

# Gretton Parish Council

## Minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> September 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, 5 members of the public, County Cllr Agg, Borough Cllr Gray

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

**1. To receive apologies for Absence**

None

**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.

**3. To consider applications for co-option to the Parish Council and to resolve to appoint a councillor to fill the current vacancy**

The Council considered applications for the current vacancy. It was proposed Cllr Hanson and unanimously **RESOLVED** to co-opt Mr Stephen Hawkins to Gretton Parish Council.

Mr Hawkins duly signed the Declaration of Acceptance of Office, which was witnessed and countersigned by the Clerk, and took his seat as a councillor.

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

Comments were received from members of the public on the following matters:

- Concerns about the speed of road traffic, particularly in Gretton Fields and the GPC expression of interest in the 'Community 20s and Safer Roads Initiative' was welcomed.
- The visit from MP Cameron Thomas to Gretton on 5<sup>th</sup> August was noted.
- Public usage of the footway to the Croft development **ACTION** Cllr Hanson to check plans for the footway.
- Concerns regarding the condition of ditches in Gretton Fields, with reports of flooding affecting one of the houses; implications for insurance and future property sales were noted.
- Concern raised regarding a long-term parked vehicle in Working Lane.

**5. To approve Minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> July 2025**

The minutes were agreed and signed by the Chairman for Wednesday 9<sup>th</sup> July 2025.

**6. Planning Matters**

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

| Reference                    | Location                              | Comments                                                                                                                                                             |
|------------------------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/00626/FUL                 | The Walnuts Gretton Fields<br>Gretton | Cllr Hanson confirmed he had spoken with the current owners regarding the plans. No obvious impact on neighbours.<br>The Council <b>AGREED</b> to raise no objection |
| 25/00194/FUL<br>24/01036/LBC | Oak Cottage Greenway Lane             | Council <b>AGREED</b> to raise no objection                                                                                                                          |

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

| Reference    | Location                                                                                      | Comments                                                                                                                                                                   |
|--------------|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/00627/FUL | Part retrospective rebuild of an existing barn, in the same footprint but with a pitched roof | The Council expressed concerns regarding the size of the proposal and the potential for future change of use. The Council therefore resolved to object to the application. |
| 25/00693/TCA | 8 Working Lane Gretton                                                                        | No objection comment has been submitted                                                                                                                                    |

### 6.3. Planning decisions

| Reference    | Location                              | Decision         |
|--------------|---------------------------------------|------------------|
| 25/00466/TCA | Copse End Winchcombe Road             | No objections    |
| 24/00675/FUL | Myrtle Cottage, Gretton Road, Gretton | Delegated Permit |

## 7. Information and Correspondence

- 7.1 **Flood Risk Assessment:** Council noted the update from Tewkesbury Borough Council regarding the preparation of a new Flood Risk Assessment. Parish councils will have the opportunity to submit local flood evidence for inclusion.  
**ACTION** Clerk to check submission dates and raise concerns about flood risk in Gretton Fields. **ACTION** Cllr Oliver to circulate information on flood wardens from GRCC.
- 7.2 **GRCC Village of the Year:** Council expressed its pleasure at Cllr Oliver being recognised with his voluntary efforts within the community. Cllr Oliver shared feedback from the awards evening, including points on the green agenda, tourism, history, and future ideas for agenda items. Cllr Oliver offered to circulate a summary of the inspiring work from other communities for GPC consideration.
- 7.3 **Connecting Communities – Tewkesbury Borough Council:** Council noted this initiative to build a network of local parish councils and organisations, sharing information on who is doing what, and improving community development and communications. The Council agreed to participate. The next sessions is expected in October.
- 7.4 **Volunteering:** Information was shared about opportunities for local volunteers to support charities and community groups, including Winchcombe Firefighters. Councillors encouraged to promote raising the awareness and importance of volunteering within the community.
- 7.5 **Newsletter:** Council thanked Cllr Butcher for his work on the recent newsletter. The next issue is planned for late November and will include Christmas event notices and an Apple Rock write-up. Local groups to be encouraged to submit items.

## 8. Highways

- 8.1. **Village Gateway:** The gateway has been relocated to its correct position. Council discussed options for signage, including a “20’s Plenty” sign, and possible enhancements such as mowing, planters, and a welcoming message (e.g. “Gretton welcomes careful drivers” / “Thank you for driving carefully”). Ideas to be circulated for discussion.
- 8.2. **School Parking:** Cllr Oliver has formally written to the Headteacher of Gretton School and is awaiting a response. Suggestions included installing a child-outline sign (similar to Gotherington school). Council noted the need for school engagement on this issue.
- 8.3. **Relocation of 30mph near The Croft site:** No progress reported. A TRO request is still required.  
**ACTION** Cllr Hanson to follow-up with GCC Highways.  
Council noted the expression of interest in the “20’s Plenty” campaign had been submitted and next steps would include a consultation with the parish to gather data with possible online survey and through the newsletter.

## 9. Reports

### 9.1. County Council –

- Highways update: FixMyStreet to be used more actively for improvements; parish encouraged to use What3Words and photographs when reporting.
- Stanley Pontlarge: temporary traffic management for resurfacing scheduled 14-15 October. Cllr Agg awaiting feedback regarding runoff from the track.
- New highway enforcement policy introduced for damage caused to roads, by contractors’ inadequate repairs.
- “Clean Sweep” initiative to clear contracted debris from highway works/repairs and promote civic pride (reporting via FixMyStreet).
- Ofsted inspection result: “Good” overall, with “Outstanding” in 2 of 4 areas. Continued focus on safeguarding.
- Thriving Communities Grant: has £400,000 available for community groups across the county to fund projects that help adults stay well and live independently. This grant is

aimed at supporting local organizations and groups with their initiatives. Applications close end of September.

## **9.2. Borough Council –**

- TBC is solvent with £0.5M surplus and £2.8M in unspent CIL.
- Upcoming Carbon Report: emissions falling, but slower than expected. Measures are in place (e.g. low-energy lighting, solar panels over car parks) and further reductions are anticipated.
- LGR: areas expected to lose funding due to budget reallocation. Council tax/property tax burdens increasingly falling on local councils.

## **9.3. Clerk Report –** Report received and accepted.

## **9.4. Village environment -** Cllr Agg reported that TBC has an open consultation on grass cutting areas **ACTION** Clerk to follow up

## **9.5. Traffic & Road Safety**

- Speedwatch has been quieter over summer, restarting weekly from next week.
- Findings: 50% of recorded vehicles exceeded the speed limit. Traffic volume has increased. Speeds reduce when Speedwatch is visibly present. 13 volunteers with good uptake in Gretton Fields.

## **9.6. To receive a report from GVA**

- New Treasurer has been appointed; all formal positions are now filled. Tower Trust representation to be included.
- “Walk for the Park” and village summer fete were both successful, with strong participation from local groups and police. Donations were made to school and the Tower Trust.
- Warm space funding will be applied for to cover the Hubs run over the winter period.
- Upcoming events: Apple Rock (4 October) and Christmas Fair (community event, not fundraiser).
- Solar panel installation has been approved, work starting next week.
- Funds have been raised to replace heaters and reduce ongoing fuel costs.
- Concerns: shortage of volunteers to lead projects, which is slowing progress.
- Village Hall damaged by truck; possible roofing survey required.
- The GVA expressed their thanks to the Parish Council for its financial support.

## **9.7. Flood Group -** No significant flooding has been reported.

## **9.8. Cotswold Wardens**

- Replacement of the three-way foot bridge expected by the end of the year.

## **9.9. Gretton Primary School**

- No communication has been received.

## **9.10. Police**

- Police meeting held in Alderton. Emphasis on reporting incidents, as statistics are used to allocate resources.

## **10. Parish Council Assets**

### **10.1. War memorial –** Estimate has been received from an independent memorial specialist. Memorial Trust offers advice and potential funding. **ACTION** Cllr Green to follow up.

### **10.2. Mobile speed sign –** Awaiting confirmation from GCC Highways regarding the new pole location.

### **10.3. The potential acquisition of a second defibrillator.** Council noted the next step to be exploring funding and costs **ACTION** Cllr Green to seek guidance from Community Heartbeat Trust

## **11. Financial Matters**

### **11.1. 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.

**To ratify payments made between meetings**

| Payee              | Details                                    | Amount         |
|--------------------|--------------------------------------------|----------------|
| JACS UK Ltd        | Village gateway (note:- 100% grant funded) | 3534.19        |
| Lloyds bank        | Bank acc charge Jul                        | 4.25           |
| Clerk              | August salary                              | 218.15         |
| Clerk              | August expenses                            | 14.70          |
| HMRC               | Tax/NI                                     | 31.60          |
| Saxon Printing Ltd | August Newsletter                          | 192.58         |
| Lloyds bank        | Bank charge Aug                            | 4.25           |
| <b>Total</b>       |                                            | <b>3999.72</b> |

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

**To consider invoices for payment**

| Payee                       | Details                                    | Amount        |
|-----------------------------|--------------------------------------------|---------------|
| Clerk                       | September salary                           | 218.15        |
| Clerk                       | September expenses                         | 14.70         |
| HMRC                        | Tax/NI                                     | 31.60         |
| PATA                        | Payroll (Jul – Sept)                       | 37.35         |
| Gretton Village Association | Room hire and hospitality (May, Jul, Sept) | 56.00         |
| <b>Total</b>                |                                            | <b>357.80</b> |

**It was noted** that the following receipts had been received

**To note receipts**

| From         | Details                | Amount       |
|--------------|------------------------|--------------|
| Lloyds bank  | Bank Interest (CIL)    | 1.19         |
| Lloyds bank  | Bank Interest (B/S)    | 8.78         |
| Lloyds bank  | Bank Interest (32 day) | 35.32        |
| Lloyds bank  | Bank Interest (CIL)    | 1.31         |
| Lloyds bank  | Bank Interest (B/S)    | 7.07         |
| Lloyds bank  | Bank Interest (32 day) | 33.06        |
| <b>Total</b> |                        | <b>86.73</b> |

- **Council NOTED** Village hall loan repayment for £1168.08 is scheduled for October. Current balance of loan is £7454.63
- **Council NOTED** Interest rate of the 32 day notice account is reducing from 2.05% to 1.95% from 9 September
- **Council NOTED** VAT claim has been submitted from 1<sup>st</sup> June 2024 to 31<sup>st</sup> July 2025 for £638.00

**11.2. Council APPROVED** the bank reconciliation (Appendix A) for the current state of accounts up to the 31<sup>st</sup> August 2025.

**11.3. Council NOTED** the budget monitoring report (Appendix B). The payment for the Village Gateway has been recorded under the General Reserve.

**COUNCIL AGREED** the budget position is healthy at the mid-year point, with an anticipated overspend for the audit.

It was further **AGREED** that Cllr Hawkins will attend GAPTC new councillor and planning training.

CIL funding was discussed. Cllr Gray asked how consultation on spending priorities had been carried out. Cllr Hanson responded that last year's village questionnaire and quarterly newsletter had provided information, and noted that wider community engagement on priorities will be considered.

**ACTION** Cllr Oliver to confirm date and amount for grass cutting expenditure.

11.4 To consider:

11.4.1 The purchase of a Royal British Legion wreath (under S137 £20) **AGREED**

11.4.2 To consider the implementation of the Local Government Services Pay Agreement 2025 for Clerk from 1 April 2025 **AGREED**

11.4.3 To consider and agree the process for obtaining quotes for tree surgery on the Hornbeam located on the Village Green. **ACTION** Cllr Hanson to follow up

11.4.4 To consider payment of the previously agreed £50 per Hub donation (S137) to the GVA Hub for the sessions held in July, August, and October. **AGREED**. S137 £500 contribution towards Apple Rocks was also **APPROVED**.

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

- Financial Regulations
- Draft Budget

The meeting closed at 8.55pm.

Date of Next Meeting: 25th November 2025, commencing at 7.00pm.

**APPENDIX A**

**BANK RECONCILIATION - 31 AUG 2025**

|                                      |                                  |          |                 |
|--------------------------------------|----------------------------------|----------|-----------------|
| Balance per Lloyds TSB C/A statement | 31/08/25                         | 2130.63  |                 |
| Balance per Lloyds TSB B/A statement | 31/08/25                         | 10267.79 |                 |
| Balance per Lloyds TSB B/A CIL       | 31/08/25                         | 2066.55  |                 |
| Balance per Lloyds TSB 32 day notice | 31/08/25                         | 20321.61 |                 |
|                                      | <b>Balance as at 31 Jul 2025</b> |          | <b>34786.58</b> |

**CASH BOOK**

|                                   |                               |          |                  |
|-----------------------------------|-------------------------------|----------|------------------|
| Opening balance at 1st April 2025 |                               | 26993.54 |                  |
| Add                               | receipts in the yr            | 15626.25 |                  |
| Less                              | payments in the yr            | 7833.21  |                  |
| Cashbook balance on 31 Aug 2025   |                               | 34786.58 |                  |
|                                   | <b>Total to carry forward</b> | <b>£</b> | <b>34,786.58</b> |

## 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                | 212             |                |
| 0               |                        | CIL                          | 2064            |                |
| 19704           |                        | S106                         | 0               |                |
| 1473            |                        | Other funding/grants         | 1293            |                |
| 3971            |                        | VAT reclaim                  | 0               |                |
| <b>37277</b>    | <b>£ 12,058</b>        | <b>Total income</b>          | <b>£15,626</b>  |                |
|                 |                        |                              |                 |                |
| Payments        |                        |                              |                 |                |
| 2975            | 3100.00                | Staff Salary                 | 1091            | 2009           |
| 96              | 200.00                 | HMRC PAYE & NI               | 83              | 117            |
| 356             | 600.00                 | Admin Expenses               | 132             | 468            |
| 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              | 47              | -12            |
| 927             | 1050.00                | Village Communications       | 421             | 629            |
| 77              | 100.00                 | Defibrillator                | 0               | 100            |
| 1570            | 1800                   | S137                         | 632             | 1168           |
| 4002            | 0                      | VAT paid                     | 608             |                |
| 19704           |                        | CIL/S106                     |                 |                |
|                 |                        | General Reserve              | 2945            |                |
| <b>£ 34,234</b> | <b>£ 12,421</b>        | <b>Total Expenditure</b>     | <b>£7,833</b>   | <b>£ 8,141</b> |