

Gretton Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday 13 May 2026 held 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 and 1 member of the public

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

1. To elect a Chair for 2026–27, who will sign the Declaration of Acceptance of Office

Cllr Hanson was the only nomination for the office of Chair and was duly elected.

RESOLVED: Unanimous. Cllr Hanson signed the Declaration of Acceptance of Office, which was countersigned by the Proper Officer of the Council.

Cllr Hanson advised members that he does not intend to continue in the role beyond the 2026–27 municipal year.

2. Apologies for Absence

Apologies were received from County Cllr Agg, Borough Cllr Mason, Borough Cllr Madle & Borough Cllr Gray.

3. 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.
- Cllr Hanson declared an interest in agenda item 6.3.3 – Application 26/00272/PIP

4. Public Participation

The following matters were raised:

- A request was made for further information regarding the Parish Online mapping software.
- Concerns were discussed regarding school parking and congestion. Reference was made to previous discussions about use of Working Lane. Resident expressed concerns regarding long-term parking and the installation of planters without wider public consultation. The Parish Council reiterated that the initiative is intended to improve safety for children crossing near the school by reducing traffic congestion during peak periods. The issue has been identified through the previous two village surveys and has been regularly communicated through the village newsletter, as well as discussed with Gloucestershire Highways, relevant services and residents within the affected area.

5. To approve Minutes of the Parish Council Meeting held on 18 March 2026

The minutes of the Parish Council meeting held on 18 March 2026 were approved and signed by the Chair.

6. Planning Matters

6.1 Applications for consideration

None

6.2 Applications for ratification

Reference	Location	Comments
26/00271/FUL	Greenway House Greenway Lane Gretton	No objections
26/00307/TCA	3 Apple Orchard Close Gretton	No objections
26/00329/FUL	Royal Oak Inn Gretton Road	The Parish Council supported the application subject to environmental considerations

6.3 Planning decisions

Reference	Location	Decision
26/00170/FUL	2 Close Field Gretton	Permit
26/00279/TCA	Pilgrims Gretton Road	No Objections
26/00272/PIP	Myrtle Cottage Gretton Road	Refused It was noted that the Parish Council had submitted an objection to application 26/00272/PIP. Cllr Hanson did not participate in discussion or comments relating to this application due to his declared interest.

6.4 Enforcement matters

6.4.1 26/00087/ENFD - Manor Farmhouse Gretton Road - The alleged breach relates to an outbuilding reportedly exceeding 2.5 metres in height. It was noted that this matter had not been raised by the Parish Council.

- It was noted that approval had been granted for the White Cottage caravan application and that the Parish Council had not been consulted.
- **ACTION** Cllr Hanson to update the planning tracking document.

7. Reports

7.1. County Council – The circulated report was received and noted.

7.2. Borough Council – No report received.

7.3. Clerks report – The Clerk's report was received and noted.

7.4. Traffic & Road Safety – Members noted that Community Speedwatch had not been active since the previous meeting due to volunteer availability.

The Council noted that information and actions relating to the proposed Community Speedwatch camera have been circulated to councillors.

ACTION Cllr Oliver to review and confirm suitable camera locations.

The Council discussed progress on the school parking and road safety initiative. It was noted that:

- overhanging vegetation has been cut back;
- the school has purchased parking deterrent signage;
- a community communication campaign is underway; and
- Gloucestershire Police are scheduled to visit the school on Monday 15 June 2026.

Further communication with residents and the wider school community will take place through the village Facebook page and June newsletter.

Members discussed the trial installation of two planters to discourage verge parking. The Council considered that trialling planters represented a more proportionate and less permanent solution than fixed bollards.

ACTION Cllr Hawkins to continue liaison with Gloucestershire Highways regarding outstanding road safety matters, including zig-zag markings.

ACTION Clerk to communicate with local landowners and businesses operating large vehicles regarding the school parking initiative, with the aim of helping to alleviate congestion during peak times.

7.5. GVA

- Financial sustainability remains a key focus, with current income largely supporting operational and running costs.
- The Sports Storage and Activity Space projects continue to progress. Working groups are established, initial specifications completed and initial supplier engagement undertaken. The projects are considered viable and work is ongoing to finalise detailed drawings to support further village engagement, planning applications and funding discussions with Tewkesbury Borough Council and Gretton Parish Council.
- The Warm Space programme concluded on 22 March 2026. Volunteers attended a recognition tea party hosted by the Mayor and Tewkesbury Borough Council leadership.

- The GVA recently hosted a special Hub event celebrating the 90th birthdays of two village residents.
- Sustainability initiatives continue to expand, including funding applications for LED lighting improvements and proposals for clothing and battery recycling facilities.
- A draft Village Welcome Pack has been prepared and is currently in design.
- Initial discussions are underway regarding the potential development of a “Men’s Shed” initiative.
- Planning for the Summer Fete on 4 July 2026 is progressing well and the Council’s support and participation were welcomed.

7.6. Cotswold Wardens

- Public Rights of Way and Gloucestershire Highways have appointed a contractor for replacement of the three-way bridge between Gopshill and Duglynch, with commencement dates awaited;
- further assessment is ongoing regarding Path AGR1 across the railway line; and
- the new village display board has been approved, although mounting costs continue to require further investigation.

7.7. Gretton Primary School

- The school continues to support community events, including the Summer Fete.
- **ACTION** Cllr Oliver to invite FOGS to contribute to the village newsletter.

7.8. The Police

- The date of the next Councillor Advocacy Group meeting is awaited.
- Members noted that Gloucestershire Police are unable to attend the Annual Parish Meeting this year. Concerns regarding antisocial behaviour and drug-related activity within the wider area were discussed, although issues relating to electric scooters appear to have reduced.

8. Highways

8.1. School Parking Covered under item 7.4.

8.2. Relocation of 30mph near The Croft site and Community 20s / Safer Roads initiative – including horse safety measures

Members noted that the current Gloucestershire “Community 20s” initiative is limiting progression of new Traffic Regulation Orders (TROs) unless identified as county priorities. Ongoing concerns were discussed regarding vehicle speeds, horse safety and poor visibility along hedge-lined sections of road.

Horse awareness signage was discussed; however, members noted that this could not be introduced directly by the Parish Council. The Council agreed to continue supporting safer roads for horses campaign.

ACTION Cllr Hanson to seek an update from the campaign lead.

8.3. Grass cutting proposal to contract out selected Highways verge cutting and consider appointment of contractor

The Council considered quotations for selected verge cutting works and noted that the preferred contractor represented the most affordable option within the approved GCC budget.

RESOLVED:

- To enter into the GCC grass cutting agreement; and
- To contract Kev Davis to provide grass cutting services in the village for the period up to end of March 2027. The contract will be reviewed at the end of December 2026 to decide whether it will be continued beyond March 2027. GPC Public Liability insurance will cover the contractor whilst they undertake work specified by GPC within the contract. The contract will also specify that appropriate equipment and working practices will be used by the contractor, referencing the risk assessment document provided by GCC Highways.

8.4. Village Mapping software package – Members considered continuation of the Parish Online mapping subscription following the free trial period ending on 30 June 2026.

RESOLVED To approve the annual subscription to Parish Online mapping services of up to £84 subject to a review of combining this subscription with other Parish Online services by Cllr Butcher.

9. Assets and Village Projects

9.1 War memorial repairs – Cllr Hanson reported on progress regarding conservation works and grant applications. Preliminary approval had been received and further quotation work is ongoing.

ACTION Cllr Hanson to finalise quotations and progress the grant application.

9.2 Community speed camera – Covered under item 7.4.

9.3 Defibrillator – Members discussed potential locations for the defibrillator, including improved visibility near the church.

ACTION Cllr Hanson to follow-up.

9.4 Village information board Awaiting an additional quotation for mounting works. **ACTION** Cllr Oliver to follow-up.

9.5 Repairs to jubilee Oak – The protective support around the Jubilee Oak has been damaged by livestock and requires strengthening. **ACTION** Cllr Green to progress repairs.

10. Information and Correspondence

10.1. Village newsletter – The schedule for the next newsletter was discussed. Members agreed that the issue should focus on community pride and contributions to village life.

Suggested lead topics included:

- grass cutting responsibilities;
- village appearance and pride; and
- recognition of community volunteers.

10.2. GRCC Village of the Year Competition – The Council noted that a collaborative village submission had been made with strong support from the school, church, GVA, Parish Council, Borough and County Councillors.

Applications had been submitted across all four categories. A site visit may take place in June should the village progress to the next stage.

11. Community Governance Review 2026

Resolved that Gretton Parish Council does not wish to propose any changes as part of the Community Governance Review 2026 and remains satisfied with the current parish governance arrangements.

ACTION Clerk to submit the Council's response.

12. Financial Matters

12.1. Payments made since the previous meeting totalling **£1,506.88** were approved, proposed Cllr Hanson, seconded Cllr Green.

To ratify payments made between meetings

Payee	Details	Amount
Clerk	Apr salary	216.30
Clerk	Apr expenses	14.70
HMRC	Tax/NI	41.40
Lloyds bank	Bank charge	4.25
Public Works Loan	Loan repayment	1168.08
J.Wawn	Village Green Expenses	62.15
Total		1506.88

May payments totalling **£892.23** were also approved. Proposed Cllr Hanson, seconded Cllr Green.

To consider invoices for payment

Payee	Details	Amount
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Clerk	May salary	216.10
Clerk	May expenses	14.70
HMRC	Tax/NI	41.60
Lloyds bank	Bank charge	4.25
GALC	Annual membership	182.16
Zurich	Annual Insurance	363.00
Exps: Cllr Green	Village Greening - Bedding planting	70.42
Total		892.23

The Council noted receipts totalling £13,417.64.

To note receipts

From	Details	Amount
Lloyds bank	Bank Interest (CIL)	4.36
Lloyds bank	Bank Interest (B/S)	2.03
HMRC	VAT reclaim	172.77
Lloyds bank	Bank Interest (32 day)	33.28
Lloyds bank	Bank Interest (CIL)	4.83
Lloyds bank	Bank Interest (B/S)	2.13
Tewkesbury Borough Council	Precept	13,167.00
Lloyds bank	Bank Interest (32 day)	31.24
Total		13417.64

Council NOTED:

- receipt of a VAT reclaim of £172.77;
- payment of the PWLB loan repayment of £1,168.08;
- transfer of £3,000 from the Business Savings Account to the Current Account;
- receipt of the 2026–27 precept (£13,167); and
- receipt of Community Infrastructure Levy (CIL) funding of £9,287.33. Current CIL balance: £20,673.20.

12.2. Council APPROVED the bank reconciliation up to the 30 April 2026. (Appendix A)

12.3. Council APPROVED year-end figures and reserve balances for 2025–26.

12.4. Council RESOLVED to continue the following Direct Debits and regular payments:

- Information Commissioner's Office (ICO)
- PWLB Loan repayment
- PATA Payroll Services
- Lloyds Bank account charges
- Clerk's monthly expenses

12.5. The Council considered a request from the Gretton Village Association (GVA) for financial support towards the 2026 Summer Fete. Members recognised the event as an important community activity that promotes social inclusion, community wellbeing and village cohesion, whilst providing recreational opportunities for residents of all ages.

Council RESOLVED to award a contribution of £500 under Section 137 of the Local Government Act 1972, on the basis that the expenditure will bring direct benefit to the parish and its residents and is commensurate with the cost incurred.

13. Governance and Audit

13.1. To approve the Asset Register

The Asset Register was reviewed and approved, including the addition of the new village gateway.

13.2. AGAR Section 1 - Annual Governance Statement 2025–26

The Council noted that while significant progress has been made regarding website accessibility and transparency requirements, further work remains ongoing. Accordingly, Assertion 10 would be answered “No” with an accompanying explanation.

Council RESOLVED to approve AGAR Section 1.

The statement was signed by the Chair and Clerk.

13.3. AGAR Section 2 - Accounting Statements 2025–26

Council RESOLVED to approve AGAR Section 2.

The statement was signed by the Chair and Clerk.

13.4. Exercise of Public Rights

Council RESOLVED to approve the dates for the Exercise of Public Rights as Tuesday 3 June 2026 to Monday 14 July 2026.

13.5. Insurance Arrangements for 2026–27

The Council reviewed the insurance arrangements for 2026–27 and considered the current level of cover to be appropriate and fit for purpose for the Council's activities and assets. Members noted that the premium had remained unchanged from the previous year and were satisfied with the level of support and service received from the insurer during recent interactions.

Council RESOLVED to renew the insurance policy at a cost of £363.00.

14. Review of Policies

The following policies and documents were reviewed and **APPROVED**:

14.1. Councillors Code of Conduct

14.2. Standing Orders

14.3. Risk assessment

14.4. Publication Scheme

Members noted that, following installation of the proposed community speed camera, the Council's Publication Scheme and associated data protection documentation may require review and updating to reflect the management and publication of any relevant data collected.

15. Annual Parish Meeting - Thursday 28 May 2026

Members discussed arrangements for the Annual Parish Meeting.

The meeting will commence at 7.30pm, with refreshments available from 7.00pm.

ACTION Clerk to contact the school, church and councillors regarding attendance and reports.

16. Date of Next Meeting

The next meeting of Gretton Parish Council will be held on Wednesday 8 July 2026 at 7.00pm.

The meeting closed at 9.00pm.

Date of Next Meeting: Wednesday 8 July 2026, commencing at 7.00pm.

APPENDIX A

GRETTON PARISH COUNCIL · Bank Reconciliation · 30 APRIL 2026

PART A: BANK STATEMENT BALANCES AT 30 APRIL 2026

Lloyds TSB Current Account	30/04/2026		£2,719.81
Lloyds TSB Business Account	30/04/2026		£15,463.60
Lloyds TSB Business Account (CIL)	30/04/2026		£11,385.87
Lloyds TSB 32-Day Notice Account	30/04/2026		£20,583.18
Total per Bank Statements			£50,152.46

LESS: UNPRESENTED CHEQUES / OUTSTANDING ITEMS

Cheque no. [enter]			
Total unrepresented			£0.00

ADJUSTED BANK BALANCE (A)

Adjusted Bank Balance			£50,152.46
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PART B: CASH BOOK BALANCE AT 31 MARCH 2027

Opening Balance 1 April 2026			£38,454.14
Add: Total Receipts in Year			£13,205.20
Less: Total Payments in Year			£1,506.88
Cash Book Balance (B)			£50,152.46

RECONCILIATION CHECK

Difference (A) minus (B)			£0.00
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✓ This figure **MUST** be £0.00 for the reconciliation to balance