

5 March 2024

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 11 March 2024 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 11 March 2024** in **Upper Rissington Village Hall, Wellington Road** commencing at **7pm** for the transaction of business on the following agenda.

RWaller

Ruth Waller

Clerk to Upper Rissington Parish Council

AGENDA

- 24.03.11.01 To receive and approve apologies for absence and confirm the meeting is quorate
- 24.03.11.02 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)
- 24.03.11.03 **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.*
- 24.03.11.04 To receive the County Councillor's Report
- 24.03.11.05 To receive the District Councillor's Report
- 24.03.11.06 To **confirm and sign the minutes** of the Parish Council meeting held on 12 February 2024 Council Meeting held on 1 March 2024 and the Extraordinary circulated to Members prior to the meeting
- 24.03.11.07 To receive the **Clerk's Report**, including update on the Actions Log
- 24.03.11.08 To receive the **Village Caretaker's Report** and agree actions
- 24.03.11.09 **To review and approve the Data Protection Policy**

- 24.03.11.10 **To receive quotes for the purchase of bat and owl boxes within the Parish and agree next actions**
- 24.03.11.11 Public Open Spaces**
- i. **To note signing of the TP5 on Friday 16 February 2024**
 - ii. **To receive update on Tree works**
 - iii. **To approve cost for the work required on Longmore Walk as approved at the Extraordinary Council meeting held on 4 September 2023, minute ref. 207/23**
- 24.03.11.12 **To receive update on the future Maintenance of the Parish Public Open Spaces and note final costings**
- 24.03.11.13 Planning:**
- i. **To discuss planning application and agree actions**
 - ii. To note new planning decisions issued by Cotswold District Council
 - iii. To discuss any urgent planning applications received since publication of the agenda
 - iv. **To discuss response to Cotswold District Council’s Local Plan Update Consultation and Masterplan for Cirencester Consultation**
- 24.03.11.14 Finance** – documents circulated prior to meeting:
- i To approve the March 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 29 February 2024
- 24.03.11.15 Recreation facilities:**
- i. To receive any requests from allotment holders and agree actions
 - ii. To receive Statement of Intent from the Rotary in the Rissingtons Plot
 - iii. To consider 2024/5 Allotment Tenancy agreement and agree next actions
 - iv. To approve cost of the maintenance required for the Tennis Courts, on health and safety grounds
 - v. To consider proposal for the Football playing fields and agree next actions
- 24.03.11.16 Village Hall:**
- i. To review Hall Bookings Prices and advanced payments commencing 1 April 2024 and agree actions
 - ii. To receive quotes and agree company for skip hire to facilitate the storage room clean-out
 - iii. To consider the pre-approval of up to 5 cages for the storage room, if required, at a cost of £300 per cage
 - iv. To consider request to purchase new microphone and laptop table to be used in conjunction with the audio visual equipment
- 24.03.11.17 Health and Safety**
- i. To receive the monthly recreation equipment inspection and agree any actions or recommendations that are required from the information received
 - ii. To receive any health and safety issues relating to the Village Hall and agree actions
- 24.03.11.18 Date of Next Meeting** is Monday 8 April 2024

- 24.03.11.19 Confidential session:** 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. To consider report for amendment to staffing hours and salary for Assistant Clerk and increase in hours for Clerk within the current budget
 - ii. To consider request from the Social committee to allow access for any dog into the Village Hall during the Summer Fete 2024
 - iii. To review the terms and conditions for second plot holders (Allotments)

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.