

Upper Rissington Parish Council

Notice of Parish Council Meeting

6th October 2021

I hereby give notice that a Parish Council Meeting will be held in Upper Rissington Village Hall, Wellington Road on Monday 11th October 2021, 7:00pm.

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.

Vanessa Oliveri

Clerk to Upper Rissington Parish Council

AGENDA

1. To receive apologies for absence.
2. To receive declarations of interest and consider applications for dispensation.
3. **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.*
4. To receive the County Councillor's Report
5. To receive the District Councillor's Report
6. **Minutes:** To approve and sign minutes of the Parish Council meeting held on 13th September 2021.
7. **Vacancies of Parish Councillors:** To receive an update on the vacancies and decide next steps.
8. **Planning:**
 - a. To note new planning decisions issued by Cotswold District Council;
 - b. To consider the council's response to the following planning applications:

Application no.	Details

- c. To consider any urgent planning applications received since publication of the agenda.
9. **Insurance:** To review and agree insurance cover for 2021/22.
10. **Web hosting:** The PC to approve Nettle continue with website hosting at a cost of £144.00 per annum.
11. **Finance:**
 - a. To record income received,
 - b. To approve payments according to the payments list.
 - c. To confirm the Parish Council's bank mandates had been updated – Lloyds bank and Hampshire Trust bank had confirmed in writing that the changes had been made to the mandates. Awaiting confirmation from the other bank's that the update of the mandates had been processed including the removal of past Parish Councillors.
 - d. To receive 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 the Financial Year 2020/21.
12. **GAPTC Audit:** The Council to confirm appointment of GAPTC to undertake an internal audit and to confirm cost.

13. Village Hall:

- a. To receive prices obtained for gas and electricity for the Village Hall (to be circulated closer to the meeting as prices will be more accurate).
- b. To receive an update on Village Hall bookings.
- c. To consider the vacancy of a Village Caretaker or Village Hall Caretaker.

14. Probation Period and Appraisal for Parish Clerk

The Council to agree to defer the completion of the appraisal on the Parish Clerk to allow time for the appraisal to be completed.

15. Trees: To receive an update on information received from Tim – Wildlife Trust arising from a walk around the village with Cllr. S. Garratt and Cllr. A. Cairns.

16. Plant a Tree for The Queen’s Platinum Jubilee: The Honourable Company of Gloucestershire have offered two English Oak Trees for planting in celebration of The Queen’s Platinum Jubilee in 2022. Trees planned to be delivered between December 2021 – March 2022.

17. Transfer of land at lying to the south east of Smith Barry Circus:

- a. To receive correspondence from the solicitor on the Transfer of Land at lying to the south east of Smith Barry Circus.
- b. The Parish Council to discuss and decide on re-assurance measures required prior to a decision to undertake a legal transfer to Upper Rissington.

18. Development Update: To discuss and inform residents on information received from Vistry that they plan to submit a planning application for 10 houses to be built on the proposed Public House land in the village.

19. Public Open Space: The Council to discuss and agree to request further quotations for works required on the POS in order to fully inform the Council.

20. Christmas Tree: The Council to consider obtaining three quotations for the provision of a Christmas tree at the Village Hall.

21. Village Hall Boiler Service: To receive quotations to service the Village Hall boiler.

22. Grants Policy:

- a. The Parish Council to review the Grants Policy.
- b. Parish Council to invite the community to apply for grant funding.

23. Correspondence:

a. Correspondence Received:

- GCC Highways had agreed to resurface the road from the Barrington Road down to just beyond the 20 mph speed restriction in the forthcoming financial year.
- Notification received from GCC that there will be a road closure from 16/12/2021 – 17/12/2021 to allow internet ducting repair work by Gigaclear from 3/140 Bourton-on-the-Water through to Little Rissington.
- Two residents expressing concerns over change of POS space.
- A FOI request has been received and is being dealt with. (The PC to discuss ‘In Committee’ at the end of the meeting).

b. Correspondence awaiting answers:

- Vistry: when will the mowing of the meadow area take place?
- Have Vistry arranged a test to be undertaken on the surfacing of the tennis courts?
- Will Vistry give permission to plant some of the 200 trees being allocated to the village to be planted on the POS?
- CDC’s Enforcement Officer and Vistry relating to change of POS area.

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.

Payments list for authorisation at the Parish Council meeting on 11th October 2021:

Payee	Date	Details	Total	Relevant/ minutes
ReformIT -office 365 support contract – DD	11-Oct	Support contract	£125.88	185/21
PKF Littlejohn LLP	11-Oct	External auditor	£360.00	185/21
GAPTC	11-Oct	Councillor training	£30.00	306/21
Mrs V Boscher – staff	23-Oct	October salary	Personal	198/21
Mrs V Oliveri – staff	23-Oct	October salary	Personal	169/21
WODC	11-Oct	Grounds maintenance contract	£1001.83	185/21
WODC	11-Oct	Playground inspections – Sept	£20.16	185/21
British Gas	11-Oct	Gas- Village Hall	£222.69	
EDF	11-Oct	Electricity – Village Hall	£29.51	
Viking	11-Oct	Stationary & Village Hall essentials	£183.77	
Nettle	11-Oct	Website hosting	£144.00	185/21
HM Land Registry	11-Oct	Land searches	£30.00	185/21
BHIB insurance	11-Oct	Annual insurance	£1646.96	185/21