

Badgeworth Parish Council

Clerk: Mrs. H. Jones | 07840073143 | clerk@badgeworthparishcouncil.gov.uk

MINUTES

Minutes of a Meeting of the Parish Council held on 13th May 2025 at Badgeworth Village Hall at 7.00pm.

Present:

Cllrs. R McKay (Chair), N Cottell, N Marshall, M Howe, J Jones, R Norman

Clerk: Mrs. H Jones

15-minute public comment – No residents were present.

In the absence of Cllr Sekhar, Cllr Marshall (Vice) took the Chair.

1. **Apologies** – Apologies were accepted from Cllr Cooper. Tewkesbury Borough Councillor Robert Vines was unable to attend. Newly elected Gloucestershire County Councillors (Ben Evans and Richard Stanley) would be invited to future meetings.
2. **Declaration of Interest & dispensation requests**
 - Cllr McKay – allotments
 - Cllr Cottell – Badgeworth Village Hall
3. **Minutes of the meetings** held on 13th March 2025 – Annual Parish Assembly and ordinary Parish Council meeting were agreed and signed. There were no matters arising.
4. **Election of Chair, to include signing of Acceptance of Office** – there were no nominations for Chair of the Parish Council for the next year. It was agreed that Cllr McKay would be Chair for this meeting until the start of the July Meeting (proposed MH, seconded NC). There was discussion about the need for someone to step forward at the next meeting for at least 6 months to bring stability and guidance.
5. **To elect/appoint to the following roles:**
 - Vice-Chair of Parish Council – Cllr Marshall
 - Personnel Discussion Group x 3 – Cllrs Cottell, Howe & Norman
 - Allotment Discussion Group x 3 – Cllrs McKay, Jones & Cooper
 - Footpaths x 2 – Cllrs Jones & Norman
 - Internal Finance Lead x 1 – Cllr Marshall
 - Badgeworth Village Hall Management Committee x 1 – Cllr Howe
 - Witcombe & Bentham Village Hall – Cllr McKay
 - Gloucestershire Airport Consultative Committee x 1 – Cllr Marshall
6. **To Receive a Report from the County and Borough Councillors** – none present.
7. **Finance & Insurance**
 - a) **To review:**
 - **Bank mandates** – signatories and online access. Satisfactory. Cllr Norman to be added.
 - **Reserves at the bank and investments** – agreed that reserves at the bank and investments are

being managed satisfactorily.

- **Direct debits** – authorised the annual payment to Information Commissioner (£47 this year)
- b) Year-end bank reconciliation and accounts for 2024/25** were approved (proposed NM, seconded NC) (see website)
- c) Certificate of Exemption 24/25** - certified that during the financial year 2024/25, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed £25,000 (proposed NM, seconded JJ)
- d) Annual Governance Statement (section 1) for 2024/25** – approved (proposed NM, seconded MH)
- e) Annual Accounting Statements (section 2) for 2024/25** – approved (proposed NM, seconded JJ)
- f) Public Rights & Publication of Annual Governance & Accountability Return** – dates agreed (30th June to 8th August 2025)
- g) Insurance** – Clerk gave an update on renewal. Agreed to wait for quote from alternative provider, and purchase from lower priced quote. If no alternative quote received, continue with existing. Delegated to Clerk, NM & MH (proposed RN, seconded NC)
- h) Budget** – the revised budget was agreed with changes to general admin, ward budgets (defibrillators), insurance and allotments (see website). (proposed MH, seconded JJ)
- i) Balances at the bank** – at 30/4/25 £35255. Receipt of annual precept £15150, Badgeworth Village Hall donation toward defibrillator £1000.
- j) Payments authorised for the following:** (proposed NC, seconded JJ)

Already paid (as expenditure previously authorised)

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Witcombe & Bentham VH	Hall Hire, March	1/4/25	20	0	20
Tewkesbury Borough Council.	Mixed waste bin	17/3/25	410	82	492
JPT Developments	Installation of noticeboard	31/3/25	225	0	225
Countrywide Grounds Maintenance	March grass cutting	27/3/25	138	27.60	165
Parishes Online	Website and email	8/4/25	230	70	300
Alexander & Angel	Allotment keys x 2	4/3/25	50	10	60
Information Commissioner	Annual fee	30/4/25	47	0	47
Community Heartbeat	2 x replacement defibrillators & cabinets for Badgeworth Village Hall & Witcombe & Bentham Village Hall	12/5/25	3825	765	4590

To be paid

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Countrywide Grounds Maintenance	April grass cutting	28/4/25	276	55.20	331.20
Tree Maintenance Ltd	Biannual tree survey	8/4/25	455	91	546
Clerks Expenses	May payroll	6/5/25	69.38	6.54	75.92
Clerks Expenses	June payroll	6/5/25	26	0	26

- k) Clerk's salary** –authorised payments & BACS (including any HMRC payment) for May and June (proposed JJ, seconded RN)

8. Parish Council Administration.

- a) General Power of Competence:** agreed that the Parish Council meets the criteria for eligibility in

<https://badgeworthparishcouncil.gov.uk>

terms of the electoral mandate (2/3 declared 'elected') and having a qualified Clerk.

b) Review of Parish Council regulations, orders, and policies

- **reviewed & amended:** Standing Orders update to 2025 model.
- **Financial Regulations:** agreed to update July/September when banking arrangements are settled.
- **No amendments to:** Code of Conduct, Risk assessment, Grants & Donations policy, Disciplinary & Grievance Procedure, Absence Policy, GDPR Policy & data retention, Publication Scheme

9. Parish Council assets

- a) Badgeworth Village Hall** – electrical works necessary to interior of building. Agreed that the Badgeworth Village Hall Management Committee can liaise directly with Tewkesbury Brough Council regarding the use and receipt remaining S.106 funds. Cllr Cottell declared an interest. He spoke on the issue but took no part in the decision. (proposed MH, seconded JJ)
- b) Noticeboards** – agreed to remove the noticeboard at Little Shurdington, and Dog Lane junction as they are unsafe.
- c) Tree Survey** –received the bi-annual tree survey and agreed that Clerk should obtain a quote for the minor works necessary.
- d) Defibrillators** – the new defibrillators had been ordered as agreed at March meeting. Both Village Halls are contributing towards them. Installation costs are around £200 each with Witcombe & Bentham Village Hall carrying this out and funding directly. Badgeworth Village Hall would arrange electrician, with payment from PC (from donation already given to PC).
- e) Asset Register** – approved register as at 13/5/25. Register would be updated in due course.
- f) Asset checks** –work required was approved. Cllr Cottell to purchase items for repair of bus shelter (approx. £100). Clerk to seek quote for removal of building at allotments. (Cllr McKay declared an interest and took no part in discussion or decision)
- g) Assets** – no other issues to report.

10. Planning

- a) Enforcement Issues** – the site on Badgeworth Lane is being monitored by TBC and the next course of action assessed.
- b) Delegated Comments to note:**
- **25/0006/TWS73W** Variation of condition 2(Cessation) relating to planning consent 17/0075/TWMAJW dated 03/10/2017. To provide for the continued operation of the site beyond 2026. Land At **Shurdington Road, Shurdington (Elliot's Recycling site)**. **OBJECTION**
 - **25/00251/FUL** - Remodelling of existing building to include single and two storey side extensions, replacement doors & windows, replacement roof and new wall finishes. **Ashley Villa, Badgeworth Lane, Badgeworth**. **NO OBJECTION**
 - **25/00331/FUL** Demolition of existing single storey extension. Add two storey extension. **Bayeux Bamfurlong Lane Staverton** – **NO OBJECTION**
- c) Planning Decisions (TBC)**
- **24/00197/FUL Construction** of an Ancillary Outbuilding Associated with Blue Bell Farmhouse, **Bluebell Farm, Cold Pool Lane, Badgeworth**. **REFUSE**
 - **25/00109/FUL Single** storey rear extension with lean-to roof to form enlarged kitchen and dining area. **12 Egdon Crescent, Badgeworth**. **PERMIT**

Appeals lodged:

- **23/00710/FUL** Proposed change of use of barn to include alterations and extension to create a new residential unit. **Barn Behind Cyder Mill Cottage, Cold Pool Lane, Badgeworth**.
- **23/01195/FUL** Proposed change of use of land to a private Gypsy and Traveller site consisting of 1 pitch of 1x Mobile Home, 1x Touring Caravan, 1x dayroom, access, and ancillary hardstanding. **Part**

Parcel 5262, Near Rudgley House, Cold Pool Lane, Badgeworth. Public Hearing 1st July 2025 at Tewkesbury Borough Council, Gloucester Road, Tewkesbury at 10.30am

Appeal Decisions:

- **23/00983/FUL** Part conversion and part rebuild of existing cattery and kennel buildings and associated change of use to provide 2 No. Class E business units and associated storage facilities. Land Adjacent to Longlands, Shurdington Road, Badgeworth. **ALLOWED**
- d) To agree Parish Council response to screening request from TBC:**
- **25/00001/SCR - Parcel 4600, Badgeworth Lane, Badgeworth.** EIA Screening Opinion Request for residential development on behalf of Bromford Housing. Agreed to report to TBC impact on environment of access, transport, congestion etc. Impact socially on services (schools, healthcare etc). Impact of neighbouring land uses on future residents.
- e) Mobile Infrastructure** – Proposed base station at Home Farm, Badgeworth Road. No comments.,

11. Community & Environment

- a) Wheels on the Green** – request to use the green for an event on 14th June 2025. Agreed subject to PC receiving insurance documents beforehand, same terms and conditions as previously.
- b) Affordable Housing Needs survey. GRCC** – update from (Cllr Howe). Report is awaited.

12. Highways

- a) Missing Link Scheme** – updates regularly given. Noted that compound is open for visitors Tuesdays & Wednesdays 10.00-1400.

13. Ward Reports.

- Badgeworth Green** – no parking sign has been hit/damaged. Agreed to put on next agenda.
Hedge on verge opposite BVH needs trimming back. Clerk to request quote for next meeting.

14. Date of the next meeting – 17th July, Witcombe & Bentham Village Hall. 7.00pm