


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 Wednesday 9th October, 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
Clerk to Upper Rissington Parish Council

3rd October 2019

GENERAL ANNOUNCEMENTS

Meetings of the Parish Council are open to the public, and members of the public have a statutory right to attend meetings of the council as observers, but they have no legal right to speak.

As part of its commitment to community engagement, each meeting will include time for public participation when members of the public can ask questions or make representations.

Members of the public are welcome to stay for the Council meeting after the public session as observers but will not be able to join in the discussion unless invited to do so by the Chairman.

If you would like a response to your enquiry, then please leave your contact details with the clerk.

Anyone can film, record, broadcast, take photographs and use social media to report on the meeting when it is open to the public, so long as they conform to the Council's protocol, a copy of which can be obtained from the Clerk. Please be aware that you may be recorded.

AGENDA

1. To receive apologies for absence.
2. To receive declarations of interest:
Members to declare any Disclosable Pecuniary Interests, or Personal Interests (including Other Pecuniary Interests), they may have in the business to be transacted.
3. To consider written applications for dispensation received in advance of the meeting.
4. To receive a report from County Councillor Nigel Moor.
5. To receive a report from District Councillor Andrew Maclean.
6. 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.
7. To approve and sign the minutes of the parish council meeting held on 11 September 2019.
8. To receive the Clerk's report and review any outstanding actions.
9. To receive a verbal update from the Chartered Parishes Meeting (Councillor Torris).
10. To appoint a councillor representative as liaison with the Village Hall Trust.

11. Planning and Highways:

- a. To record new planning decisions notified by Cotswold District Council;
- b. To consider the parish council's response to the following consultations:

Application	Details	Deadline
19/02983/ADV	Proposed new fascia signs and standalone sign to reflect new veterinary practice – 8A Sopwith Road Upper Rissington Cheltenham Gloucestershire GL54 2NL	Extension to Thursday 10 th October

- c. To consider any urgent planning applications received since publication of the agenda.
- d. To consider submitting a response to NALC's request for views on the consultation on changes to permitted development rights to support the deployment of 5G networks.

12. Finance:

- a. To record income received;
- b. To review and approve the Clerk's overtime (confidential report);
- c. To report payments made and instruct payments to be made (schedule appended);
- d. To review and approve bank reconciliation, if available;
- e. To review expenditure against budget for the year to date;
- f. To receive the external auditor's report and certificate for Financial Year 2018/19.

13. Training:

- a. To authorize new councillors to attend training at a cost of £95 per person.
- b. To authorize the Chairman to attend GAPTC's Chairmanship Skills course at a cost of £50.

14. To consider purchase of '20 is plenty' stickers to raise speed awareness.

15. To consider quotations to plant replacement trees as per the tree survey.

16. To consider appointing a solicitor for the sale of land on Smith Barry Crescent.

17. To appoint two members to carry out the Clerk's annual appraisal.

18. To authorize expenditure on a new office chair at a cost of up to £150 ex VAT.

19. To receive a list of correspondence for information.

20. To confirm the date and time of next meeting: Wednesday 13th November, 7:30pm

Payments for October 2019 [Authority to spend is General Power of Competence unless indicated.]

Payments made	Date paid	Details	Amount	Relevant minutes
HM Land Registry †	10-Sep	Title Plan – GR253663	£ 3.00	n/a
HM Land Registry †	17-Sep	Title Plan – GR194180	£ 3.00	n/a

Pending payments	Date of invoice	Details	Amount	Relevant minutes
Absolute Creative Marketing Ltd	16-Sep	Nettl :Connect Website Hosting	£ 144.00	03/08/15 - 10
PKF Littlejohn	19-Sep	External audit	£ 480.00	28/04/17 - 7
SharePoint Assist Ltd †	01-Oct	IT licences, support - Oct 2019	£ 114.84	12/06/19 - 60b
Pauline Rigby	03-Oct	Expenses – stationery, mileage	£ 39.70	FinReg 4.1
Pauline Rigby	25-Oct	Clerk's Salary October	personal	21/03/19 - 17
NEST †	25-Oct	Pension contributions October	personal	13/06/18 - 13