

# Upper Rissington Parish Council

## Minutes of Parish Council Meeting

held on Wednesday 12<sup>th</sup> July 2017, 7.30pm at Upper Rissington Village Hall

**Councillors Present:** Brian Hanks (BH) (Chairman), Dawn Laird (DL) (Deputy Clerk, taking minutes), David Arnold (DA).

**In attendance:** 16 members of the public. County Cllr Nigel Moor, District Cllr Mark MacKenzie-Charrington.

1. **Apologies:** None
2. **To Receive Declarations of Interest and Consider Applications for Dispensation.** None
3. **Public Session:** The following points were made during the public session:
  - Several residents queried why some cheque numbers were not appearing on the payments list.
  - The Chairman of the Village Hall Management Trust read out a statement about keys for the village hall.
4. **County Councillors' reports:** The County Councillor reported the following:
  - Success had been achieved in securing a £1000 grant for the Scout Group.
  - World Jungle is organizing activities for children in August; Ben Ward to send details of the programme.
  - A meeting with Linden/Bovis took place on 29<sup>th</sup> June.
  - Discussion on highway planning issues has stalled, but a follow-up meeting is planned, when a further update will follow. A full safety audit will be conducted prior to completion. (Residents raised several concerns regarding wheelchair access within the village).
  - Adoption of highways being phased over three stages.
5. **District Councillors' reports:** The District Councillor reported the following:
  - County Cllr Moor has summarized the most important issues facing the village.
  - Asked residents to continue to e-mail the planning department with concerns.
  - Promised to put the strength of the District Council behind the highways issues.
  - Mentioned one TPO application, but no contentious planning applications to report.
  - Agreed to formally approach Geoffrey Clifton-Brown MP to support WASPI – the campaign against pension inequality for women born in the 1950's.
  - Extending parking provision in Cirencester is taking longer than hoped due to difficulty finding third-party land.
  - Work has halted on the nursery due to the discovery of a gas main, but re-siting has been approved. (Residents informed the District Cllr the contractors had gone out of business).
6. **Minutes:**
  - (i) The Minutes of the Annual Parish Council Meeting held on Monday 22<sup>nd</sup> May 2017 were approved as a true record. Proposed by DL, seconded by DA. **Motion unanimously agreed.**
  - (ii) The Minutes of the Extraordinary Meeting held on Thursday 25<sup>th</sup> May 2017 were approved as a true record. Proposed by DA, seconded by DL. **Motion unanimously agreed.**
7. **Outstanding Actions from Previous Meetings:** The Acting Clerk reported the following:
  - Section 1 and 2 of the Annual Return should have been approved by 30<sup>th</sup> June 2017.
  - Notice of Electors' Rights should have been published to include the first ten working days of July.
  - Internal Auditor postponed the meeting to allow more time for the information required to be sent to him.
  - Grant Thornton had been contacted to explain the failure to comply with Annual Return requirements and the submission deadline has been extended to the end of August.
  - Met with an experienced and well-qualified clerk to gauge how much work was needed to complete the Annual Return – further discussion was to be had under item 14.

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- Miele vacuum cleaner and v-mop have been transferred to the Village Hall Management Trust (VHMT) at a cost £110 - Acting Clerk to invoice the VHMT.
- Paint to mark the sports pitches has been ordered and delivered to the sports committee.
- An update was given on the progress with the insurance claim for the accidental removal of a trees on Vickers Road. The insurer had approved the second quote, but the resident had not been consulted on the design. Insurer has agreed the Council is able to re-submit quotes on a like-for-like basis.
- The grass contractor accidentally cut a badly-laid cable on the playing field. No residents seemed to have been affected.
- PATA (UK) will charge a holding fee of £2.50 per month whilst the Council recruits a new clerk.
- Difficulty being experienced understanding why the lightning protection system is generating such high readings. Councillors requested this be added to the August Agenda.
- Asset register needs updating.
- Searches have been carried out for the Grainger land transfer. Awaiting further news from their solicitor.
- Insurance contents cover has been deleted for the office equipment, but the policy has automatic cover up to £5000. To be discussed further under item 12.
- Npower had no notification PC responsibility for utility bills ended on 1<sup>st</sup> June. Energy supplier was changed on 5<sup>th</sup> June. PC need to complete a Change of Occupier form.
- Tree works phase 2 was halted when a resident's tree was inadvertently removed. No attempt to resume the tree maintenance schedule has been identified.
- Water leak in the Jubilee Garden has been reported.
- Maintenance programme for the Jubilee Garden needs to be determined.
- Bovis/Linden have agreed to fund the purchase and installation of a notice board for the village. To be discussed further under item 17.
- Road sign at Sandy Lane Court still uprooted.
- UBICO street clean – was not actioned last year and appears too late now.
- Approximately £1,000 of hall hire fees outstanding; many dating back to last year. Approximately half has been collected and remaining amounts will be chased.
- Insurance excess for damage to partition door has not yet been collected.
- An additional bank account has not been opened.
- Policies from the 22<sup>nd</sup> May PC Meeting still need to be written.
- Litter pick date needs to be arranged.
- Website needs a good tidy-up.

The Council agreed it was appropriate for the Deputy Clerk to make the Annual Return, Grainger land transfer and Vickers Road tree replacement her priority.

- 8. Co-option:** Voting on each vacancy was conducted by show of hands and in accordance with the advice received from the Returning Officer at Cotswold District Council. Four residents (Martin Johnstone, Amos Peek, Rosie Webber and Kelvin Walker), each receiving an absolute majority, were duly co-opted to serve as councillors for Upper Rissington Parish Council until May 2019, when the next Parish Council elections will be held. Proposed by DA, seconded by DL. **Motion unanimously carried.**

The County Councillor expressed his disappointment there had not been an election for the vacant seats and questioned the Chairman on the subject. The Chairman advised the statutory notices had, to the best of his knowledge, been displayed by the Clerk for the requisite amount of time and an election was only called at the request of ten or more residents. This interest had not been forthcoming. Residents continued to challenge the Council on the validity of the co-option process and much unrest resulted, culminating in the refusal of Cllr Arnold to subject himself to such intense hostility and he left the room. The meeting became inquorate and abruptly ended circa 20:18.

Signature of Chairman upon approval of Minutes.....31<sup>st</sup> July 2017

Copies of Minutes to:  
County Councillor Moor  
District Councillor Mackenzie-Charrington