

MINUTES

Parish Council Meeting Minutes

24 June 2025 | 19:30 | Marianne Simpson

25/082 Attendance and Apologies

In attendance Cllrs Kate Kay (Chair), Seb Howells, Christina McDonagh (arrived 19:36), Miranda Waller and County Cllr Robinson. Also Present: Clerk Marianne Simpson and 2 members of the public.

Apologies: Cllr Alistair Thomson, Chris Blackwell, Matt Peters, James Bowers, District Cllr Dutton.

25/083 Declarations of interest or requests for dispensations

None.

25/084 Approval of Minutes

The minutes, previously circulated, of the last meeting held on 27 May 2025 were confirmed as a true record and Council resolved to accept the minutes.

25/085 Chair's announcements

None

25/086 Consider changes to the order of business

Cllr Kay requested the Horsley Orchard item be moved up the agenda.

Meeting adjourned for members of the public to address the Council

Two members of the public spoke.

One was there to discuss their planning application which SDC had recommended was withdrawn, and to ask for advice. For instance, would it have helped if he had invited the councillors to view it prior to submission. Cllr Howells replied that sometimes councillors will go to view a site, the PC highlight potential issues and SDC make the planning judgements. Cllr Kay added that the parish council has limited input to SDC and added that sometimes there will be a site visit by the DC committee. They will let the PC know, but the PC cannot speak and has no opportunity to contribute. Usage is evidentially based. SDC ask for evidence. He was advised to take pre-application advice from SDC.

A resident of Sealey Wood reported on a recent meeting regarding the Nupend orchard, which included Cllrs Blackwell and Howells and a few Sealey Wood residents and 2 members of the Horsley Orchard Project (HOP). Historically, the resident had strimmed and tidied the orchard. Recently, Cllr Blackwell has carried out work to get it in order. The resident will reimburse the council for this work. The HOP group have a couple of allotment plots but do not have enough members to keep on top of the maintenance of the orchard. Cllr Howells added that while the fruit trees have been pruned by the HOP group, the upkeep of the orchard has not been carried out in the main central and outer grassy areas. The resident proposed the parish council pay for a contractor to provide basic tidying of the orchard next year. Cllr Kay proposed the parish council could consider revoking the HOP licence. The licence has requirements on HOP to keep

the orchard tidy and if this is not happening, they are in breach of the licence. There was some discussion on how to manage the space for the benefit of the village, eg a community garden, or add animals to keep the grassy areas down.

25/087 Receive reports from District and County Councillors

Cllr Robinson reported that the double yellow lines in Nailsworth are progressing very slowly due to issues with the contractor.

He had been asked by a resident of Wormwood Hill whether Gigaclear can be installed in Washpool. The resident had received a letter from Gigaclear stating that Washpool was not being included in the build. Cllr Robinson asked Cllr Howells to take this on.

Resurfacing of Horsley Hill up to the top of Horsley will be carried out in the next financial year.

Narrowcut Lane will be closed for 2 weeks for National Grid power lines to be laid. Downend residents will be directed down Hollingham Lane again. Highways have not provided any details to the PC, but Cllr McDonagh reported she had been in contact with LHM Paul Helbrow who has proposed traffic is directed out of Downend onto the B4058 at the sharp bend. There will be 3-way traffic lights.

Cllr Robinson left at 7:40pm.

25/088 Clerk's report and Correspondence

The Clerk's report (for information only) and all correspondence had been circulated prior to the meeting and confirmed.

25/089 Report on planning decisions and planning applications

Planning applications

- S.25/0924/CPE Certificate of lawfulness for the existing use of the land identified as 'the Garden Ground' as residential garden (C3 Use) - Marsden House Horsley Hill Horsley

The council noted it is attached to Marsden Cottage. No Comment.

Planning decisions

- S.24/2206/HHOLD, S.24/0701/LBC Erection of single storey rear extension to cottage, porch and alterations to garage fenestration and rebuild attached plant room (Revised plans of main house received 29.05.2025). - Barton End House Bath Road. Permission.
- S.25/0552/LAC Removal of public payphone. The Cross Horsley. Objection to the removal – the payphone to remain.

25/090 Authorise payments of the parish council and receive financial matters

90.1 Payments for authorisation:

date	payee	description	Net	VAT	pay
19/06/25	Iain Selkirk	Internal audit	£150.00	0	£150.00
01/06/25	Parish Council Websites	Annual website hosting (01/06/25 to 01/06/26)	£240.00	0	£240.00
05/06/25	Goldenstones Gardening Ltd	Maintenance Feb, Apr, May	£1818.75	£363.75	£2182.50

05/06/25	Goldenstones Gardening Ltd	Maintenance of Nutgrove 27/3	£125.00	£25.00	£150.00
13/06/25	M Simpson	Reimburse postage to internal auditor	£3.60	0	£3.60

90.2 Council ratified payments made between meetings:

Date	payee	description	Net	VAT	total	pay
02/06/25	Lloyds	Service Charge community account			£4.25	DD
10/06/25	British Gas	Pavilion British Gas			£25.88	DD
17/06/25	Water Plus	Pavilion water			£83.69	DD
09/06/25	Nest	Clerk pension May			£25.82	
09/06/25	Microsoft	Annual subscription Microsoft 365			£104.99	DD

Council noted payments received between meetings:

date	from	description	total	pay
27/05/25	Village Hall cmmtee	Contribution to VH carpark resurfacing	£6,000	FPI
05/06/25	Village Hall cmmtee	Contribution towards Gigaclear router installation.	£40.84	FPI
09/06/25	Lloyds	Commercial instant account interest	£37.46	

90.3 Council received the monthly financial update and bank reconciliation to 31 May 2025.

Lloyds 32-day notice account closing balance £29902.56 received on 23 April.

Charity bank 40-day notice account is now open. Opening balance of £25000 to be transferred from Lloyds.

British Gas removed the Pavilion gas meter on 18th June. Clerk requesting the gas standing charges are reimbursed back to 11th February 2025.

The parish council agreed to renew the Gloucestershire Playing Fields Association annual membership at cost of £50.

90.4 Council received the Year End Receipts & Payments statement and Bank Reconciliation 2024-25.

90.5 Council considered the reserves policy. It is recommended councils set a reserve policy of between 3 to 6 months to cover essential spend to ensure the council can pay essential bills, allowing the offset when payments are due before receipts are received, eg the first 50% precept paid at end of April.

Essential spend (includes admin, salaries, HMRC, website, broadband, insurance, subscriptions, fire inspections and loan repayments) = £27,200 for 2024-25.

Therefore 3 months essential spend is £6800 and 6 months is £13,600.

CLlr Kay proposed the Council set the general reserves at £10,000 to cover essential costs for 4 to 5 months, all in favour.

90.6 Council received the findings of the internal auditor's report and noted no issues reported.

90.7 Council received the Annual Internal Audit Report 2024-25 signed by the internal auditor.

90.8 Council approved the Annual Governance Statement 2024-25 and CLlr Kay (Chair) signed the Statement, then the Clerk (Responsible Financial Officer) signed.

90.9 Council approved the Accounting Statement 2024-25, which was presented to the council and had been signed by the Clerk (Responsible Financial Officer). Cllr Kay (Chair) signed the Accounting Statement.

The Notice of Public Rights and Publication of the unaudited accounts will be published until 6th August.

25/091 Consider the Football Club agreement and review of licence

Defer to the next meeting.

25/092 Update on highways and footpaths

92.1 Update on the VAS speed signs and community speedwatch initiatives. RT Roadside Technologies Ltd have been asked to repair or replace the VAS signs which are not working. They have been slow to confirm a date for this. The signs are currently still within the 5-year warranty.

92.2 Update on build back better fund payment for Cycling Project. The total fund was for £1500. Transition Stroud had proposed the council paid a donation of £500 to contribute towards the cost and upkeep of the Horsley e-bike. Council agreed the payment to Transition Stroud. Council considered the remaining £1000 and agreed for Cllr Waller to obtain quotes for additional traffic calming signage along the verge on the B4058, to slow the traffic down and improve safety for cyclists and walkers. Any remaining funds will be put towards the repair of the VAS signs.

92.3 Update on repair of damaged bollard outside the Pavilion. The witness to the damage has not come forward, so it is difficult to report it. Council to obtain quotes to replace the bollard.

25/093 Review Horsley Orchard

Discussed in the public session. For further consideration at the next meeting on Tuesday 26th August.

25/094 Update on areas in Horsley still awaiting a Gigaclear connection

Cllr Howells to investigate any areas in Horsley which are still awaiting to get a Gigaclear connection. Include in the drop-in session.

25/095 Confirm a PC drop-in session on 3rd July in the 3-in-1 Church Hall

The PC drop-in session will take place on 3rd July in the 3-in-1 Church Hall at 6-8pm.

25/096 Councillor items for future discussion

None.

25/097 Date of Next Meeting

The next meeting will be on Tuesday 26th August 2025 in the Village Hall.

Meeting closed at 9:00 pm

Chair's signature..... Date