

LITTLE RISSINGTON PARISH COUNCIL

I hereby give notice of the **Annual Meeting of the Parish Council** which will be held on **Thursday 30th May 2024** in the **Little Rissington Village Hall**. The meeting will commence at **6.30 pm**. The **Annual Town Meeting** will follow on from this and commence 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 in the agenda below. Members of the parish and press are welcome to attend. Clerk –Christina Edgar Hiatt. Date issued 16.05.2024 – Contact clerk@littlerissington.net.

AGENDA

1. **Election of Chair to hold office until the Annual Meeting of the Council in May 2025.**
2. **Election of the Vice Chair to hold office until the Annual Meeting of the Council in May 2025.**
3. **Welcome and apologies.**
4. **Minutes:** To approve and sign the Minutes of the Parish Council meeting 11th March 2024.
5. **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 meeting for the duration of the relevant items.
6. **Representations from the Public:** 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 in total and three minutes per person.
7. **Receive the County Councillor's Report**
8. **Receive the Ward Councillor's Report**
9. **Planning Applications:**
 - (a) Consider the council's response to the following new planning applications:

Planning Application No.	Application Details – Decision Update
24/01032/FUL	Erection of single storey side extension. Corner House, Little Rissington.
24/00200/FUL, 24/00201/LBC	Oakeys Cottage, Little Rissington, GL54 2 ND (Awaiting Decision).

(b) Unauthorised Building Work Review.

10. **Finance:**
 - (a) **Receive bank balances:** Treasurers A/C £20,073.23 on 16/05/24 and Instant Access A/C £22,468.38 on 16.05.24
 - (b) Note receipt of first Precept instalment for 2024/2025 and CIL income for 2024.
 - (c) Note the Internal Audit Report of the Parish Council for 2023-2024
 - (d) Approve the Annual Governance Statement for the Parish Council accounts 2023-2024
 - (e) Approve the Accounting Statements for the Parish Council accounts 2023-2024
 - (f) Complete the Certificate of Exemption in regards the External Audit for 2023-2024
 - (g) To certify that during the financial year 2023/24, the higher of the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000.
 - (h) Exercise of Public Rights
 - (i) Review and Approve insurance documents for 2024-2025

(j) Review and authorise the following payments:

PAYEE	DETAILS	INVOICE TOTAL
Little Rissington Village Hall	Hall hire for March 24 meeting	£24.00
Community First	Annual Renewal 2024/2025	£207.83
Mrs C Edgar Hiatt	Clerk Administration Apr-May.2024	£OnRequest
PATA	Payroll Services Mar-Apr 2024	£16.85
GAPTC	GAPTC Annual Subscription 24 to 25	£62.72
Mr Jones	Grass Cutting, April-May 2024	£445.00
GAPTC	Internal Audit for 2023 - 2024	£180.00

11. Governance:

- (a) Review and adopt Policies for 2024 2025
- (b) Receive update on Village Hall Management
- (c) Risk Register Update

12. Highways:

- (a) Highways report
- (b) Traffic management camera systems – update
- (c) Notice Board Repair - update

13. Website:

- (a) Website report

14. Allotments:

- (a) Allotment report
- (b) Review Allotment Rents

15. Ford Fountain Renovation:

- (a) Progress report
- (b) Approve Moreton-in-Marsh Show Allotment Competition

16. Flora & Fauna:

- (a) Flora and fauna report

17. Chairman's matters

Notice of Forthcoming Meeting Dates

Monday, 9th September 2024

Monday, 9th December 2024

Monday, 10th March 2025