

GREAT RISSINGTON PARISH COUNCIL

NOTICE OF THE PARISH COUNCIL ANNUAL GENERAL MEETING (AGM)

To all Councillors, this is an agenda for you to consider at home whilst government instructions of staying at home and self isolation is in force.

I hereby give notice that the parish council annual general meeting will be held by virtual means on Tuesday 2nd June 2020, at 19:00hrs. Members of the Council are hereby summoned to attend via Zoom for the business of considering and resolving upon the matters as set out below.

All Residents, County and District Councillors of the Parish are welcome to join the meeting, please contact the clerk for details regarding accessing Zoom.

Debbie Braiden

Clerk to Great Rissington Parish Council

26/05/2020

Agenda

1.	Election of Chairman & sign notice of acceptance
2.	Election of Vice Chairman & sign notice of acceptance
3.	Ratification of Internal Auditor David Turnbull and Tree Warden Mark Darwent
4.	Apologies & Interests
5.	Report by District Councillor Andrew Maclean
6.	Report by County Councillor Nigel Moor
7.	Public Questions – During this period we would ask the parishioners to ask any questions by raising your hand and the Chairman will invite you to talk individually.
8.	Minutes from the last meeting – Councillors to approve, propose and second that they are happy with the minutes recorded and are a true record of the meeting.
9.	Matters arising <ol style="list-style-type: none">1. To agree and approve future meetings for this year will be 7th July, 1st September, 3rd November & 5th January 2021.2. To consider and approve the addition of Rectory Green and the verge outside of Green cottage on to the grass cutting list for Bibury contactors at an extra cost of £22.50 + VAT per cut (normally greens are cut twice monthly)3. To consider and approve the employment of the village caretaker to work 5hrs per month @ £10 per hour. Only one applicant has been received. PATA employment costs will be £7.75 per month, the same as the clerk and our insurance will require updating to add him to the list of employees.

10.

Finance

1. To receive and approve clerk's report for annual balancing of accounts for the year end 31st March 2020 – Appendix A
2. To receive and approve Annual Governance Statement 2019/2020 – Appendix B (Jane to complete)
3. To receive and approve Annual Accounting Statement 2019/2020 – Appendix C (Jane to complete)
4. To receive and approve budget set for financial year 2020/2021 – Appendix D Approval is sought for the £1000 annual maintenance fund to be added to the annual budget and a single funding of £500 for the Emergency plan fund.
5. To receive and approve the 'Treasurer's bank account' balance as at 31st May 2020 £ 10, 135.59 Appendix E
6. To receive and approve the 'Accounts' spreadsheet balance up to 31st May 20 10,135.59 – Appendix D
7. To confirm approval from May's management meeting for the Clerk's home allowance to rise to £6 per week as per the NJC recommendation.
8. To consider and approve new insurance cover for 1st June 2020 to 31st May 2021. The company are offering a discount should the council approve to sign up for a 3 year agreement. One year would be £209.64 & an annual cost for the three year agreement would be £199.16. The PC paid £220.67 last year.
9. To Propose & Second the authorisation and signing of cheques for the following bills presented: Clerk to process the payments. It is noted the clerk currently has only one signed cheque by Richard and John 422178 until signatories are changed over at Santander. The forms have been sent back with proofs of identifications received.

Payee	Service provided	Invoice/receipt number	Invoice Total	Cheque number
Debbie Braiden	Clerk Salary for May including home work allowance	May 20	Personal	22178
First Community Insurance	Council insurance cover from 1 st June 2020 to 31 st May 2021	Policy YLL2720278713	Dependent on decision of one year or 3 years	22178 Clerk will personally pay and add to her salary chq above

An invoice has been received after the Agenda was posted for Bibury contractors 15 days net payment required from 31/5/20 – are you happy to pass for payment? I will

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	<p>include on the minutes for the details.</p> <p>To approve payments made last month as agreed under the May management meeting held 5th May 2020.</p> <p>Clerk's salary for April. Annual subscription fees for GAPTC £98.60 – both paid on cheque no. 422180 Bibury contractors for April cuts £240.00 – cheque no. 422179</p>
11.	<p>To consider Planning applications received:</p> <p>20/01207/FUL Full Application for Proposed annexe, replacement windows and garden shed at Charity Barn Great Rissington Cheltenham Gloucestershire GL54 2LN</p> <p>20/00382/FUL Full Application for Single storey rear extension at The Green Great Rissington Cheltenham Gloucestershire GL54 2LP</p> <p>1903176FUL Endicott - Full Application for Demolition of attached outbuilding. Erection of two storey side extension and single storey rear extension. Conversion of existing outbuilding to form additional living accommodation. Associated landscaping at Endicott Great Rissington Cheltenham Gloucestershire GL54 2LH</p> <p>20/01553/FUL Full Application for Single-storey rear extension and infill porch at 14 Greens Close Great Rissington Cheltenham Gloucestershire GL54 2LJ</p> <p>To consider any other planning applications received since publication of the agenda</p>
12.	Any other business
13.	Closure of business and meeting
14.	To confirm the next parish meeting will be held on 7 th July 2020