

# Upper Rissington Parish Council

## Minutes of Parish Council Meeting

held on 9<sup>th</sup> August 2017, 7:30pm at Upper Rissington Village Hall

**Councillors Present:** Brian Hanks (BH) (Chairman), Dawn Laird (DL) (Acting clerk, taking minutes), Martin Johnstone (MJ), Amos Peek (AP), Rosie Webber (RW).

**In attendance:** 9 members of the public. District Councillor Mark Mackenzie-Charrington.

1. **Apologies:** County Councillor Moor sent his apologies.
2. **To Receive Declarations of Interest and Consider Applications for Dispensation – None**
3. **Vice-Chairman:**
  - (i) *To accept nominations and appoint a vice-chairman* – It was agreed to defer the election of a vice-chairman until after the two vacant seats have been decided.
  - (ii) *To receive the Declaration of Acceptance of Office following 3(i)* – Not applicable.
4. **Public Session:** The following points were made during the public session:
  - Has the Parish Council been approached by the Developers to vary the s.106 Agreement?
  - Can the location of the notice board be re-considered – would the shop area be more suitable?
  - Is item 15 confirmation of the NDP group?
  - Can Cllr Laird confirm she will abstain from voting on the 'KM tree' in Item 16?
5. **District Councillor's Report:** The District Councillor reported the following:
  - The Developers would like to give a presentation to the village regarding open spaces/landscaping plans.
  - There are three outstanding planning applications.
  - A revised layout will be submitted for the public house and B1 use areas. Interest has been shown in the new layout.
  - No news on the nursery, but will not be opening in September.
  - There is no interest in the old Co-op site for medical services use.
6. **County Councillor's Report:** A full report would be given at the September meeting.

One member of the public arrived at this juncture, making a total of ten.

7. **Minutes:** The Chairman noted part of the minutes were confidential and therefore would be considered in a confidential session at the end of the meeting. The Minutes of the Parish Council Meeting held on 31<sup>st</sup> July 2017 were approved as a true record. The Chairman signed at the end of the meeting. Proposed by AP, seconded by MJ. **Motion unanimously agreed.**
8. **Outstanding Actions from Previous Meetings:** The Acting Clerk reported the following:
  - The Annual Play Park Inspection is scheduled to take place in September.
  - Quotes are still awaited for the concrete base for the table tennis table.
  - The notice board has been ordered – delivery expected in 4-6 weeks.
  - The sports field is to be line-marked within the week.
  - Quotes are still awaited for the Siskin Road tree.
  - The cost for GAPTC to run a bespoke training session has been received.
9. **Planning:**
  - (i) There were no new applications at the time of writing the agenda, but the Acting Clerk reported the notification received on 9.8.16 04:16 and was asked to call an extraordinary meeting, should it be deemed necessary, once the details had been reviewed:
    - 17/02579/TPO – *Decision pending for tree work to 10 De Havilland, Upper Rissington, GL54 2NZ*

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- 17/03193/Comply – Compliance with conditions 5, 9 and 10 – Conversion and change of use of existing airfield control tower into a single dwelling – Control Tower at Upper Rissington Airfield
- 17/0204/TPO – Consideration pending for tree work to 2 Blenheim Close, Upper Rissington, GL54 2QX

## 10. Finance:

- (i) To consider and authorize payments due – Payments were agreed in accordance with the payments list below. Proposed by MJ, seconded by AP. **Motion unanimously carried.**
- (ii) To consider and authorize vires for payments in 9(i) – None needed.
- (iii) To consider the request to re-issue the grant cheque paid to the Upper Rissington Scout Group in August 2016 – Given the difficulties the group experienced in setting up a bank account and not being able to bank the cheque as a result, it was agreed to re-issue the grant cheque awarded in August 2016. Proposed by MJ, seconded by AP. **Motion unanimously carried.**

## 11. Concrete Table Tennis Table: To authorize the expenditure to install a concrete base and grass reinforcement. – Nothing to report as quotes were still awaited.

## 12. Siskin Road Tree: To authorize the expenditure to fell the tree. – Noting to report as quotes were still awaited.

## 13. Training Courses: To authorize the expenditure for GAPTC to deliver a bespoke Councillor training course - GAPTC can provide a bespoke training course at a cost of £350 + VAT. The Acting Clerk was asked to arrange a suitable date for September. Proposed by BH, seconded by AP. **Motion unanimously carried.**

## 14. Play Park Monthly Inspection Sheets: The monthly inspection sheet for July was received. One low-risk was noted. Thanks were given to the Johnstone family for attempting to weed the area, but Cllr Johnstone reported the weeds were too deeply rooted to be effectively removed. Therefore, it was proposed to accept the quote from WODC to spray the area at a cost of up to £30 + VAT. The Acting Clerk was asked to organize a date in September when children had returned to school. Proposed by AP, seconded by RW. **Motion unanimously carried.**

## 15. Neighbourhood Development Plan:

- (i) To discuss and agree to create a working group to develop a Neighbourhood Development Plan – It was agreed Cllr Peek would become the link between the Parish Council and the Neighbourhood Development Plan working group, reporting to the Council when necessary. Proposed by BH, seconded by MJ. **Motion unanimously carried.**
- (ii) To discuss and authorize expenditure needed for creation of the working group. – Cllr Peek will review expenditure needed and bring a proposal to the next meeting.

## 16. Maintenance of Grainger-owned Land: To discuss and agree to maintain all open spaces/trees contained within title number GR188628 – The Acting Clerk reported the transfer document for title number GR188628 had been received from Grainger's solicitor, but there had been no time for it to be reviewed. It was agreed to undertake a survey of all trees contained within GR188628. The Acting Clerk was asked to arrange. Proposed by AP, seconded by RW. **Motion carried.**

## 17. Correspondence: Correspondence received since the last meeting had been circulated, with the request for bagged salt being discussed. The Acting Clerk was to establish what had been previously ordered and contact the VHMT about storage.

Following a proposal by the Chairman and in accordance with Standing order 10a(xi) the Council resolved to move into a Confidential Session to approve the Confidential Minutes of 31<sup>st</sup> July 2017. (Please see Minute reference 38/2017). Proposed by MJ and seconded by AP. **Motion unanimously carried.**

Date of the next meeting is 13<sup>th</sup> September 2017

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## Payments List - 9th August 2017

Payee	Details	Date of Invoice	Amount	Date of minute approving (if applicable)	Power to Spend
The Villager Community Bus Services	Grant Application	-	£150.00	31/07/17 - 20	Transport Act 1985 s106A
1st Upper Rissington Scouts	Grant Application	-	£447.00	31/07/17 - 20	LGA 1972 s.137
Upper Rissington Youth Club	Grant Application	-	£497.27	31/07/17 - 20	LGA 1972 s.137
TOTAL			£1,094.27		

Signature of Chairman upon approval of minutes.....13<sup>th</sup> September 2017