

# Upper Rissington Parish Council

## Notice of Parish Council Meeting

I hereby give notice that a Parish Council Meeting will be held in Upper Rissington Village Hall, Wellington Road on **Monday 3<sup>rd</sup> April 2017 at 7.30pm.**

**Members of the Council** are hereby summoned to attend for the business of considering and resolving upon the matters as set out below. **All Residents** of the Parish and **Press** are welcome to attend.



**Debbie Hill**  
Clerk to Upper Rissington Parish Council

28<sup>th</sup> March 2017

## Agenda

- 1. Election of Chairman until the Annual Meeting and to receive Declaration of Acceptance of Office**
- 2. Election of Vice-Chairman until the Annual Meeting and to receive Declaration of Acceptance of Office:** *in the event that the current Vice-Chairman is proposed for the position of Chairman and is successful. If the Vice-Chairman does not become Chairman then this agenda item will be withdrawn.*
- 3. Apologies:** *To receive apologies for absence.*
- 4. To Receive Declarations of Interest and Consider Applications for Dispensation**
- 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 and three minutes per person.*
- 6. Co-option:** *To discuss applications received and agree co-option of up to two volunteers to the Council. (If the Council receives more than two 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. Minutes:** *To approve and authorise the Chairman to sign the minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> January 2017 and the Extraordinary Parish Council Meeting held on Monday 27<sup>th</sup> February 2017.*
- 10. Outstanding Actions from Previous Meetings:** *Report on progress from previous meetings not covered under agenda items – for information only.*

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## 11. Planning:

- (i) *To note applications with an expired deadline:*
  - 17/00940/TPO – 20 Bristol Road, Upper Rissington – works to Maple (T1) in front garden
- (ii) *To note decision notices received:*
  - 16/04554/CLOPUD – 7 Beechcraft Road, Upper Rissington – replacement wooden shed – APPLICATION PERMITTED
  - 16/04450/FUL – 21 Beechcraft Road, Upper Rissington – proposed loft conversion including rooflights & dormer window – APPLICATION PERMITTED
  - 16/04845/TPO – 1 Harris Gardens, Upper Rissington – Beech T1, Maples T2 & T3 crown reduction & crown thinning by 25% - APPLICATION PERMITTED
  - 17/00075/TPO – 1 Avro Road, Upper Rissington – works to trees with a TPO – APPLICATION PERMITTED
  - 17/00593/ADV – 1 Village Square (Victory Fields), Upper Rissington – advertisement signs – APPLICATION PERMITTED
  - 17/00674/FUL – 3 Blenheim Close, Upper Rissington – replacement single storey rear extension and alterations to garage to create an office (revision to planning permission 16/02892/FUL to include conversion of uncovered World War Two air raid shelter) – APPLICATION PERMITTED
  - 17/00641/FUL – 4 Hercules Close, Upper Rissington – addition of three new windows to southeast elevation and new glazed door to garage – APPLICATION PERMITTED

## 12. Finance:

- (i) *Review expenditure to 31/3/17*
- (ii) *To authorise retrospective salary payments made prior to the meeting*
- (iii) *To agree 2017/18 budget*
- (iv) *To agree 2017/18 precept*
- (v) *To consider and authorise payments due*
- (vi) *To consider and authorise vires required for 2016/17 and 207/18*
- (vii) *Review and sign off bank reconciliation*
- (viii) *To appoint Arrow Accounting as Internal Auditor for 2016/17*

## 13. Development to Land at Upper Rissington Planning Agreement under s.106 dated 29<sup>th</sup> January 2010:

- (i) *To acknowledge receipt of the duplicate letter dated 16<sup>th</sup> September 2016 from Bhavna Patel, Group Manager – Legal and Property Services at Cotswold District Council regarding the transfer of the Community/Sports Hall to Upper Rissington Parish Council and the one-off payment of the maintenance sum payable upon transfer*
- (ii) *To authorise the Proper Officer to confirm receipt of the letter*

## 14. Transport Infrastructure Improvements: *To agree to adopt and maintain a new bus shelter at Mitchell Way from Gloucestershire County Council.*

## 15. Application for New Premises Licence: *To note to the Licensing Application C/17/00224/PRMA at Unit 1, Gloster Court, Michell Way, Upper Rissington.*

## 16. Correspondence: *To inform Councillors of correspondence received since the last meeting.*

## 17. Date of the Next Meeting: *To confirm the date of the next meeting.*

## 18. To resolve to move in to a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a: *The public and press should leave the meeting during the consideration of:*

## 19. To discuss and agree Clerk's holiday request

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## 20. Clerk's Appraisal

- (i) *To review and agree Clerk's appraisal*
- (ii) *To consider and agree Clerk's incremental pay rise*
- (iii) *To agree next steps following Clerk's appraisal*