

Upper Rissington Parish Council

A meeting of the Parish Council was held on Monday 11th July 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. Edgar
Cllr. S. Garrett
Cllr. D. Holden
Cllr. N. Maxey
Cllr. S. Mitchell
Cllr. J. Thurlow (joined the meeting after being co-opted at item 156-22)
Officer: Mrs. V. Oliveri, Parish Clerk
County Cllr. M. Mackenzie-Charrington
1 member of the public

153/22 **Apologies for absence** had been received from Cllr. S. Edgar.

154/22 **Declarations of interest and applications for dispensation** – none were received.

155/22 **Public Session**

The member of public thanked the Clerk for obtaining a Parish Council stamp to be used when signing proof of existence of residents so that they can claim their pensions abroad.

156/22 **Co-option of a Parish Councillor**

One application for co-option had been received. Cllr. A. Cairns proposed Jonathan Truslow be co-opted as a Parish Councillor. Cllr. S. Mitchell seconded the proposal and a unanimous vote of all in favour of the proposal was taken. Jonathan Truslow signed his acceptance of office and then joined the Parish Councillors around the table.

157/22 **County Councillor's report**

Cllr. M. Mackenzie-Charrington went through his report at the meeting which had circulated to the Clerk and Parish Councillors prior to the meeting.

158/22 **District Councillor's report**

The District Councillor was not present at the meeting.

159/22 **Police report**

PCSO Kim Graham was in attendance at the meeting and went through his report which had been circulated prior to the meeting. He agreed to attend the Parish Council meeting quarterly and would send a report prior to the meeting. The Stow-on-the-Wold neighbourhood policing team would be in attendance at the Upper Rissington Village Hall car park on Sunday 31st July 2022 from 12 noon – 4.00 pm. This event was to assist the public in deterring cycle thieves and would be providing advice and marking/registering cycles.

160/22 **Minutes of the Parish Council Meeting held on 13th June 2022**

Cllr. N. Maxey proposed to approve the minutes of 13th June 2022. Cllr. S. Garrett seconded the proposal, and a unanimous vote was taken of all in favour of approving the minutes.

161/22 **Clerk's Report**

The AGAR forms and additional information had been emailed to the external auditors before the dead line.

Cotswold Vale Electricians had repaired the non-functioning small roller shutter in the kitchen. Dyno-Rod had been called to unblock a drain at the Village Hall. The PC agreed to monitor the situation. Cllr. S. Garrett agreed to speak to the URSC to see whether the blocked drain had had an affect on their booking at the Village Hall.

162/22 Planning

a. Planning decisions issued by Cotswold District Council

1) 22/00919/FUL 8, Hawker Square

Erection of a single storey rear extension with associated works and replacement of front ground floor window with doors.

CDC had permitted this planning application.

2) 22/00454/FUL 5, Vintage Pair

Rear single storey extension and front porch.

CDC had permitted this planning application.

3) 22/01620/TPO 4, Smith Barry Circus

Fell lime to ground level.

CDC refused this planning application.

b. There had been no planning applications received since the last PC meeting.

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

163/22 Finance

a. Income received

A report had been circulated prior to the meeting of the income received since the last PC meeting. The Parish Councillors agreed from now on to have reports circulated prior to the PC meetings dated between the 1st of the month and the last day of the month.

b. Payments list

Cllr. A. Cairns proposed to approve the payments list received. Cllr. S. Bates seconded the proposal and a unanimous vote of all in favour was taken on the proposal.

Payee	Date	Details	Total	Relevant/ minutes	Authority Budget Code
VALDA Energy -DD	11-July	Gas/Elec V/Hall	£181.16	343/21	LGA 1972 s133
ReformIT -office 365 support contract – DD	11-July	Support contract, ESET full disk encryption and anti-virus protection	£130.32	185/21	LGA 1972 s111
NEST pension – DD	11-July	Pension contribution	Personal	13/06/18-13	LGPSR SI 2007/1166
Divert Waste – DD	11-July	Empty V/Hall bine (4 weeks)	£43.87	083/22 b	LGA 1972 s133
Mrs V Boshier – staff	11-July	July salary	Personal	198/21	LGA 1972 s112(2)
Mrs V Oliveri – staff	11-July	July salary	Personal	169/21	LGA 1972 s112(2)
City Fire Protection	11-July	Replacement of emergency light in gent's toilet	£234.00		LGA 1972 s133
Cotswold & Vale Ltd	11-July	Repair small roller door and plug on Hoover	£59.40		LGA 1972 s133
PATA (UK)	11-July	Quarterly Payroll service	£52.95	140/22	LGA 1972 s112(2)
WODC	11-July	2 playground inspections & grass cutting for May 2022	£1093.67		HA1980s96
Dyno-Rod – FF Services Ltd	11-July	To unblock drain at v/Hall	£233.00		LGA 1972 s133

- c. The PC received the bank reconciliations up to 30th June 2022.
- d. The PC received a report on expenditure against the budget and agreed that the Parish Clerk was to put forward recommendations to virement budget figures to offset overspends on certain budget figures. This information was to be brought to the September 2022 PC meeting.
- e. The PC approved the annual direct debit payment for the Data Protection fee with the ICO at a cost of £35.00 - due by 23/8/2022. The Councillors unanimously agreed to change the Direct Debit payments to come out of the Lloyds bank account.

164/22 Recreation Inspection

The PC received the monthly recreation equipment inspection undertaken by WODC and approved the Clerk to action the jobs arising from the inspection.

165/22 Public Open Space

- a. The PC received the notes of two meetings with Vistry held on 16/6/2022 and 5/7/2022. The PC agreed to re-look at the three quotations received for the POS works and to add a 5% increase to each year for the contract work and bring to the Extra-ordinary PC meeting to be arranged in August 2022.
- b. The PC agreed to request a more comprehensive plan of the action planned and for Vistry to expediate the remaining works required within a three month period.
- c. The PC took a vote on the condition required to handover the allotments to the PC and the preferred option was to cut the long grass, bale and remove and not to spray the allotment area.
- d. The PC received the Terms & Conditions for the use of the Tennis Courts in the village. Cllr. S. Mitchell agreed to add some input to the T's & C's to the tennis courts and this was to be brought to the September PC meeting for discussion and approval.

At this point of the meeting (9.30 pm) the PC decided to adjourn agenda items 166/167/168/170/172/173/174 to a future PC meeting.

166/22 To receive, discuss and adopt the Licence for the Upper Rissington Parish Council Allotments – deferred to September 2022 PC meeting.

167/22 The PC to receive information on GRCC and SLCC membership. - deferred to September 2022 PC meeting.

168/22 Asset Register - To approve a revised Asset Register for 2022/23. - deferred to September 2022 PC meeting.

169/22 Village Hall

- a. The PC received a report on the income and expenditure of the Village Hall for June 2022.
- b. The PC received and approved a quotation received from Cotswold Vale Ltd to replace a light panel in the V/Hall office at a cost of £102.53 plus VAT.
- c. The PC received and approved a quotation received from Cotswold Vale Ltd to replace an exterior light on the V/Hall next to the Plant Room at a cost of £124.50 plus VAT.
- d. The PC approved Numatic to service the V/Hall floor cleaner and to undertake a repair required.
- e. The PC voted 6 votes for and 1 vote against a V/Hall booking request for a New Year's Eve party. A deposit would be required of £500.00 prior to the booking and a Temporary Events Notice would need to be obtained from CDC by the hirer.

- f. The PC to agree to the recruitment of a Village Caretaker and the PC to approve the hourly rate and job specification – deferred to an Extra-ordinary PC meeting in August 2022.
- g. The PC unanimously approved the weeding to be undertaken around the V/Hall and car park area by Ubico.
- h. The PC confirmed that Vistry had agreed to install of a gate to the side of the V/Hall.

170/22 PC Website

The PC to receive quotations for works required on the PC website – deferred to the September 2022 PC meeting.

171/22 Defibrillator

The Clerk had applied for grant funding from CDC for a second defibrillator in the village.

172/22 Trees

Details of three companies quoting for tree works required in the village. – deferred to the September 2022 PC meeting.

173/22 ICO

The PC to receive and discuss the ICO's response to a Freedom of Information request. – deferred to the September 2022 PC meeting.

174/22 Ansell's Copse

The PC to discuss and decide the next steps on the recent information received from the Solicitor – deferred to the Extra-ordinary PC meeting in August 2022.

175/22 Correspondence Received

- a. Blanket Road Closure up to 31.12.2022 – details circulated prior to the meeting.
- b. Kendrick Homes – Works scheduled to install the water supply to the new development in the village w.c. 25/7/2022.
- c. CDC holding a virtual crowd funding workshop 12.7.2022 at 1.30 pm.
- d. GAPTC invite Councillors to attend their AGM arranged for 23/7/2022 at Highnam Community Centre at 10.00 am.

176/22 Date and Time of Next Meetings:

Date of an Extra-ordinary PC meeting in August 2022 to be confirmed.
Monday 12th September 2022, 7:00 pm.

The meeting closed at 21.40 pm.