

**Minutes of the Parish Council Meeting held at Alderton Village Hall on
Tuesday, 15 July 2025 commencing at 7.00pm.**

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

Attendance: Parish Clerk, 2 members of the public & Borough Councillor Gray

250715/01 To accept apologies for absence and confirm the meeting is quorate

Apologies were received from Cllr Davies, County Cllr Agg, Borough Cllr Madel & Borough Cllr Mason

250715/02 To receive Declarations of interest for items on the agenda below

Dispensation Cllr Woodman – Allotments

250715/03 To receive comments from members of the public

It was reported that children are using the footway in Millennium Copse as a cycle track. It was agreed that a notice will be included in the village newsletter to raise awareness.

ACTION The Clerk will arrange for the removal of the pallets and purchase a "No Cycling" sign to be installed on site.

250715/04 To confirm and sign the minutes of the Parish Council meeting held on 17 June 2025

The minutes of the meeting held on 17 June 2025 were **AGREED by COUNCIL** and signed by Cllr Woodman.

250715/05 To receive the County and Borough Councillors' reports

No report was received from the County Council.

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

- Concerns regarding the Blacksheds junction have been passed to Cllr Agg.
- The 20mph speed limit is under review by a scrutiny committee; consultation with residents is expected to ensure local support.
- Highways maintenance is ongoing, with resurfacing from Toddington to Winchcombe completed, including line repainting.
- At a recent Executive meeting, major housing developers agreed to contribute funding toward affordable and social housing. TBC intends to pursue compensation through central government channels.

250715/06 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	Five applications have been submitted in response to TBC's condition concerns. Issues raised: incorrect plans, site access, noise, dust, and general site management. A site visit with the construction director is planned. An open enforcement case remains active and may encourage progress. A broken hydrant on Willow Bank caused a road closure—further clarification required. ACTION Cllr Broderick to submit formal comments.
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	Statement of objection has been submitted. Highways have issued a response. Planning Committee meeting deferred until September. ACTION Cllr Broderick to raise the issue of piling during the next discussion.

3. 25/00285/FUL	Stanley Meadows Gretton Fields	Proposed garage and store building	Comments have been submitted
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6.2 To note the following planning application decisions

None

6.3 Additional Updates

6.3.1 St Margaret's Drive Development: Cllr Broderick has liaised with the construction manager regarding noise, dust, vibration, road debris, and ditch drainage (north-south alignment).

ACTION Cllr Kettle to forward drainage details to TBC's flood team for review.

6.3.2 Street Naming: Cllr Broderick reported that the street naming team has advised that while objections can be submitted, developers lead the naming process. A strong, evidence-based objection is necessary if an alternative is to be proposed.

250715/07

To agree or note matters relating to Highways

7.1 Community 20s and safer roads Gloucestershire

The **COUNCIL AGREED** to express interest in the 20mph scheme and proceed to public consultation. Concerns were noted for Willow Bank Road, Frampton Cottages and Alderton Fields. Councillors are invited to suggest other roads where speed reduction may be appropriate.

7.2 Drain on Willow Bank Road

Issue reported via FixMyStreet. GCC Highways inspected and found no immediate action required. Ongoing monitoring will continue. Clerk to respond to the resident who raised the issue.

7.3 Willow Bank Road road signs needs repairing

ACTION Cllr Kettle to report to FixMyStreet.

7.4 Road Sweeping – Willow Bank Road

Concerns raised about road cleanliness. **ACTION** Cllr Broderick to raise with the developer.

7.5 New Road Names for Developments.

New road names include Dale Drive and Goldstone Road (reflecting Cotswold stone colours). For Owl Homes: Granary Drive and Stable Close, see item 6.3.2

7.6 Road closures

7.6.1 **Council NOTED** Beckford Road 18/08/25 - 05/09/25 7.30-4.30 daily for repairs to footway

7.6.2 **Council NOTED** St Margarets Drive 08/09/25 – 10/10/25 – for water supply works

250715/08

To receive an update on maintenance of Parish Council Assets:

8.1 Speed Sign (VAS) – no update, to be reviewed at the August meeting

8.2 Pest control at the allotments and playing field – to be revisited in Autumn

250715/09

To agree or note matters relating to the Allotments

9.1 Matters Arising: Thistle growth reported on unoccupied plots.

9.2 Set date for summer inspection of the plots. Scheduled for 28 July at 10am by Cllr Rayton and Cllr Woodman.

ACTION Clerk to notify all plot holders in advance.

250715/10

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

10.1 Matters arising: A bolt has sheared off the gate and broken wooden slat on the bench arm.

10.2 Recent play area inspections identified that bolts need tightening on the Marco Polo equipment and the play surface requires replacement. Awaiting Allen keys to tighten play equipment.

ACTION Clerk to report to contractor and get quote for resurfacing

250715/11

Correspondence

11.1 Parish & Town Council Seminar 17 September – Cllr Broderick & Cllr Woodman to attend

11.2 Update from Gigaclear – Letters have been sent to residents. To be included in the parish newsletter.

11.3 Ash Dieback Project – **ACTION** Clerk to ask AAA whether additional whips are needed for the hedge.

11.4 Rota for the Parish Council table at the Village Hall coffee mornings – Parish Council to have a table on the first Saturday each month. August: Cllr Broderick & Cllr Woodman. September: Cllr West

250715/12

To discuss and note any actions from the Community Crime Meeting that took place on 8th July

The meeting was generally well received, 43 people attended. There was discussion about the recruitment of a local police officer and attendees were encouraged to continue reporting incidents. A volunteer stepped forward to represent the council at the Police Advocacy Scheme meetings, which share updates and police advice within the community, including how to report incidents online.

ACTION follow up with Inspector White for the further information discussed.

250715/13

To receive feedback from the GAPTC AGM that took place on 12th July

Cllr Woodman reported the follow summary from the event:

- Chair's report and motions were reviewed.
- Annual report and the annual accounts were both rejected. It was noted that staff and consultancy costs had significantly increased.
- Motion 1 (Green pension investments) – passed.
- Motion 2 (Neighbourhood boundary clarity) – passed.
- Future changes to local authority structure: Government review in Nov 2025, consultations through 2026–27, parish elections in 2028. Parish councils are expected to take on more responsibilities.

250715/14 To receive an update from the Tewkesbury Garden Community group

No update received

250715/15 To receive an update on the community consultation for priorities and agree actions

The report is expected to be finalised by the end of July, with further consultation and wider household engagement planned thereafter. Progress is currently awaiting the outcome of the Village Hall redevelopment, and the Village Hall committee will be asked to share the survey data from their recent consultation. A full review will continue in September, and GRCC will provide the outcomes of the community priority exercise.

250715/16 To discuss the School Playing Field and agree actions

The Community Right to Bid nomination has been approved.

The Parish Council is currently in discussion with Gloucestershire County Council, who have issued a draft Heads of Terms. The document was reviewed, and further clarification is needed regarding: usage limitations, access arrangements, parking, surface requirements, legal costs, and insurance responsibilities.

Before the lease begins, the council will also need to address maintenance issues including gate repairs and grass cutting.

250715/17 To discuss the village directory

Cllr West has emailed local groups for compiling a draft for the next meeting

Cllr Rayton, had to leave the meeting at 10.30pm and did not return.

250715/18 Finances – documents circulated prior to meeting

18.1 To record income received up to 30 June 2025

COUNCIL APPROVED May receipts received of **£ 417.46**

18.2 To ratify payments made between meetings and to approve the July 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
DD	SSE	Electricity for defib		8.24	0.00	8.24

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	84.00	16.80	100.80
FPO	GAPTC	Training – Legionella Compliance	LGA 1972 s.111	45.00	0.00	45.00
FPO	Plot 13	Allotment rent reimbursement for uncanceled standing order		25.00	0.00	25.00
FPO	Sutton Cox Architects	CIL – feasibility Village Hall redevelopment (1.07, 1.08 & 1.12)	CIL/LGA 1972 s.133	1,155.00	231.00	1,386.00
FPO	GRCC	Annual membership	LGA 1972, s.111	25.00	0.00	25.00
FPO	Roadware	Grit bin	CIL/LGA 1972, s.137	95.95	19.19	115.14
TOTAL						£2996.98

- Council NOTED that EDF monthly direct debit will be reducing to £29.61

18.3 To approve bank reconciliation and budget monitoring report

COUNCIL APPROVED the bank reconciliation for the current state of accounts 30 June 2025 (Appendix A).

The budget monitoring report was reviewed and **NOTED**. No concerns or anomalies were identified.

18.4 To consider expenditure items for S106 and CIL monies and agree actions

ACTION Quotes for toilet and standpipes

18.5 To consider the renewal of contract for the village defibrillator in Cambridge Square phone kiosk

Due to a proposed new contract from current energy supplier that includes a significantly daily standing charge of 149p (equating to an additional unbudgeted cost of approximately £547 per year), alternative options for powering the village defibrillator are being explored. The Clerk approached three other electricity suppliers, but all declined to take on an unmetered supply. Contact was also made with National Grid, who are in the process of preparing a quote for installing a meter. In parallel, the possibility of relocating the defibrillator to the Village Hall was discussed and seen to be a beneficial location. The Parish Council would be responsible for installation, as well as all ongoing running costs, checks, and maintenance.

ACTION Clerk to follow up with the Village Hall committee.

250715/19 To review and approve the following documents:

- 19.1 Asset Register – **COUNCIL APPROVED** the asset register and noted the comments of maintenance work required for some assets.
- 19.2 Data Protection - **COUNCIL RESOLVED** that this policy be approved with no changes
- 19.3 Risk Assessment – Allotments – **COUNCIL RESOLVED** that this policy be approved with no changes

250715/20 To note agenda items for next meeting 19 August

- VAS

Meeting closed at 22.55 pm. Date of next Meeting: 19 August 2025 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

2025 Meeting Dates: 19 August, 16 September, 21 October, 18 November, 16 December

A	Bank Reconciliation at 30/06/2025		
	Cash in Hand 01/04/2025		117,477.67
	ADD Receipts 01/04/2025 - 30/06/2025		23,093.08
	SUBTRACT Payments 01/04/2025 - 30/06/2025		140,570.75 6,701.73
	Cash in Hand 30/06/2025 (per Cash Book)		133,869.02
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2025	0.00	
	Current Account 30/06/2025	1,582.75	
	Savings Account (1%) 30/06/2025	28,433.21	
	CIL Savings (1%) 30/06/2025	11,622.14	
	CIL Savings (% tracker) 30/06/2025	92,230.92	
			133,869.02
	Less unrepresented payments		
			133,869.02
	Plus unrepresented receipts		
B	Adjusted Bank Balance		133,869.02
	A = B Checks out OK		