

Gretton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 25th November 2025 held at Gretton Village Hall.

Present: Cllr G Hanson (Chairman), Cllr R Green, Cllr D Butcher, Cllr S. Hawkins 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. Apologies for Absence

None received.

2. Declarations of Interest

It was noted that:

- Cllr Oliver is Chair of the Gretton Village Association (GVA) and a Cotswold Warden.
- Cllr Hawkins is a trustee of the Tower Trust.

3. Public Participation

Members of the public commented on the following matters:

- The forthcoming Gretton Heritage Walk, aimed at promoting the village's heritage and history.
- Concerns regarding the proposed hornbeam works, with the view that a 2–3 metre crown reduction may be insufficient.
- The footway to The Croft was briefly discussed with regards to pedestrian safety, making development feel connected to the rest of the village and a through-road for better management of traffic.
- Parking and the white line markings through the Village in particular the layby by the village hall, with clarification of parking spaces.
- Concern raised that the proposed information signage (item 8.7) might inadvertently advertise the Wardens' work.

4. To approve Minutes of the Parish Council Meeting held on Wednesday 10th September 2025

The minutes of the Parish Council meeting held on Wednesday 10 September 2025 were approved and signed by the Chairman.

5. Planning Matters

5.1. The Council considered the following applications and agreed comments as noted:

Reference	Location	Council Comments
25/00919/TCA	Gretton House Duglynch Lane	No objection
25/00927/TCA	1 Apple Orchard Close Gretton	No objection

5.2. Applications Requiring Ratification

None.

5.3. Planning Decisions Noted

Reference	Location	Decision
24/00903/FUL	6 Stanley Cottages Gretton Road	Permit
25/00471/LBC	Oak Cottage Greenway Lane Gretton	Consent
25/00627/FUL	Part retrospective rebuild of an existing barn, in the same footprint but with a pitched roof	Refused It was noted that the applicant had dismantled the barn and that the TBC report was detailed.
25/00693/TCA	8 Working Lane Gretton	No objections
25/00733/TCA	Abbotswyck Gretton Rd	No objections
25/00800/TCA	Village Green Working Lane	No objections
25/00719/FUL	Greenway House Greenway Lane	Permit

25/00758/FUL	Torsmead Gretton Road	Permit Plans had been amended to address residents' concerns.
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6. Information and Correspondence

6.1. Parish & Town Council Seminar, 17 September - An update was provided by Cllr Oliver.

The seminar was described as open and informative. It was noted that, following the transition of Tewkesbury Borough Council into one of the three proposed authority structures, cost savings are anticipated, with a likelihood that additional responsibilities may be devolved to parish councils. Cllr Hanson will attend the next seminar on the 27 November.

6.2. Community-Led Planning Workshop (GRCC) Update from Cllr Hanson and Cllr Oliver. It was noted that Neighbourhood Development Plans are no longer effective in Tewkesbury. Alternative options include producing a Parish Priorities Statement, which carries no legal weight but can support a Parish Plan to help shape the future direction of the community. Councillors agreed that developing a Parish Plan could be beneficial. It was agreed that next steps should focus on gathering ideas through community engagement and establishing clear objectives to help Gretton move forward.

ACTION Cllr Hawkins to begin drafting initial ideas over the coming months, mapping the current position and a potential 10–15 year vision for the village, and to explore resident engagement, possibly through a working party.

Parishes were also encouraged to prepare a Climate Action Plan. A brief discussion took place regarding the green agenda and climate emergency, which was noted as a priority for both GCC and TBC. Councillors considered whether the Parish Council should be doing more in this area. It was also noted that the Gretton Village Association would begin sharing relevant information of initiative they are considering. It was suggested that the GCC Climate Officer could be invited to attend a future meeting.

ACTION Cllr Oliver to circulate examples of initiatives for information.

6.3. Village newsletter – Thanks were recorded to Cllr Butcher for producing the newsletter, which has received positive feedback and resulted in increased WhatsApp group sign-ups.

6.4. GRCC Village of Year – The Village of the Year competition launch is expected in February, with additional categories. Cllr Oliver outlined the benefits and encouraged Cllrs to enter Gretton once categories have been released.

6.5. GRCC Housing Needs Survey – This was commissioned by TBC, the report will be available on the parish website. A limited 25% response rate was reported, with limited housing needs identified, but the report will be useful supporting future planning considerations. **ACTION** Cllr Hanson, to discuss next steps with GRCC and possible attendance at Gretton Hub.

7. Highways

7.1. School Parking – Cllr Oliver reported on a meeting with the Headteacher and neighbouring residents. Issues included parking, enforcement of zig-zag markings, and safety. **ACTION** Cllr Oliver to lead on a joint letter with the school, police, and fire brigade to Highways regarding markings and enforcement.

7.2. Relocation of 30mph near The Croft site – A formal response from the TRO team has been received for consultation. Centaur has offered to contribute to costs. **ACTION** Cllr Hanson to send a reminder to Centaur that work around the TRO is ongoing.

7.3. Flooding

7.3.1. Surface water flooding in fields was reported; residents were encouraged to provide photographs.

7.3.2. Natural flood management was discussed following a meeting held by Ashchurch Parish Council, Cllrs agreed that no action required at this time.

7.3.3. It was agreed that a flood warden is not currently required, as the railway already has wardens.

7.4. Grass cutting

7.4.1. **GCC and village verges** – Clarification of GCC responsibilities for village verges is required. **ACTION** Cllr Hanson to follow up, including areas opposite Working Lane.

Residents were encouraged to help maintain green areas, particularly in support of a possible Village of the Year entry.

7.4.2. **School field** – Cllrs AGREED £700 allocated in the budget and agreed as a fixed amount, to contribute to grass-cutting costs.

7.5. Reports of fast farm vehicles – Speedwatch in Gretton field, speeding and no number plates, residents have raised, Speedwatch have reported to the police, who have passed it through to the highways enforcement team. **ACTION** Cllr Hanson to correspond with feedback

8. Reports

8.1. County Council - Report circulated separately

8.2. Borough Council – None

8.3. Clerks report - None

8.4. Greening Environment Group – 300 crocus bulbs have been planted. GCC greening initiatives and recycling advice were noted. Information from TBC and Winchcombe Green Town will be shared via the next newsletter.

8.5. Traffic & Road Safety – The use of an automatic fixed speed camera as a tool to manage traffic speed within the village was discussed. It was noted that GPC currently operates two VAS (vehicle activated road-signs), sited outside the Royal Oak and in the Gretton Fields area. While the Speedwatch roadside speed-gun team is very effective, it requires regular organisation and volunteer commitment to maximise its impact. The scheme is not legally enforceable and operates through a staged offence and letter notification process. The cost of a new fixed camera was reported to be in the region of £700–£800, with ongoing annual costs of approximately £130, around 80p per letter. The importance of visibility and signage was noted, and it was agreed that fixed cameras and VASs are most effective when used alongside the volunteer speedwatch team. An additional VAS was also discussed as an alternative option.

The police will assist in identifying the most suitable location. Speeding was highlighted as a key issue in the village survey.

The Council AGREED in principle to a new fixed camera, including establishing ongoing costs such as the annual budget for letters. The potential use of CIL funding was noted.

ACTION Cllr Oliver to lead on progressing this work.

The addition of “Welcome to Gretton” gateway signage from the Gretton Fields direction was also discussed, and costings were requested.

8.6. GVA – AGM has been held; representative from the Tower Trust has joined.

Fundraising remains strong but income pressures were noted. Solar and heater installations aim to reduce costs, though retrospective planning permission is required, as the solar panel installation did not follow original spec.

Community events Apple Rock and the Hubs were reported as successful.

8.7. Cotswold Wardens – Dates are still awaited from the Public Rights of Way team for the replacement of the three-way bridge between Gopshill and Duglynch, along with improvements to the footpath over the railway.

8.7.1. Information boards – The Wardens are proposing the introduction of village display boards across Cotswold communities featuring walking routes, local history and points of interest. Costs to be shared between parish councils and the Wardens, potentially supported by countryside funding, costs approximately £450 for design and layout, and £650 for an oak-framed display board. Council AGREED to the idea in principle with a 50% cost share and interested to explore the next step.

8.8. Gretton Primary School – new FOGS committee, keen to be involved with the GVA

8.9. The Police – Community policing team restructure, Insp Lee Solley, now in position.

9. Parish Council Assets

9.1 **War memorial repairs** – awaiting response from War Memorial Trust **ACTION** Cllr Green to follow-up.

9.2 **Mobile speed sign** – See item 8.5

9.3 **Defibrillator** – The Council has joined the Community Heartbeat Trust. New pads have been ordered; old pads will be used for training. Options for a second defibrillator and

cabinet type are under review. **ACTION** Cllr Green to continue looking for defibrillator options.

- 9.4 Hornbeam maintenance** – Planning has been approved for maintenance works. Quote for £570.00 (inc VAT) was approved between meetings, being the most cost effective inline with current budget and supporting a local business; works to be scheduled.

10. To discuss Assertion 10 compliance

The Clerk had circulated a summary which outlined the new mandatory Assertion 10 requirements for the 2025/26 AGAR, covering council email and domain ownership, IT policy, data protection (UK GDPR), and website accessibility. The implications for the Parish Council were discussed, including the need for a council-owned domain and email addresses, adoption of an IT policy, review of data protection arrangements, and ensuring the website meets current accessibility standards.

Options for achieving compliance were considered, including making the necessary changes in-house or using a specialist parish council website provider. It was agreed that all available options should be explored and compared, including associated setup and ongoing costs, before any decision is made.

ACTION Clerk and Councillors to review and compare compliance options and costs, with recommendations to be brought back to a future meeting.

11. Financial Matters

- 11.1.** Payments made since the last meeting were approved (proposed Cllr Hanson, seconded Cllr Green), totalling £2,480.38.

Payee	Details	Amount
Lloyds bank	Bank acc charge	4.25
Exps D Butcher	Annual Email domain	43.20
PKF Little John	AGAR review	252.00
PWLB	Public Works Loan repayment	1168.08
Clerk	October salary	262.60
Clerk	October expenses	14.70
HMRC	Tax/NI	42.80
GVA	Grass cutting	668.50
Exps M Oliver	Remembrance wreath	20.00
Lloyds bank	Bank charge	4.25
Total		2480.38

November payments were approved, totalling £648.46. Proposed Cllr Hanson, seconded Cllr Green.

Payee	Details	Amount
Saxon Printing Ltd	November Newsletter	192.58
Clerk	November salary	224.50
Clerk	November expenses	14.70
HMRC	Tax/NI	33.20
GAPTC	New councillor training	45.00
GAPTC	Planning training	45.00
Exps D Green	War memorial planting	49.80
Exps D Green	Bulbs for village greening	43.68
Total		648.46

Receipts totalling £10,007.42 were noted, including VAT reclaim and CIL funds.

From	Details	Amount
HMRC	VAT reclaim	638.00
Lloyds bank	Bank Interest (CIL)	1.14
Lloyds bank	Bank Interest (B/S)	5.68
Lloyds bank	Bank Interest (32 day)	35.41
TBC	CIL	9287.33
Lloyds bank	Bank Interest (CIL)	1.02
Lloyds bank	Bank Interest (B/S)	5.07
Lloyds bank	Bank Interest (32 day)	33.77
Total		10007.42

Internal transfers were noted:

- £3,000 transferred to current account (14 October)
- £9,287.33 transferred to CIL account (21 October)

11.2. Council APPROVED the bank reconciliation (Appendix A) for the current state of accounts up to the 31st October 2025.

11.3. AGAR 2024-25

The Council noted the conclusion of the 24-25 AGAR, and thanked the Clerk for her hard work and diligence required to achieve this.

11.4. To appoint an internal auditor for 2025-26 GAPTC

GAPTC was appointed as the internal auditor for 2025–26, as being competent and independent.

12. To approve the 2026-27 budget

The draft budget for 2026–27 was discussed and agreed in principle. This included proposed CIL expenditure (speed camera, defibrillator, TROs and signage) and Section 137 allocations (village events, community hubs, Tower Trust insurance and British Legion). **ACTION** Cllr Hanson and the Clerk to finalise the budget in order to confirm the 2026–27 precept.

13. To agree the 2026-27 Precept

The level of the 2026–27 precept was discussed. It was noted that an increase would be necessary to meet expenditure; however, the final precept amount will be confirmed once the budget is formally agreed at the January meeting.

14. To discuss and approve the following Parish documents:

- 14.1. Financial Regulations – AGREED** to adopt the new Financial Regulations
- 14.2. IT Policy – Deferred** to January

15. To note agenda items for next meeting 15th January

The meeting closed at 9.30pm.

Date of Next Meeting: Thursday 15th January 2025, commencing at 7.00pm.

APPENDIX A

BANK RECONCILIATION - 31 Oct 2025

Balance per Lloyds TSB C/A statement	31/10/25	2280.45	
Balance per Lloyds TSB B/A statement	31/10/25	7278.54	
Balance per Lloyds TSB B/A CIL	31/10/25	11356.04	
Balance per Lloyds TSB 32 day notice	31/10/25	20390.79	
			41305.82
Unpresented cheques			
	chq no	0.00	0.00
			0.00
Balance as at 31 Oct 2025			41305.82

CASH BOOK

Opening balance at 1st April 2025	26993.54	
Add receipts in the yr	25633.67	
Less payments in the yr	11321.39	
Cashbook balance on 31 Oct 2025	41305.82	
	Total to carry forward	41,305.82