

6 November 2023

**Public notice is given of a Meeting of Upper Rissington Parish Council to be held at 7pm in Upper Rissington Village Hall, Wellington Road on Monday 13 November 2023 for the transaction of business on the following agenda.**

All members of the public and press are welcome to attend.

**To all Members of Upper Rissington Parish Council**

Councillors are hereby summoned to attend the **Meeting of Upper Rissington Parish Council** to be held on **Monday 13 November 2023** commencing at **7pm** for the transaction of business on the following agenda.

*RWaller*

**Ruth Waller**

**Locum Clerk to Upper Rissington Parish Council**

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**AGENDA**

252/23 To receive and approve apologies for absence and confirm the meeting is quorate

253/23 To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33(b-e)

254/23 **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.*

**255/23 Planning:**

- i. To consider the following planning application(s) and agree actions:

[23/03208/FUL | Erection of first floor extension, installation of ground floor windows and associated works | Whitebeams Avro Road Upper Rissington Cheltenham GL54 2NU](#)

- ii. To note new planning decisions issued by Cotswold District Council

- iii. To consider any urgent planning applications received since publication of the agenda.

256/23 To receive the Police Report

257/23 To receive the County Councillor's Report

258/23 To receive the District Councillor's Report

259/23 To receive update in relation to the **Village Emergency Plan** and agree budget

260/23 To confirm and sign the minutes of the Parish Council meeting held on 9 October 2023 circulated to Members prior to the meeting

261/23 To receive the **Clerk's Report**

262/23 To receive an update on the Actions Log

263/23 To receive the **Village Caretaker's Report** and agree actions

264/23 To consider purchase of a Parish Council vehicle and agree actions

265/23 To review Financial Regulations and agree actions

266/23 To approve supplier for the Village Hall Christmas Tree and agree actions

267/23 To agree budget for the Christmas Tree decorations and lights and agree actions

268/23 To consider grant application from Rotary in the Rissington for Community Wellness Allotment Project

269/23 **Finance** – documents circulated prior to meeting:

- i. To approve the November payment list/those paid between meetings and to note receipts (Appendix A)
- ii. To approve the bank reconciliation
- iii. To receive the budget monitoring report up to 31 October 2023
- iv. To consider proposed budget for 2024/25 and agree next actions

270/23 **Public Open Spaces**

- i. To receive a formal offer from Vistry regarding trees and agree actions
- ii. To consider whether the Council can accept the POS offer presented in October and agree actions
- iii. To receive quotes for the Tree Survey and approve contractor
- iv. To provide update relating to the fence around the bowling green and agree actions

271/23 **Recreation facilities:**

- i. To receive any requests from allotment holders and agree actions
- ii. To consider request to consider Terms for second allotment Plot and agree actions
- iii. To consider options for Playground Inspections and agree actions
- iv. To consider annual membership for the Tennis Courts

272/23 **Village Hall:**

- i. To consider Health and Safety and Security Policy for the Village Hall and agree actions
- ii. To receive an update on Village Hall bookings against budget forecast
- iii. To receive proposals for changes to Hire descriptions and administration of finances
- iv. To consider quotes for the groundwork at the village hall, approve contractor and agree actions.

273/23 **Health and Safety**

- i. To consider replacement of the light above the village hall defibrillator and agree actions
- ii. To receive the monthly recreation equipment inspection and agree any actions or recommendations that are required from the information received
- iii. To receive any health and safety issues relating to the Village Hall and agree actions

274/23 To note agenda items for the next Parish Council meeting

275/23 **Date of Next Meeting**

The date of next PC meeting is arranged for Monday 11 December 2023.

276/23 **Confidential Item:**

Council are excluding members of the public and the press to progress matters of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102.

- i. Proposed Staff Restructure and consideration of budget

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.