

Gretton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 14th May 2025 held at Gretton Village Hall.

Present: Cllr G Hanson (Chairman), Cllr R Green, Cllr D Butcher and Cllr M Oliver
In Attendance: Parish Clerk plus 4 members of the public

The hall was opened early to allow public discussion before the formal session commenced.

1. To elect a Chairman and a Vice-chairman for 2025-26 and signing of Declaration of Acceptance

Cllr Hanson was the only nomination for the position of Chairman and was duly elected. Proposed Cllr Green, seconded Cllr Oliver. Unanimous. Cllr Hanson duly signed the Declaration of Acceptance of Office which was countersigned by a proper officer of the Council.

Cllr Green was the only nomination for the position of Vice Chairman and was duly elected. Proposed Cllr Hanson, seconded Cllr Oliver. Unanimous. Cllr Green duly signed the Declaration of Acceptance of Office which was countersigned by a proper officer of the Council.

2. To receive apologies for Absence

Apologies were received from County Cllr Agg and Borough Cllr Madle

3. Declaration of Acceptance all remaining Councillors.

All councillors duly signed the Declaration of Acceptance of Office which was countersigned by a proper officer of the Council.

4. To receive declarations of interest in any matter to be discussed at the meeting.

It was noted that Cllr Oliver is Chair of the GVA and a Cotswold Warden.

5. To receive comments from members of the public

- A member of the public gave an update on the Millenium+25 photographic record and confirmed that a Rogation Walk poster has been produced and will be shared on social media.
- The member repeated a previously expressed concern, questioning whether the design of the new village gateway was suitably rural in appearance, or would be effective, and queried previous consultations.

6. To approve Minutes of the Parish Council Meeting held on Wednesday 12th March 2025

The minutes were agreed and signed by the Chairman for Wednesday 12th March 2025.

7. Planning Matters

7.1. To make recommendations to the Planning Authority upon the suitability of the following planning applications

There was no new planning applications for discussion.

7.2. To ratify Comments on planning applications received that required a response before the meeting

Reference	Location	Description	Comments
24/00675/FUL	Myrtle Cottage Gretton Road Gretton	Application for Technical Details Consent for the erection of 1no. self-build dwelling with associated landscaping (pursuant to Permission in Principle application ref: 23/00637/PIP)	Council reiterated its previously stated concerns and acknowledged the revised drawings; however, it maintains that this is not an appropriate location for a new dwelling.

25/00194/FUL	Oak Cottage Greenway Lane Gretton	Fit 14x Trina Solar Vertex panels to south facing aspect of current roof. Each panel is 1754 x 1096 mm and will sit approximately 166 mm clear of existing concrete roof tiles.	Council submitted a no planning objection comment.
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7.3. Planning decisions

Reference	Location	Description	Decision
25/00062/FUL	Close House Winchcombe Road Gretton	Proposed rear single storey extension	Permit
25/00098/TCA	5 Apple Orchard Close Gretton	T1 Hawthorn Reduce to previous points approx 2-3m T2 Hawthorn Reduce to previous points approx 2-3m T3 Willow Thin, reduce overhang back from house (patio area) T4 Willow Thin, reduce overhang back from house	Permit
24/01053/FUL	Gilders Yard, Gretton Fields	Change of use of the site from mixed commercial use (Class E) to residential and for the demolition of existing buildings and hardstanding on site and erection of 5no. detached dwellings with associated parking and garden spaces.	Refuse

7.4. Gretton Parish Council Planning procedure document review

The Gretton Parish Council Planning procedure document was updated to include additions proposed by Cllr Oliver to enhance transparency. **Council AGREED** to adopt the revised version, which will be available on the GPC website.

8. Village Communication

8.1. The newsletter – Content discussed included the Stanley Pontlarge concert, the GRCC Housing Needs Survey, and feedback from the Annual Parish Meeting.

ACTION: Cllr Oliver to follow up on potential submissions from the school and church.

9. Information and Correspondence

9.1. Annual Parish Meeting. – Doors to open at 6.30pm; it was agreed to approve expenditure for refreshments. Cllr Hanson to coordinate details with Cllr Oliver. Cllr Oliver to advertise the meeting on social media. The Police have responded and will send a written update if they are unable to attend. **ACTION** Cllr Oliver to contact the church for involvement; Cllr Hanson to approach the Tower Trust.

10. Highways

10.1 Village Gateway – Installation completed; however, it was agreed that the location is incorrect and too far out. **ACTION** Cllr Hanson to follow up.

10.2 School Parking – No updates; noted that a vehicle wing mirror was reported to be damaged last week.

10.3 Relocation of 30mph near new development 'The Croft' – The developer has agreed to contribute. Cllr Hanson is following up to investigate the cost of a Traffic Regulation Order (TRO)

10.4 Council NOTED the temporary road closure of Gotherington Road from 20th to 23rd May.

11. Reports

11.1. County Council – No report received

11.2. Borough Council – No report received

11.3. Clerk Report - The Clerk's Report was reviewed.

- **Council AGREED** to opening a separate account to keep CIL money ringfenced
- ACTION** Clerk to action

11.4. To receive a report from Village environment

Council discussed the possibility of planting crocus bulbs in the autumn. **ACTION** Cllr Green to explore available funding opportunities.

11.5. Traffic & Road Safety

- 13 volunteers, including residents from Gretton Fields, have now completed Community Speedwatch training.
- A notable increase in traffic volume has been recorded, with 50% of vehicles exceeding the speed limit during monitoring sessions.
- A WhatsApp group has been set up to streamline team communication.
- Since relaunching, five Speedwatch sessions have been held, focusing on areas including Gretton Fields.
- The recent Tewkesbury Borough Council report has been circulated.

11.6. To receive a report from GVA

- Despite a positive outlook, income is down and some reserves have been used
- Current projects include a new website and online booking system.
- Successful recent events include the Easter Egg Hunt and Hub (70+ attendees) and VE Day, which had strong village and school participation.
- GVA has released a full events calendar for 2025 and plans for the Summer Fete are underway. Councillors are encouraged to consider taking a stall at the fete for community engagement.
- GVA has been recognised for its Warm Space community work with an invitation to meet the Mayor and TBC leadership.
- Funding achievements include:
 - 8 fruit trees through TBC's Coronation Living Heritage Fund
 - Solar panel installation funding for the Hall from Gretton Solar Farm Ltd through Greenfields Trust
 - Use of S106 funds for a sports storage facility and school sports equipment (~£20K)
 - Proposal to use S106 and GPC reserves for rear layout improvements at the Hall (~£25K)

Initial discussions are taking place with Gloucestershire Football Foundation to support the re-establishment of a village football club.

11.7. Flood Group

No significant flooding has been reported.

11.8. Cotswold Wardens

- Three stiles have been replaced within the Parish.
- The three-way bridge between Gopshill and Duglynch is deteriorating and expected to need replacement this year.
- Discussions are ongoing with landowners and Public Rights of Way regarding problematic paths.
- GCC Highways, via the Wardens, offer subsidised kissing gates at £220 each.
- Parish Councils often purchase gravel for local warden projects – to be considered in future planning.

11.9. Gretton Primary School

- The school participated in the VE Day event and is contributing to plans for the upcoming Summer Fete.

11.10. Police

- Ongoing reorganisation has caused the postponement of scheduled meetings.
- Reports of crime in surrounding areas in recent weeks.

12. Parish Council Assets

12.1. War memorial – Council has **AGREED** to carry out repairs **ACTION** Cllr Green to investigate quotes from local stone mason and specialist company.

12.2. Mobile speed sign – awaiting response from GCC highways team regarding moving the new VAS post that is not in a good location. **ACTION** Cllr Hanson to relocate VAS.

12.3. The potential acquisition of a second defibrillator. – awaiting costing for installing power from street lighting

13. Financial Matters

13.1. It was resolved that the following payments had been made since the last meeting. Payment of these were approved. Proposed Cllr Hanson and seconded Cllr Green.

Payee	Details	Amount
Lloyds	Bank acc charge - Mar	4.25
Gretton Tower Trust	£137 towards 50% on annual insurance	150.00
GAPTC	Councillor planning training	45.00
PWLB	Public Works Loan payment	1168.08
Lloyds	Bank acc charge - Apr	4.25
C. Bridges	Clerk's salary - Apr 25	218.15
C. Bridges	Clerks' monthly expenses Apr 25	14.70
Total		1604.43

13.2. It was resolved that the following payments for March be approved. Proposed Cllr Hanson, seconded Cllr Green, apart from Cllr Green expenses which were seconded by Cllr Oliver.

To consider invoices for payment

Payee	Details	Amount
C. Bridges	Clerk's salary - May 25	218.15
C. Bridges	Clerks' monthly expenses May 25	14.70
HMRC	Tax/NI	31.60
Gretton Village Association	Hall hire Nov>Mar	36.00
R. Green	Expenses - War memorial planting	50.86
M. Oliver	Expenses – Speedwatch batteries	8.06
GVA	Village Hall traffic Mirror	32.39
Saxon Printing	APM flyer	36.00
Total		427.76

13.3. It was noted that the following receipts had been received

From	Details	Amount
Lloyds	Bank interest B/A – Mar	3.97
Lloyds	Bank interest 32 days notice– Mar	36.79
Tewkesbury Borough Council	CIL	2063.83
Lloyds	Bank interest B/A– Apr	4.25
Lloyds	Bank interest 32 days notice - Apr	35.67
Tewkesbury Borough Council	Precept	12058.00
Total		14202.51

13.4. **Council APPROVED** the end of year accounts for 2024-25.

13.5. **Council APPROVED** the bank reconciliation (Appendix A) for the current state of accounts up to the 30th April 2025

- **Council NOTED** There is no payment due to HM Revenue & Customs by Gretton Parish Council for April and May 2025. HMRC credit of £11.25 to be carried forward.
- **Council NOTED** £2,000 was transferred from the 1% B/A account to the current account – 23/04/25
- **Council NOTED** £12058.00 (annual Precept) was transferred from the current account to 1% B/A account – 07/05/25
- **Council AGREED** to pay £650 towards the village grass cutting through the GVA.

13.6 **The Council AGREED** to continue with the following Direct Debits and regular payments:

- ICO
- PWLB Loan
- PATA
- Lloyds Current Account charge

14. To approve the annual Asset Register update

The Asset Register was reviewed and approved.

15. To approve and sign the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return 2024-25

Council RESOLVED that the Annual Governance Statement be approved. The document was signed by the Chairman and the Clerk.

16. To review and approve the Accounting Statements (Section2) of the Annual Governance and Accountability Return 2024-25

Council RESOLVED that the Annual Accounting Statement be approved. The document was signed by the Chairman and the Clerk.

17. To confirm dates for the exercise of public rights as Tuesday 3rd June 2025 to Monday 14th July 2025

Council AGREED the dates for the exercise of public rights as Tuesday 3rd June 2025 to Monday 14th July 2025.

18. To review and approve the council insurance renewal policy for 2025-26

Council AGREED that the Insurance Policy is still fit for purpose and to pay the renewal cost of £363.00.

19. To Review the following council documents:

19.1 **Council RESOLVED** that the **Councillors Code of Conduct** be re-adopted. Unanimous.

19.2 **Council RESOLVED** that the **Standing Orders** be re-adopted. Unanimous.

19.3 **Council RESOLVED** that the **Financial Regulations** be re-adopted. Unanimous, with the caveat that the NALC model Financial Regulations be reviewed later in the year.

20. To discuss Other Items for Information Only/Future Agenda Items

- Housing needs survey

The meeting closed at 8.55pm.

Date of Next Meeting: 9th July 2025, commencing at 7.00pm.

APPENDIX A**BANK RECONCILIATION - 30 APRIL 2025**

Balance per Lloyds TSB C/A statement	30/04/25	16388.01	
Balance per Lloyds TSB B/A statement	30/04/25	3180.19	
Balance per Lloyds TSB 32 day notice	30/04/25	20181.93	
			39750.13
Unpresented cheques			
chq no	0.00	0.00	
			0.00
Balance as at 30 April 2025			39750.13

CASH BOOK

Opening balance at 1st April 2025	26993.54	
Add receipts in the yr	14161.77	
Less payments in the yr	1405.18	
Cashbook balance on 30 April 2025	39750.13	
Total to carry forward		£ 39,750.13

BUDGET v ACTUAL Year 25/26

2024/25	2025/26 Financial Year			
Actual £	Budget £	Receipts	To date £	Left £
11752	12058	Precept	12058	
378		Bank Interest	40	
0		CIL	2064	
19704		S106	0	
1473		Other funding/grants	0	
3971		VAT reclaim	0	
37277	£ 12,058	Total income	£14,162	
Payments				
2975	3100.00	Staff Salary	218	2882
96	200.00	HMRC PAYE & NI	0	200
356	600.00	Admin Expenses	19	581
2336	2336.16	Loan	1168	1168
0	250.00	Audit	0	250
363	450.00	Insurance	0	450
48	100.00	Hall Hire	0	100
600	650.00	Grass Cutting	0	650
171	300.00	Village Greening	0	300
426	1000.00	Village Assets - maintenance	0	1000
293	150.00	Membership/Subs	0	150
255	300.00	Training	0	300
35	35.00	Data Protection	0	35
927	1050.00	Village Communications	0	1050
77	100.00	Defibrillator	0	100
1570	1800	S137	0	1800
4002	0	VAT paid	0	
19704		CIL/S106		
£ 34,234	£ 12,421	Total Expenditure	£1,405	£ 11,016