

Badgeworth Parish Council

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

May 6, 2026

ANNUAL PARISH COUNCIL MEETING

Dear Residents/Councillor,

I hereby notice that **THE MEETING OF THE PARISH COUNCIL** will be held at the **BADGEWORTH VILLAGE HALL on TUESDAY 12th MAY 2026 at 7.00pm**. All Residents of the Parish are welcome, and Members of the Council are hereby summoned to attend to transact the business of the Parish Council as set out below.

A 15 Minute period will be set aside at the start of the meeting for Members of the public to raise questions.

AGENDA

1. **Apologies** - To receive apologies for absence.
2. **Declaration of Interest & dispensation requests** - Members are requested to declare any interest they may have in the business set out on the agenda to which the approved Code of Conduct applies.
3. **To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item.**
4. **Election of Chair, to include signing of Acceptance of Office**
5. **To elect/appoint to the following roles:**
 - Vice – Chair of Parish Council
 - Personnel Discussion Group x 3
 - Allotment Discussion Group x 3
 - Footpaths x 2
 - Internal Finance Lead x 1
 - Badgeworth Village Hall Management Committee x 1
 - Gloucestershire Airport Consultative Committee x 1
6. **To Receive a Report from the County and Borough Councillors.**
7. **Finance & Insurance**
 - a) **To review:**
 - **Bank mandates** – signatories and online access.
 - **Reserves at the bank and investments**
 - **Direct debits**
 - b) **To receive the report of the Independent Internal Auditor and agree action as appropriate.**

- c) To approve the year-end bank reconciliation and accounts for 2025/26
- d) To approve the Annual Governance Statement (section 1) for 2025/26
- e) To approve the Annual Accounting Statements (section 2) for 2025/26
- f) Public Rights & Publication of Annual Governance & Accountability Return - to agree the dates (29th June to 7th August 2026)
- g) Insurance – update on renewal, discussion regarding appropriateness of cover and authorise payment.
- h) Balances at the bank – update, and to note any receipts.
- i) To authorise payments for the following:
Already paid (as expenditure previously authorised)

(+)

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Countrywide	Grass cutting March 26.	30/3/26	142.14	28.43	170.57
GALC (GAPTC)	Annual subscription	20/3/26	578.94	0	578.94
Parishes Online	Annual website and email	7/4/26	£350	70	£420

To be paid

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Countrywide	Grass cutting April 26	30/4/26	142.14	28.43	170.57
GALC	Internal Audit	1/5/26	250	0	250
Clera Councils	Annual Insurance	28/4/26	1545.90	0	1545.90
Clerks Expenses	May payroll	5/5/26	47.10	3.5	50.60
Clerks Expenses	June payroll	5/5/26	26	0	26

- j) Clerk's salary – To authorise payments & BACS (including any HMRC payment) for May and June

8. Parish Council Administration.

- a) **General Power of Competence:** Discuss and agree 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) **Review of Parish Council regulations, orders, and policies**
 - **review & amend:** Risk assessment, Parish Council internal audit process.
 - **Financial Regulations-** update for July meeting
 - **Data Protection Policy** – for consideration at July meeting
 - **No amendments to:** Standing Orders, Code of Conduct, Grants & Donations policy, Disciplinary & Grievance Procedure, Absence Policy, GDPR Policy & data retention, Publication Scheme
- c) **Tewkesbury Borough Council lack of response** - Clerk to report back on developments.
- d) **Vacancy in Badgeworth ward of Parish Council** – clerk to report.

9. Parish Council assets

- a) **Badgeworth Village Hall** – update on review of the future management of the Village Hall.
- b) **Asset Register** – approve.
- c) **Bus shelter Badgeworth Road** – receive quotes for repair of the bus shelter and agree action as necessary, having regard to funding source.
- d) **Defibrillators** – discussion about whether the annual service plan should be restarted.
- e) **Assets** – any other issues to report.

10. Planning

- a) **Enforcement Issues** – updates

b) Delegated Comments to note/ratify:

- **26/00213/FUL** Erection of a single storey rear extension. **The Cottage, Dark Lane, Bentham. NO OBJECTION**
- **26/00249/LBC** Replacement of 8 windows and 2 doors. **Willow Farm Green Lane Witcombe NO OBJECTION**
- **26/00255/FUL.** Change of use of buildings currently in use as holiday lets into accommodation ancillary to the use of the primary dwelling on site. **Crickley Court, Crickley Hill, Witcombe. NO OBJECTION**
- **26/00194/FUL.** Full App (Retrospective)? Installation of hardstanding and access to support 5no. touring caravan pitches. **Elm Gardens, Badgeworth Road, Badgeworth. OBJECTION**
- **26/00282/FUL** Proposed extension to existing dwelling house. **10A Astridge Road, Little Witcombe. NO OBJECTION**

c) Planning Decisions, Appeals- Clerk to report.

d) To agree Parish Council response to planning applications received

- **26/00352/FUL Full** Application for 1no. self-build single storey detached barn style dwelling, following demolition of barns, outbuildings and removal of concrete hard standing. **The Pig Pens, Sandy Pluck Lane, Bentham.**
- **26/00314/PDAFU.** Change of use of agricultural barn to a Flexible Use falling within use Class C1 (Hotel) under Schedule 2, Part 3, Class R of the Town & Country (General Permitted Development) (England) Order (GPDO) 2015, Schedule 2 Part 3 Class R. **Croptorne, Cold Slad Lane, Crickley Hill.**
- **26/00315/PDAFU** Change of use of agricultural barns to a Flexible Use falling within use Class C1 (Hotel/Visitor Accommodation) under Schedule 2, Part 3, Class R of the Town & Country (General Permitted Development) (England) Order (GPDO) 2015, Schedule 2 Part 3 Class R. **Part Parcel 6872 Crickley Hill Witcombe**
- **25/00699/FUL** Single-storey extension to create a boot room and external WC to the rear of the existing bungalow, and Change of Use of adjacent land from agricultural to residential curtilage to facilitate the extension. **The Old Pig House, Jubilee Farm, Badgeworth Lane, Badgeworth.**

11. Community & Environment

- a) Community Infrastructure Levy (CIL)** - payments and information from Tewkesbury Brough Council. Agree banking details for these reserves.
- b) Community Governance Review of Parish Arrangements** - Tewkesbury Borough. Deadline 26th June
- c) Wheels on the Green** – request to use Parish Council section of village green at Little Witcombe for event on Saturday 13 June from 12:00 - 16:00.

12. Highways

- a) Missing Link Scheme** – receive an update.

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

14. Items for the next agenda and the date of the next meeting.

Signed: *Helen L. Jones* (Clerk to the Council)