

Upper Rissington Parish Council

Notice of Parish Council Meeting

7th December 2022

I hereby give notice that a meeting of the Parish Council will be held in Upper Rissington Village Hall, Wellington Road on Monday 12th December 2022, 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

252/22 **To Receive Apologies for Absence**

253/22**To Receive Declarations of Interest and Applications for Dispensation**

254/22 **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.*

255/22 To receive the **County Councillor's report**

256/22 To receive the **District Councillor's report**

257/22 To receive a **report from the police**

258/22 **Minutes:** To approve the Minutes of the Parish Council Meeting held on 14th November 2022 and authorise the Chairman to sign the same.

259/22 **Clerk's Report:**

- a. To report on outstanding actions from previous meetings not covered elsewhere on the agenda.
- b. Correspondence Received.

260/22 **Planning:**

- a. To note new planning decisions issued by Cotswold District Council;
- b. To consider the council's response to the following planning application:

Application Details

1. 22/03997/FUL Erection of single storey side extension and other associated works 4 Trenchard Close Upper Rissington Cheltenham Gloucestershire GL54 2GT
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- c. To consider any urgent planning applications received since publication of the agenda.

261/22 **Finance:**

- a. To record income received to 30th November 2022.
- b. To receive a list of outstanding invoices.
- c. To receive bank reconciliations up to 30th November 2022.
- d. The PC to receive a report on expenditure against the budget up to 30th November 2022.

e. To approve payments according to the payments list.

Payee	Date	Details	Total	Relevant/ minutes	Authority Budget Code
VALDA Energy -DD	12-Dec	Gas/Elec V/Hall	£765.95	343/21	LGA 1972 s133
ReformIT -office 365 support contract – DD	12-Dec	Support contract, ESET full disk encryption and antivirus protection	£130.32	185/21	LGA 1972 s111
NEST pension – DD	12-Dec	Pension contribution	Personal	13/06/18-13	LGPSR SI 2007/1166
Divert Waste Ltd - DD	12-Dec	Empty V/Hall bin	£48.67	083/22 b	LGA 1972 s133
BT – DD	12-Dec	Quarterly phone and internet at V/Hall	£216.54		LGA 1972 s133
Albion Water	12-Dec	Water charge – didn't go through last month	£10.55		LGA 1972 s133
WODC	12-Dec	Play inspections	£20.87		HA1980 s96
GAPTC	12-Dec	Finance for Councillors course	£30.00	202/22	LGA 1972 s111
Viking	12-Dec	Stationery	£152.63		LGA 1972 s111
Scribe	12-Dec	Allotments annual subscription and set up fee	£582.00	243/22 e	LGA 1972 s111
Bourton Vale Window Cleaning Services – S. Rix	12-Dec	Clean V/Hall windows	£31.00		LGA 1972 s133
Mrs V Boshier – staff	12-Dec	December salary	Personal	148/22 b	LGA 1972 s112(2)
Mrs V Oliveri – staff	12-Dec	December salary + back pay	Personal	169/21	LGA 1972 s112(2)
Mr A Wakefield – staff	12-Dec	December salary	Personal	246/22	LGA 1972 s112(2)
HMRC	12-Dec	Third ¼ payment TAX/NI	Personal		LGA 1972 s112(2)
PATA payroll	12-Dec	Third ¼ payroll service	£68.25		LGA 1972 s111
Bruern Farms	12-Dec	Christmas tree	£200.00	249/22 a	LGA 1892 s.8(1) (i)
Dan Holden	12-Dec	To re-imburse payment of exterior Christmas tree lights	£47.58		LGA 1972 s111
Groundwork UK	12-Dec	Repayment of remainder of locality grant not spent in time allocated	£1,194.70	239/22 a	LGA 1972 s111

f. The PC to receive and approve the budget for 2023/4 and the following draft two years budget.

g. The PC to approve the precept for 2023/4.

262/22 Recreation Inspection

The PC to receive the monthly recreation equipment inspection undertaken by WODC.

263/22 Public Open Space

- a. To receive the notes of a meeting with Vistry held on 6/12/2022.
- b. The PC to consider a quote received from Men in Sheds, Bourton-on-the-Water to provide wooden allotment markers, painted white with black numbering at a cost of £200.00.
- c. The PC to approve an amended allotment licence.

264/22 PC Website

The PC to approve the update to the website and social media policy.

265/22 Village Caretaker

To receive a Village Caretakers report.

266/22 Financial Reserves Policy & Investment Strategy

The PC to receive a revised Financial Reserves Policy & Investment Strategy as follows: -

a. Annex A

- Schedule of Earmarked Reserves has been updated omitting the Locality Grant of £1,194.70 which had to be paid back to Groundwork UK as the deadline had expired.
- CIL payments have been updated showing the recent payments received and dated.

d. List of PC Investments updated.

267/22 Grant Applications Received

The PC to consider two grant applications received listed below.

- a. Rissington's Local History Society
- b. Upper Rissington Social Committee

268/22 Cotswold Representation on GAPTC

The PC to select their vote on the four candidates put forward to fill the vacancy for the Cotswold Representation on GAPTC. The decision is to be forwarded to GAPTC.

269/22 Footpath/lights between Harris Gardens/Lancaster Drive

The PC to consider the issue with the lights not working between Harris Gardens/Lancaster Drive. County Cllr. Mark Mackenzie-Charrington has been copied into this issue.

270/22 Co-option

The PC to receive nominations for the three co-option vacancies. Deadline for nominations is 12.12.2022.

271/22 Lightning Protection System at the Village Hall

The PC to approve the annual inspection and testing of the lightning protection system at the Village Hall to be undertaken by PTSG at a cost of £163.00 + VAT.

272/22 Date and Time of Next Meeting: Monday 9th January 2023, 7:00 pm.

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.