

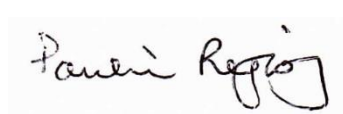
# Upper Rissington Parish Council

## 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 **21 March 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**

**15 March 2019**

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### 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 13 February 2019;
7. **Clerk's Report:** To review actions from previous meetings.
8. **General Power of Competence:** To confirm that the Council meets the eligibility criteria to exercise the General Power of Competence and resolve to adopt the power.
9. **Governance:**
  - a. To note that following the completion of the Community Governance Review, the size of the Council will increase from seven to 11 councillors from the May elections.
  - b. To note that the Notice of Election was published on Monday 18 March and that nomination packs to stand for election as a Parish Councillor are available until 3rd April.
10. **Planning and Highways:**
  - a. To note new planning decisions made, and
  - b. To consider any urgent planning applications received since publication of the agenda.
11. **Trees:**
  - a. To retrospectively approve work carried out to storm damaged tree on Sopwith Road.
  - b. To consider quotations received for detailed tree condition survey, annual walkover inspections and tagging.

**12. Grant applications:**

- a. To consider the application from Little Hurricanes,
- b. To consider the application from 1<sup>st</sup> Upper Rissington Scout Group
- c. To add approved grants to the payments list.

**13. Finance:**

- a. To review and approve Clerk's overtime,
- b. To approve payments according to the payments list,
- c. To record income received,
- d. To review and approve bank reconciliation,
- e. To review expenditure against budget for the year to date,

**14. Treasury Management**

- a. To consider and adopt a Treasury Management Strategy, and
- b. To resolve to open a savings account in accordance with the strategy.

**15. Parks and Open Spaces:**

- a. To receive the play park monthly inspection sheet, and consider any actions arising.
- b. To consider whether to rebuild or reduce the height of pillars in the dry stone wall on the north boundary of the park, subject to obtaining three quotations for the work.

**16. IT Support:** To consider a proposal for ongoing IT support at a cost of £55 plus VAT per month, to include remote support for the Clerk and management of gov.uk councillor email addresses.

**17. Salary Scales:**

- a. To acknowledge the new NJC salary scale for 2019-2020, effective from 1 April 2019.
- b. To acknowledge a contractual pay award of one spinal column point, as the Clerk has completed the Certificate in Local Council Administration (CiLCA).
- c. To consider reviewing the Clerk's salary in accordance with SLCC's evaluation scheme.

**18. HR Support:** To consider proposals for HR support packages for the Council as an employer.

**19. Emergency Planning:** To consider setting up a working party to review emergency planning.

**20. Annual Parish Meeting:** To consider arrangements for the Annual Parish Meeting, including date and format of the meeting, and authorize expenditure of up to £100 for refreshments.

**21. Neighbourhood Plan:** To note that the Steering Group will be holding a 'Vision' event at 6:30pm in the Village Hall on Thursday 28 March led by planning consultant Andrea Pellegram.

**22. Youth Activities:** To note that the Ward Councillor is supporting an application to Cotswold District Council's Youth Activities Fund 2019/20 for World Jungle to provide summer activities in the Rissington Villages.

**23. Correspondence:** To receive a list of correspondence for information.

**24. Items for Future Meetings:** Youth Shelter, Village Handyman, Village Gateways, parking spaces, footpath, and bus shelters already noted. Note that no discussion can take place under this item.

**25. Date and Time of Next Meeting(s):** Wednesday 10 April, 7:30pm

**Payments received:**

Payee	Date	Details	Total
HMRC	14-Feb	VAT Claim Apr-2017 to Dec-2018	£14,808.01
Groundwork UK	22-Feb	Neighbourhood Planning Grant	£2,619.00
Gloucestershire County Council	7-Mar	'Growing Our Communities' Grant 2019/2020	£2,500.00

**Payments list for March 2019:**

Payee	Date of invoice	Details	Total	Relevant minutes	Authority
HM Land Registry ‡	06-Feb	Harris Gardens Title Deed	£3.00	16/01/19 - 14	LGA 1972 s.111
G.A.P.T.C.	25-Feb	5 x Good Councillors Guide	£21.00	FR 4.1	LGA 1972 s.111
PATA UK Ltd	01-Mar	Payroll Services Q4	£30.00	28/04/17 - 7	LGA 1972 s.111
Dowdeswell Forestry Ltd	06-Mar	Fell & Remove Cherry Tree	£348.00	TBC	OSA 1906 s.10
West Oxfordshire District Council	12-Mar	Playground inspection 20/02	£18.90	15/06/15 - 8	PHAAA 1907 s.76
Pauline Rigby	15-Mar	Expenses Claim (fuel, padlock)	£38.31	19/12/18 - 22 13/02/19 - 10	LG(FP)A 1963 s.5
HMRC	05-Mar	PAYE & NICS Q4	personal	23/05/18 - 4	LGA 1972 s.112 (2)
Pauline Rigby	25-Mar	Clerk's Salary March	personal	11/10/17 - 17	LGA 1972 s.112 (2)
NEST ‡	25-Mar	Pension contributions	personal	08/11/17 - 29	PA 2008 s.3

‡ Payment taken by Direct Debit