

# Upper Rissington Parish Council

## Minutes of the Parish Council Meeting held on

Wednesday 15 January 2020, 7:30 pm at Upper Rissington Village Hall

*Present:*

Don BOWIE

Declan TORRIS (Chairman)

Kelvin WALKER

Vaughan TAYLOR

*Absent:*

Samantha BROADHURST

Christine HIGGS

Amos PEEK (Vice Chairman)

Russell MCCANN

*In attendance:* County Councillor Nigel Moor, Ward Councillor Andrew Maclean, Pauline Rigby (Clerk) and 4 members of the public.

### 216/19 **Apologies for Absence**

Apologies had been received from Councillors Higgs, Peek, and McCann.

### 217/19 **Declarations of Interest**

None received.

### 218/19 **Applications for Dispensation**

None received.

### 219/19 **County Councillor's Report:** Councillor Nigel Moor reported that:

- Longmore will not be adopted and there are no S106 funds available to support new street lighting. A suggestion is, using the new highway budget in the next financial year, to commission Skanska to prepare a lighting scheme and then consider how to fund it.
- In respect of speed restrictions, as a first step it has been agreed to carry out speed surveys. Feedback on where the speed survey strips should be placed would be helpful.
- Tree planting will be a crucial part of the county council's climate change strategy. There are 300 parishes across Gloucestershire and if every parish played a part then it would make a big difference. There will be grants available for tree planting.
- The County is reviewing its Local Transport Plan. There are two public presentations, in Cirencester on 6 February and in Moreton in Marsh on 5 March, both 11AM to 3PM.
- The Javelin Park incinerator is fully commissioned and generating enough electricity to power 25,000 homes. It is another key part of the county council's strategy and means no waste is going to landfill. The visitor centre will be complete by April and is worth a visit.
- The county council activities grant pot is oversubscribed which means he won't be able to give all he would like. Upper Rissington has received one third of the grant pot this year and the needs of other parishes must also be taken into consideration.
- There are additional safety issues not addressed by the road safety audit. We must ensure all points raised by residents have been addressed before adoption.

220/19 **District Councillor's Report:** Councillor Andrew Maclean reported that:

- Information packs about the changes to waste collections will be coming out in February. Garden waste is switching to fortnightly, but they will collect food waste weekly. New, larger food waste bins will be available. They will start collecting other types of recycling.
- Cotswold District Council has gone out with a consultation on its budget proposals. [This can be found online and the deadline for responses is Sunday 26 January.]
- On reviewing the Local Transport Plan consultation, it is noticeable how connections stop at boundaries. For example, the plan doesn't recognise the existence of Kingham Railway Station over the border in Oxfordshire. The budget for cycling is concentrated in Severn Vale, but it's worth pointing out that there are opportunities in North Cotswolds as well.
- The third round of the district council's Community Activity Support grant has closed.

#### 221/19 **Public Session**

Members of the public spoke on a range of matters including: a resident who tripped on a manhole cover behind Skylarks Crescent, shared use of paths by pedestrians and cyclists, adult exercise equipment being used by children unsupervised, and a request for a footpath to the parish council's play area off Bristol Road as the approach is becoming muddy.

#### 222/19 **Minutes**

RESOLVED to approve as a correct record the minutes of the parish council meeting held on 11 December 2019 and they were duly signed by the Chairman presiding.

RESOLVED to approve as a correct record the minutes of the parish council meeting held on 18 December 2019 and they were duly signed by the Chairman presiding.

#### 223/19 **Clerks Report**

- The Notice of Vacancy has been published following the resignation of Ben Pavord. The vacancy will be filled by election if a request is received from 10 local electors by 30 January 2020.
- Signatories now have internet banking access with Lloyds.
- There were no matters for concern in the play park monthly inspection; the annual inspection is being organized as it is becoming due.

#### 224/19 **Planning & Highways**

a. Planning application decisions by Cotswold District Council had been issued as follows:

Application	Details	Deadline
19/04000/TPO	Removal of cherry tree - Land To The Front Of 4 Wright Road Upper Rissington Gloucestershire GL54 2NP	Application Refused
19/04352/TPO	T.1 - Prunus Cerasifera - 25% crown reduction and thin; T.5 - Prunus Cerasifera - 25% crown reduction and thin ... - 7 Vickers Road Upper Rissington Gloucestershire GL54 2PA	Application Permitted
19/04354/TPO	T.1 - Prunus Cerasifera - 25% crown reduction and thin - 9 Vickers Road Upper Rissington Gloucestershire GL54 2PA	Application Permitted
19/04355/TPO	Beech Tree - reduce by 25% - 9 Bristol Road Upper Rissington Gloucestershire GL54 2NY	Application Permitted

b. The parish council considered its response to the following consultations.

Application	Details	Deadline
19/04750/FUL	Erection of 32 Bed Sleeping Accommodation Block (sui generis use), kitchen store extension, operations building extension and vehicle garage lean-to   621/637 Volunteer Gliding Squadron Little Rissington Airfield Gloucestershire	Tues 28 January
It was RESOLVED to submit a comment of no objection.		

c. A tree works consultation had been received after publication of the agenda:  
20/00141/TPO | 14 Avro Road Upper Rissington Gloucestershire GL54 2NU | T1 - Maple - Crown lift 4.5 metres reduce back from BT lines to give approx 1 metre clearance. It was RESOLVED to defer to the tree officer's recommendation.

#### 225/19 Unauthorized Encampments

Recent events in Bourton on the Water had highlighted the significant problems that can be created by unauthorized encampments. It was RESOLVED to submit a response to National Association of Local Councils' (NALC) in general support of giving police greater powers to tackle unauthorized encampments.

#### 226/19 Strategic Priorities

Council reviewed the list of proposed strategic priorities and impact upon the budget, and RESOLVED to approve the strategic priorities for Financial Year 2020-2021.

#### 227/19 Budget for 2020-21

Council reviewed the 3-year budget proposals presented and requested to include £3,000 expenditure on noticeboards in the current financial year, which would be earmarked and carried forward if not spent. It was then:

RESOLVED that the budget for 2020-21 be approved. A copy is appended to these minutes.

#### 228/19 Reserves Policy

Council reviewed the Reserves Policy and earmarked reserves. It was proposed to change point 2.3 to read "operating expenditure [instead of budget] ... and plan the budget to achieve this figure within three years". It was then:

RESOLVED, subject to this amendment, to adopt the updated Reserves Policy.

#### 229/19 Precept Demand for 2020-21

RESOLVED that Upper Rissington Parish Council will demand a precept of £88,174 for financial year 2020-21, based on a tax base of 721.8 as notified by Cotswold District Council, which results in a 0% increase in the charge on a Band D property compared to the year prior.

Precept	£	88,174
Tax Base		721.8
Band D Charge	£	122.16
Change on Year Prior		0.0%

#### 230/19 Finance:

a. No income had been received, other than bank interest.

- b. RESOLVED that the Clerk's overtime for December be approved.
- c. Council agreed to add the invoice from HCI Data for domain name renewal to the payments list and then RESOLVED to instruct payments to be made (schedule appended).
- d. The bank reconciliation was approved and signed.
- e. Expenditure against budget for the year to date was reviewed and is within budget.
- f. Council appointed Councillor Bowie to carry out the internal control checks.
- g. RESOLVED to update the signatories on savings accounts to match the bank signatories.
- h. RESOLVED to transfer £10,000 into the new Lloyds Bank account.

#### **231/19 Dog Waste Bin**

RESOLVED to request from Cotswold District Council installation of a new dog waste bin at the junction of the footpath from Folland Park with Bristol Road at a cost of £210 ex VAT.

#### **232/19 Upper Rissington Village Hall**

Council had received a letter from Upper Rissington Village Hall dated 10 December 2019 seeking recompense of £4690.51 under section 20.3 of the lease, as the cost of replacing the pole lighting in the car park. Council had also received the updated Section 20.3 register.

Points raised included the fact that the Trust hasn't informed the council that the fault could lead to a claim. Unless it is a reactive safety issue, the council would like the opportunity to inspect the fault and pursue potential liability under the collateral warrantee, if appropriate, in order to reduce the cost to the community. It was then:

RESOLVED to seek clarification on the responsibilities of the parties under the terms of the lease and request further justification behind the figure on invoice from the Trust, to help understand the scope of work and breakdown in terms of materials and labour.

#### **233/19 Buckingham Palace Garden Party**

RESOLVED to nominate Councillor Amos Peek and guest to attend the Buckingham Palace Garden Party on Tuesday 12 May 2020 in recognition of past service as Chairman.

#### **234/19 Staff Training**

RESOLVED to approve the Clerk's attendance on two training courses:

- 'Introduction to Dispute Resolution for Town And Parish Councils' by Chris Haine on 5 February 2020 at a cost of £55 and travel expenses.
- 'Dealing with difficult customers' by Sureteam Health and Safety Consultants Ltd, at Tetbury Town Hall on 26 January at a cost of £45 and travel expenses.

#### **235/19 Correspondence**

Council received a list of correspondence for information.

#### **236/19 Date and Time of Next Meeting**

The next scheduled meeting was confirmed as Wednesday 12 February, 7:30pm.

There being no further business, the meeting closed at 9:45 pm.

Signature of Chairman upon approval of the Minutes ..... 12 February 2020

**Payments for January 2020** [Authority to spend is General Power of Competence unless indicated.]

<b>Pending payments</b>	<b>Date of invoice</b>	<b>Details</b>	<b>Amount</b>	<b>Relevant minutes</b>
GRCC	23-Dec	Membership renewal	£ 25.00	30b/19
SharePoint Assist Ltd †	01-Jan	IT licences, support - Jan 2019	£ 114.84	60b/19
Pauline Rigby	09-Jan	Mileage to SLCC training	£ 18.90	191/19
SharePoint Assist Ltd †	09-Jan	ESET Endpoint Encryption - Pro	£ 47.28	60b/19
HCI Data Ltd.	13-Jan	Domain renewal	£ 86.40	230/19
Pauline Rigby	25-Jan	Clerk's Salary January	personal	21/03/19 - 17
NEST †	25-Jan	Pension contributions January	personal	13/06/18 - 13

† Payment taken by direct debit