

# UPPER RISSINGTON

## PARISH COUNCIL

**MINUTES** of an Extraordinary Meeting of the Parish Council held on Monday 21 August 2024 commencing at 7pm in the Village Hall, Wellington Road. Upper Rissington.

**Members present:** Cllrs. J. Truslow (Chair), G. Barrett, A. Maclean, K. Maxwell and C. Summerfield

**Attendees:** Officer – R. Waller and 5 members of the public.

- 24.08.21.1 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))**  
None. All Councillors present
- 24.08.21.2 Public Session:**  
No matters raised
- 24.08.21.3 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)  
Cllr Maxwell – Dry stone
- 24.08.21.4 To consider Proposals for annual HR Support package and agree actions**  
Item deferred to Council meeting to be held on 9 September 2024.
- 24.08.21.5 To consider the updated proposal for the kitchen refurbishment, approve budget and agree actions.**  
It was noted that there is £29, 000 in the budget for hall Improvements, to include costs towards this kitchen refurbishment.  
**COUNCIL AGREED** that the refurbishment should proceed.  
**Action:** Council to consult with current user groups to obtain their input on the proposal.  
**Action:** Clerk to investigate grants available for such works within a Village Hall.  
**COUNCIL AGREED** to establish a working group for this project. This will be formally initiated at the Council meeting to be held on 9 September 2024.
- 24.08.21.6 To consider quotes for replacement bollard and agree actions**  
**COUNCIL APPROVED** budget of £1,000 for 11 bollards around Folland park to replace damaged/missing bollards  
**Action:** Clerk to obtain quotes for installation.
- 24.08.21.7 To consider competition to ‘Design-a-Flag’, agree prizes, age groups and next actions**  
**COUNCIL APPROVED** the design-a-flag Competition to design a Parish Flag.  
Entries would be accepted per household, with 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes.  
**COUNCIL AGREED** a total budget of £400 and that the competition would be tied in with the 25<sup>th</sup> anniversary celebrations.
- 24.08.21.8**  
i. **Council received an updated August Payment** list as approved at the meeting held on 12 August 2024  
ii. **To approve the bank reconciliation**  
**COUNCIL APPROVED** the bank reconciliation and was signed by Cllr. Maxwell.
- 24.08.21.9 To consider the updated Facilities Maintenance Plan and agree actions**  
Item deferred to Council meeting to be held on 9 September 2024
- 24.08.21.10 To receive updates relating to any Health and Safety issues raised at the Council meeting held on 12 August 2024 and agree actions**  
Eight companies had been approached for a quote for the work to be completed on the dry stone wall opposite Dragon Vets.
- 24.08.21.11 To approve the Biodiversity Policy**  
**The policy was discussed in detail by Councillors.**  
**COUNCIL APPROVED** the policy with one amendment.  
The proposed **Action Plan** requires further investigation and engagement with the local community.

**24.08.21.12 Allotments:**

**i. To approve updated Handbook**

**COUNCIL APPROVED** the updated handbook.

**Action:** Clerk to distribute updated handbook to all allotment holders.

**ii. To approve the Policy for keeping Bees and Livestock on the Council Allotments**

**COUNCIL APPROVED** this policy with the inclusion of an additional clause to allow an administrative charge for the keeping of chickens and rabbits.

**24.08.21.13 To consider proposal for the 25<sup>th</sup> Parish Anniversary celebration, agree budget and next actions**

The proposal had been circulated to Members prior to the meeting and was discussed at length.

**COUNCIL APPROVED** second event. Date to be confirmed.

**COUNCIL AGREED** a budget of £11,000 budget. An income of 50% was expected.

**First event:**

- **COUNCIL AGREED** a budget of £10,000 for the restoration of the original MOD gates. Grant funding to be sourced, if possible.
- Village Sign: **COUNCIL AGREED** a budget of £7,000.
- Completion time planned for April, to coincide with the 25<sup>th</sup> Anniversary or as soon possible from this date.

**Councillor Maxwell was delegated as Project Manager to organise the above.**

**24.08.21.14 Date of Next Meeting - Monday 9 September 2024**