

LITTLE RISSINGTON PARISH COUNCIL

A meeting of the Parish Council will be held on Monday 13th July 2020 in a virtual format to comply with current Government restrictions relating to the Covid-19 pandemic and social gatherings.

The meeting will commence at 7.00 pm. (Members of the public may observe the meeting by contacting the Parish Clerk by midday Monday 13th July for an access code.

Clerk Contact Details: Mrs Suzanne Davidson clerk@littlerissington.net or 01451 822880

1.	Agenda																																																		
2.	Welcome and Apologies																																																		
3.	Declaration of Interests - Councillors are reminded that they should declare either a personal or prejudicial interest if relevant. (Councillors with a prejudicial interest should leave the virtual meeting for the relevant items)																																																		
4.	Representations from the public – Questions for the Parish Council should be submitted to the Clerk no later than 17:30 on Friday 10th July 2020. (The total amount of time allocated to public questions will be 15 minutes). The Chair will respond and any items warranting longer discussion will be added to the agenda for the next meeting of the Council																																																		
5.	Reports from the Ward Councillor and County Councillor																																																		
6.	Approve the minutes of the last Parish Council meeting held on 18th May 2020																																																		
7.	Review the Action Point Update from the 18 th May 2020																																																		
8.	Finance (SD)																																																		
8.1	<ul style="list-style-type: none"> • Receive bank balances: Treasurers A/C £10,290.69 on 05/06/2020 and Instant A/C £1,808.32 on 11/05/2020 																																																		
8.2	<ul style="list-style-type: none"> • Complete the Certificate of Exemption in regards the External Audit 																																																		
8.3	<ul style="list-style-type: none"> • Note the Internal Audit report of the Parish Council's accounts 2019 - 2020 																																																		
8.4	<ul style="list-style-type: none"> • Approve the Annual Governance Statement for the Parish Council accounts 2019 -2020 																																																		
8.5	<ul style="list-style-type: none"> • Approve the Accounting Statements for the Parish Council accounts 2019 -2020 																																																		
8.6	<ul style="list-style-type: none"> • Note Cllr Cole's completed mandate as a full signatory has been submitted to the bank 																																																		
8.7	<ul style="list-style-type: none"> • Note Clerk Suzanne Davidson's mandate has been submitted to bank for admin and contact purposes 																																																		
8.8	<ul style="list-style-type: none"> • Acknowledge HMRC working from home allowance increase from £4.00 per week to £6.00 from 6th April 2020 																																																		
8.9	<ul style="list-style-type: none"> • Authorise the following bills: 																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Payee</th> <th style="width: 40%;">Service provided</th> <th style="width: 15%;">Invoice No.</th> <th style="width: 15%;">Invoice Total</th> <th style="width: 10%;">Cheque No.</th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>PAYE & NIC Apr/May/June 2020</td> <td>Q1</td> <td style="text-align: right;">109.80</td> <td style="text-align: center;">642</td> </tr> <tr> <td>PATA UK</td> <td>Payroll Q1 Apr/May/June 2020</td> <td>19/1010/PPS</td> <td style="text-align: right;">£12.75</td> <td style="text-align: center;">643</td> </tr> <tr> <td>Suzanne Davidson</td> <td>Clerk Salary Apr/May/June 2020</td> <td>Q1</td> <td style="text-align: center;">On application</td> <td style="text-align: center;">644</td> </tr> <tr> <td>Suzanne Davidson</td> <td>Expenses Apr/May/June 2020</td> <td>Apr-June 2020</td> <td style="text-align: right;">£80.17</td> <td style="text-align: center;">645</td> </tr> <tr> <td>Mark Mackenzie-Charrington</td> <td>Reimburse for allotment goodwill gift</td> <td>Majestic receipt 03/06/2020</td> <td style="text-align: right;">£95.88</td> <td style="text-align: center;">646</td> </tr> <tr> <td>Valley View Garden Services Ltd</td> <td>Hard crowning of trees/cutting back bushes</td> <td>1069</td> <td style="text-align: right;">£350.00</td> <td style="text-align: center;">647</td> </tr> <tr> <td>GRCC</td> <td>Membership renewal</td> <td>15/06/2020</td> <td style="text-align: right;">£25.00</td> <td style="text-align: center;">648</td> </tr> <tr> <td>GAPTC</td> <td>Training 'Clerks The Knowledge'</td> <td>6584</td> <td style="text-align: right;">£20.00</td> <td style="text-align: center;">649</td> </tr> <tr> <td>Suzanne Davidson</td> <td>Reimburse for Zoom subscription May & June 2020</td> <td>INV20955313 INV26348413</td> <td style="text-align: right;">£28.78</td> <td style="text-align: center;">650</td> </tr> </tbody> </table>	Payee	Service provided	Invoice No.	Invoice Total	Cheque No.	HMRC	PAYE & NIC Apr/May/June 2020	Q1	109.80	642	PATA UK	Payroll Q1 Apr/May/June 2020	19/1010/PPS	£12.75	643	Suzanne Davidson	Clerk Salary Apr/May/June 2020	Q1	On application	644	Suzanne Davidson	Expenses Apr/May/June 2020	Apr-June 2020	£80.17	645	Mark Mackenzie-Charrington	Reimburse for allotment goodwill gift	Majestic receipt 03/06/2020	£95.88	646	Valley View Garden Services Ltd	Hard crowning of trees/cutting back bushes	1069	£350.00	647	GRCC	Membership renewal	15/06/2020	£25.00	648	GAPTC	Training 'Clerks The Knowledge'	6584	£20.00	649	Suzanne Davidson	Reimburse for Zoom subscription May & June 2020	INV20955313 INV26348413	£28.78	650
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8.	Website Report (NC)
9.	Flora & Fauna Report (GE)
9.1	<ul style="list-style-type: none"> • Discuss the Flora & Fauna group's possible input in the maintenance of Sweeting's corner
10.	Discuss current planning applications or issues
10.1	<ul style="list-style-type: none"> • Consider application 20/01914/FUL proposed conservatory extension to the side of Sunavon
10.2	<ul style="list-style-type: none"> • Discuss any planning applications received after the publication of the Agenda
11.	Highways Report (MMC)
12.	Allotments Report (KW/SD)
13.	Defibrillator – recent issues relating to accessibility
13.1	<ul style="list-style-type: none"> • Review potential need for additional signage
13.2	<ul style="list-style-type: none"> • Discuss parking restriction possibility in front of the defibrillator location
14.	Covid-19 support update (GE/SD)
15.	Community emergency plan for Little Rissington
15.1	<ul style="list-style-type: none"> • Discuss update of plan and contact details
15.2	<ul style="list-style-type: none"> • Discuss salt stocks – Note deadline for bagged salt request 31st July
15.3	<ul style="list-style-type: none"> • Review winter action plan
16.	Neighbourhood Watch
16.1	<ul style="list-style-type: none"> • Discuss request for the Neighbourhood Watch Group to have an area on the village website and noticeboard
17.	The Ford Fountain Renovation
17.1	<ul style="list-style-type: none"> • Discuss the Ford Fountain renovation costs relating to the Parish Council
17.2	<ul style="list-style-type: none"> • Discuss fundraising set up and management
18.	Chairman's Matters for Information

Forthcoming Parish meeting dates:
Monday 14th September 2020, Monday 16th November 2020