**Agenda**

**For meeting to be held at 7:00pm on**

**5th November 2019 at the Great Rissington Club**

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| **Attendance requested** | Councillors, Cleverly (Chairman), Durrant (Vice Chairman), Carter, Stewart, Ramsay & Sheasby – Debbie Braiden (Clerk) |
| **Invitees** | District Councillor (Andrew Maclean) and County Councillor (Nigel Moor), & electorates |

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| **1.** | **Apologies & Interests:** To receive apologies & declarations of pecuniary interest. |
| **2.** | **Public Questions –** Electorates are invited to discuss items or concerns (5 minutes for each subject) |
| **3.** | **Report from District Councillor – Andrew Maclean** |
| **4.** | **Report from County Councillor – Nigel Moor** |
| **5.** | **Minutes from the last meeting -** Councillors to propose and second that they are happy with the minutes recorded and are a true record of the meeting. |
| **6.** | **Finance**1. To review the ‘Treasurer’s bank account’ balance – Appendix A
2. To review the ‘Accounts’ spreadsheet balance – Appendix B
3. Budget for 2020/21 precept
4. Finalise amendments and propose adoption of The Model Financial Regulations for England and Wales set by NALC 2019
5. To Propose & Second the authorisation and signing of cheques for the following bills presented: cheques to be signed in presence by Cllr Cleverly and the Cllr Durrant or the Clerk. Clerk to process the payments.

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| **Payee** | **Service provided** | **Invoice/receipt number** | **Invoice Total** | **Cheque number** |
| Roadware | 6 Grit bins – REF 15/19 | 100001262 | £644.76 | 22162 |
| Debbie Braiden | Clerk Salary including home work allowance & Expenses (if any) Plus payment of extra hours since Feb 19 (40.51 hrs) | October 19 | On application | 22163 |
| HMRC | Tax on October pay & extra hours paid  | October 19 | On application | 22164 |
| Bibury  | Verge cuts (invoice to come) REF 16/19 | October 199283 | £240 | 22165 |
| Town and Parish Council websites | Annual website hosting and maintenance 1/11/19 to 1/11/20REF 17/19 | 1800565 | £140.00 | 22166 |

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| **7.** | **To consider Planning applications/issues:*** Application received 19/0345/FUL – Removal of existing single storey side extension and replacement with new single side extension at The Follies, Gt. Rissington.
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| **8.** | **Matters arising:*** Cllr Cleverly to fill in and sign Register of Member’s interest form.
* Update on grit bins – Cllr Ramsay & Cllr Cleverly
* Update on quotes for hot spot verge cutting – Cllr Ramsay
* Update on defibrillator backboard and SSE works – Cllr Cleverly
* Action sheet update from October minutes - Clerk
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| **9.** | **Any other business** |
| **10.**  | **Closure of business and meeting** |
| **11.** | **The next parish meeting will be held on 3rd December 2019** |

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| **ITEM** | **ACTIONS FROM MINUTES 1/10/19** | **COMPLETED** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** | **Proposed****Seconded** |  |
| **6** | 1. **Signed by**
2. **Signed by**
3. **Precept**
4. **Proposed**

**Seconded** |  |
| **7** |  |  |
| **8** |  |  |
| **9** |  |  |
| **10** | **Meeting closed at**  |  |