Gretton Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday 9 September 2026, 7pm at Gretton Village Hall.

Present: Cllr G Hanson (Chair), Cllr R Green, Cllr D Butcher, Cllr S Hawkins & Cllr M Oliver
In Attendance: Parish Clerk, County Cllr Agg, Borough Cllr Madle, Cllr Mason and one member of the public

Prior to the formal meeting, the hall was opened early to allow for public discussion.

1. **Apologies for Absence**
   Apologies for absence were received and accepted from Borough Cllr Gray.

2. **Declarations of Interest**
   The following declarations of interest were made:
   - Cllr Oliver declared a non-pecuniary interest as Chair of Gretton Village Association (GVA) in relation to items 8.5 and 10.4.3.
   - Cllr Hawkins declared a non-pecuniary interest as a trustee of the Tower Trust.

3. **Public Consultation**
   The following matters were raised by residents during the open session:
   - Wellbeing walks are available on Tuesday mornings.
   - A displaced drain cover on the bend has been reported via FixMyStreet.

4. **To approve Minutes of the Parish Council Meeting held on 8 July 2026**
   RESOLVED: The minutes of the meeting held on 8 July 2026 were approved as a true record and signed by the Chair

5. **Planning Matters**

5.1 Applications for consideration

Reference	Location	Comments
26/00706/FUL	Manor Farmhouse, Gretton Rd	**RESOLVED:** No objection.
26/00725/FUL	Part Parcel 1546 Gretton Road	**RESOLVED:** No objection.

5.2 Applications for ratification

Reference	Location	Comments
26/00664/TCA	Torsmead, Gretton Rd	**RESOLVED:** To ratify the No Objection response submitted.

5.3 Planning decisions

Decisions notified since the previous meeting:

Reference	Location	Decision
26/00496/TCA	Tythe Farm Gopshill Lane	No Objection
26/00494/TCA	4 Barn Close	No Objection
26/00473/TCA **26/00474/TCA** **26/00475/TCA**	Christ Church, Church Row	No Objection No Objection No Objection
26/00377/FUL	The Walnuts, Gretton Fields	Refused
26/00577/TCA	Lynch Lane Farm, Greenway Lane	No Objection
24/01036/LBC	Oak Cottage, Greenway Lane	Refused
25/00194/FUL	Oak Cottage, Greenway Lane	Refused
26/00553/FUL	6 Church Row, Gretton	Refused

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6. Reports

6.1 County Council – Cllr Agg

Cllr Agg's July and August reports were circulated in advance. Key points included:

- Local Government Reorganisation remains paused pending further information regarding the proposed unitary arrangements.
- A resident-reported road surface issue causing disturbance to a property has been addressed by Gloucestershire Highways.
- The footway serving the new development was discussed.
- Gloucestershire Highways has been advised that the Parish Council is willing to fund the TRO for the proposed 30mph extension on Gotherington Road. The delay is due to prioritisation of Highways initiatives, by the Community 20 and Safer Roads initiative.
- An update is awaited regarding the replacement TRO for the Black Sheds junction and the associated housing development.

ACTION: Cllr Hanson to contact Gloucestershire Highways regarding progression of the 30mph TRO and copy Cllr Agg in.

6.2 Borough Council – Cllr Madle

An update was received from Cllr Madle:

- Tewkesbury Borough Council's financial position was reported as satisfactory.
- The Strategic Local Plan consultation is anticipated to take place during October/November.
- Proposed changes to planning delegation under the Constitution Review were discussed. Cllr Mason is seeking further information for Parish Councils.
- An update to the National Planning Policy Framework was noted.

6.3 Clerk's Report

The Clerk's report was received and noted.

The new .gov.uk website and Councillor email addresses are now live and have replaced the previous website and email arrangements. Some website content remains under review and is being updated.

6.4 Traffic & Road Safety

The Community Speedwatch initiative remains on hold pending clarification from Gloucestershire County Council and the Police regarding future support for community Speedwatch teams. Cllr Oliver has asked PCSO Fellowes to investigate, following enquiries from residents.

ACTION: Cllr Oliver to follow up with PCSO Fellowes and report back to Council.

6.5 GVA

An update was received from GVA. The following matters were noted:

- The Village Fete raised £2,374 profit, shared between FoGS, GVA and Tower Trust.
- Gretton's Gloucestershire Village of the Year achievement was noted, with signs installed and projects launched. A community celebration was planned for 13 September.
- The Sports Storage and Activity Space projects remain on hold pending planning guidance and confirmation of the Parish Council's funding arrangements.
- Greener Gloucestershire funding for LED lighting was secured and the project completed. Clothing and battery recycling initiatives are proving popular.
- The Community Hub continues to attract good attendance. A funding application has been submitted to TBC for the winter season.
- The Men's Shed launch meeting is planned for 24 September.
- The time capsule has been planted.
- GVA's legal and governance arrangements are being reviewed. A new GVA Secretary has been appointed.
- Planning for Apple Rock on 19 October is underway.
- A village historical archive project is progressing.
- GVA is supporting TBC's Connecting Communities – Live Longer Better session on 26 October.

6.6 Cotswold Wardens

An update was received from the Cotswold Voluntary Wardens. Damage to the Three-Way Bridge was noted.

The Wardens' storage facility is moving from Winchcombe Cemetery Chapel to the GWR site at Toddington.

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6.7 Gretton Primary School

The completion of the school playground project and new murals was noted.

Concerns regarding drop-off parking following the start of the new term were discussed, including blocked driveways and obstruction around Duglynch Turn. One incident has been reported to the Police.

The importance of respectful behaviour and consideration by all parties was noted, particularly in the interests of children and the wider community.

6.8 The Police

An update was received:

- A date for the next Councillor Advocacy Group meeting is awaited.
- A community listening session with the senior police team is scheduled.
- The Police Information Point at the Village Hall continues to provide an opportunity for residents to raise concerns and obtain information.

7. Highways

7.1. School Road Safety and Parking Initiative

The collaborative school road safety and parking initiative was reviewed. The initiative had operated successfully before the summer holiday, involving the Parish Council, school and Police.

Concerns regarding parking and blocked residents' drives following the start of the new term were discussed. Cllr Agg advised on enforcement matters and Cllr Oliver has contacted the Community Police.

ACTION: Cllr Hanson to respond to the residents' correspondence.

ACTION: Cllr Oliver to engage with the school and issue an appropriate reminder through social media.

7.2. Proposed 30mph Speed Limit Extension and Community 20s

The current position regarding the proposed 30mph speed limit extension near The Croft and the Community 20s/Safer Roads initiative was discussed.

ACTION: Cllr Hanson to follow up with Gloucestershire Highways.

7.3. To consider access improvements such as a footway between Gretton and Gretton Fields.

Council considered the potential for improved pedestrian/cycle access between Gretton and Gretton Fields. The safety and width of the existing road were discussed, together with potential future cycle-route proposals.

The matter was noted for further investigation.

8. Assets and Village Projects

8.1 War memorial restoration

Council considered the quotations received for the restoration works. It was noted that the restoration would require Listed Building Consent and that the repair and cleaning works should be separated from any proposed wording/inscription restoration works for funding purposes.

ACTION: Cllr Hanson to progress the necessary permissions and funding enquiries.

8.2 Second Defibrillator

Council considered the provision of a second community defibrillator. Cllr Hanson has submitted an application for funding.

A replacement set of defibrillator pads costing £90 was authorised.

ACTION: Cllr Green to purchase the replacement pads.

8.3 Village Information Board

The proposal for a Village Information Board was discussed. Cllr Agg confirmed her support for the initiative and the potential use of neighbourhood funding.

ACTION: Clerk to submit the funding application, subject to confirmation of the proposed funding arrangements.

8.4 Repairs to Jubilee Oak

The repair works have been delayed due to the hard ground conditions.

ACTION: Cllr Green to follow up regarding the works.

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8.5 GVA Village Hall Activity Space and Playing Field Project

Council considered the proposed funding and delivery arrangements with Gretton Village Association (GVA) for the Sports Storage and Activity Space project. Cllr Oliver, having declared an interest as Chair of GVA, did not participate in the discussion or voting.

Council noted that GPC will act as the accountable body for the project and administer the relevant S106 funding received from Tewkesbury Borough Council. Where GPC is the contracting party, orders will be placed and contractor invoices addressed to and paid directly by GPC. GVA will assist with project management and confirm completion of works, where appropriate.

It was noted that all expenditure, procurement and payments will remain subject to the Council's Financial Regulations, Standing Orders and applicable legislation, and that the project must remain within the approved scope and budget.

RESOLVED:

8.5.1 To approve the proposed funding arrangements with GVA and authorise the Chair to enter into the Funding Agreement on behalf of GPC, subject to any final amendments being consistent with the arrangements approved by Council.

8.5.2 To delegate to the Clerk/RFO, in consultation with the Chair and nominated project representative, authority to administer the project between meetings, including liaison with GVA, TBC and contractors, obtaining quotations, placing orders, managing invoices and administering S106 claims and associated documentation.

The delegated authority is limited to the approved project scope and budget and must be exercised in accordance with the Council's Financial Regulations, Standing Orders and applicable legislation. Any material change to the project scope, increase in the approved budget or new financial commitment outside the approved arrangements must be referred to Full Council.

8.5.3 To authorise the Clerk/RFO to manage any short-term cash-flow requirement arising where properly authorised contractor payments fall due before receipt of the associated S106 funding, provided the expenditure remains within the approved project budget.

8.5.4 The Clerk/RFO will maintain a written record of delegated decisions, quotations, orders, invoices, approvals, completion confirmations and S106 claims, and report significant progress and delegated decisions to the next available Full Council meeting.

8.5.5 To authorise the Chair and Clerk/RFO to make minor administrative amendments to the Funding Agreement necessary to reflect the arrangements approved by Council, provided these do not materially alter the financial commitment, project scope or responsibilities.

9. Information and Correspondence

9.1. Gloucestershire Village of the Year

Council noted Gretton's award and the three associated workstreams: green initiatives, men's mental health/Men's Shed, and the heritage of the village. Plans include QR codes to provide information about local heritage sites and future engagement with younger residents. A community celebration at the Hub is planned for 13 September.

9.2. Village newsletter.

Feedback on the village newsletter was noted as positive.

9.3. Community Governance Review - Village Boundaries

The proposed Community Governance Review boundary recommendations were discussed.

ACTION: Clerk to submit a formal response and contact the relevant parties regarding an opportunity for further discussion.

9.4. TBC's Connecting Communities - Live Longer Better

The Council noted the TBC Connecting Communities – Live Longer Better session to be held at Gretton Village Hall on 26 October.

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10. Financial Matters

10.1 Payments, schedule of payments and income received

RESOLVED: To ratify the following payments totalling £312.61:

Payee	Details	Amount
Clerk	Aug salary	216.30
Clerk	Aug expenses	14.70
HMRC	Tax/NI	41.40
Lloyds bank	Bank charge	4.25
Saxon Printing Ltd	AGM fliers - printing	35.96
	Total	**312.61**

RESOLVED: To approve the September payments totalling £1,794.23.
RESOLVED: Council approved the use of CIL funds to meet the full cost of the website migration. £250 (ex VAT), to improve website accessibility and support the parish's increased infrastructure and development.

Payee	Details	Amount
Clerk	Sept salary	216.10
Clerk	Sept expenses	14.70
HMRC	Tax/NI	41.60
Lloyds bank	Bank charge	4.25
Parish Online	Website Service	300.00
Saxon Printing Ltd	Newsletter printing	192.58
GVA	Apple Rocks (S137)	500.00
PKF Little John	AGAR review	525.00
	Total	**1,794.23**

Receipts totalling £95.20, all relating to bank interest, were noted:

From	Details	Amount
Lloyds bank	Bank Interest (CIL)	8.21
Lloyds bank	Bank Interest (B/S)	6.14
Lloyds bank	Bank Interest (32 day)	33.52
Lloyds bank	Bank Interest (CIL)	8.50
Lloyds bank	Bank Interest (B/S)	6.32
Lloyds bank	Bank Interest (32 day)	32.51
	Total	**95.20**

10.2 Bank Reconciliation

RESOLVED: The bank reconciliation to 31 August 2026 was approved (Appendix A).

10.3 Budget Monitoring Report

The budget monitoring report was reviewed (Appendix B). No areas of concerns were noted.

10.4 To consider and resolve:

10.4.1 RESOLVED: To purchase wreath B for the Royal British Legion Remembrance service.

10.4.2 RESOLVED: To implement the Local Government Services Pay Agreement 2026 for the Clerk with effect from 1 April 2026.

10.4.3 RESOLVED: To make a £500 contribution to Apple Rock under Section 137 of the Local Government Act 1972.

10.5 Conclusion of the 2025/26 AGAR

The conclusion of the 2025/26 Annual Governance and Accountability Return was noted.

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11. Parish Council Vision and Priorities

Council discussed the development of a Parish Council vision and priorities for the village, including opportunities to strengthen community engagement and build on Gretton's Gloucestershire Village of the Year achievement.

The matter remains ongoing and will be developed in conjunction with GVA and the wider community.

12. Items for the Next Meeting - 11 November 2026

The following item was noted for the next meeting:

- Approval of the GCC grass-cutting contract for the coming year.
- To review the draft budget for 2027-28.

There being no further business, the meeting closed at 8.55pm.

APPENDIX A

GRETTON PARISH COUNCIL · Bank Reconciliation · 31 August 2026			
PART A: BANK STATEMENT BALANCES AT 30 APRIL 2026			
Lloyds TSB Current Account	31/08/2026		£2,444.74
Lloyds TSB Business Account	31/08/2026		£12,484.70
Lloyds TSB Business Account (CIL)	31/08/2026		£20,704.73
Lloyds TSB 32-Day Notice Account	31/08/2026		£20,708.81
Total per Bank Statements			**£56,342.98**
LESS: UNPRESENTED CHEQUES / OUTSTANDING ITEMS			
Cheque no. [enter]			
Total unpresented			**£0.00**
ADJUSTED BANK BALANCE (A)			
Adjusted Bank Balance			**£56,342.98**
PART B: CASH BOOK BALANCE AT 31 MARCH 2027			
Opening Balance 1 April 2026			£38,454.14
Add: Total Receipts in Year			£22,670.79
Less: Total Payments in Year			£4,781.95
Cash Book Balance (B)			**£56,342.98**
RECONCILIATION CHECK			
Difference (A) minus (B)			**£0.00**
✓ *This figure MUST be £0.00 for the reconciliation to balance*			

APPENDIX B

GRETTON PARISH COUNCIL · Budget v Actual · Year 2026/27

Category	2025/26 Actual £	2026/27 Budget £	Receipts / Spent to Date £	Remaining Budget £	Earmarked Reserves	Amount £
INCOME						
Precept	£12,058.00	£13,167.00	£13,167.00	£0.00	General Reserve	12873.1
Bank Interest	£496.07		£216.46	£216.46	War memorial repair	1000
CIL	£11,351.18	£9,287.00	£9,287.33	-£0.33	Laptop	700
S106	£0.00		£0.00	£0.00	2nd Defibrillator	1000
Other funding / grants	£1,465.27		£0.00	£0.00	GVA Project 26-27	11000
VAT reclaim	£638.00		£0.00	£0.00	Village noticeboard	500
					CIL	11381.04
TOTAL INCOME	**£26,008.52**	**£22,454.00**	**£22,670.79**	**£216.13**	TOTAL RESERVES	**£38,454.14**
EXPENDITURE						
Staff Salary	£2,693.80	£3,500.00	£1,080.90	£2,419.10		
HMRC PAYE & NI	£324.01	£500.00	£207.60	£292.40		
Admin Expenses	£450.27	£600.00	£311.06	£288.94		
Loan	£2,336.16	£2,336.00	£1,168.08	£1,167.92		
Audit	£420.00	£500.00	£182.16	£317.84		
Insurance	£363.00	£450.00	£324.11	£125.89		
Hall Hire	£156.00	£120.00	£26.00	£94.00		
Grass Cutting	£668.50	£700.00	£0.00	£700.00		
GCC Grass Cutting		£500.00	£320.00	£180.00		
Village Greening	£167.56	£300.00	£58.68	£241.32		
Village Assets Maintenance	£481.72	£300.00	£259.65	£40.35		
Membership & Subs	£0.00	£200.00	£0.00	£200.00		
Training	£90.00	£200.00	£0.00	£200.00		
Data Protection	£47.00	£50.00	£47.00	£3.00		
Village Communications	£806.32	£1,050.00	£192.58	£857.42		
Website & Email		£200.00	£0.00	£200.00		
Defibrillator Maintenance	£64.95	£100.00	£0.00	£100.00		
S137	£1,752.39	£1,520.00	£500.00	£1,020.00		
CIL/S106/Grant	£2,945.16		£0.00			
General Reserve	£0.00		£0.00			
VAT	£781.08					
TOTAL EXPENDITURE	**£14,547.92**	**£13,126.00**	**£4,677.82**	**£8,448.18**		
BALANCE IN HAND				**£17,992.97**		

These minutes have yet to be approved by the Parish Council.