

Upper Rissington Parish Council

Notice of Parish Council Meeting

I hereby give notice that a Parish Council Meeting will be held in Upper Rissington Village Hall, Wellington Road on **8th August 2018 at 7.30pm**.

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.



Pauline Rigby
Clerk to Upper Rissington Parish Council

2nd August 2018

AGENDA

1. **Election of Chairman**
2. **Apologies:** To receive apologies for absence.
3. To Receive **Declarations of Interest** and Consider **Applications for Dispensation**
4. **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.*
5. **County Councillor's Report:** For information
6. **District Councillor's Report:** For information
7. **Minutes:** To approve and sign the minutes of the Parish Council meeting held on 18 July 2018.
8. **Clerk's Report:** To review actions from previous meetings not covered elsewhere on the agenda.
9. **Planning:**
 - a. To retrospectively consider and approve printing of a letter to residents about the new details for the Public Open Spaces application 17/04151/FUL.
 - b. To nominate a second councillor representative to the Community Liaison Group.
 - c. To note new planning decisions made.

Application no.	Details	Decision
18/02441/FUL	Installation of an external flue - 7 Mitchell Way Upper Rissington Cheltenham Gloucestershire GL54 2QD	Application permitted

- d. To consider planning applications received.

Application no.	Details	Deadline
18/02773/FUL	8 Wellington Road Upper Rissington Cheltenham Gloucestershire GL54 2QW	Weds 22 August 2018

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

10. Staffing Committee:

- a. To receive the draft minutes of the Staffing Committee meeting on 26 July,
- b. To review the Committee Terms of Reference,
- c. To elect the Committee Chairman,
- d. To confirm the arrangements for substitutes, and
- e. To consider and approve the Clerk's overtime.

11. Finance:

- a. To approve payments according to the payments list,
- b. To record income received,
- c. To review and approve bank reconciliations, if available,
- d. To review expenditure against budget year to date, and
- e. To receive the completed list of internal control checks (Q1), if available.

12. Banking and Investments:

- a. To review the Council's banking arrangements,
- b. To review and adopt the Investment Strategy for 2018-19.
- c. To consider placing funds with CCLA's Public Sector Deposit Fund.

13. Children's Play Park:

- a. To review the play park inspection sheets and agree any actions arising.
- b. To receive an update on the installation date for the new play equipment.
- c. To consider arrangements for the annual play park inspection in October.

14. PSPO Consultation: To consider the Parish Council's response to the consultation on a Public Spaces Protection Order (PSPO) to control dog fouling across Cotswold District.

15. Planning Enforcement: To consider a response to the County Association's call to identify cases where there has been a breach of planning rules, but enforcement action was not effective.

16. Correspondence: To receive a list of correspondence for information.

17. Items for Future Meetings: To receive future agenda items (defibrillator, Youth Council, disciplinary and grievance policy, request for bins by the picnic benches already noted). Note: no discussion can take place under this item.

18. Date and Time of Next Meeting(s): Wednesday 12 September, 7:30pm

Payments to be authorised:

Payee	Date of invoice	Details	Gross amount	Cheque Total	Relevant minutes	Authority
WODC	26-Jun	Grounds maintenance 28/3 & 16/04	£1,171.01	£1,171.01	07/02/18 - 14	HA 1980 s.96
WODC	11-Jul	Grounds maintenance May 18	£1,171.01	£1,171.01	07/02/18 - 14	HA 1980 s.96
Town & Country Trees	19-Jul	Emergency Tree Work, Harris Gardens	£144.00	£144.00	18/07/18 - 16	HA 1980 s.96
1st Upper Rissington Scouts	08-Aug	Grant	£500.00	£500.00	18/07/18 - 12(a)	LG(MP)A 1976 s.19(3)
Cotswold Friends	08-Aug	Donation	£250.00	£250.00	18/07/18 - 12(b)	LGRA 1997 s.26(1)
Sue Ryder Care	08-Aug	Donation	£250.00	£250.00	18/07/18 - 12(c)	LGA 1972 s.137
Matthew Barley	08-Aug	Expenses - Saxoprint	£41.53	£41.53	TBC	LGA 1972 s.142
		Mileage - CiLCA mentoring, 18/05	£24.30		14/03/18 - 17	LGA 1972 s.111
		Mileage - CiLCA mentoring, 29/06	£24.30		14/03/18 - 17	LGA 1972 s.111
		Mileage - Level 6 presentations, 07/18	£22.50		Chairman	LGA 1972 s.111
		Desk risers	£14.99		Chairman	LGA 1972 s.111
		Post Office - Stamps	£3.16		Chairman	LGA 1972 s.111
		Sainsbury's - sticky notes and pens	£11.00		Chairman	LGA 1972 s.111
		WHSmith - blutack and clipboards	£10.47		Chairman	LGA 1972 s.111
		Post Office - Stamps	£10.98		Chairman	LGA 1972 s.111
		Amazon - A4 copier paper, 5 reams	£18.99		Chairman	LGA 1972 s.111
		Amazon - A4 premium copier paper	£4.30		Chairman	LGA 1972 s.111
Pauline Rigby	08-Aug	Expenses claim TOTAL		£144.99		LG(FP)A 1963 s.5
ICO *	23-Aug	Registration fee	£35.00	£35.00	18/07/18 - 11(a)	DP (C&I) R 2018
Pauline Rigby	25-Aug	Clerk's salary August		■	08/11/17 - 29	LGA 1972 s.112 (2)

* To be paid by direct debit on or about 23 August