

MINUTES of an Extraordinary meeting of the Parish Council held on Friday 1 March 2024 commencing at 9.30am in the Village Hall, Wellington Road. Upper Rissington.

Members present: Cllrs. S. Garrett, K. Maxwell, S. Mitchell, J. Truslow

Attendees: Officer – R. Waller and Assistant Clerk

- 24.03.01.1 **To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))**
Apologies received from Clls Bates, Summerfield and Watson due to work commitments.
- 24.03.01.2 **Public Session:** To provide members of the public/press with the opportunity to comment on items on the agenda. In accordance with Standing Orders, this will not exceed 15 minutes in total and three minutes per person. No decision can be taken during this session¹, but the Chairman may decide to refer any matters raised for further consideration
None present
- 24.03.01.3 **Declarations of interests** - Members to declare any interests, including Disclosable Pecuniary Interests they 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 Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
None declared
- 24.03.01.4 To co-opt a Councillor as a Member of Upper Rissington Parish Council and signing of Acceptance of Office form
Cllr Maxwell proposed that D. Holden was co-opted as a Member and the motion seconded by Cllr. Garrett.
COUNCIL AGREED to co-opt D. Holden as a Member of Upper Rissington Parish Council.
The Acceptance of Office form was duly completed and signed.
- 24.03.01.5 **To resolve to complete a Board Resolution in connection with the Lloyds Bank Business account**
COUNCIL RESOLVED to complete the Board Resolution with the following instructions:
Three existing signatories were to be removed. Three new signatories were to be added.
All mandate forms had been completed and signed and a covering letter included.
COUNCIL AGREED the following actions:
The RFO to check the signatories on all Parish Council bank accounts.
The RFO to investigate how to prevent this situation occurring and how the bank account had been set up.
- 24.03.01.6 **To approve final figures for the Grounds Maintenance Tender, commencing 1 April 2024**
A meeting with the new Contractors had been held on Monday 19 January 2024.
This was led by the Clerk and Assistant clerk with Cllrs Maxwell and Garrett in attendance.
The proposed figures were discussed with particular negotiations over the costings of the play area inspections and the Hogging footpaths. A new quote was subsequently supplied.
COUNCIL APPROVED the final figures of the Grounds maintenance Tender, commencing 1 April 2024.
Action: Clerk to provide a copy of the contract in readiness for Council's approval at the next Council meeting.
- 24.03.01.7 **Date of Next Meeting** - Monday 11 March 2024