

# 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 13<sup>th</sup> July 2023 at Witcombe & Bentham Village Hall at 7.00pm.**

### Present:

Cllrs. Cottell (Chair), Marshall (vice Chair), Cooper, Haines MBE (left meeting 20.30), Howe, Jones, Mc Donald (arr. 7.45)

Clerk: Mrs. H Jones

Borough & County Councillor Robert Vines

3 residents who spoke about a planning application.

1. **Apologies** – apologies were received from Cllr McKay
2. **Declarations of Interest:** Councillor Jones item 6d 23/00482/FUL, Councillor Cottell item 5b Badgeworth Village Hall.  
**Dispensation requests** were granted to Cllrs Haines, Marshall, Cottell & McKay for 4 years regarding item 5a – noticeboard printing costs.
3. **Minutes of the Parish Council meeting & Annual Parish Assembly** held on 16<sup>th</sup> May 2022 were agreed and signed. (Proposed NM, seconded JJ)  
**Matters Arising not included as an agenda item** – Cllr McKay was doing new councillor training and attending a workshop regarding speed limits.  
The obsolete mobile phone, and broken printer had been disposed of safely, and the laptop to be disposed of shortly. Asset register updated.
4. **Report from the County and Borough Councillor.**  
The new Council at Tewkesbury Borough was still bedding in. Committee meetings will now be webcast. 2 recent appeal decisions have stated that TBC does not have a 5-year supply of housing.  
GCC – emergency work has been done on Birdlip Hill, and to the road over the Railway Bridge in Badgeworth Lane.
5. **Parish Council Administration**
  - a) **Noticeboards – printing costs.** the reimbursement of printing costs to Councillors with responsibility for Parish Council noticeboards (£10.20 per noticeboard) was agreed (proposed JJ, seconded DC) A Dispensation had been granted to the 4 councillors who are responsible for the notice boards to allow the item to be discussed.
  - b) **Badgeworth Village Hall** – Cllr Cottell declared an interest. He took part in discussion but not decision.
    - The Reinstatement Cost Assessment was received. The cost to rebuild was put at £473k ex VAT/£567k incVAT It was agreed to revise insurance as agreed to include VAT after receiving advice from GAPTC VAT specialist. An extra premium of £14.95 had already been paid, and the extra £35.77 to include the larger VAT inclusive rebuilding cost was agreed. (Ppsed MH, seconded DC)
    - The audited accounts of the Badgeworth Village Hall Management Committee were noted.
6. **Planning**
  - a) **Enforcement Issues** – the Clerk had been unable to receive any updates from TBC despite numerous attempts at contact. It was agreed that Cllr Vines would make some enquiries to find further information. If there is no success within 2 weeks, contact will be made with the new Chief Executive Officer
  - b) **Delegated Comments to note:**

23/00533/FUL Variation of condition 2 and 4 of permission reference 22/00826/FUL to enable changes to access and opening hours. Land Adjacent Sewerage Works, Cold Pool Lane, Badgeworth. No objection to revised access. Objection to extension of opening hours allowed.

### c) Planning Decisions

- **22/01306/FUL** Proposed single storey detached residential annex and garden storage used ancillary to the host dwelling (Elm Gardens) following demolition of existing residential outbuilding. **Elm Gardens, Badgeworth Road, Badgeworth.** TBC decision - PERMIT
- **22/00838/LBC** Removal of existing windows and 2 external doors and installing of new windows and doors. **The Lodge, Badgeworth Lane, Badgeworth.** TBC decision PERMIT
- **23/00312/FUL** Single storey front and rear extension(s), roof alterations and new porch. | **Stayawhile, Badgeworth Lane.** TBC decision PERMIT

### Appeals

**APP/G1630/W/19/3241428** (TBC ref.19/00246/FUL) change of use of land to a private Gypsy and Traveller site consisting of 1 pitch of 1 mobile home and 1 touring caravan at Pleasant View Park, Cold Pool Lane (Parcel 5762 Land Adjacent Rudgeley House), Badgeworth. Temporary permission given for 5 years subject to detailed conditions granted by the Planning Inspectorate.

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

- **23/00482/FUL** Demolition of 10 No. existing broiler breeder egg laying units followed by the erection of 4 No. linked broiler breeder egg laying units with associated link corridors, egg packing area, egg store, trolley store, amenity block and feed bins. **Court Farm, Witcombe.** (Cllr Jones declared an interest and took no part in discussion and decision). **SUPPORT** (proposed MH, seconded DC)
- **23/00405/FUL** Demolition of existing rear extension and two detached stores. Erection of a single storey rear extension, terrace, and garage extension. Alterations to the fenestration and re-cladding. **Ingleside, Dog Lane, Witcombe.** **NO OBJECTION** (proposed CH, seconded DC)
- **23/00567/FUL** Proposed two storey side extension to provide kitchen and living area & additional master bedroom. **32 Field View Lane, Witcombe.** **NO OBJECTION** subject to Planning Authority being satisfied with the size of the extension regarding the existing property. (Proposed DC, seconded JJ)

## 7. Highways

- Missing Link Scheme** – Cllr Jones attends all the online meetings. All reports can be found: <https://sway.office.com/duM6ym1FglczMa6N?ref=Link&loc=play>
- Bentham Lane** – a ‘Turn Right’ sign has been put up by the Climbing Centre opposite the entrance. Agreed to ask County Highways about better signage regarding no access from A46.
- Badgeworth Lane** – there had been an emergency closure of 5 days. The road was completely resurfaced. (Update since meeting – The traffic lights will be a permanent fixture until a structural solution is found with Network Rail)  
*Councillor Haines left the meeting.*

## 8. Community & Environment

### a) Allotments –

- Consider request for extra water trough close to main gate (to be paid for by requesting tenant) – agreed – to be communal, at no cost to the Parish Council and to be carried out with PC Clerk/Councillor)
- Receive report from Councillor allotment working group regarding state of allotments and issues relating to structures and paraphernalia – concerns about the 2 remaining caravans on the site which have never had formal permission. Agreed that they should be removed by tenants but that discussions would take place with affected tenants.
- Discuss whether rents are appropriate – rents to be discussed later in year.

- Defibrillators** – discuss whether PC should offer small payment to those individuals who carry out weekly checks. Agreed that an annual gratuity of £100 be offered to the 2 individuals who have looked

after and checked the defibrillators for many years as a token of community appreciation. (Proposed NM, seconded JJ)

## 9. Finance & Insurance

a) **Budget update** – was presented by Clerk and noted.

b) **To note & agree previously authorised payments made since last meeting. (Proposed DC, seconded JJ)**

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
M Harvey	Bus shelter cleaning x 2 A46	25/6/23	80	0	80
Curtis Web Design	Annual tech support & hosting of website	18/5/23	165	0	165
Greenfields	Grass cutting May	31/5/23	172	34.40	206.40
Barret Corp Harrington	Reinstatement Cost Assessment for Badgeworth Village Hall	14/7/23	500	100	600
BHIB Insurance	Additional premium for insurance on Badgeworth Village Hall as result of reinstatement cost assessment	30/6/23	14.95	0	14.95

c) **Payments authorised and agreed for the following: (proposed DC, seconded JJ)**

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
GAPTC	Independent Internal Audit 2023	1/6/23	215	0	215
Greenfields	Grass cutting June	30/6/23	280	56	336
D. Bence	Allotment key deposit return		30	0	30
Clerk	Expenses: JULY 23	6/7/23	49.20	3.20	52.40
Clerk	Expenses: AUGUST 23	6/7/23	26	0	26

d) **Clerk's salary** –authorised payment & BACS (including any HMRC payment) for July & August 2023. (Proposed DC, seconded MH)

**10. Ward Reports.** Councillors to **report** upon **minor issues** which have not been included on this Agenda.

- A blocked footpath in Bentham has been reported.
- Greenway Nurseries site – 4 Councillors had met with potential developers. Good general discussion mainly around effect on junction and A46. Shurdington PC reps had already met.
- Airport Consultative Committee – Lively meeting held recently. The Managing Director has resigned.
- Church Lane Badgeworth is in a very poor state. Cllr Cottell will report to Highways.

**11. Items for the next agenda:** Climate Emergency and biodiversity loss.

**Date of the next meeting:** 12<sup>th</sup> September: Badgeworth Village Hall, 7.00pm

Meeting finished at: 9.30pm

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

Richard Jones  
Treasurer  
Badgeworth Village Hall  
Badgeworth  
Gloucestershire

12 May 2023

Dear Richard

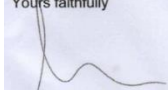
Further to your request for me to undertake a review of the Badgeworth Village Hall Receipts and Expenditure Accounts ("the Accounts") for the years ended 5 April 2022 and 5 April 2023, and to provide an honorary audit report thereon, I hereby submit the following.

In common with most organisations that receive a portion of their revenue in the form of cash it is not possible to provide assurance that all cash receipts have been correctly recorded in the Accounts.

I have reviewed the years ended 5 April 2022 and 5 April 2023 Accounts and sampled transaction records for these years and provide the following opinion.

In my opinion the Accounts of Badgeworth Village Hall present a true and fair view of the income and expenditure for the years ended 5 April 2022 and 5 April 2023 and bank balances as at each year end.

Yours faithfully



M J Murphy FCA (Retired)  
Honorary Independent Reviewer

## BADGEWORTH VILLAGE HALL

### RECEIPTS & PAYMENTS FOR TWELVE MONTHS ENDING 5TH APRIL 2023

<u>Receipts</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>
Hall hire	£1,835	£7,390	£8,465
Interest	£0	£0	£0
1st aid course fees	£0	£170	£0
Donation	£0	£10	£20
Covid support grant	£21,035	£8,000	£0
<b>Total</b>	<b>£22,870</b>	<b>£15,570</b>	<b>£8,485</b>
<u>Payments</u>			
Electricity	£352	£505	£822
Water rates	£173	£176	£198
Gas	£481	£180	£620
Insurance	£301	£316	£336
Cleaning	£450	£780	£1,249
Repairs and maintainence	£446	£670	£105
Equipment/furniture	£114	£340	£498
Music licence	£0	£180	£139
Fire equipment	£0	£0	£199
First aid course	£0	£255	£0
Jubilee bunting	£0	£0	£70
Audio equipment	£0	£0	£3,470
Donation to parish council	£0	£0	£10,187
Covid expenses	£1,297	£0	£0
<b>Total</b>	<b>£3,614</b>	<b>£3,402</b>	<b>£17,893</b>
<b>Excess (defecit)</b>	<b>£19,256</b>	<b>£12,168</b>	<b>( £9,408 )</b>
<b>B/F</b>	<b>£12,808</b>	<b>£32,064</b>	<b>£44,232</b>
<b>Balance</b>	<b>£32,064</b>	<b>£44,232</b>	<b>£34,824</b>

#### Represented by

Cash	£8	£83	£89
TSB	£32,056	£44,149	£34,735
<b>BALANCE</b>	<b>£32,064</b>	<b>£44,232</b>	<b>£34,824</b>

## EXPENDITURE UPDATE APRIL 23 - JULY 23

NB. Excludes VAT.

RECEIPTS	
ALLOTMENT RENTS & ANCILLARY	552
PRECEPT	13000
CLERK ADJUSTMENT HMRC PAYMENTS/ADMIN ERROR	50
<b>TOTAL</b>	<b>£13,602</b>

PAYMENTS				
	PAID	BUDGET	% OF BUDGET SPENT 31/7/23	NOTES
SALARY/PAYE	2,216	6800	33%	
HOME OFFICE	104	312	33%	
GENERAL EXPENSES	117	408	29%	
GRASS/HEDGE CUTTING	802	2000	40%	
ROOM HIRE	0	140	0%	
SUBSCRIPTIONS	483	600	80%	
INSURANCE/LEGAL/ACCOUNTS	1,344	1300	103%	
DONATIONS	0	450	0%	
BADGEWORTH WARD PROJECT	0	1000	0%	
BENTHAM WARD PROJECT	0	1000	0%	
MAINTENANCE (INC TREES)	750	1000	75%	
CONTINGENCY	0	500	0%	
ALLOTMENTS	0	0		
TRAINING	0	500	0%	
WEBSITE & IT	831	700	119%	
BADGEWORTH VILLAGE HALL	500	500	100%	FOR REVALUATION SURVEY
VAT RECOVERABLE	538			
<b>TOTAL</b>	<b>7,686</b>	<b>£17,210</b>	<b>45%</b>	

**USE OF ALLOCATED RESERVES (SEE BELOW)**

£500 WAS PUT INTO BUDGET FOR  
BVH SURVEY & RESERVES REDUCED  
ACCORDINGLY

ALLOCATED RESERVES			
CATEGORY	AMOUNT	SPENT	REMAINING
BADGEWORTH VILLAGE HALL	4500	0	4500
ELECTION FEES	3000	0	3000
GENERAL CONTINGENCY	5000	0	5000
BADGEWORTH WARD PROJECT ROLLOVER	683	0	683
BENTHAM WARD PROJECT ROLLOVER	1063	0	1063
ALLOTMENTS	2000	0	2000