

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 **Thursday 12 April 2018 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.

Pauline Rigby

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Clerk to Upper Rissington Parish Council

5 April 2018

AGENDA

1. **Apologies:** To receive apologies for absence.
2. To Receive **Declarations of Interest** and Consider **Applications for Dispensation**
3. **To Elect a Vice Chairman**
4. **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 in total and three minutes per person.*
5. **Local Police Report:** To receive reports for information.
6. **County Councillor's Report:** To receive reports for information.
7. **District Councillor's Report:** To receive reports for information
8. **Minutes:** To approve and authorise the Chairman to sign:
 - a. the Minutes of the Parish Council Meeting held on 14 March 2018; and
 - b. the Minutes of the Extraordinary Meeting held on 22 March 2018.
9. **Clerk's Report:** To report on actions from previous meetings not covered elsewhere on the agenda.
10. **Planning:**
 - a. To note any new planning decisions made, including the outcome of application 17/04950/FUL (Variation of Condition 3 ... to regularise the materials used), being considered by Cotswold District Council's Planning Committee on 11 April.
 - b. To consider new planning applications received.
 - c. To consider urgent planning applications received since publication of the agenda.

Application no.	Details	Consultation Expiry
17/05200/FUL – New details	Proposed change of use from A1 (food retail) to veterinary surgery (D1) - 8A - 8B Sopwith Road Upper Rissington Gloucestershire GL54 2NL	N/a
18/00473/FUL	Rear single storey extension – 30 Grebe Square Upper Rissington CHELTENHAM Gloucestershire GL54 2NH	Thu 26 Apr 2018

11. **Neighbourhood Plan:** To receive a report from the Neighbourhood Plan Steering Group.
12. **New Councillor Training:** To record that Cllrs Barley and Hazard attended the “Better Councillor” course organised by Bourton on the Hill PC on 20 March (retrospective approval for Cllr Hazard).
13. **CiLCA Registration:** To authorise the Clerk to register for the Certificate in Local Council Administration course with Society of Local Council Clerks (SLCC) at a cost of £250.
14. **Finance:**
 - a. To consider and authorise payments due.
 - b. To note any income received.
 - c. To compare expenditure to budget for year to date, and agree vires as required.
 - d. To review and approve bank reconciliations.
 - e. To review the list of internal checks and agree any actions arising.
15. **External Auditor’s Report:** To receive an update and agree the next steps.
16. **Children’s Play Park:**
 - a. To receive the monthly play park inspection sheets and agree any actions arising;
 - b. To approve the tender documentation for replacing the play park equipment.
17. **Summer Youth Activities:** To consider applying for grant funding from World Jungle to provide summer activities across the group of Rissington parishes.
18. **Staffing Committee:** To review and approve the Terms of Reference for the Staffing Committee; .
19. **Correspondence:** To receive a list of correspondence for information.
20. **Items for Future Meetings:** To receive future agenda items from councillors (Defibrillator, Housing Needs Survey, Youth Council, disciplinary and grievance policy, and Tree Management Plan noted).
Note: no discussion can take place under this item.
21. **Date and Time of Next Meeting(s):** Wednesday 2 May 2018, 7:30pm.

Payments to be authorised:

Payee	Date of invoice	Details	Total	Relevant minutes	Authority
Bourton on the Hill PC	20-Mar	Better Councillor Course x 2	£47.58	08/11/17 - 18	LGA 1972 s.111
Mustoes Haulage Ltd	26-Mar	Filling grit bins	£174.00	14/03/18 - 15	HA 1980 s.41
WODC	27-Mar	Playground inspections - 19/02 & 22/03	£18.26	15/06/15 - 8	LG(MP)A 1976 s.19
Sports&Play Consulting	03-Apr	Tender consultancy for play park, stage 1	£875.00	14/03/18 - 21(b)	LGA 1972 s.111
Pauline Rigby	TBC	Clerk's salary, April 2018, overtime	██████	08/11/17 - 29	LGA 1972 s.112
SLCC	TBC	CiLCA Registration	£250.00	12/04/18 - 13	LGA 1972 s.111