

Badgeworth Parish Council

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

MINUTES

Minutes of a Meeting of the Parish Council held on 16th January 2024 at Badgeworth Village Hall at 7.00pm.

Present:

Cllrs. Cottell (Chair), Marshall (vice Chair), Cooper, Howe, Jones, McKay, Sekhar

Clerk: Mrs. H Jones

Borough & County Councillor Robert Vines

- 1. Apologies** – had been received from Cllr Haines, MBE
- 2. Declaration of Interest & dispensation requests** – Cllr Cottell declared an interest in item 7(a). Cllr Cooper declared an interest in item 6(d) 23/01048/FUL & 23/01049/LBC.
- 3. The minutes of the meeting held on 16th November 2023 were agreed and signed.**
Matters Arising – Hedges on the access road to the allotments have now been cut.
The dog waste bin near the junction of Dark Lane & Whiteland’s Lane has been installed. Councillors are happy with the location.
- 4. To Receive a Report from the County and Borough Councillor** – Cllr Vines spoke about the budget setting process at TBC and GCC
- 5. Finance & Insurance**
 - a) Budget & Precept 2024/25** – an update on expenditure versus budget was received. It was agreed that the budget would be set at £17030 and the precept at £14670, with the remainder being taken from Parish Council reserves. (proposed NM, seconded DC)

b) Previously authorised payments made since last meeting were noted.

| Payee | Details | Date of invoice | Amount (ex VAT) £ | VAT £ | TOTAL £ |
|----------------------------|---------------------------------|-----------------|-------------------|-------|---------|
| National Allotment Society | Annual Subscription | 14/11/23 | 55 | 11 | 66 |
| GLASDON | Gateway Sign for Cold Pool Lane | 28/11/23 | 934.96 | 187 | 1121.96 |

c) Payments below were authorised. (Proposed JJ, seconded DC)

| Payee | Details | Date of invoice | Amount (ex VAT) £ | VAT £ | TOTAL £ |
|---------------------------------|--|-------------------|-------------------|-------|---------|
| Shurdington Parish Council | Grass cutting April-Nov 23 (areas of grass in Badgeworth Parish cut by Shurdington PC) | 15/12/23 | 50 | 0 | 50 |
| Tewkesbury Borough Council | Dog waste bin, Little Shurdington | 9/1/24 | 265 | 53 | 318 |
| Clerk | Expenses: JANUARY 24 | 10/1/24 | 52.38 | 4.2 | 56.58 |
| Clerk | Expenses: FEBRUARY 24 | 10/1/24 | 75.99 | 10 | 85.99 |
| Witcombe & Bentham Village Hall | Hall hire July 23 & November 23 | 5/10/23 9/1/24 | 40 | 0 | 40 |
| PATA PAYROLL | Payroll services Jan-Dec 24 | 16/1/24 | 124.2 | 0 | 124.2 |

- d) **Clerk's salary** –The National Pay Award for 23/24 was noted and agreed, PATA was authorised to calculate arrears, and payment & BACS (including any HMRC payment) of salary for January & February 2024 agreed. (Proposed RM, seconded DC)
- e) **Independent Internal Audit** – it was agreed to appoint the GAPTC as the Independent Internal Auditor at a cost of £180 subject to the work being carried out by the end of March. (Proposed DC, seconded RM)
- f) **Donation requests:**
 - **St Peter's, Churchyard, Bentham.** It was agreed to donate £125 to assist in the costs of maintaining the Bentham burial ground as a valuable public space, (proposed MH, seconded JJ)
 - **Holy Trinity Church, Badgeworth.** It was agreed to donate £125 to assist in the costs maintaining the Badgeworth Church burial ground as a valuable public space. (proposed MH, seconded JJ)

6. Planning

- a) **Enforcement Issues** – Clerk was requested to contact TBC for an update on the lighting at the climbing centre.
- b) **Delegated Comments to note** - there were none.
- c) **Planning Decisions (Tewkesbury Borough Council)**
 - **23/00941/FUL** Single storey extension to the rear of the existing building to create new kitchen/dining area. **34 Lambert Avenue, Shurdington.**
 - **23/00814/FUL Refurbishment** to existing house, demolition of monopitched single storey extension on NW facade, plus proposed single storey pitched roof extension to NW facade | **Bentham House Main Road Shurdington. PERMIT**
- d) **To agree Parish Council response to planning applications received**
 - **23/01127/FUL** The erection of a visitors facilities building, formation of car park, and associated works at FlyUp 417 Bike Park. **Land at Part Parcel 5583, Crickley Hill, Witcombe. SUPPORT**
 - **23/01162/FUL** Application under S73 in relation to approved scheme 20/00221/FUL, for the Redevelopment of Bentham Country Club to a Climbing Park with the erection of Climbing Centre building, replacement multi-use dome, high rope with zip line course and ancillary guest accommodation. **Bentham Country Club, Bentham Lane, Bentham. NO OBJECTION** subject to no increased footprint & height. No adverse impact on AONB or neighbouring properties. No change to lighting already approved.
 - **23/01002/FUL** Demolition of an existing garage and erection of a replacement outbuilding for use as ancillary accommodation. **Little Witcombe House, Little Witcombe. NO OBJECTION**
 - **23/01113/FUL** Proposed Garage Conversion & Internal Alterations. **29 Planets Lane, Badgeworth. NO OBJECTION**
 - **23/00991/FUL** Proposed extension to property and associated works. **Haroldstone Lodge, Crickley Hill, Witcombe. NO OBJECTION** (Cllr Cooper declared an interest and took no part in discussion or decision)
 - **23/01048/FUL & 23/01049/LBC** Erection of a Greenhouse. **Bridge House, Bentham Lane, Bentham. NO OBJECTION**

7. Community & Environment

- a) **Badgeworth Village Hall** – request for replacement of heating system and external lighting from Badgeworth Village Hall Management Committee. (Cllr Cottell declared an interest and removed himself from the Council for this item which was Chaired by Cllr Marshall). It was agreed that:
 - BVHMC are granted permission from Parish Council to carry out the works described having regard to the existing agreed constitution.

- Parish Council confirm to Tewkesbury Borough Council that external funds can be paid directly to the BVHMC for these works. (proposed DC, seconded YS)

- b) Landowner Deposition under s15A (1) Commons Act 2006 – land around Little Witcombe in the in Bentham ward.** No comments to make. Brockworth PC and GCC have been informed about the area marked as ‘Community Woodland’ which is outside Badgeworth Parish.
- c) Gloucestershire Airport** –recent press release about sale of the airport. Cllr Marshall provided and update which was noted.

8. Highways

- a) Missing Link Scheme** – Cllr Jones provided an update.
- b) Cold Pool Lane** gateway (from Badgeworth Ward project funds). – the gateway has been delivered and is likely to be installed after April 2024.

9. Parish Council Administration

- a) Grass cutting contract** –the updated quote from Greenfield’s for the 4 areas of grass cut for 2024 (potential total cost £2092) was agreed. (proposed RM, seconded YS)
- b) Asset register & checks**
 - responsibilities for checking assets were discussed. The clerk would send out details for checks to be carried out before the March 2024 meeting of the Parish Council.
 - Bus shelters A46 by Endsleigh – agreed that they will continue to be cleaned twice a year.
- c) Website** – agreed a minor change to ‘planning’ page to allow it to be separated out into years and allowing the PC detailed comments to be shown. £40
- d) Appointment of Clerk & transition arrangements** – a report from Personnel Working Group was provided. It was agreed to appoint Elizabeth Oakley who would commence employment as Clerk and RFO on 1st March (LC2/scp24-28) The retiring Clerk will be employed until 30th April 2024 to allow for continuity and to complete the annual accounts and Annual Return as far as possible. (Proposed DC, seconded YS)

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

- **A blocked footpath** close to Bamfurlong had been discussed with the Cotswold Warden.
- **Cold Pool Lane flooding** – the Clerk would contact Highways to find out if anything could be done.
- **Noticeboard at Little Witcombe** needs repair or replacement. Would be checked ASAP and discussed at next meeting.
- **Church Lane, Badgeworth** – grit shovels have broken; grit bins being used for dog poo. Agreed to add as item for next meeting.

11. Date of the next meeting: 14th March 2024 Witcombe & Bentham Village Hall at 7.00pm

Meeting finished at: 9.05pm

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

APPROVED 2024-25 Budget

Approved at meeting 16th January 2024 minute 5(a)

| ITEM | BUDGET |
|--|--------------|
| | 24/25 |
| Salaries | 6749 |
| General Admin/Expenses | 400 |
| Office | 364 |
| Grass Cutting | 2092 |
| Subscriptions | 600 |
| Room Hire | 140 |
| Donations | 450 |
| Insurance/Legal/Accounts | 1700 |
| Maintenance (Inc. trees & defib) | 750 |
| Contingency | 500 |
| Badgeworth Ward -ward specific projects to be agreed | 1000 |
| Bentham Ward - ward specific projects to be agreed | 1000 |
| Training | 985 |
| Allotments | 0 |
| Website & IT | 300 |
| VAT | 0 |
| TOTALS | 17030 |

| ALLOCATION OF RESERVES | |
|-------------------------|--------------|
| ITEM | AMOUNT |
| Badgeworth Village Hall | 4500 |
| Election fees | 3000 |
| General contingency | 7098 |
| Allotments | 2000 |
| TOTAL | 16598 |