

Badgeworth Parish Council

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

MINUTES

Minutes of a Meeting of the Parish Council held on 12th May 2026 at Badgeworth Village Hall at 7.00pm.

Present:

Cllrs. R McKay (Chair), D. Copper, N Cottell, N Marshall, M Howe, R Norman

Clerk: Mrs. H Jones

2 residents

15-minute public comment – concerns were raised about the amount of proposed residential development off the Badgeworth Lane at the Shurdington end of the Parish and how these concerns can be pushed further.

1. **Apologies** – there were none.
2. **Declaration of Interest & dispensation requests** – Cllr Cottell 9(a), Cllr McKay anything relating to the allotments.
3. **Minutes of the meetings 12th March 2026 (Annual Assembly and PC meeting)** were agreed and signed.
Matters Arising not included as an agenda item:
Chargcard – Unity bank had mislaid the forms, and time limit had expired. Agreed not to proceed with application.
Donations awarded– thanks had been received only from Holy Trinity, Badgeworth.
4. **Election of Chair, to include signing of Acceptance of Office** – there being no other nominations it was Agreed that Cllr McKay would continue as Chair (proposed RN, seconded NM).
5. **The following roles were agreed:**
 - Vice-Chair of Parish Council – Cllr Norman
 - Personnel Discussion Group x 3 – Cllrs Cooper, Cottell & Howe
 - Allotment Discussion Group x 3 – agreed that any discussions would include whole PC.
 - Footpaths x 2 – Cllr Norman and Marshall
 - Internal Finance Lead x 1 – Cllr Marshall
 - Badgeworth Village Hall Management Committee x 1 – Cllr Howe
 - Gloucestershire Airport Consultative Committee x 1 – Cllr Marhsall
6. **To Receive a Report from the County and Borough Councillors.**
Apologies had been received from Borough Councillor Robert Vines
7. **Finance & Insurance**
 - a) **To review:**
 - **Bank mandates** – signatories and online access were all considered adequate.
 - **Reserves at the bank and investments** – all considered adequate and appropriate.
 - **Direct debits** – one direct debit to Information Commissioner
 - b) **To receive the report of the Independent Internal Auditor and agree action as appropriate** – the report was accepted and recommendations to be dealt with during the year.

- c) **To approve the year-end bank reconciliation and accounts for 2025/26** – the year end accounts and bank reconciliation were agreed. (proposed NM, seconded RMK)
- d) **To approve the Annual Governance Statement (section 1) for 2025/26** – agreed (proposed NC, seconded MH)
- e) **To approve the Annual Accounting Statements (section 2) for 2025/26** – agreed (proposed MN, seconded NC)
- f) **Public Rights & Publication of Annual Governance & Accountability Return** - agreed the dates (29th June to 7th August 2026)
- g) **Insurance** – Clerk provided update on renewal and that there are very few providers for this type of insurance. It was agreed that the cover is appropriate and payment authorised.
- h) **Balances at the bank** – 30/4/26 Current £2924.27, Capital £35846.44*, Allotment £2394.75. TOTAL £41165.46*. (* note £ 9875.76 is Community Infrastructure Levy)
Receipts: £584.50 allotment rents, £15970 Precept, £8056.67 Community Infrastructure Levy received 1/5/26)
- i) **Payments agreed for the following:**
Already paid (as expenditure previously authorised) (proposed RMK, seconded DC)

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
Clear 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** –authorised payments & BACS (including any HMRC payment) for May and June. (proposed DC, seconded NC)

8. Parish Council Administration.

- a) **General Power of Competence:** agreed 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 & amended:** Risk assessment, Parish Council internal audit process.
 - **Financial Regulations-** to be updated 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. 5 weeks for a response after being escalated to the Leader of the Council. Apologies given. 2 enforcement sites response now given. Still no response about the residential development sites at Shurdington though TBC staff have stated they 'are actively in the process of drawing together a response'.
- d) **Vacancy in Badgeworth ward of Parish Council** – clerk reported, and awaiting update from Monitoring Officer at TBC.

9. Parish Council assets

- a) **Badgeworth Village Hall** – update on review of the future management of the Village Hall. A meeting had been held with Sabrina Dixon GRCC. Information is awaited. Clerk to contact GRCC again.
- b) **Asset Register** – approved. (proposed RMK, seconded DC). Agreed that contact should be made with BVHMC regarding PC assets that are contents of the building.
- c) **Bus shelter Badgeworth Road** – receive quotes for repair of the bus shelter and agree action as necessary, having regard to funding source. Bus shelter is in poor state of repair and work is required urgently. 3 quotes had been sought:
£3,411.00 + VAT from P.40, a specialist bus shelter repairer, 2nd declined to quote, 3rd no response. It was agreed to accept the quote from the specialist repairer and funds from the Community Infrastructure Levy would be used. TBC CIL Team had confirmed this is acceptable. (Proposed RN, seconded MH)
- d) **Defibrillators** – discussion about whether the annual service plan should be restarted. Deferred for response.
- e) **Assets** – any other issues to report. None

10. Planning

- a) **Enforcement Issues** – Officers had confirmed they would now look at an issue in Badgeworth village raised over a year ago.
Regarding the longstanding case in Badgeworth Lane TBC have stated *‘this case remains an open one where Enforcement Notices have not been complied with. Following your correspondence, the enforcement team will refresh the case and consider the need for further action to bring about compliance.’*
- b) **Delegated Comments to note/ratify:**
 - **26/00213/FUL** Erection of a single storey rear extension. **The Cottage, Dark Lane, Benthams. 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**
 - **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. NO OBJECTION**
- c) **Planning Decisions (Tewkesbury Borough Council)**
 - **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. PERMIT**
 - **24/00554/FUL** Erection of 1no. self-build dwelling with associated landscaping and parking following the demolition of existing stables and removal of caravan. **Bouchers Farm, Benthams Lane, Benthams PERMIT**

Appeals

25/00594/PIP Permission in Principle for the erection of 1no. self-build dwelling. **Land At Bentham Lane, Bentham Lane, Bentham. ALLOWED**

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. NO OBJECTION**
- **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. **Crophorne, Cold Slad Lane, Crickley Hill. Detailed OBJECTION.**
- **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. Detailed OBJECTION.**

11. Community & Environment

- a) **Community Infrastructure Levy (CIL)** – a further £8056.76 payment regarding The Firs 22/01301/FUL has been received from Tewkesbury Brough Council. Agreed that a defined 'Notice' bank account be opened for these reserves.
- b) **Community Governance Review of Parish Arrangements** - Tewkesbury Borough. Deadline 26th June. It was agreed that this response is premature to the general Local Government Reorganisation. Questions are being asked against and unknown structure and background.
- c) **Wheels on the Green** – permission to use Parish Council section of village green at Little Witcombe for event on Saturday 13 June from 12:00 - 16:00 was given provided that evidence of their insurance provision is given BEFORE the event.

12. Highways

- a) **Missing Link Scheme** – two public events will be held in the next few weeks.

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

- Cllr Howe to contact Bromford Housing about cutting the hedge opposite Shurdington Primary School.
- Concerns raised about traffic in Bentham Lane. Clerk to contact landowner.

14. Date of the next meeting: 16th July 2026 at Witcombe & Bentham Village Hall at 7.00pm

Meeting finished at 9.00pm

Signed.....

Date.....

BADGEWORTH PARISH COUNCIL

APPROVED

ACCOUNTS YEAR END 31ST MARCH 2026

	2024-25	2025-26
INCOME	£	£
PRECEPT	14670	15150
ALLOTMENT RENTS & SUNDRIES	543	603
SUNDRY/MISC/REIMBURSEMENT	75	0
DONATIONS TO PARISH COUNCIL FOR DEFIBRILLATORS FROM VILLAGE HALLS	1000	800
COMMUNITY INFRASTRUCTURE LEVY (22/01301/FUL)	N/A	9876
VAT REFUND	0	814
INTEREST RECEIVED	215	490
TOTAL INCOME	16502	27733
EXPENDITURE		
SALARIES	7385	7649
GENERAL ADMIN (INC HOME OFFICE & BANK FEES)	856	713
GRASS CUTTING	2142	1716
ROOM HIRE	135	160
SUBSCRIPTIONS	601	690
INSURANCE/LEGAL/ACCOUNTS	1239	1712
DONATIONS	450	450
MAINTENANCE/TREES/CONTINGENCY	490	1685
TRAINING	315	65
ALLOTMENTS	0	745
BADGEWORTH WARD PROJECT	410	2013
BENTHAM WARD PROJECT	859	2138
WEB SITE/IT	273	230
VAT RECOVERABLE	800	1676
TOTAL EXPENDITURE	15953	21642