

# 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 **Monday 9<sup>th</sup> January 2017 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.



**Debbie Hill**  
Clerk to Upper Rissington Parish Council

3<sup>rd</sup> January 2017

### Agenda

1. **Appointment of temporary Chairman to preside over the meeting**
2. **Appointment of Chairman and to receive Declaration of Acceptance of Office**
3. **Appointment of Vice Chairman and to receive Declaration of Acceptance of Office**
4. **Apologies:** *To receive apologies for absence.*
5. **To Receive Declarations of Interest and Consider Applications for Dispensation**
6. **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 and three minutes per person.*
7. **District / County Councillors' reports:** *To receive reports for information.*
8. **Minutes:** *To approve and authorise the Chairman to sign the minutes of the Parish Council Meeting held on Monday 5<sup>th</sup> December 2016.*
9. **Outstanding Actions from Previous Meetings:** *Report on progress from previous meetings not covered under agenda items – for information only.*
10. **Planning:**
  - (i) *To review and consider new applications received, appeals and enforcements and agree the Council's response*
  - (ii) *To note decision notices received*
11. **Neighbourhood Development Plan:** *It is proposed that Upper Rissington Parish Council develop a Neighbourhood Development Plan in accordance with the Localism Act 2011. It is proposed that a local committee is formed from volunteers from the community and that additional resources are sought to assist with the costs of developing this plan.*

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## 12. Finance:

- (i) To note the two recent Npower bills
- (ii) To consider and authorise payments due
- (iii) To consider and authorise vires from Contingency / Reserves
- (iv) Review and sign off bank reconciliation
- (v) To compare actual spend to budget for year to date
- (vi) To agree 2017/18 budget
- (vii) To agree 2017/18 Precept

## 13. New Village Hall:

- (i) To consider comments received from the Village Hall Trust by email relating to the Agreement to Lease and Lease and to decide whether to agree with the comments made
- (ii) To consider and agree the list of outstanding issues relating to the Village Hall prior to handover to the Village Hall Trust
- (iii) To authorise two Councillors to sign the Agreement to Lease and the Lease
- (iv) To discuss and consider cleaning arrangements for the main hall floor and agree any expenditure necessary
- (v) To consider the request to alter the angle of a spotlight in the village hall car park that is shining into 10 Smith Barry Crescent
- (vi) To note the appointment by the Clerk under Emergency Powers of Kinetic Systems (Bristol) Ltd. to attend to the heating controls system to enable the system to be operated on a programmed basis
- (vii) To authorise Premier Technical Services Group to undertake a lightning protection system test and inspection

14. **Clerk's Working Hours:** To review the Clerk's working practices and agree any outstanding amendments necessary.

15. **Clerk's Objectives:** To discuss and agree the Clerk's objectives.

16. **Correspondence:** To inform Councillors of correspondence received since the last meeting.

17. **Date of the Next Meeting:** To confirm the date of the next meeting.

18. **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:

19. **Cleaner's Salary Review:** To review the Cleaner's Salary and agree whether to award a pay increase.