a
S Dutson	Refund of £100 special deposit 063	-	£100.00	100195	n/a
K Majerus	Refund of £100 special deposit 035	-	£100.00	100196	n/a
TOTAL			£6,314.76		

** money to meet payment to be vired