

# 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 **Monday 11<sup>th</sup> January 2021**.

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.

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

Topic: Parish Council Meeting

Time: Jan 11, 2021 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/94789701148?pwd=aW5RcjJUUxGSjFGYXhiVjh5TTdiUT09>

**Meeting ID: 947 8970 1148**

**Passcode: 670640**

Signed by the clerk

*Debbie Braiden*

Agenda set 4th January 2021

---

## AGENDA – 11/01/21

- 113/20** To receive apologies for absence.
- 114 /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.)*
- 115/20** To consider written applications for dispensation. *(Requests for dispensations must be received in advance of the meeting.)*
- 116/20** To receive a report from our County Councillor – Mr Nigel Moor

# 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)

**117/20** To receive a report from our District Councillor – Mr Andrew McClean

**118/20** **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.*

**119/20** **PLANNING:**

1. To consider the following planning applications and agree our responses:

Application	Details	Final Date
Ref. No: 20/04454/FUL	Proposed new conservatory - Whitebeams Avro Road Upper Rissington Cheltenham Gloucestershire GL54 2NU   Received: Thu 10 Dec 2020   Validated: Fri 11 Dec 2020   Status: Pending Consideration	6 <sup>th</sup> January – Time Extension received until 12 <sup>th</sup> January.

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

Application	Details	Final Date

**120/20** **Tree Policy** - To review tree policy – agree who can pay for works to be done.

**121/20** **Correspondence Received – List**

1. (4. on list) To consider and agree any actions for trees behind 8-10 Bristol Road.

# 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)

2. (10. on list) To consider request to purchase land from PC which forms part of their driveway.

**122/20** To approve and sign the minutes of the parish council meeting held 14/12/2020.

**123/20** To discuss and review a new RFQ (Request for Quotation) requires issuing for the next Stage (s) to save delays.

**124/20** **Village Hall** - To discuss & agree various Village Hall items:

1. Update on roof faults

2. VHT to produce a list of responsibilities of repair. To discuss and agree the split of responsibility for repairs in respect to the lease.

3. Discuss and agree whether to split the buildings insurance from the PC's main insurance policy. **Note:** The sharing of Broadband to be discussed at February meeting nearer end of contract.

**125/20** To discuss and agree a 'Formal thank you procedure', for outstanding work for the community. Cllr Maxey

**126/20** To consider and agree Good councillor training for the 4 new councillors. GAPTC has agreed they can do a separate session for our councillors by Zoom.

**127/20** **Play park Annual Inspections** - To agree contract for the annual play park inspection for £120.00.

**128/20** 1.To receive an update on the meeting with **Albion Water** on site, in connection to Albion Water initially agreeing in principle, to hand over various POS land in their ownership to the PC for use as POS.

2.To agree the engagement of a solicitor to act on behalf of the council for the transfer. Costs TBA & will be reported at the next meeting.

**129/20** **Finance:**

1. To record **income** received.

# 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)

2. To record **bank reconciliation** and balances as at 30/11/20
3. To receive an update on **bank signatories**.
4. To receive **clerk's timesheet** for December 20. Basic salary Paid as agreed in minute 112/20/3 by cheque no. 100918 on 24<sup>th</sup> December. To agree December over time hours to be paid on 24<sup>th</sup> January with basic pay for January.
5. **Budget & Precept** – To agree and set budgets for 21/22 financial year. To agree precept figure for 21/22.
6. To review **Grant policy** – item for discussion:  
Items the Council will not fund agree rewording 'for benefits of an individual' and agree if this includes salaries and how this can be fairly viewed based on individual cases such as number 7. below.
7. **Grant application** – To reconsider and approve if agreed, a grant application from Susan Barnes.
8. To agree renewal membership to GRCC
9. To **report payments** made and instruct payments to be made (schedule appended)

**Payments for JANUARY 2021** [Authority to spend is General Power of Competence unless indicated.]

Payments made/DDs	Date Paid/ paid by DD	Details	Amount	Minutes
Zoom †	26th	26/01/21 to 25/02/21	£14.39	3
REFORMIT †		IT support package	£125.88	60b/19
Lloyds bank †	Nov 20	Charges NOV to DEC 20	£13.00	
PATA	9/12/20	Oct to Dec payroll service invoice 20/0371/PPS (Paid by cheque no 100916 16/12/20)	£23.25	28/04/17/7

# 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)

Land Registry †	15/12/20	Ref 2002508219 & 2002530859 details obtained for POS planning app	£30.00 £6.00	
D Braiden	NA	Basic Salary Only for December	Personal	87/20/a

† Paid by direct debit

Pending payments	Invoice Date	Details	Amount	Minutes
D Braiden	NA	Basic Salary for January and December over time hours & holiday pay	Personal	87/20/a
NEST	NA	D Braiden for December	Personal	87/20/a
HMRC	NA	3 <sup>rd</sup> quarter £652.48 – (minus £130.61 already paid chq 100903 in Oct)	£521.87	87/20/a
D Braiden	Receipt	Purchase of 2 <sup>nd</sup> class stamps	£7.80	87/20/a

**130/20** To agree Parish Council meeting as 8<sup>th</sup> February 2021

## Close of business

### 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.