

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 Thursday 25th May 2017, 4.30pm at Upper Rissington Village Hall

Councillors Present: Brian Hanks (BH), Dawn Laird (DL), David Arnold (DA)

In attendance: Nine members of the public, Clerk Debbie Hill

Before proceedings commenced, the Chairman announced there would be no discussion for Agenda Item 9 and it would only be noted the report had been received and read.

1. **Apologies:** None.
2. **To Receive Declarations of Interest and consider Applications for Dispensation:** None.
3. **Public Session:**
 - Two semi-detached houses have been built on each end of building 41 and 42. Query as to whether this was in the original plans
 - Why will co-option have taken nearly three months to be discussed at a Parish Council meeting when the Council is desperate for new Councillors. The Chairman stated he was only aware of the recent Expressions of Interest
 - Why has co-option not been added to the agenda for this meeting. The Chairman replied that it would not be best practice to co-opt at a daytime meeting.
4. **Apologies:** Not applicable – see Item 1
5. **To Receive Declarations of Interest and Consider Applications for Dispensation:** None.
6. **Finance:**
 - (i) *To retrospectively authorise payments made prior to the meeting* – payments had been made to Dean Beard, Npower, BT and for May salary payments. Proposed DL, seconded BH. **Motion carried**
 - (ii) *To consider and authorise payments due* – payments were agreed in accordance with the payments list below, totalling £3,654.45 (excluding the retrospective payments). DL queried the running total of legal fees for URVH Management Trust to date. The Clerk will calculate the total amount and advise the Councillors. Proposed by DA, seconded by DL. **Motion carried.**
 - (iii) *To consider and authorise vires required from contingency* – proposed by DL, seconded by DA. **Motion carried.**
 - (iv) *To note National Joint Council for Local Government Services (NJC) 2016-18 National Salary Award and incremental pay rise for Clerk effective from 1st April 2017* – the National Salary Award of 1% was noted.
7. **Trees:** *To consider three quotes / estimates for preparatory groundworks and replanting of trees / shrubs at 4 Vickers Road, being subject to a claim under the Council's insurance policy* - the insurance claim was noted. Only two quotes have been provided, but no quotes were considered due to the insurance claim. The Clerk was asked to check whether making another claim will have an impact on the insurance premium.

8. **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:**
Proposed by DL, seconded by DA. **Motion carried.**

9. **Complaints:** Please see Minute reference 23/2017 – page 4 of 4, held in a separate Confidential Minute File.

10. **HR Advice:** Please see Minute reference 23/2017 – page 4 of 4, held in a separate Confidential Minute File.

Signature of Chairman upon approval of Minutes 12th July 2017

Copies of Minutes to:
County Councillor Nigel Moor
District Councillor Mark MacKenzie-Charrington

Payments List - 25th May 2017

Payee	Details	Date of Invoice	Amount	Cheque Number	Date of minute approving (if applicable)	Power to Spend
Converse Law	Village Hall Trust Legal Costs	27/04/2017	£1,209.00	100215	19/01/15 - 5	LGA 1972 s.133
PTSG Electrical Services Ltd **	Lightning Protection System Test & Inspection	24/03/2017	£186.00	100216	27/02/2017	LGA 1972 s.133
K R Electrical Products Ltd **	Emergency light replacement	19/04/2017	£69.00	100217	-	LGA 1972 s.133
West Oxfordshire District Council	Grass cutting March	19/04/2017	£1,523.40	100218	05/01/15 - 8	HA 1980 s.96
Town & Country Trees Ltd	Arboricultural services (emergency spend)	04/05/2017	£240.00	100219	-	HA 1980 s.96
West Oxfordshire District Council	Play park inspection April	23/05/2017	£18.26	100220	15/06/15 - 8	LG(MP)A 1976 s.19(3)
Hy-clean Supplies Limited **	Village Hall Cleaning Supplies	24/03/17 & 28/04/17	£80.62	100221	-	LGA 1972 s.133
V Boshier	Expenses	-	£3.59	100222	-	LGA 1972 s.112(2)
D Hill	Expenses	-	£13.78	100223	-	LGA 1972 s.112(2)
Greenfields Garden Services Ltd	Repairs to play ramp at play park (emergency spend)	05/05/2017	£310.80	100224	-	LG(MP)A 1976 s.19(3)
TOTAL			£3,654.45			
Dean Beard (retrospective)	Sports Equipment repayment from grant funds	24/03/2017	£164.28	100210		
Npower (retrospective)**	Gas supply	11/04/2017	£2,466.32	100211		LGA 1972 s.133
BT plc (retrospective)	Telephone & Broadband	09/04/2017	£117.37	100212		LGA 1972 s.133
D Hill (retrospective)	Clerk Salary - May plus adjustment for April	-	£1,055.23	100213		LGA 1972 s.112(2)
V Boshier (retrospective) **	Cleaner Salary - May less adjustment for April	-	£181.96	100214		LGA 1972 s.112(2)
TOTAL			£3,985.16			
** money to meet payment to be vired						