

# 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 **11th October 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.

*Dawn Laird*

**Dawn Laird**

**Acting Clerk to Upper Rissington Parish Council**

**5<sup>th</sup> October 2017**

### Agenda

1. **Apologies:** *To receive apologies for absence.*
2. **To Receive Declarations of Interest and Consider Applications for Dispensation**
3. **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.*
4. **Minutes:**
  - (i) *To approve the re-numbering and the re-signing of the Minutes of the Parish Council Meeting held on 9<sup>th</sup> August 2017 due to a numbering error.*
  - (ii) *To approve and authorize the Chairman to sign the Minutes of the Parish Council Meeting held on 13<sup>th</sup> September 2017.*
5. **Outstanding Actions from Previous Meetings:** *Report on progress from previous meetings not covered under agenda items – for information only.*
6. **County Councillor's Report:** *To receive reports for information.*
7. **District Councillor's Report:** *To receive reports for information.*
8. **Local Police Report:** *To receive reports for information.*
9. **Planning:**
  - (i) *To review and consider new applications received, appeals and enforcements and agree the Council's response:*
    - *17/03991/TPO – Works to two trees at 2 Siskin Road, Upper Rissington Cheltenham, GL54 2PB*
  - (ii) *To note applications with an expired deadline:*
    - *17/03463/FUL – Single storey extension (retrospective) – 12 Bristol Road, Upper Rissington GL54 2NY*
  - (iii) *To note decision notices received:*
    - *17/03469/TPO -T.1 – Horse Chestnut – reduce/pollard tree on front drive to below telephone cables – 6 Avro Road, Upper Rissington, GL54 2NU – APPLICATION PERMITTED*
    - *17/03098/FUL – Two storey extension and garage conversion – 10 Wright Road, Upper Rissington, GL54 2NP – APPLICATION PERMITTED*

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## 10. Title Number GR188628 (Grainger Land):

- (i) *To receive advice from Kendal & Davies regarding the transfer.*
- (ii) *To agree to purchase the land contained within title number GR188628 from Grainger PLC.*
- (iii) *To resolve, in accordance with Standing Order 22a, to execute the transfer of registered title GR188628 as a deed.*
- (iv) *To authorize two councillors, in accordance with Standing Order 22b, to sign 10(iv) on behalf of Upper Rissington Parish Council.*
- (v) *To authorize the Proper Officer, in accordance with Standing Order 22b, to witness the signatures of the two councillors signing 10(iv).*
- (vi) *To review and authorize two councillors to sign TR1 Document for the transfer of registered title GR188628.*
- (vii) *To authorize the Proper Officer to transfer £1000 to Kendall & Davies client account in readiness for payment of Grainger solicitor fees.*

## 11. Parish Online: *To agree to renew the subscription to Parish Online at a cost of £33.60.*

## 12. Review of Policies:

- (i) **Standing Orders:** *To review and adopt.*
- (ii) **Financial Regulations:** *To review and adopt.*
- (iii) **Expenses Policy:** *To review and adopt.*
- (iv) **Sickness Absence Policy:** *To review and adopt.*
- (v) **Grievance and Disciplinary Policy:** *To review and adopt.*
- (vi) **Health and Safety Policy:** *To review and adopt.*
- (vii) **Equal Opportunity Policy:** *To review and adopt.*

## 13. Neighborhood Development Plan: *To receive a report from Cllr Peek and agree any future actions.*

## 14. Village Hall:

- (i) *Lightning Protection System Test – To receive the Lightning Protection Test report and agree any remedial actions necessary.*

## 15. Play Park Monthly Inspection Sheets: *To receive the monthly inspection sheets for the Play Park and agree any actions necessary.*

## 16. Jubilee Garden: *To agree to extend the existing WODC contract to include maintenance of the borders.*

## 17. Spring Bulbs:

- (i) *To authorize expenditure of up to £500 to purchase spring bulbs to plant around the village.*
- (ii) *To consider and agree the area(s) to be planted with spring bulbs.*
- (iii) *To agree to appoint a lead co-ordinator.*

## 18. Trees: *To authorize the re-commencement of abandoned tree works.*

## 19. Litter Pick: *To agree a date to litter pick in the village and agree any actions necessary.*

## 20. Letter of Concern re: Linden/Bovis Development: *To approve a letter and agree list of recipients.*

## 21. Finance:

- (i) *To consider and authorize payments due.*
- (ii) *To consider and authorize vires for payments in 20(i).*
- (iii) *To review and approve Bank Reconciliations.*
- (iv) *To note income received.*
- (v) *To review expenditure to 30/09/17*
- (vi) *To compare actual spend to budget for year-to-date*

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22. **Correspondence:** *To inform Councillors of correspondence received since the last meeting.*
  
23. **Date of the Next Meeting:** *To confirm the date of the next meeting.*
  
24. **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:**
  
25. **New Clerk:**
  - (i) *To consider the recommendations of the Interview Panel and agree the preferred candidate.*
  - (ii) *To authorize the Acting Clerk to offer the role to the preferred candidate in accordance with the terms set out in the approved job advertisement.*