

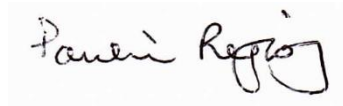
Upper Rissington Parish Council

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 **16 January 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

10 January 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:**
 - a. To approve and sign minutes of the meeting on 10 December 2018, and
 - b. To approve and sign minutes of the meeting on 19 December 2018.
7. **Clerk's Report:** To review actions from previous meetings not covered elsewhere on the agenda.
8. **Planning:**
 - a. To note new planning decisions made.
 - b. To consider new details for 17/04151/FUL for vehicular access to the allotments.
 - c. To consider urgent planning applications received since publication of the agenda, if any.
9. **Councillor Vacancy:** To consider applications for co-option for the casual vacancy.
10. **Finance:**
 - a. To approve payments according to the payments schedule,
 - b. To record income received,
 - c. To review and approve bank reconciliation,
 - d. To review expenditure against budget for the year to date, and
 - e. To consider and approve the budget for 2019-2020.

11. **Precept 2019-20:** To approve the precept request to be submitted to Cotswold District Council.
12. **Internal Audit Report:** To receive the internal auditor's report and review the recommendations.
13. **Community Governance Review:** To consider the Parish Council's consultation response.
14. **Highways Update:** To receive a report from the Chairman on the meeting at Shire Hall.
15. **Children's Play Park:** To receive an update on Phase 2 of the play park installation, and agree any actions arising.
16. **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.
17. **Overtime:** To review Clerk's timesheets and approve overtime.
18. **Clerk's Working Hours:** To review the Clerk's working hours and consider a permanent increase.
19. **Clerk's Appraisal:** To appoint councillors to undertake the Clerk's annual appraisal.
20. **Annual Leave:** To consider and approve Clerk's leave request.
21. **Correspondence:** To receive a list of correspondence for information.
22. **Items for Future Meetings:** Note that no discussion can take place under this item.
23. **Date and Time of Next Meeting(s):** Wednesday 13 February 2019, 7:30pm

Payments schedule for January:

Payee	Date of invoice	Details	Total	Relevant minutes	Authority
West Oxfordshire District Council	17-Dec	Grounds maintenance 22/10/2018	£510.13	07/02/18 - 14	LG(MP)A 1976 s.19
Pauline Rigby	11-Jan	Clerk's Expenses - Fuel	£43.20	FR 4.1	LG(FP)A 1963 s.5
NEST *	11-Jan	Pension contributions	personal	13/06/18 - 13	Pensions Act 2008 s.3
Pauline Rigby	16-Jan	Clerk's Salary January & overtime	personal	08/11/17 - 29	LGA 1972 s.112 (2)

* Paid by direct debit on or around 11 January 2019