Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 20 October 2026 commencing at 7.00pm.

Present: Cllr M Davies (Chair), Cllr J Kettle, Cllr M West, Cllr P Woodman, Cllr N Broderick, Cllr D Rayton
Attendance: Parish Clerk and 3 members of the public.

1. **Apologies for Absence and Confirmation of Quorum**
   Apologies were received from County Cllr Agg and Borough Cllrs Madle and Gray. The meeting was quorate.

2. **Declarations of Interest**
   A dispensation was granted to Cllr Woodman in relation to allotment matters.

3. **Minutes of Previous Meeting**
   RESOLVED: The minutes of the Parish Council meeting held on 15 September 2026 were approved as a correct record and signed by the Chair.

4. **Public Participation**
   There were no public representations.

5. **Planning Applications**
   5.1. Applications for Decision

Reference	Location	Comments
1. **24/00393/OUT**	Part Parcels 6318 And 6536 Beckford Road	No update.
2. **26/00758/FUL**	7 Orchard Road Alderton	Considered; the Council had no comments to make.

5.2 Planning Updates

5.2.1 Daylestone Park / St Margaret's Drive - The Council raised no objection to the proposed 20 mph traffic regulation order.
Councillors discussed concerns about vehicle movements at the development access and whether the access arrangements complied with the approved planning conditions.
ACTION: Cllr Broderick to raise the concerns with Freeman Homes and the relevant planning and enforcement officers.

5.2.2 Land west of Willow Bank Road - The Council considered the landowner's initial proposals. Discussion covered the scale of the proposed tourism use, potential planning requirements, concerns over access and pedestrian links to the village, lighting, and biodiversity measures.
ACTION: Cllr Broderick to provide preliminary feedback highlighting these concerns and the preference for a limited proposal. No planning application was determined or supported by this discussion.

5.3 Planning Decisions
None reported.

6. **Reports from Councillors**
   6.1. County Council - Cllr Agg's September report had been circulated.
   6.2. Borough Council - No Borough Council update was received**.**
   6.3. Strategic Local Plan – No update, awaiting the next round of feedback
   6.4. Garden Communities – No Garden Communities meeting had taken place; highways matters remained outstanding.

These minutes are a draft record pending approval at the next meeting of the Parish Council.

7. Correspondence

7.1. Neighbourhood Watch - The circulated update was noted, including membership growth, new village entrance signs, proposed additional signage and liaison with the neighbourhood policing team. Councillors were invited to suggest matters for the advocacy group meeting on 25 November. The importance of communications reaching residents who do not use online channels was noted. A newsletter update is planned.

7.2. Community Governance Review - The Council considered Gretton Parish Council's correspondence about the boundary at Gretton Fields and Alderton Fields. No representations from affected residents requesting a change had been received, and councillors considered the evidence insufficient to pursue an amendment at present. Further evidence of residents' views would be considered if provided. ACTION: Clerk to reply to Gretton Parish Council.

8. Highways

8.1. Flood-defence fencing - The works were reported complete, although safety concerns were identified. **ACTION**: Cllr Kettle to raise these with the responsible party.

8.2. Drainage grilles – A response from GCC Highways remained outstanding. **ACTION**: Cllr Kettle to chase a response.

8.3. Vehicle-activated sign - Relocation of the pole remained outstanding. The Clerk had followed up with Gloucestershire County Council; feedback from County Cllr Agg was awaited.

8.4. Other highways matters

ACTION: Clerk to invite Area Manager for GCC Highways for a village walk through

ACTION: Cllr Woodman to report the blocked drain via FixMyStreet

ACTION: Clerk to report overgrown footway via FixMyStreet; and prepare correspondence about the overgrown hedge, with referral to Highways if unresolved.

9. Allotments

9.1. Damaged gatepost - A quotation for £600 was considered. Further quotations are to be sought, with repairs anticipated during winter. **ACTION**: Clerk to obtain further quotations and bring the matter back for spending approval.

9.2. Winter working party / skip - Skip hire quotations were discussed in connection with a winter working party. **RESOLVED:** To approve expenditure of up to £300 excluding VAT for skip hire.

ACTION: Clerk to confirm and make arrangements with the Allotment Association.

ACTION: Clerk to notify tenants of the closure of the inner track to vehicles, winter water shut-off and removal of the portable toilet from the end of October;

10. Playing Field and Changing Facility

10.1. Play area inspections – play surface under the swing will need to be patched, but on hold while the play area improvements are established. The gate closure may need some attention.

ACTION: Cllr Rayton to review the issue with the gate.

AGREED Cllr Kettle to purchase replacement light bulbs for the changing facility.

10.2. Pitch improvements - An update on the pitch improvements work and Football Foundation grant was received. Councillor training required for the grant has been completed, cost of which will be covered by the grant claim.

ACTION: Clerk to check signage arrangements with Ashton 88 FC.

11. Neighbourhood CIL Prioritisation Survey

11.1. Working group – notes from the working group meeting on 6 October were circulated. Further meetings were identified for 27 October and 10 November.

11.2. Emerging priorities - Next steps for developing the Neighbourhood CIL investment programme were discussed, including engagement with the Village Hall committee.

ACTION: Clerk to invite Village Hall representatives to discuss the emerging proposals.

12. School Playing Field

The lease agreement for the School Field has been signed and completed by both parties.

ACTION: Clerk to follow up the outstanding £500 contribution towards the gate.

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13. Finances - *documents circulated prior to meeting*

13.1 Financial Report

RESOLVED: The Financial Report to 30 September 2026 was approved (*see Appendix A*).
Receipts during September 2026 totalled £2,927.03
The budget report was reviewed *(see supporting documents*). Allotment water over budget.

13.2 Accounts for Payment

RATIFIED: Payments made between meetings totalling £750.00
RESOLVED: Payments presented for approval totalling £7,362.71 were approved.
Previously authorised direct debits totalling £261.74 were noted.

Agreed direct debits

Payee	Description	Authority	Amount	VAT	Total
Scribe	Accounts system	LGA 1972 s.111	31.00	6.20	37.20
Scribe	Allotment system	LGA 1972 s.111	29.00	5.80	34.80
NEST	Pension	LGA 1972 s.112	149.26	0.00	149.26
EDF	Changing facility Electricity	LG(MP)A 1976 s.19	36.23	0.00	36.23
LLoyds	Bank account charge	LGA 1972 s.111	4.25	0.00	4.25
				TOTAL	**£261.74**

Payments made between meeting

Payee	Description	Authority	Amount	VAT	Total
Highways Advice Ltd	Consultant fees for planning application	LGA 1972 s.111	750.00	0.00	750.00
				TOTAL	**£750.00**

Payments list

Payee	Description	Authority	Amount	VAT	Total
C. Bridges	Clerk's salary	LGA 1972 s.112	1119.49	0.00	1119.49
HMRC	NI & PAYE	LGA 1972 s.112	201.91	0.00	201.91
Greenfields	Playing field maintenance	PHA 1875 s.164	350.00	70.00	420.00
B&W Hire Ltd	Allotment Toilet hire	SHAA 1908 ss.23	88.00	17.60	105.60
WaterPlus	Changing facilities water	Local Government (Misc Provisions) Act 1976, s.19	36.49	0.00	36.49
WaterPlus	Allotment water	Small Holdings and Allotments Act 1908, s.23	592.76	0.00	592.76
Community Heartbeat Trust	Defibulator adult pads	Public Health Act 1875, s.164	75.00	16.19	97.14
S. Merrett Services Ltd	Pitch improvement work (FA Pitch Power Grant funding)	LGA 1972, s.111	1482.00	149.60	1631.60
Exp: J Kettle	Ground maintenance training (FA Pitch Power Grant funding)	LGA 1972, s.111	80.00	0.00	80.00
Exps: M West	Ground maintenance training (FA Pitch Power Grant funding)	LGA 1972, s.111	80.00	0.00	80.00
Exps: C Bridges	Phone credit top up	LGA 1972, s.111	5.00	0.00	5.00
GRCC	Parish CIL Priorities survey and report (CIL funding)	CIL	1789.92	357.99	2147.91
A Moreley	Allotment rent overpayment	Refund	30.00	0.00	30.00
P Crabtree	Allotment rent overpayment	Refund	30.00	0.00	30.00
Exps: C. Bridges	Royal British Legion Poppy Appeal - Wreath	S137	23.00	0.00	23.00
Exps: C. Bridges	Signage for the playing field	Public Health Act 1875, s.164	9.84	1.97	11.81
GCC	School Field Lease - Legal fees (CIL funding)	Local Government (Misc Provisions) Act 1976, s.19	750.00	0.00	750.00
				TOTAL	**£7,362.71**

It was further noted that:

- A VAT reclaim of £1,063.46 had been submitted.
- Lloyds Bank advised that the Council account would change to Business Account terms from 12 November 2026, with a £10 monthly fee and possible transaction charges, due to receiving income via CIL payment over the qualifying threshold of £250000.
  ACTION: Clerk to request a further account review when eligible.

13.3 Section 106 funding - the S106 allocation of £10,996.01 for allotment improvements is available and held by Tewkesbury Borough Council and subject to approval of eligible works. **ACTION**: Arrange discussions with the Alderton Allotment Association and obtain quotations.

14 2027/28 Budget Preparation

The Council considered initial budget assumptions, including staffing costs, allotment water and maintenance, playing-field and school-field costs, changing-facility utilities, insurance, administration and bank charges, and village asset repairs. Potential replacement of the war memorial noticeboard was raised. **ACTION**: Clerk to prepare a draft 2027/28 budget for the November meeting, Councillors to identify any further proposed commitments.

15 Policies and Governance Documents

15.1 **RESOLVED**: To adopt the Alderton Parish Council Reserves Policy - V1.1 - October 2026, as circulated.

16 Items for Next Meeting

- Budget 2027-28
- Trees

The next meeting of Alderton Parish Council will be held on Tuesday 17 November 2026 at 7.00pm.

There being no further business, the meeting closed at 9.30 pm.

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Chairman Date

Future Meeting Dates: 17 Nov, 15 Dec

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APPENDIX A

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			215,564.55
	ADD			
	Receipts 01/04/2026 - 30/09/2026			450,472.53
				666,037.08
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			18,092.80
A	**Cash in Hand 30/09/2026** (per Cash Book)			**647,944.28**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2025	0.00	
	Current Account	30/09/2026	1,744.31	
	Savings Account (1%)	30/09/2026	19,212.71	
	CIL Savings (1%)	30/09/2026	28,121.78	
	CIL Savings (% tracker)	30/09/2026	598,865.48	
				647,944.28
	Less unpresented payments			
				647,944.28
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**647,944.28**
	A = B Checks out OK			

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