

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 **10 April 2019 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

4 April 2019

AGENDA

1. To receive apologies for absence.
2. To receive declarations of interest and consider applications for dispensation.
3. To receive the County Councillor's Report.
4. To receive the Ward Councillor's Report.
5. **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.*
6. **Minutes:** To approve and sign minutes of the meeting on 21 March 2019;
7. **Clerk's Report:** To review actions from previous meetings, and consider any actions arising.
8. **Planning & Highways:**
 - a. To note new planning decisions made,
 - b. To consider any urgent planning applications received since publication of the agenda.
 - c. To consider agreement in principle to part fund installation of a new footway along the Barrington Road from (i) Harris Gardens to Old Wellington Road and (ii) Old Wellington Road to the new roundabout – supported by an application to GCC's Community Fund.
9. **Finance:**
 - a. To review and approve Clerk's overtime,
 - b. To consider request for donation from Great Western Air Ambulance Charity,
 - c. To approve payments according to the payments list,
 - d. To record income received,
 - e. To review and approve bank reconciliation, if available;
 - f. To review expenditure against budget for the year to 31 March 2018;
 - g. To review draft accounting statement for 2018-19; and
 - h. To approve amount of initial investment for Hampshire Trust Bank and sign application.

10. **Disciplinary & Grievance Policy:** To consider and approve a new policy.
11. **New Councillor Training:**
- To approve stationery costs of up to £75 to provide 'New Councillor' Information Packs;
 - To consider GAPTC providing new councillor training course on Saturday 29 June, at the Village Hall at a cost of £700 plus mileage and refreshments, and
 - To consider opening up the course to delegates from other councils.
12. **Parks and Open Spaces:**
- To receive the play park inspection sheet, if available, and consider any actions arising;
 - To consider variation to grounds maintenance contract for cost of collected cuts;
 - To consider quotations for the dry stone wall on the north boundary of the park; and
13. **Covenants:** To consider legal support package at £400 pa to deal with covenant enquiries and any other land, property issues or disputes that may arise.
14. **Correspondence:** To receive a list of correspondence for information.
15. **Items for Future Meetings:** Youth Shelter, Village Handyman, Village Gateways, Emergency Planning, parking spaces already noted. Note that no discussion can take place under this item.
16. **Date and Time of Next Meeting(s):** Wednesday 15 May, 7:30pm
17. **To Resolve to move in to a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a:**
The public and press should leave the meeting during the consideration of:
18. **Clerk's Appraisal:** To receive Clerk's appraisal report.
19. **Clerk's Work Plan:** To review clerk's work plan for the coming months and consider changes to contracted working hours and/or overtime arrangements.
20. **ICO Decision:** To consider the ICO decision notice and agree any actions arising.
21. **Complaint:** To consider the council's response to a complaint and agree any actions arising.

Payments list for April 2019:

[Authority to spend is General Power of Competence, unless otherwise indicated.]

Payee	Date of invoice	Details	Total	Relevant minutes
G.A.P.T.C.	15-Mar	Annual membership fee 2019-20	£ 416.56	02/05/18 - 20
PATA UK	27-Mar	Payroll re-run	£ 15.00	21/03/19 – 17
Upper Rissington Village Hall	25-Mar	Community 'Vision' event booking	£ 24.00	13/02/19 - 14
Andrea Pellegram	29-Mar	Vision event and report	£ 1,400.30	13/02/19 - 14
W Oxfordshire District Council	27-Mar	Perimeter hedge cutting	£ 1,071.60	07/02/18 - 14
Pauline Rigby	25-Apr	Clerk's Salary April	personal	21/03/19 – 17
NEST ‡	25-Apr	Pension contributions	personal	13/06/18 - 13

‡ Payment taken by Direct Debit