

Gretton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 9th July 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, 1 member of the public, County Cllr Agg

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

1. To receive apologies for Absence

Apologies were received from Borough Cllr Madle

2. 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.

3. To receive comments from members of the public

- Congratulations and acknowledgment were given to Cllr Oliver who has been shortlisted for the GRCC High Sheriff Special Award for Volunteer of the Year
- There was a good turnout at the fete, which marked 25 years since the Millennium. The tractor parade was well received and a special thanks were extended to Cllr Oliver for his contribution.
- The Heritage and History walk also saw a good turnout.
- It was suggested that the defibrillator would be better placed near the bus shelter.
- A question was raised about whether residents at the former Bugatti site are using all the allocated residential parking spaces, and whether any of the unused spaces could be made available to others.
- A proposal was made to install a footgate from Redwood Close into the churchyard, though it was noted that the land is not publicly owned open space.
- Comments were made regarding the suitability of the village gateway.

4. To approve Minutes of the Parish Council Meeting held on Wednesday 14th May 2025

The minutes were agreed and signed by the Chairman for Wednesday 14th May 2025.

5. Planning Matters

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

There was no new planning applications for discussion.

Reference	Location	Description	Comments
24/00903/FUL	6 Stanley Cottages	Demolition of conservatory & erection of single storey extension to No 6 Stanley cottages. The erection of 1No self-build dwelling & associated landscaping.	The applicant is discussing visibility splays and bus shelter with GCC Highways. GPC supported a site meeting with the planning officer – 1/7/25
25/00466/TCA	Copse End Winchcombe Road	T1 Silver Birch - reduce by approx 2m to previous and bring sides in approx 1.5m.	Unanimous - No objection

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

There were no planning applications responses submitted between meetings.

5.3. Planning decisions

Reference	Location	Description	Decision
25/00402/TCA	Lynch Lane Farm Greenway Lane Gretton	T1 Ash tree (neighbours in the property behind) - Reduce lateral	Approved

		overhang back to boundary. Larger left-hand stem to be removed if permitted, as it is damaging the summerhouse roof in the garden of Lynch Lane Farm. T2 Acacia (front of property) - Deadwood	
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5.4. To discuss the newly erected building at White Cottage

Cllr Hanson spoke to the property owner regarding the new building and recommended they contact TBC Planning for guidance on the building's size compliance. This was followed up with an email from GPC. The owner has since confirmed they intend to seek planning permission.

6. Information and Correspondence

6.1. Parish and Town Council Seminar on Wednesday 17 September 2025.

Cllr Hanson & Cllr Oliver to attend **ACTION** Clerk RSVP

6.2. To discuss sewage problem from behind the railway line, effecting White Cottage

Cllr Agg reported that septic tank will be replaced. An inspection will take place late July.

6.3. Stanley Pontlarge – vegetation / drainage clearance by the bridge

ACTION Cllr Green to confirm whether the bridge is within the parish boundary.

6.4. Parked van reported to be obstructing the pavement. To continue monitoring, but no action to be taken at this time.

6.5. Ivy/hedge obstructing street lighting - A resident was advised to report the issue via FixMyStreet. A letter has been sent to the resident and the neighbouring (currently vacant) property. The issue involves a lamppost and other utilities. Openreach could be asked to check the condition of the pole.

ACTION Cllr Oliver to send details to Cllr Agg and follow up with the resident.

7. Highways

7.1. Village Gateway

Awaiting relocation of the gateway to its correct position.

7.2. School Parking

Cllr Agg confirmed that the street markings near the school will be repainted. A suggestion has been made to extend the zig-zag lines. GCC Highways have been consulted regarding options, particularly addressing the pinch point near the blind bend at school drop off times. This would normally require a Traffic Regulation Order (TRO). But it was hoped that such changes (including 30mph zone move) could be addressed as part of a wider TRO

ACTION Cllr Hanson to liaise with the GCC Highways Area Manager.

7.3. Community 20s & Safer Roads Initiative

As part of the county-wide initiative, the parish can nominate a road for inclusion in the blanket 20mph TRO. The deadline for expressions of interest are to be received by 19th September. It was noted that similar schemes in Wales have led to a reduction in child accidents. It was agreed that a local consultation on the scheme would be required. Suggestions included reducing the 50mph limit approaching the village to 30mph to help slow traffic before entering the 20mph zone near the school.

Speedwatch data shows traffic volume has increased, with approximately half of vehicles exceeding the speed limit, although enforcement remains minimal and repeat offenders are rare.

COUNCIL AGREED There is sufficient interest to proceed, based on previous village survey results.

ACTION Clerk to express interest in the initiative.

- **Relocation of 30mph Limit Near 'The Croft' Development**

There has been little progress on this matter. It was suggested this could potentially be addressed as part of the 7.3 item scheme.

ACTION Cllr Hanson to continue to progress

7.4. Grass Cutting

GCC Highways confirmed that Barn Close should be included in their verge grass cutting. The summer cutting for verges in the village is scheduled for 15th–21st July.

7.5. Temporary Road Closures:

7.5.1. Gretton Fields: Closed 4th–6th August

7.5.2. Bugatti 10K Road Race: 6th August, 6:30 PM – 9:00 PM

8. Reports

8.1. County Council –

- Grass cutting responsibilities have now transferred to GCC. Feedback has been mixed due to a reduction in frequency.
- The Cheltenham cycle route is on schedule but causing temporary road issues.
- GCC training programmes continue.

8.2. Borough Council – no report was received

8.3. Clerk Report – Housing Needs Survey has been distributed; awaiting feedback.

8.4. To receive a report from Village environment

The war memorial has been replanted and is being regularly watered by volunteers.

8.5. Traffic & Road Safety

- Speedwatch is active again following training of new volunteers. There are now 16 trained members.
- National Speed Awareness Day is scheduled for Friday; efforts will be made to organise a Speedwatch session.
- Police presence has been noted twice in Alderton Fields over the last month.
- Ongoing concern about increased traffic volume through the village.
- Still awaiting relocation of the speed post.
- **ACTION** Cllr Oliver and Cllr Hanson to move the speed camera.

8.6. To receive a report from GVA

- The recent Summer Fete was well attended and supported by various groups including the school.
- The Hub events continue to be well supported.
- GVA has experienced financial pressure due to lower income and rising costs but has secured several funding sources:
 - Solar panel installation for the Hall (subject to Permitted Development confirmation)
 - S106 funds allocated for a new sports storage facility and equipment for the school
 - Plans to reconfigure the rear of the Hall with additional S106 and Parish funding
- Mirror for the road has been purchased and is awaiting installation.
- The Playing Field gate is now padlocked.
- New website and online booking system are in development.
- Engagement with youth provision is ongoing through meetings with Anj Patel, Winchcombe, and surrounding parishes.
- Discussions with Gloucestershire Football Federation have concluded with no further action.
- Event calendar includes:
 - 13 July / 14 Sept / 26 Oct: Hub
 - 4 Oct: Apple Rock
 - 28 Nov: Christmas Quiz
 - 29 Nov: Christmas Fair
- Resource and capacity to deliver projects remain a key concern.
- GPC is encouraged to post more frequently on the “Gretton Village Notices” Facebook page to improve visibility and engagement.

8.7. Flood Group

No significant flooding has been reported.

8.8. Cotswold Wardens

- The Wardens are focused on path clearance. Recent work includes the route from Alderton Fields to the Caravan Park, and scheduled clearing of the Greenway Lane path.
- The three-way bridge between Gopshill and Duglynch will be replaced later this year.
- The PROW team has committed to resolving drainage issues on the path over the railway in partnership with the Wardens.
- Subsidised kissing gates are available from GCC Highways through the Wardens. While not currently needed, the council may consider a stock of gravel for path maintenance in future.

8.9. Gretton Primary School

- The school supported the Summer Fete. No additional updates and minimal communication.

8.10. Police

- The community policing team has experienced changes in structure and staffing, leading to gaps in local support.
- Challenges are compounded by new housing developments and the new retail park in the district.
- A community meeting with the police was held in Alderton on 8th July, following a recent spike in burglary and car crime.
- Police presence at the fete was appreciated.
- The Police continue to support Speedwatch where resources allow.

9. Parish Council Assets

9.1. War memorial – Restoration work is being considered.

ACTION Cllr Green to consider possible options and costs

9.2. Mobile speed sign – **ACTION** Cllr Hanson to move the camera and follow up on moving of the new post.

9.3. The potential acquisition of a second defibrillator. The council is exploring the purchase of an additional defibrillator. Highways have estimated costs between £600–£800 to install and use street-light power, on an un-metered supply. It was noted that Tewkesbury Borough Council's funding team has been supportive and helpful. To be effective, the unit will need to be installed in a visible and accessible location.

ACTION Cllr Green to consider possible options and costs

10. Financial Matters

10.1. 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. apart from Cllr Green expenses which were seconded by Cllr Butcher.

10.2.

To ratify payments made between meetings

Payee	Details	Amount
Lloyds	Bank acc charge - May	4.25
Zurich	Annual Insurance	363.00
GAPTC	Internal Audit	210.00
Saxon Printing	Village Newsletter	192.58
R. Green	Expenses - War memorial planting	56.74
GVA	S137 – Summer Fete	500.00
GVA	S137 – May & June Hub	100.00
C. Bridges	Clerk's salary - Jun 25	218.15
C. Bridges	Clerks monthly expenses Jun 25	14.70
Total		1659.42

It was resolved that the following payments for July be approved. Proposed Cllr Hanson, seconded Cllr Green.

To consider invoices for payment

Payee	Details	Amount
HMRC	Tax/NI - Jun	20.21
C. Bridges	Clerk's salary - Jul 25	218.15
C. Bridges	Clerks' monthly expenses Jul 25	14.70
HMRC	Tax/NI - Jul	31.60
PATA UK	Payroll Apr, May, Jun	37.35
ICO	Data Protection fee	47.00
Total		369.01

It was noted that the following receipts had been received

To note receipts

From	Details	Amount
Lloyds	Bank interest B/A – May	3.60
Lloyds	Bank interest 32 days notice– May	335.70
Lloyds	Bank interest B/A CIL – Jun	0.20
Lloyds	Bank interest B/A– Jun	10.15
GCC	Match Funding for Village Gateway	1292.50
Lloyds	Bank interest 32 days notice - Jun	35.60
Total		1377.75

- **Council NOTED** the HMRC credit of £11.25 will be offset against the June HMRC payment no further credit to be carried forward, HMRC payments to continue.
- **Council NOTED** £2,063.85 was transferred from the current account to newly opened Business Savings (0.8%) account – 05/06/25
- **ACTION** Include a prioritisation list for potential CIL (Community Infrastructure Levy) spending in the next parish newsletter to invite resident feedback.

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

10.4. Council NOTED the budget monitoring report (Appendix B). Council noted that an overspend on the audit is expected as external audit will take place due to being over the income threshold.

11. Council NOTED the completion of the Internal Audit for 2024/25.

ACTION to review the NALC updated financial regulations in September meeting

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

- CIL money
- Financial Regulations

The meeting closed at 8.55pm.

Date of Next Meeting: 10th September 2025, commencing at 7.00pm.

APPENDIX A

BANK RECONCILIATION - 30 JUN 2025

Balance per Lloyds TSB C/A statement	30/06/25	1499.36	
Balance per Lloyds TSB B/A statement	30/06/25	15251.94	
Balance per Lloyds TSB B/A CIL	30/06/25	2064.05	
Balance per Lloyds TSB 32 day notice	30/06/25	20253.23	
			39068.58
Unpresented cheques	chq no	0.00	0.00
			0.00
Balance as at 30 Jun 2025			39068.58

CASH BOOK

Opening balance at 1st April 2025	26993.54
Add receipts in the yr	15539.52
Less payments in the yr	3464.48

Cashbook balance on 30 Jun 2025 39068.58

Total to carry forward £ 39,068.58

APPENDIX B

BUDGET v ACTUAL Year 25/26

2024/25	2025/26 Financial Year			
Actual £	Budget £	Receipts	Spent to date £	Left £
11752	12058	Precept	12058	
378		Bank Interest	125	
0		CIL	2064	
19704		S106	0	
1473		Other funding/grants	1293	
3971		VAT reclaim	0	
37277	£ 12,058	Total income	£15,540	
Payments				
2975	3100.00	Staff Salary	654	2446
96	200.00	HMRC PAYE & NI	0	200
356	600.00	Admin Expenses	56	544
2336	2336.16	Loan	1168	1168
0	250.00	Audit	210	40
363	450.00	Insurance	363	87
48	100.00	Hall Hire	36	64
600	650.00	Grass Cutting	0	650
171	300.00	Village Greening	90	210
426	1000.00	Village Assets - maintenance	7	993
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	229	821
77	100.00	Defibrillator	0	100
1570	1800	S137	632	1168
4002	0	VAT paid	19	
19704		CIL/S106		
£ 34,234	£ 12,421	Total Expenditure	£3,464	£ 8,976