

**Minutes of the Parish Council Meeting held at Alderton Village Hall on  
Tuesday, 16 September 2025 commencing at 7.00pm.**

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

**Attendance:** Parish Clerk, 2 members of the public and County Cllr Agg

**1. To accept apologies for absence and confirm the meeting is quorate**

Apologies were received from Borough Cllr Gray

**2. To receive Declarations of interest for items on the agenda below**

Dispensation Cllr Woodman – Allotments

**3. To receive comments from members of the public**

A resident provided an update on the Neighborhood Watch initiative.

- Attempts to contact the two existing groups (Alderton and St. Margaret's Drive) have received no response. The matter has been referred to the county-level Neighborhood Watch team, and a reply is awaited before taking the scheme to the wider village for input.
- Gathering local crime data has been challenging. Data for the Winchcombe area shows overall crime levels have remained consistent, although there has been an increase in reports of violence.
- Local data, based on electoral roll (area T003D), can only be downloaded one month at a time.
- Resident provided the data for Alderton specifically, there were 33 reported crimes over the past 12 months, most of which remain under investigation.

**4. To confirm and sign the minutes of the Parish Council meeting held on 19 August 2025**

The minutes of the meeting held on 19 August 2025 were **AGREED by COUNCIL** and signed by Cllr Davies.

**5. To receive the County and Borough Councillors' reports**

Cllr Agg provided a report on behalf of Gloucestershire County Council and noted the following:

- £1.1M will be invested in grassroots projects, with £20,000 allocated per neighbourhood focusing on health and wellbeing. Grants will range from £250 to £5,000 per project, to be spent between October 2025 and March 2027.
- TBC Parish and Town meeting scheduled to discuss Local Government Reorganisation (LGR). Cllrs Broderick and Woodman will attend on behalf of APC. Current proposal may not meet government criteria due to insufficient councillor numbers. Feedback will be provided in April 2026, with fewer councillors potentially covering larger areas.
- GCC are encouraging fostering as part of their duty to provide care support to children within the county.
- GCC received an overall rating of Good, with two of four inspection areas rated Outstanding.
- Thriving Communities Grant is available to support local initiatives.
- There has been strong interest in the 20's Plenty Scheme with over 150 expressions of interest. £300K has been allocated for the first year to support implementation.
- Highways Updates:
  - Bishops Cleeve to Cheltenham cycle path works extended to 22nd September.
  - Southam emergency works related to the Ash Dieback programme, with three-way traffic lights in place Thursday-Friday to minimise disruption.
  - Blocked drains and street issues should be reported via FixMyStreet.
- Cllr Agg now represents GCC on the Cotswold National Landscape board.
- Gretton Fields road closure noted on the 18<sup>th</sup> November
- Councillors expressed gratitude for the increase in village bus services but noted a lack of communication and signage.

No report was received from Tewkesbury Borough Councillors

**6. Planning**

**6.1 To discuss planning application and agree actions**

Reference	Location	Comments
1. 25/00013/CONDIS	Land Behind 52- 74 Willow Bank Road Alderton	Cllr Broderick reported that they had followed up with the planning officer. The application is still under consideration, and there is currently an active enforcement case. Updates will be provided as they become available. It was suggested that an on-site meeting be arranged to discuss access issues, as the updated plans have not yet been uploaded to the planning portal. <b>ACTION</b> Cllr Broderick to request an on-site meeting
2. 24/00393/OUT	Part Parcels 6318 And 6536 Beckford Road Alderton	No update.

3. 25/00626/FUL	The Walnuts Gretton Fields Gretton	No issues, no comment.
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## 6.2 To note the following planning application decisions

Reference	Location	Decision
APP/G1630/D/25/3369417	Mulberry House 6 Polysend Drive Alderton	Appeal dismissed

## 7. To agree or note matters relating to Highways

**7.1 Reports of overhanging hedges** - Reports of overhanging hedges on Willow Bank Road have been partly addressed. **ACTION** Clerk to report overgrowth at the War Memorial affecting signage via FixMyStreet and check if we have a local tree officer.

**7.2 Update on Alderton's Natural Flood Management scheme** Update from meeting with Environment Officers and the landowner: scheme is proceeding. Schedule of works released; Beckford Road closure scheduled for 27th October to clear Millennium Copse. **ACTION** Clerk to publish schedule of works on the website

**7.3 Sandbags it was noted that** Noted that Woodmancote Parish Council have emergency sandbags available for purchase. **ACTION** Cllr Woodman to check sandbag levels; Cllr West to readvertise availability in the newsletter.

## 8. To receive an update on maintenance of Parish Council Assets:

8.1 **Speed Sign (VAS)** – Awaiting meeting with GCC Highways, scheduled for early October.

8.2 **Village Hall Noticeboard** – Repair completed.

## 9. To agree or note matters relating to the Allotments

### 9.1 Matters Arising:

**9.1.1** Working party is scheduled for 27th September to clear the allotment site with AAA. Four quotes for skips were obtained quote 1 - £338.40, quote 2 - £436, quote 3 - £290 (exc VAT) and quote 4 £294 (inc VAT) . **Council AGREED** to accept quote 4 (£294), the most cost-effective within the allotment budget.

**9.1.2 Council noted** an unexpectedly high water bill.

**9.1.3 Council noted** the Clerk has followed up with supplier on replacement heritage fruit trees and additional trees through the GCC Ash Dieback Scheme.

### 9.2 Feedback from the Virtual Allotment Officers Forum

Cllr Woodman reported on discussions including enforcement of rules (monthly inspections, enforcement notices), appointment of wardens for larger sites, and potential use of unused allotment areas for water capture.

### 9.3 Review and discussion of annual allotment costs and rent

Documents reviewed: 2024-25 payments, allotment costings, current plot summary with proposed % increases. Considerations:

- Compostable toilet via S106 will replace current hire, saving £656 annually.
- 2024 deficit of £348.
- High summer 2025 water bill: £886.99.

**DECISION: Council AGREED** to increase rent from 29th September 2026:

- Small & Medium plots: +£5
- Large & Extra Large plots: +£10

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

**10.1 Matters arising:** The old football storage bunker with leaking roof was discussed.

**ACTION** Clerk to follow up with lead to remove prior to wet weather to minimise pitch damage.

**10.2 Play area inspections:** No new issues raised. **COUNCIL AGREED** to replace bolts. Clerk reported that the repainting of swings is expected in the coming weeks and the contractor is investigating self-closing gate issue.

## 11. To agree the relocation of the Cambridge square defibrillator and agree actions with the electricity connection

- Village Hall Committee confirmed relocation to external wall of hall.
- Electrician quote: £240 for relocation.
- National Grid quote for electricity disconnection: £598.82; Clerk to verify contestable and non-contestable works.
- Clerk has submitted a complaint to SSE Energy regarding the supply issue.

## 12. To agree the next steps the community consultation for priorities

- Clerk to follow up with GRCC.
- Awaiting Village Hall survey results, expected at October meeting.

## 13. To discuss the GCC Heads of Terms for the School Playing Field and agree actions

Awaiting GCC response.

## 14. To discuss meeting with Atlas representatives to improve mobile coverage

Clerk and Cllr Woodman reported on meeting with GCC and Atlas representatives. Council recognised ongoing mobile coverage issues but emphasized ensuring minimal visual impact. **ACTION** Clerk to respond that the Parish Council wishes to be involved in site location discussions and decision-making.

**15. Finances – documents circulated prior to meeting**

**15.1 To record income received up to 31 August 2025**

**COUNCIL APPROVED** August receipts received of **£ 251.86**

**15.2 To ratify payments** made between meetings and to approve the September 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	1036.91	0.00	1036.91
FPO	HMRC	NI & PAYE	LGA 1972 s.112	161.19	0.00	161.19
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	The National Allotment Society	Membership renewal	LGA 1972 s.137	70.00	14.00	84.00
FPO	A&E Fire & Security	Safety checks – changing facilities	LGA 1972 s.111	95.98	19.20	115.18
FPO	PATA	Payroll (Jul, Aug, Sep & salary adjustment)	LGA 1972 s.112	62.46	0.00	62.46
FPO	Alderton Village Hall	Hall hire (Jan – Jun)	LGA 1972 s.133	146.00	0.00	146.00
FPO	WaterPlus	Allotment water	Allotments Act 1908	886.99	0.00	886.99
FPO	WaterPlus	Changing facility water	LGA 1972 s.133	24.50	0.00	24.50
FPO	Expenses C.Bridges	Printer ink	LGA 1972 s.111	23.84	4.77	28.61
FPO	Expenses J Kettle	Changing facilities sundries	Public Health Act 1936, s.87	2.52	0.00	2.52
<b>TOTAL</b>						<b>£2970.64</b>

- **Council NOTED** 11<sup>th</sup> August Internal transfer B/S CIL Acc > Current Acc £1155.00 (village hall redevelopment project) and £95.95 (grit bin)
- **Council NOTED** Staff salary adjustment backdated to April 25

**15.3 To approve bank reconciliation and budget monitoring report**

**Council APPROVED** the bank reconciliation for the current state of accounts 31 August 2025 (Appendix A).

**15.4 To consider expenditure items for S106 and CIL monies and agree actions**

None

**16. To review and approve the following documents:**

**16.1** Review Complaints Policy - It was **RESOLVED** that this policy be approved

**16.2** Review Document Retention Policy - It was **RESOLVED** that this policy be approved

**17 To note agenda items for next meeting 21 October**

- Draft budget
- Village Hall update

Meeting closed at 9.50 pm. Date of next Meeting: 21 October 2025 commencing at 19.00pm, in Alderton Village Hall.

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Chairman  
**2025 Meeting Dates:** 21 October, 18 November, 16 December

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Date

**APPENDIX A**

<b>Bank Reconciliation at 31/08/2025</b>			
	Cash in Hand 01/04/2025		117,477.67
	<b>ADD</b> Receipts 01/04/2025 - 31/08/2025		23,621.31
			141,098.98
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/08/2025		11,643.31
<b>A</b>	<b>Cash in Hand 31/08/2025</b> (per Cash Book)		<b>129,455.67</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Current Account 31/08/2025	2,913.12	
	Savings Account (1%) 31/08/2025	23,489.99	
	CIL Savings (1%) 31/08/2025	10,385.22	
	CIL Savings (% tracker) 31/08/2025	92,667.34	
			<b>129,455.67</b>
	Less unrepresented payments		
			129,455.67
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>129,455.67</b>
	<b>A = B Checks out OK</b>		