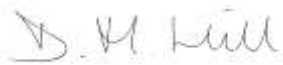


Upper Rissington Parish Council

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 4th July 2016 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

28th June 2016

Agenda

1. **Apologies:** *To receive apologies for absence.*
2. **To Receive Declarations of Interest and Consider Applications for Dispensation**
3. **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.*
4. **District/County Councillors' Reports:** *To receive reports for information.*
5. **Minutes:** *To approve and authorise the Chairman to sign the minutes of the Parish Council Meetings held on Monday 6th June and Monday 27th June.*
6. **Outstanding Actions from previous meetings:** *Report on progress from previous meetings not covered under agenda items – for information only.*
7. **Planning:**
 - (i) *To consider new applications received and agree the Council's response:*
 - 16/02334//TPO – 37 Hawker Square, Upper Rissington - remove branches and lower limbs of silver birch
 - 16/02450/FUL – Far Hill House, Little Rissington – proposed two storey rear extension
 - 16/02608/TPO – 1 Wright Close, Upper Rissington – silver birch fell and replant with two small trees
 - (ii) *To note decision notices received:*
 - 16/01717/FUL – 17 Bleriot Road, Upper Rissington, proposed two storey rear extension – PERMIT
 - 16/02101/TPO – 2 Smith Barry Circus, Upper Rissington, works to trees with a TPO for request to cut back branches that are touching the house to the side - PERMIT
8. **New Village Hall:**
 - (i) *Update on progress with lease to Village Hall Trust*
 - (ii) *To consider and agree whether to purchase new office furniture (desk, pedestal and chair) at a cost of no more than £350 plus VAT (dependent on progress with item (i) above)*
 - (iii) *To consider and agree whether to install a telephone line giving access to broadband and a landline for the office*

Upper Rissington Parish Council

- (iv) *To consider and agree whether to enter a mobile phone contract with BT (using the EE network) for an iPhone 5s at a cost of £15 per month plus VAT.*
- (v) *If item (iii) above is agreed, to authorise a direct debit for the mobile phone contract (two Councillors required to sign)*
- (vi) *To consider and agree whether to review and agree new hall hire terms and conditions*
- (vii) *To consider and agree whether to review and agree new hall hire rates*
- (viii) *To agree whether to apply to Cotswold District Council to transfer the premises licence at a cost of £23*
- (ix) *Discuss and agree way forward with respect to regular hall bookings, private bookings and access to the new hall*

9. Finance:

- (i) *To consider and authorise payments due*
- (ii) *To consider and authorise vires from Contingency / Reserves*
- (iii) *Review receipts and payments for the year to date*
- (iv) *Review and sign off bank reconciliations for May 2016*
- (v) *Re-issue cheque to Centurion VAT*
- (vi) *To consider action to be taken in relation to unpaid invoice 022 2015/16 for £120 relating to the hire of the village hall for a private party on 27th June 2015*

10. Purchase of additional storage / backup for laptop – *To consider using dropbox at a cost of £7.99 a month for 1tb or purchasing an additional hard drive for approx £40 for 1tb or £70 for 2tb.*

11. Maintenance Officer Recruitment – *update on applications received.*

12. Litter Pick: *Discuss and agree suitable timing for village litter pick following request for feedback on Facebook.*

13. Review of Grant applications received – *To consider and approve Grant Application received.*

14. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000

15. Review and approve the council's policy on recording meetings

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

17. To Resolve to Move into a Closed Session

18. Separate Business: Pursuant to 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:*

- **Staffing Matters:** *To agree the Clerk's objectives for the year from 1st April 2016.*