

**Minutes of the Parish Council Meeting held at Alderton Village Hall on
Tuesday, 19 August 2025 commencing at 7.00pm.**

Present: J Kettle (Acting Chair), M West, N. Broderick, D Rayton

Attendance: Parish Clerk, 1 member of the public

250819/01 To accept apologies for absence and confirm the meeting is quorate

Apologies were received from Cllr Davies, Cllr Woodman, County Cllr Agg, Borough Cllr Gray, Borough Cllr Mason and Borough Cllr Madle.

250819/02 To receive Declarations of interest for items on the agenda below

Cllr Rayton – item **250819/06.3** - 25/00573/FUL - Path To Parcel 4915, Beckford Road

250819/03 To receive comments from members of the public

No comments received.

250819/04 To confirm and sign the minutes of the Parish Council meeting held on 15 July 2025

The minutes of the meeting held on 15 July 2025 were **AGREED by COUNCIL** and signed by Cllr Kettle.

250819/05 To receive the County and Borough Councillors' reports

No report was received from the County Council.

Cllr Madle provided a report on behalf of Tewkesbury Borough Council and noted the following:

- Grass Cutting: Residents are encouraged to report any areas previously cut by TBC on behalf of GCC that now need attention, so these can be referred to TBC Officers.
- Funding Opportunities:
 - GCC Thriving Communities Fund: Good opportunity for local organisations with a simple application process.
 - TBC Community Health & Wellbeing Grants: Up to £1,000 available for local groups (rolling programme). Rolling programme and Active Glos Grants: Up to £2,500 for projects supporting wellbeing of older adults in Winchcombe and surrounding areas.

250819/06 Planning

6.1 To discuss planning application and agree actions

Reference	Location	Description	Comments
1. 25/00013/CONDIS	Land Behind 52-74 Willow Bank Road Alderton	Application for approval of details subject to Condition 3 (Foul drainage), 5 (Levels), 7 (Planting), 9 (SUDS), 10 (LEAP), 16 (CEMP), 17 (Archaeological), 18 (CEMP), 22 (Ecological management plan), 23 (Landscaping Management Plan), 24(Landscaping Management plan), 25 (Tree works and Protection), 27 (Refuse Strategy) of planning application 22/00998/FUL	Decision is split and pending two conditions; comments have been submitted, but no response received on the issues raised. Several concerns remain unresolved. The larger access road is currently in use. It has been reported that no further piling work is expected. ACTION Cllr Broderick to follow up and remind the developer about the required bowser work.
2. 24/00393/OUT	Part Parcels 6318 And 6536 Beckford Road Alderton	Outline planning application with all matters reserved (except for access from Franklin Road) for up to 35 dwellings, including affordable housing, allotments and associated infrastructure	No update.
3. 25/00573/FUL *	Path To Parcel 4915, Beckford Road,	Proposed vehicle access from highway to site and on site parking associated with Alley Cottage	It was noted that the proposed site is situated close to bend. COUNCIL AGREED that no comments were required
4. 25/00467/LBC	Blacksmiths Cottage Blacksmiths Road	Extension of middle chimney.	COUNCIL AGREED that no comments were required
5. 25/00656/ADV	Land At 1100, St Margarets Drive, Alderton	Retrospective application for temporary advertisements to promote the development of 48no.	COUNCIL AGREED that no comments were required

		dwelling at land east of St Margarets Drive, Alderton	
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* Cllr Rayton left the room and did not participate in this item

6.2 To note the following planning application decisions

Reference	Location	Description	Decision
1. 25/00285/FUL	Stanley Meadows Gretton Fields	Change of use of land from equestrian to residential curtilage and the erection of a garage/store building.	Permit
2. 25/00064/FUL	28 Orchard Road	Extend Front Porch, Rear Extension, and Alterations and Demolish Rear Lobby Building	Permit

6.3 To note the following planning decision appeal

6.3.1 25/00294/FUL - Mulberry House 6 Polysend Drive Alderton

250819/07

To agree or note matters relating to Highways

- 7.1 CCTV survey on drain on Willow Bank Road raised to Highways – A resident reported a broken drain outside their property. GCC Highways has confirmed a survey on Willow Bank Road found the gully leads to a catchpit that doesn't discharge, causing flooding during heavy rain. Options are being investigated to connect the drain to a suitable outlet, and works will be scheduled once a solution is determined. Council to follow-up if no further response in a few weeks.
- 7.2 To note the request for flood risk evidence for TBC flood risk assessment. **ACTION** Cllr Kettle to complete the survey
Natural Flood Management scheme is progressing; design and contracting completed. Local contractor will carry out the works.
GCC Highways arranged traffic management, including Beckford Road. Temporary diversions to public rights of way may be required; minimised where possible.
- 7.3 Discussion to place on traffic calming measures to reduce speed along Beckford Road past the play area, including "Slower Roads" and "20s Plenty" schemes.
ACTION Clerk to contact GCC Highways Manager to raise concerns and seek advice.
- 7.4 Willow Bank Road signs and pothole on St Margaret's Road reported via FixMyStreet.

250819/08

To receive an update on maintenance of Parish Council Assets:

- 8.1 Speed Sign (VAS) – no update **ACTION** Clerk to invite GCC Highways manager for a walkthrough to review options for new VAS equipment and pole locations.
- 8.2 Village Hall Noticeboard – **ACTION** Cllr Kettle to follow up with repairing the noticeboard door

250819/09

To agree or note matters relating to the Allotments

- 9.1 Matters Arising: The annual allotment inspection and risk assessment took place on 28 July. Overall, most plots were found to be well used and in good condition. A few minor issues were identified and will be addressed with individual plot holders. It was also noted that some rubble and wood remain on disused plots and need clearing. The Council **AGREED** to hire a skip for this purpose.
ACTION Clerk to obtain quotes for skip hire and agree a suitable date for clearance with the AAA.

250819/10

To agree or note matters relating to the Playing Field and Changing Facility

- 10.1 Matters arising:
- 10.1.1 BioPure annual service has been completed.
- 10.1.2 Awaiting further information from GFA regarding pitch and storage funding.
- 10.2 Play area inspections: ☐ No new issues raised.
ACTION: Clerk to chase response regarding the gate and follow up on repainting of swings; Perry to repaint swings and paint arm of bench.
ACTION: Cllr Kettle to source a new bolt for the entrance gate to the field.
- 10.3 Ashton 88 meeting and 25/26 Season hire agreement
The Council **AGREED** to issue a new hire agreement to Ashton 88 for use of the playing field for the 2025/26 season at a fee of £450.
ACTION Clerk to prepare and send hire agreement.

250819/11

Correspondence

- 11.1 Feedback from the Parish Council drop-in session at the Village Hall coffee morning 2nd August
- It was reported that there were two neighborhood watch groups now inactive; proposal to establish a new group.
 - Discussion around the difference between perceived and actual crime levels; residents to be encouraged to report incidents.
 - Police advocacy scheme meeting to be followed up **ACTION** Invite the volunteer to the September meeting.

- A resident raised concerns about crime and suggested the possibility of raising the precept to cover cost of village security systems
- 11.2 Feedback from the MP Cameron Thomas pop-up on 5th August
- Good turnout reported
 - Parish Council raised local concerns facing Alderton

250819/12 To discuss the possible relocation of the Cambridge square defibrillator and agree actions with the electricity supply

- The Council discussed the possible relocation of the defibrillator and the associated electricity supply.
- A quote of £2,538.89 was received for fitting a meter to the phone box; this was agreed to be not financially viable.
- Awaiting confirmation from the Village Hall Committee regarding relocation of the defibrillator to the Village Hall and ceasing the phone box electricity supply.
- The Clerk reported advice from the Community Heartbeat team that the defibrillator can operate without electricity until the first frost.
- A quote of £240 was received from an electrician to relocate the defibrillator to the Village Hall.
- Awaiting cost information from National Grid for electricity disconnection.

250819/13 To receive an update on the community consultation for priorities and agree actions

- Version 3 of the consultation report has been circulated to councillors.
- It was noted that while the report draws on the 2021 Census as a baseline, it should also reference the 77 houses built between 2015 and 2021, given the impact on infrastructure needs.
- Some diagrams remain difficult to read when printed and will need adjustment.
- A household survey is planned to follow the Village Hall consultation. The Council is awaiting both the Village Hall redevelopment survey results and GRCC cost estimates for producing the questionnaire.

ACTION Clerk to send responses

250819/14 To discuss the GCC Heads of Terms for the School Playing Field and agree actions

The Council discussed the Heads of Terms received from GCC regarding the school playing field.

ACTION Clerk to clarify specific points with GCC.

250819/15 To discuss the village directory

Cllr West has completed the updated Village Directory.

ACTION Clerk to upload the directory to the APC website.

ACTION Cllr Broderick to request its inclusion in the welcome packs for new housing estates.

250819/16 Finances – documents circulated prior to meeting

16.1 To record income received up to 31 July 2025

COUNCIL APPROVED July receipts received of **£ 276.37**

16.2 To ratify payments made between meetings and to approve the August 2025 Payments List

Agreed direct debits

	Payee	Description	Authority	Amount	VAT	Total
DD	Scribe	Accounts system	LGA 1972 s.111	31.00	6.20	37.20
DD	Scribe	Allotment system	LGA 1972 s.111	29.00	5.80	34.80
DD	NEST	Pension	LGA 1972 s.112	132.23	0.00	137.72
DD	EDF	Changing facility Electricity	LG(MP)A 1976 s.19	29.61	0.00	29.61
DD	LLoyds	Bank account charge	LGA 1972 s.111	4.25	0.00	4.25

Payments list

	Payee	Description	Authority	Amount	VAT	Total
FPO	C. Bridges	Clerks salary	LGA 1972 s.112s.2	895.14	0.00	895.14
FPO	HMRC	NI & PAYE	LGA 1972 s.112	80.90	0.00	80.90
FPO	Greenfields	Grounds maintenance May	Open Spaces Act 1906, ss. 9	270.00	54.00	324.00
FPO	B&W Hire Ltd	Allotment toilet hire	LGA 1976, s.19	92.00	18.40	110.40
TOTAL						£ 1410.44

- Council **NOTED** 16th July Internal transfer B/S Acc > Current Acc £5000
- Council **NOTED** the interest rates will be decreasing
- Council **NOTED** internal controls check had taken place and noted a VAT claim is due

16.3 To approve bank reconciliation and budget monitoring report

COUNCIL APPROVED the bank reconciliation for the current state of accounts 31 July 2025 (Appendix A).

16.4 To consider expenditure items for S106 and CIL monies and agree actions
None

16.5 To To consider the implementation of the Local Government Services Pay Agreement 2025 for Clerk from 1 April 2025 and agree actions
Council **APPROVED** implementation of the Local Government Services Pay Agreement 2025 back dated to April 2024. Council also **APPROVED** the Clerks annual SCP increment.

250819/17 To review and approve the following documents:

17.1 Risk Assessment – Allotments – **COUNCIL RESOLVED** that this policy be approved with no changes

250819/18 To note agenda items for next meeting 16 September
None

Meeting closed at 9.30 pm. Date of next Meeting: 16 September 2025 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

2025 Meeting Dates: 16 September, 21 October, 18 November, 16 December

APPENDIX A

A	Bank Reconciliation at 31/07/2025		
	Cash in Hand 01/04/2025		117,477.67
	ADD Receipts 01/04/2025 - 31/07/2025		23,369.45
	SUBTRACT Payments 01/04/2025 - 31/07/2025		140,847.12 9,989.29
	Cash in Hand 31/07/2025 (per Cash Book)		130,857.83
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Current Account 31/07/2025	3,295.19	
	Savings Account (1%) 31/07/2025	23,474.57	
	CIL Savings (1%) 31/07/2025	11,628.83	
	CIL Savings (% tracker) 31/07/2025	92,459.24	
			130,857.83
	Less unrepresented payments		
			130,857.83
	Plus unrepresented receipts		
	Adjusted Bank Balance		130,857.83
	A = B Checks out OK		