

# GREAT RISSINGTON PARISH COUNCIL

## MINUTES OF MEETING HELD JANUARY 5TH, 2021 VIA ZOOM

**Present:** Councillors Jane Carter (Chairman) (JC), Mike Saunders (Vice Chairman) (MS), Jenny Stewart (JS), Lynne Marsh (LM), Andrew Keep (AK)

**Attendees:** County Councillor Nigel Moor, 8 members of the public

The meeting was held via Zoom and recorded for the purposes of minutes taking.

1.	<b>Apologies:</b> All present.
2.	<b>Declarations of interest-</b> Chairman Jane Carter declared an interest in item 7.3
3.	The minutes of the meeting held November 3 <sup>rd</sup> , 2020 were approved
4.	<b>Report by District Councillor Andrew Maclean-</b> Not in attendance
5.	<b>Report by County Councillor Nigel Moor</b> A full report from Cllr Moore is on the parish council's website.
6.	<b>Public Comments and concerns –</b> None
7.	<b>Matters arising</b> <ol style="list-style-type: none"><li>1. Cllr Carter gave an update of works to potholes, springs, and drains. Cllr Moor agreed to raise all with Gloucestershire Highways and look at the budget to get some of the minor works completed. The streetlight works will go ahead as planned on January 18<sup>th</sup>. <b>NOTED</b></li><li>2. Wellingtonia application had been submitted- <b>NOTED.</b></li><li>3. To consider a donation of £200 to Great Rissington Sports and Recreation Trust for the upkeep of Heaven Field. Cllr Saunders proposed deferring a decision until the March meeting when the budget for 2021/22 would be finalised. <b>APPROVED</b></li><li>4. The resignation of the Parish Council lengthsman was noted. Cllr Saunders proposed a vote of thanks. It was agreed to consider maintenance tasks on a case-by-case basis. Cllr Saunders asked if it would be possible to find another volunteer. The council could only employ someone with the proper insurance in place. It was agreed to purchase a small gift. <b>Cllr Marsh to ACTION</b></li></ol>
8.	<b>Finance-</b> <ol style="list-style-type: none"><li>1. To receive and approve the bank statement as at 21/12/20 as £3438.45- <b>APPROVED.</b></li><li>2. To receive and approve the 'Accounts' spreadsheet reconciled balance as at 21/12/20 at £3438.45- <b>APPROVED.</b></li><li>3. The council reviewed the proposed 2021/22 budget as circulated. It was agreed to seek an 8% increase from £7500 to £8100.- <b>APPROVED.</b></li></ol>

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Great Rissington Parish Council Budget Proposal for 2021/2022				
Details		Credits		Balance
Estimated Balance brought forward 31/03/2021				£ 2,202.81
Parish Precept April 75%		£ 6,075.00		£ 8,277.81
Parish Precept September 25%		£ 2,025.00		£10,302.81
Rent for overflow car park for club		£ 20.00		£10,322.81
VAT Refunds against eligible works		£ 1,400.00		£11,722.81
		Debits		Balance
Clerk Salary for 12 months-provision		£ 2,800.00		£ 8,922.81
Estimated stationary, postage		£ 250.00		£ 8,672.81
Clerk/Councillor Training		£ 650.00		£ 8,022.81
Scribe accounts software		£ 345.00		£ 7,677.81
Bibury Grass Cutting		£ 3,000.00		£ 5,022.81
HMRC- provision		£ 120.00		£ 4,902.81
Insurance renewal Community First		£ 240.00		£ 4,782.81
GAPTC annual renewal		£ 110.00		£ 4,672.81
PATA employment fees- provision		£ 113.00		£ 4,559.81
Website and email maintenance		£ 200.00		£ 4,359.81
Funds to community groups		£ 500.00		£ 3,859.81
Maintenance budget		£ 1,000.00		£ 2,859.81
<b>ESTIMATED TOTALS</b>		<b>£ 9,520.00</b>	<b>£ 9,328.00</b>	<b>£ 2,394.81</b>
<b>Precept 2020/21</b>		<b>£7,500</b>	25% contingency required	
<b>Proposed precept 2021/2022</b>		<b>£8,100</b>		
<b>Increase</b>		<b>8%</b>		

**4. To Propose and second the authorisation and signing of payments for the following bills presented: Acting Clerk to process the payments- **APPROVED/ACTION.****

Training	Clerk audit training	GAPTC	30	BACS
Accounts	Software annual system subscription	Scribe	345.60	BACS
HMRC	Payroll	December	46.40	BACS
Payroll	Nov- December	PATA	38.65	BACS
Clerk salary	Final salary and overtime	Debbie Braiden	Personal	BACS
Town & Parish council website	Email storage- annual		£36	BACS

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	Maintenance	J Ovenden	Oct-Dec	Personal	BACS	
	Clerks expenses	Clerks Manual, printer inks and GAPTC training		136.69	To Be Paid by BACS	
<b>9.</b>	<p><b>To consider and note the following Planning Applications: NOTED NO COMMENTS</b></p> <p>Works to trees in conservation areas for Crown lift to 3m of wellingtonia located on the village green. All cuts in accordance with bs3998 to major growth points or taken back to the main trunk at 7 Great Rissington Cheltenham Gloucestershire GL54 2LP</p> <p>Works to trees in conservation areas for 15-20% reduction of oak tree in rear garden on the left-hand side, bordering Broadmead house. at The Dairy Rectory Lane Great Rissington CHELTENHAM Gloucestershire</p> <p>Listed Building Consent for Structural repairs to roof and front elevation, insertion of roof lights to the rear of the property at Endicott Great Rissington Cheltenham Gloucestershire GL54 2LH</p> <p>Works to trees in conservation areas for Tree pruning and removal in submitted schedule and plan at The Manor Cottage Great Rissington Cheltenham Gloucestershire GL54 2LN</p> <p>Full Application for Erection of first floor extension and single-storey rear extension at Staddle Stones Greens Close Great Rissington Cheltenham Gloucestershire</p>					
<b>10.</b>	<p><b>For Information Only:-</b> Cllr Carter thanked Cllr Keep for organising the Parish Council Xmas Tree for the Church Festival.</p> <p>Cllr Marsh said the two defibrillators would need pads replacing. Cllr Stewart queried registration with the ambulance service. Acting clerk to confirm.</p> <p>Cllr Carter asked whether the litter picking group was still continuing as Little Rissington had approached with an idea to join forces. Details to be passed to Helen Spooner.</p>					
<b>11.</b>	<b>Closure of business and meeting</b> The meeting closed at 7.40 p.m.					
<b>12.</b>	<b>Confirmed-</b> The next parish meeting will be held on March 2nd <sup>th</sup> at 7 p.m. via Zoom.					