

# Badgeworth Parish Council

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Clerk: Mrs. H. Jones | 07840073143 | badgeworthpc@outlook.com

## MINUTES

**Minutes of a Meeting of the Parish Council held on 14<sup>th</sup> November 2024 at Witcombe & Bentham Village Hall at 7.00pm.**

### **Present:**

Cllrs. Cooper (Chair), Cottell, Marshall, Howe, Jones, McKay, Norman (co-opted item 5)

Clerk: Mrs. H Jones

Borough & County Councillor Robert Vines

15-minute public comment – No residents were present.

1. **Apologies** - were received from Cllr Sekhar
2. **Declaration of Interest & dispensation requests** – Cllr McKay 7d) allotments, Cllr Howe 8b) donation request, Cllr Cottell 7d) Badgeworth Village Hall. Cllrs Marshall, McKay & Cottell have dispensation until 2027 regarding 7g)
3. **Minutes of the meeting** held 10<sup>th</sup> September 2024 were agreed and signed  
**Matters Arising not included as an agenda item.**
  - Minor tree work on Badgeworth Green has been carried out free of charge by the contractor
  - Financial Regulations and Charge Card policy – minor amendments not yet carried out. Will await discussions on banking arrangements.
  - Parish Council small works – neither Brockworth or Churchdown PC have capacity to assist, but both were helpful with advice re. contacts.
4. **Election of Chair to include signing of Acceptance of Office**  
Cllr Jones resigned as Chair. Councillor Cooper was elected as Chair as there were no other nominees (proposed NM, seconded NC). Acceptance of Office forms were signed.
5. **To consider Co-options to the Parish Council (note: candidates need to have confirmed that they are eligible)** - Rose Norman came forward for co-option onto the Parish Council and was confirmed as eligible. It was noted that there was a duty on the PC to co-opt to fill the vacancy in the Bentham Ward. It was agreed unanimously that Rose Norman would be co-opted as a Member for the Bentham Ward, and she took her place on the Parish Council after signing the declaration of acceptance of office.
6. **Report from the County and Borough Councillor** – Cllr Vines reported that TBC was gradually getting back to normal following the cyber incident. Both TBC & GCC are commencing the budget setting process for 25/26.
7. **Parish Council Administration & Assets**
  - a) **General Power of Competence:** agreed that the Parish Council meets the criteria for eligibility in terms of the electoral mandate (2/3 declared 'elected') and having a qualified Clerk.
  - b) **Grass cutting contract 2025** – quotes had been received from 3 contractors.

- Agreed firstly that the Badgeworth Lane layby would continue to be cut 12 times a year (proposed MH, seconded JJ)
- The following quotes were received:  
Greenfields £2197, Glebe £2050, Countrywide Grounds Maintenance £1816. After discussion it was agreed to accept the quote from Countrywide GM (proposed JJ, seconded RM). As in previous years, the contract would be subject to review in autumn 2025.

**c) Accounting package and website** – receive quotes and take action as agreed.

- **Accounting package** – a quote of £728 for set up and 1<sup>st</sup> year, followed by £217pa was received from EdgeIT. Agreed that this was out of proportion to need. Clerk happy to continue with current system
- **Website** – from Parish Online, a quote of £350 pa (ex VAT) was received with a potential reduction to £250 for 1<sup>st</sup> year. To include .gov domain, councillor email, and migration from old website. It was agreed to proceed from April 25. 2 councillors to be involved with the Clerk. (Proposed NC, seconded MH)

**d) Asset updates:**

- **Defibrillators at Badgeworth, and Witcombe & Bentham Village Halls – discuss condition and issues. Receive costings and agree next steps.**

Defib at Badgeworth had recently failed. New battery provided so now back in service. However, both defibs are reaching end of their life. Agreed that budget for 2025/26 would include some finance for replacement, but other funding sources to be explored to spread costs (2 x defibs & cabinets + installation will be between £3500/£4250)

- **Badgeworth Village Hall** to include discussion and agreement of expenditure of remaining amount of S.106 funds. Clerk to contact TBC to find out if a replacement defib would be eligible. Cllr Cottell declared an interest and took no part in decision.
- **Allotments at Bentham – condition, vacancies, rents etc.** The potholes are especially bad and the hedges on the access road require trimming. Cllr McKay declared an interest but took no part in decision.
- **Other assets** – Cllr Cottell reported that he and others in the community had sanded and treated the millennium bench on Badgeworth Green, and the noticeboard at the crossroads.

**e) WhatsApp policy** – further work was required on the policy, and this would be agreed at the next meeting.

**f) Dates of meetings 2025** – agreed and circulated.

**g) Notice board printing costs** – to reimburse for printing costs Councillors responsible for posting of notices. Agreed that £10.20 per noticeboard be paid to Councillors responsible for those boards to reimburse costs of paper and printing (Cllrs McKay x 1, Marshall x 2 & Cottell x 1). Proposed JJ, seconded DC. (Cllrs McKay, Marshall & Cottell have dispensation)

**8. Finance & Insurance**

**a) Banking arrangements** – Clerk gave an update on continued problems with Lloyds Bank, and recent notification that there would now be charges for the 3 accounts. After discussion it was agreed that moving forward banking arrangements would be made with Unity Bank subject to satisfactory recommendation from an adjoining PC (proposed DC, seconded NC)

**b) Grant/Donation request** - from 3-in-1 Magazine. After discussion it was agreed to award a grant of £200. (Proposed NC, seconded RN). Cllr Howe declared an interest and did not vote.

**c) Budget update and balances at the bank** – provided by Clerk and added to appendix.

**d) Budget and precept setting 2025** – noted that the budget and precept must be agreed at the January 2025 meeting. Members to notify Clerk of items for consideration in budget planning by 25/12/24.

e) **Payments for the following: (proposed RM, seconded DC)**

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Greenfields	Grass cutting. September 24	30/9/24	223	44.6	267.60
Greenfields	Grass cutting. October 24	31/10/24	150	30	180
H. Jones (Clerk)	Reimbursement for 24" monitor	23/9/24	107.50	21.50	129
N. Cottell	Reimbursement for items for repair and maintenance of bench and noticeboard	12/7/24	60	0	60
Clerk's expenses	Reimbursement of expenses. December.	4/11/24	26	0	26
Clerk's expenses	Reimbursement of expenses. November	4/11/24	52.24	4.54	56.78
Badgeworth Village Hall	Hall hire x 1 session	10/9/24	25	0	25
GAPTC	Training: The power of local climate and diversity action x 2	30/9/24	90	0	90
National Allotment Society	Annual Subscription	2/10/24	55	11	66
Witcombe & Bentham Village Hall	Hall Hire x 1 session	18/10/24	20	0	20

f) **Clerk's salary** –authorised payments & BACS (including any HMRC payment) to Clerk for November and December 2024. (proposed NC, seconded DC)

9. **Planning**

a) **Enforcement Issues** – no updates

b) **Delegated Comments to note: 24/00197/FUL** Construction of an Ancillary Outbuilding Associated with Blue Bell Farmhouse, **Bluebell Farm, Cold Pool Lane, Badgeworth. OBJECTION** – detailed reasons

c) **Planning Decisions, Appeals & enforcement issues**– no decisions notified. **Appeal: 22/01276/FUL** - Change of use of land to residential purposes, the siting and occupation of five mobile homes, and creation of hardstanding, domestic access, and landscaping at **Brookside Stables Cold Pool Lane Badgeworth**

d) **To agree Parish Council response to planning applications received**

**24/00375/FUL** Installation of 5no. glamping pods, associated decking, footpaths, permeable parking & turning area, secure bicycle storage and recycling/refuse storage and hard and soft landscaping. **Land At Parcel 3795, Cirencester Road, Brockworth.** (adjoining Parish) **NO OBJECTION.**

**24/00589/LBC** Installation of secondary glazing on the north-eastern elevation. **Fly Up, Crickley Hill Farm, Crickley Hill -SUPPORT**

**24/00825/FUL** Detached domestic outbuilding. **8 Poppy Meadow Close, Witcombe. NO OBJECTION**

**24/00738/FUL** Conversion of the stable with hay store and tack room to independent dwelling unit with new separate vehicular access. Change of use of equestrian curtilage to part residential and retain meadow and orchard. **The Chase, Henley Bank Lane, Brockworth.** (adjoining Parish) **NO OBJECTION**

10. **Community & Environment**

a) **Noticeboard** – Bentham Ward. Update on potential for shared noticeboard. WBVH potentially are agreeable to share a noticeboard and cost. Location near the sign on Village Green. Clerk and Cllr McKay to discuss details, seek quotes and consult with WBVH. To be agreed at January meeting.

- b) Badgeworth village** – grit bin, shovel, mixed waste/dog waste bin. Update on progress. Order for mixed waste bin with TBC which should be installed soon at a total cost of £410 + VAT, to be taken from the Badgeworth ward budget (as agreed 9b 10/9/24 meeting).  
Cllr Cottell to identify shovel for grit bin.

**11. Highways**

- a) Missing Link Scheme** – works continuing apace. Updates: [A417 missing link - National Highways](#)
- b) Badgeworth Lane** – update on railway bridge closure. Network Rail have stated that remedial works are scheduled for Monday 25th November 2024 with a scheduled completion time in time for Christmas

**12. Ward Reports.**

The traffic situation at the end of Badgeworth Lane and A46 has worsened significantly in recent months. Agreed to discuss at the next meeting.

**13. Items for the next agenda and the date of the next meeting.**

**Meeting finished at: 8.50pm**

Signed..... Date.....

## EXPENDITURE UPDATE APRIL 24 -OCTOBER 24

NB. Excludes VAT. All figures rounded

RECEIPTS	
ALLOTMENT RENTS & ANCILLARY	443
PRECEPT	14670
INTEREST (ALL ACCOUNTS)	107
<b>TOTAL</b>	<b>£15,220</b>

### TO 31 OCTOBER 2024

PAYMENTS			
	PAID	BUDGET	% OF BUDGET SPENT 31/10/24
<b>SALARY/PAYE</b>	4247	6749	63%
<b>HOME OFFICE</b>	209	364	57%
<b>GENERAL EXPENSES</b>	186	400	47%
<b>GRASS/HEDGE CUTTING</b>	1719	2092	82%
<b>ROOM HIRE</b>	45	140	32%
<b>SUBSCRIPTIONS</b>	496	600	83%
<b>INSURANCE/LEGAL/ACCOUNTS</b>	1239	1700	73%
<b>DONATIONS</b>	0	450	0%
<b>BADGEWORTH WARD PROJECT</b>	0	1000	0%
<b>BENTHAM WARD PROJECT</b>	0	1000	0%
<b>MAINTENANCE (INC TREES)</b>	350	750	47%
<b>CONTINGENCY</b>	0	500	0%
<b>ALLOTMENTS</b>	0	0	N/A
<b>TRAINING</b>	45	985	5%
<b>WEBSITE &amp;IT</b>	165	300	55%
<b>VAT RECOVERABLE</b>	415		
<b>TOTAL</b>	<b>9,116</b>	<b>£17,030</b>	<b>54%</b>

ALLOCATED RESERVES	
Badgeworth Village Hall	4500
Election fees	3000
General contingency	7098
Allotments	2000
<b>TOTAL</b>	<b>16598</b>

BALANCES AT THE BANK 31/10/24	
Current	10155.48
Capital	13811.23
Allotment	1944.2
<b>TOTAL</b>	<b>25910.91</b>