

Badgeworth Parish Council

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

DRAFT MINUTES

Minutes of a Meeting of the Parish Council held on 14th January 2025 at Badgeworth Village Hall at 7.00pm.

Present:

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

Clerk: Mrs. H Jones

15-minute public comment – No residents were present.

1. **Apologies** – Apologies for absence had been sent by Cllr Sekhar. These apologies were accepted.
2. **Declaration of Interest & dispensation requests** – Cllr Cooper 8(d) 24/01058/FUL, Cllr Cottell 6c Badgeworth Village Hall, Cllr McKay 6c allotments
3. **Minutes of the meeting held on 14th November 2024 were agreed and signed**
Matters Arising not included as an agenda item –
 - Thanks, had been received from the 3-in-1 Magazine for the grant/donation.
 - Little Witcombe noticeboard – Witcombe & Bentham Village Hall had agreed that they would prefer to contribute to the new defibrillator.
4. **Election of Chair, to include signing of Acceptance of Office**
Cllr Cooper resigned as Chair. Councillor Howe was elected as Chair as there were no other nominees (proposed JJ, seconded NC). Acceptance of Office forms were signed.
5. **To Receive a Report from the County and Borough Councillor** – Cllr Vines not in attendance.
6. **Parish Council Administration & Assets**
 - a) **WhatsApp Policy** – had been modified and was agreed.
 - b) **Financial Regulations agreed September 2024** – noted that these are on hold until new banking arrangements are sorted. Until then the Parish Council will work with previously agreed regulations (July 2022).
 - c) **Asset updates:**
 - **Badgeworth Village Hall** – nothing much to report. Some minor works to be done.
 - **Allotments at Bentham** – potholes have been filled recently by the owner of the access road.
 - **Defibrillators** – update on proposal to replace defibrillators at Badgeworth, and Witcombe & Bentham Village Halls. See item 7c – replacement defibrillators at both Village Halls. £1200 allocated for each ward which can be used towards the replacement defibrillators. Witcombe & Bentham Village Hall have stated they hope to be able to donate £500 + £500 from WSF. Badgeworth Village Hall can contribute £1000.
 - **Other assets** – see below
 - d) **Asset Checks 2025** – are to commence for completion by March meeting. Clerk will circulate details to Councillors.

- e) **Website and Councillor email** – the new website from Parishes Online has been created (not yet live) and email addresses created. Cllr Marshall and Clerk will go through detail shortly with a view to the switchover being completed by start of March 25.
- f) **Local Government services pay agreement 2024** –the recent pay award was noted. Payroll details would be changed

7. Finance & Insurance

- a) **Banking services** – the move of accounts between providers was proceeding. New accounts had been set up and the transfer should happen shortly. It was agreed that the Clerk should transfer funds from the capital & allotment accounts into the current account with the current provider, to allow for the 7-day transfer between banks. (proposed DC, seconded NC)
- b) **Budget update, bank reconciliation, and checks by Finance Lead**
Budget update was provided by the Clerk in association with the budget for 25/26. Bank reconciliation 31/12/24 – Current £7926, Capital £13834, Allotment £1947. Finance Lead had carried out checks in accordance with 'Internal Audit Process' Jan 2023 and no significant issues identified.
- c) **Budget & Precept 2025/26**
 - **Budget 2025/26** was discussed and agreed that it would be set at £17563 (see appendix) (proposed NM, seconded NC)
 - **Precept 2025/26** was discussed and agreed that £15150 requested to be collected as the Parish Council element of the Council Tax (proposed NM, seconded DC)
- d) **Independent Internal Audit 24/25** – it was discussed and agreed to appoint GAPTC as Independent Internal Auditor to carry out audit March 2025. It was further agreed that GAPTC is both independent and competent to carry out the audit. Cost £210. (proposed DC, seconded JJ)
- e) **The following payments were authorised:** (proposed DC, seconded NC)

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Shurdington Parish Council	Contribution to grass cutting – areas cut by Shurdington, within Badgeworth Parish	6/1/25	50	0	50
Witcombe & Bentham VH	Hall Hire November 24	11/12/24	20	0	20
Clerks Expenses	January	12/1/25	67.19	4.54	71.73
Clerks Expenses	February – includes Microsoft Office 365 subscription	12/1/25	75.99	10	85.99

- f) **Clerk's salary** –payments & BACS authorised (including any HMRC payment) for January and February after being checked by Finance lead. (proposed DC, seconded JJ)

8. Planning

- a) **Enforcement Issues** – the site on Badgeworth Lane, part parcel 80072 continues to cause significant concern. The lack of response from TBC planning officers is not acceptable. Agreed to raise concerns with more senior officers and Borough Councillors.
- b) **Delegated Comments to note:**
 - **24/00982/FUL** Replacement of existing garage with garden room and home office. **Yew Tree, Cottage, Cold Pool Lane, Badgeworth. NO OBJECTION**
- c) **Planning Decisions (Tewkesbury Borough Council)**
 - **22/00651/FUL** Demolition of existing domestic outbuilding and replacement with single storey outbuilding. **Croptorne, Cold Slad Lane, Crickley Hill. PERMIT**
 - **24/00651/FUL** Two-storey side and rear extension, replacement of windows, cladding and new roofing to existing areas, installation of air source heat pump. **Journeys End. Crickley Hill. PERMIT**
 - **24/00825/FUL** Detached domestic outbuilding. **8 Poppy Meadow Close, Witcombe. PERMIT**
 - **23/01163/FUL** Proposed 2-bed dwelling. **32 Field View Lane, Witcombe. REFUSE**

Appeals

- 22/01276/FUL - Appeal against the refusal of a planning application for the Change of use of land to residential purposes, the siting and occupation of five mobile homes, and creation of hardstanding, domestic access, and landscaping
- It is understood that an appeal has been lodged regarding the application for 50 dwellings at the end of Badgeworth Lane, opposite Shurdington Primary School. The Parish Council has not been notified.

d) To agree Parish Council response to planning applications received

- **24/00998/FUL Removal** of Condition 12 and variation of Condition 13, planning permission 23/01162/FUL, to allow for continued use of a zip wire **Bentham Country Club, Bentham Lane, Bentham. NO OBJECTION.** Zip wire has been moved to a different part of the site. No complaints have been made directly to the Parish Council since the zip wire operation started. (proposed DC, seconded NC)
- **24/01058/FUL** Removal of the existing garage and construction of a two-storey side and rear extension **Yew Tree Cottage, Crickley Hill, Witcombe. NO OBJECTION** (Cllr Cooper had declared an interest and took no part in decision)

9. Community & Environment

- a) Grass cutting of areas within Shurdington Parish** – it was agreed to pay £50 to Shurdington Parish for cutting of these small areas in 2025. (proposed DC, seconded JJ)
- b) Noticeboard** –details and quote for noticeboard for Little Witcombe Green were presented. It was agreed to opt for the double fronted noticeboard at a cost ex vat £858.57 from Bentham ward funds. Precise siting and installation would need to be agreed. (proposed NC, seconded DC)
It was further agreed that PC Financial Reg 11.1(h) would not apply to this proposal as Greenbarnes is one of the few appropriate suppliers of notice boards to the sector.
- c) Badgeworth village** – update on mixed waste bin. Ordered but not yet installed.

10. Highways

- a) Missing Link Scheme** –update received.
- b) Badgeworth Lane** – update on railway bridge closure. The bridge reopened before Xmas. Huge concerns locally about the steep unprotected drop on the repaired side. Highways have stated that ‘road will continue to be inspected in line with our safety inspection policy but at present there are no plans to undertake any further works at this location’ It was agreed to pursue this further as it is felt to be extremely dangerous and an accident waiting to happen.

11. Ward Reports.

- Cllr Marshall attended the meeting of the Gloucestershire Airport Consultative Committee
- Cllr Cottell reported that in the recent heavy rain, water from the fields close to Badgeworth crossroads had led to significant flooding which was impacting on footways and was dangerous for pedestrians and drivers.
- The Clerk had received a communication from the Gloucestershire Rural Community Council about a housing needs survey in the Parish. It was agreed that Cllrs Howe, Cottell, Jones and McKay would meet with the Rural Housing Enabler.

12. The next meeting would be held on 13th March 2025 at Witcombe & Bentham Village Hall at 7.00pm

Meeting finished at: 8.45pm

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

AGREED 2025-26 Budget

Agreed at meeting 14th January 2025

ITEM	BUDGET
	25/26
Salaries	7500
General Admin/Expenses	400
Office	312
Grass Cutting	1866
Subscriptions	600
Room Hire	135
Donations	450
Insurance/Legal/Accounts	1500
Maintenance (Inc. trees & defib)	1000
Contingency	500
Badgeworth Ward -ward specific projects to be agreed	1200
Bentham Ward - ward specific projects to be agreed	1200
Training	400
Allotments	0
Website & IT	500
VAT	N/A
TOTALS	17563

ALLOCATION OF RESERVES	
ITEM	AMOUNT
Badgeworth Village Hall	4500
Election fees	3000
General contingency	8250
Allotments	2000
TOTAL	17750