

# Upper Rissington Parish Council

Village Hall, Wellington Road, Upper Rissington, Gloucestershire, GL54 2QW

Telephone: 01451 810839, E-mail: [clerk@upperrissington-pc.gov.uk](mailto:clerk@upperrissington-pc.gov.uk)

## Notice of Parish Council Meeting

I hereby give notice that a virtual parish council meeting will be held at **7.00pm** via Zoom on the **Wednesday 11th November 2020**.

Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

**Upper Rissington Parish Council is inviting you to a scheduled Zoom meeting.**

All Residents of the Parish and Press are welcome to attend.

### Join Zoom Meeting

Topic: Upper Rissington Parish Council

Time: Nov 11, 2020 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/99758596890?pwd=SFdxNnIjSDJnOGlObytScVVCTCtTUT09>

Meeting ID: 997 5859 6890

Passcode: 437721

Signature

*Debbie Braiden*

**4<sup>th</sup> November 2020**

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## AGENDA – 11/11/2020

**78/20** To receive apologies for absence.

**79/20** 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.*

**80/20** To consider written applications for dispensation.

*Requests for dispensations must be received in advance of the meeting.*

**81/20** To receive resignation from Councillor Samantha Broadhurst & to acknowledge the sad loss of Councillor Amos Peek.

**82/20** To receive a report from our County Councillor – Mr Nigel Moor

**83/20** To receive a report from our District Councillor – Mr Andrew McClean

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## **84/20 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 (3) minutes per person.*

## **85/20 Co-option:**

To consider applications received by 9<sup>th</sup> November for co-option and to approve & welcome 4 new members into the Parish Council. If applications received are greater than seats available, a vote will be taken. \*Note one more seat will become available soon following public notice.

*Note\* A new deputy chairman and a member to join Cllrs Torris & Bowie as bank signatories will be elected at the next meeting following co-option*

**86/20** To approve and sign the minutes of the parish council meetings held on 14<sup>th</sup> October 2020.

## **87/20 MATTERS ARISING:**

- a) To confirm Debbie Braiden as the new clerk w.e.f. 1<sup>st</sup> November 2020 with a 3 month trial period.
- b) To receive an update from Cllr Torris. Correspondence has been received from the Enforcement team at CDC in respect to Godfrey Place outbuilding.
- c) To discuss and review the next steps of the POS due diligence. Stage 1 has been completed and a new RFQ (Request for Quotation) requires issuing for the next Stage (s)
- d) To inform the members that according to GAPTC the Chairman did not require a dispensation for the planning application of 2 Smith Barry at the last meeting and minuted under 69/20.
- e) To amend minute 74/20 g) to expand on the 'no vote taken.
- f) To receive an update from Cllr Taylor for the VHT meeting.

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## 88/20 PLANNING:

1. Consider the following planning applications and agree our responses:

Application	Details	Final Date
20-03678-TPO	Fell Thorn trees T1 - T3 Fell Maple T4 Fell Lime T5 ----7 Harris Gardens	17/11/20
20/03198/FUL	Erection of 1no. detached dwelling and associated works   Land Parcel Adj To 10 De Havilland Road	16/11/20
20/03719/FUL	Erection of external wall and fenestration alterations to facilitate change of use from agricultural barn to 1no. holiday let   Little Glebe Farm	19/11/20
20/03119/TPO	(T1) Whitebeam (Sorbus) - Crown Reduction Works - Specification to include a height reduction of 2m and spread by 1.8m, cutting back to strong suitable secondary growth. Shape and balance. As per red marks on image   12 Avro Road Upper Rissington Gloucestershire GL54 2NU	22/9/20
20/03792/TPO	T76 Norway Maple - Reduce overall height by 6-8ft and cut 5 limbs off one trunk as shown in pictures. T80 Norway Maple - Reduce overall height by 6-8ft and cut off 4 limbs as shown in pictures going towards house   Brambles 1 Avro Road	24/11/20

2. To consider any other applications received after the agenda was set and prior to the meeting as addendums. Clerk to advise.

## 89/20 Finance:

- a. To record income received.
- b. To record Lloyds bank balance as at 28/09/20, HSBC balance as at 3/9/20.
- c. To renew Parish Online software subscription for another year at a cost of £42
- d. To receive clerk's timesheet for October 20 (30hrs 30 overtime) and expenses for mileage during October.

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- e. To approve continuation of grass cutting contract with UBICO for another year until December 21 under Section 2.1 of the contract for further possible 2 year extension. To add one further verge on Wellington Road and a hedge at Wrights Close to the contract. This will be subject to the annual R.P.I increase plus the 2 additional pieces of land. Current charge per year £6655 plus VAT for verges & £893 plus VAT for hedge cutting, plus Jubilee Gardens at £471 per year plus VAT.
- f. To consider and approve this year's auditor. Three quotes have been received.
- g. To approve the annual webhosting with Nettl
- h. To approve annual subscription for Parish on Line
- i. To record payments made earlier in the year that were not found on an agenda listed in schedule below:

Paid but not recorded	Invoice Date	Details	Amount	Minutes
WODC	14/5/20	Invoice 33357185 for play inspections 19/03/20– paid 28/5/20 in bulk payment with grass cutting invoices	£19.45	15/6/15-8
WODC	11/06/20	Invoice 33362541 for play inspection 21/4/20	£19.45	15/6/15-8
REFORMIT †	01/4/20	IT support package Invoice 20647 paid by DD 15/4/20	£125.88	60b/19
Amazon	20/03/20	Purchase for Vinyl powder gloves 100 – on Amazon invoice GB-131226301-2020-63111 paid 28/4/20	12.98	

- j. To report payments made and instruct payments to be made (schedule appended)

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

Payments made/DDs	Date Paid/paid by DD	Details	Amount	Minutes
Zoom †	26/10/20	Services for October/Nov 20 Invoice 48653305	£14.39	3
Lloyds bank	21/09/20	Service Charges REF 318263145	£26.00	
Absolute Creative Marketing Ltd	16/09/20	Nettl annual webhosting	£144.00	89/20 g
REFORMIT †	15/11/20	IT support package Invoice 22952	£125.88	60b/19

† Paid by direct debit

Pending payments	Invoice Date	Details	Amount	Minutes
D Braiden	NA	Salary Oct 20 - & 30.30 extra hours & travelling expenses	Personal	51/20
GeoXphere Parish On-Line	12/11/20	Annual subscription Invoice 23U915-0003	£42.00	TBC
HMRC	NA	TAX for Aug & Sep 20 D Braiden	Personal	51/20
Declan Torris	Receipt 4/10/20	Recompense for purchase of Hammerite paint	£14.00	NA

**90/20 To agree date of next scheduled Parish Council meeting.**

**Close of business**

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## 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.