

Upper Rissington Parish Council

Minutes of a Parish Council Meeting held on Monday 11th April 2022

A meeting of the Upper Rissington Parish Council was held on Monday 11th April 2022 at 7.00 pm in the Community Room, Village Hall.

The following were present at the meeting: -

Cllr. A. Cairns, Chairman
Cllr. S. Bates
Cllr. S. Garrett
Cllr. D. Holden
Cllr. N. Maxey
Cllr. S. Mitchell
Officer: Mrs. V. Oliveri, Parish Clerk
County Cllr. M. Mackenzie Charrington
District Cllr. A. Maclean
6 members of the public

The Chairman welcomed Cllr. S. Bates to the Parish Council as a newly elected Parish Councillor.

071/22 There were no apologies for absence as all Parish Councillors were in attendance.

072/22 Cllr. S. Mitchell declared an interest in item 082/22 grant fund request from the Rotary as her husband is a Rotarian and took no part in the decision making process.

Cllr. S. Bates declared an interest in item 082/22 as she is a Rotarian and took no part in the decision making process.

073/22 **Public Session**

Fenced off Area for Dogs – was received at the meeting. This idea would be progressed once the PC have been handed over the POS from the developers.

Hedge Cuttings – had been left on the land adjacent to the allotment. Vistry to be notified.

Surveying Airfield – had been noted of the run ways and the grass. We understand that this was to re-evaluate the land beyond 2035.

Mowing – the contractors were to be contacted regarding the mowing contract in the village.

External Light – next to the plant room was not working. Electricians to be contacted.

074/22 **County Councillor's Report**

Cllr. M. Mackenzie-Charrington updated the Cllrs on future local road closures, the Homes for Ukraine Scheme, Easter and summer holiday activities and food program would continue for the next three years, Ofsted inspections, the future of the county's independent health and social care market, plans to transform Southfield House for young people leaving GCC care and a reminder of the 'Build Back Better' fund.

075/22 **District Councillor's Report**

Cllr. A. Maclean reminded the PC of CDC's crowd funding, three leisure centres in the district were going to be upgraded, CDC looking into splitting the boundaries for District Cllrs to cover, 128 homes in the district have applied to home Ukrainian's and 11 visas have been issued so far and Bicycle Tour of England was taking place and was planned to go through Guiting Power on 9.9.2022.

076/22 **Police Report** – none received.

077/22 **Minutes of 14th March 2022**

Cllr. A. Cairns proposed to approve the minutes of the Parish Council meeting held on 14th March 2022. Cllr. N. Maxey seconded the proposal. A unanimous vote was taken in favour of the proposal to approve and sign the minutes dated 14th March 2022.

078/22 Clerk's Report

- a. The GAPTC Internal Auditor had been booked for 26.4.2022.
- b. Scribe training on new accounts package and hall hire had been undertaken.
- c. The Scribe accounts package had now been set up and was in use.
- d. The Scribe booking system was being set up and would be in use shortly.
- e. The Clerk was booked onto a CDC Clerk's seminar on 26.4.2022.

079/22 Planning:

- a. **Planning decisions** issued by CDC since the March 2022 PC meeting:
21/03415/FUL 1 AP Ellis Road - Addition of rooflights to existing former gatehouse building to provide additional class E(g) accommodation.

Permitted by CDC.

- b. To consider the council's response to the following planning applications:

Application Details
1. <u>22/00919/FUL 8, Hawker Square</u> – Erection of a single storey rear extension with associated works and replacement of front ground floor window with doors. Decision: No comment.
2. <u>22/01038/FUL 18, Sopwith Road</u> – Erection of two storey side extension with associated works. Decision: No comment.

- c. There had been no urgent planning applications received since publication of the agenda.

080/22 Finance:

- a. The PC received a report listing the money received since the last PC meeting and the outstanding balances of the Village Hall hirers.
- b. The PC unanimously approved to continue the annual membership with GAPTC at a cost of £440.83.
- c. The PC approved payments according to the payments list below:

Payee	Date	Details	Total	Relevant/minutes	Authority Budget Code
VALDA Energy -DD	11 th April	Gas/Elec V/Hall	£836.46	343/21	LGA 1972 s133
ReformIT -office 365 support contract – DD	11 th April	Support contract, ESET full disk encryption and antivirus protection	£130.32	185/21	LGA 1972 s111
NEST pension – DD	11 th April	Pension contribution	Personal	13/06/18-13	LGPSR SI 2007/1166
Mrs V Boshier – staff	11 th April	April salary	Personal	198/21	LGA 1972 s112(2)
Mrs V Oliveri – staff	11 th April	April salary	Personal	169/21	LGA 1972 s112(2)
CDC	11 th April	V/Hall rates	£337.92	012/22	LGA 1972 s133
WODC	11 th April	Recreation inspections	£20.16	012/22	HA1980s96
GAPTC	11 th April	Annual membership	£440.83	080/22 (b)	080/22
Scribe	11 th April	Accounts & bookings annual subscription & set up fees	£1312.80	035/22	035/22
The Play Inspection Company	11 th April	Annual recreation equipment inspection	£132.00	390/21	061/22

Queen's Jubilee Committee	11 th April	PC Grant awarded	£500.00	064/22	S. 137
National Allotment Society	11 th April	Annual membership	£67.00	063/22	063/22

- d. The PC received the bank reconciliations up to 31.3.2022.
- e. The PC unanimously approved Cllr. D. Holden to attend two GAPTC courses: -
(1) New Councillor Toolkit at £35.00 and (2) Finance for Councillors at £30.
- f. The PC received details of an investment fund account with the CCLA and agreed to obtain the form to open an account and approve the opening of the account at the next PC meeting.

081/22 **Financial Reserves Policy and Investment Strategy**

The PC approved the updated Financial Reserves Policy and Investment Strategy Annex A and B with the end of year figures.

082/22 **Grant Funding Request**

The PC unanimously approved a grant funding request received from the Rotary Club of the North Cotswolds for a Drama Workshop at Rissington School at £250.00.

083/22 **Village Hall:**

- a. The PC received an update on Village Hall bookings and agreed that the hall hire/accounts package would provide a much more detailed report in the future.
- b. The PC received three quotations to provide and empty a commercial waste bin at the Village Hall and unanimously agreed to accept the quote from Waste Quote Supermarket at £9.14 + VAT for a weekly collection.
- c. The PC agreed to obtain quotations to have the carpets cleaned at the Village Hall.
- d. The PC agreed to contact the provider of the Main Hall floor and enquire into having the floor skimmed and polished.
- e. The PC received a quotation to replace the kitchen tap at the Village Hall at a cost of £135.00. The Parish Cllrs unanimously approved the quotation received and requested the work to go ahead as quoted.

084/22 **Recreation Inspection**

- a. The PC received the monthly recreation equipment inspection undertaken by WODC.
- b. The PC received a breakdown of the list of works required arising from the annual inspection of the recreation equipment undertaken by The Play Inspection Co and asked the Clerk to obtain quotes as required.

085/22 **Public Open Space**

- a. The PC received the notes of a site meeting held with Vistry on 7.4.2022.
- b. The PC received three quotations for the Public Open Space and agreed that a process was to be set on the way forward of taking on the POS. It was agreed that the PC was to meet with the developers to go through the quotations received for the work required on the POS.
- c. The developer was to be chased for an update on the collapsing wall close to the entrance of Folland Park/Wright Road.
- d. An update on the allotments and tennis courts was awaited from Vistry.

086/22 **Co-option of Councillors**

The PC agreed to commence the co-option process to fill the five vacant seats on the PC and an advert was to be placed on the website and the parish noticeboards. Dead line to receive applications was set for 12 noon on Monday 9th May 2022.

087/22 **Queen's Jubilee Celebration**

The PC received an update on the Queen's Jubilee Celebration planned for 4th June 2022 from Cllr. S. Garrett.

088/22 Defibrillator

- a. The Dragon Vets had confirmed that a defibrillator could be attached to their building and also agreed to supply the electricity for it.
- b. The PC agreed to look into grant funding to go towards a second defibrillator in the village.

089/22 Fenced area in the entrance of Folland recreation ground

Cllr. S. Garrett informed the PC that the fence was to be replaced in the entrance of Folland recreation ground possibly by the Housing Association. The Chairman asked for confirmation of who would be replacing the wooden fence for future reference.

090/22 Operation London Bridge

The PC receive and approved a policy on Operation London Bridge.

091/22 Addressing the new development on Wellington Road/Mitchell Road

CDC had submitted a court name request received from the developer for the proposed development on Wellington Road/Mitchell Road and had requested the PC's opinion or other suggested names for the development.

The proposed court name was **Hunting Percival** – Hunting Percival were the company who originally developed the Jet Provost.

Decision: The PC unanimously agreed that 'Wellington Court' should be submitted to CDC.

092/22 Staff Holidays

The PC approved carrying forward 1 ½ unused days of the Clerk's holiday into 2022/23.

093/22 Parish Council Seal

The Clerk was to investigate into having a Parish Council seal and a quote for the next PC meeting.

094/22 Gates at entrance of the Village

Vistry agreed to look into whether they had any plans to refurbishment the gates and possible re-installation of the lights at the entrance of the village.

095/22 Correspondence:

- a. To discuss and agree next steps on correspondence received:
 - i) Metal Herras fencing to be removed at top of Proctor Way – had contacted Vistry
 - ii) Lack of shrubs and dead trees noted up by airfield – had contacted Vistry
 - iii) Broken wooden post and rail fence by Hercules Close – had contacted Vistry
 - iv) Plastic tree protectors – Vistry had been asked to collect the broken plastic tree protectors from the POS.

096/22 Dates of Next Meetings

The PC approved the dates of the following meetings: -

Annual Parish Meeting Wednesday 4th May 2022, 7.00 pm at the Village Hall

Annual Meeting of the PC Monday 16th May 2022, 7.00 pm at the Village Hall

The meeting closed at 21.24 pm.