GOTHERINGTON PARISH COUNCIL

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Minutes of a meeting of Gotherington Parish Council held on Tuesday 9 June 2026, commencing at 7pm

Members Present: Cllrs S Neighbour (Chair), J. Nicolson (Vice Chair), T. Fawke, A. Lidington, B. Osborne, O. Paton, H. Samuels and C. Webber
In attendance: M Humphries (Proper Officer), Borough Cllr Nigel Adcock from Item 8 to Item 12, 1 member of the public

26.06.09.01 To receive and approve apologies for absence and confirm the meeting is quorate

Apologies received and accepted from Cllr D. Rees. Clerk confirmed the meeting was quorate.

26.06.09.02 To receive the County Councillor's Report

Not present and no report received

26.06.09.03 To receive the Borough Councillor's Report

Borough Cllr Nigel Adcock sent a report which had been circulated to Cllrs prior to the meeting. Cllr Adcock also attended the meeting from item 8 to Item 12.

26.06.09.04 Public Session: *To provide members of the public/press with the opportunity to comment on items on the Agenda or raise items for future consideration. In accordance with Standing Orders. This will not exceed 15 minutes in total and three minutes per person*.

Issues raised:

- Suggestion that Parish Online's mapping tools may be useful for council and flood warden operations and that they offered a free trial.
- Cycle path appears to still be closed but is accessible; unknown timescale for reopening
- Wire fencing obstructing footpath AGO26

26.06.09.05 To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that Members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from Members for Dispensations that accord with the Localism Act 2011 Section 33(b-e)

None.

26.06.09.06 To confirm and sign the minutes of the Annual Parish Council meeting held on Tuesday 12 May and the Extraordinary Council Meeting held on Tuesday 28 May

The Minutes of the Annual Parish Council Meeting held on Tuesday 12th May 2026, which had previously been circulated to all Members, were **AGREED BY COUNCIL** and signed by the Chair.

Approval was deferred for the minutes of the Extraordinary Council Meeting held on Thursday 28th May which had been previously circulated to all Members, due to an outstanding correction required.

Action: Clerk to correct the 28th May minutes and bring to the next meeting for approval.

26.06.09.07 To receive an update on the parish survey and consider next steps

Cllr Webber presented the findings from the survey, which included 10 recommendations based on responses. Cllr Webber highlighted that next steps could include discussion over several council meetings as well as input from Tewkesbury Borough Council.
Action: Clerk to add 'Community Survey 2026' to the agenda as a standing item
Action: Cllr Webber to send details of the findings to the Clerk for posting on the website.

7.31pm: Borough Cllr Adcock joined the meeting.

26.06.09.08 To receive an update on the new website and email migration

The Clerk advised that she continues to liaise with IONOS and Parish Online regarding both email and website migration. The Scribe 'self booking' system is not yet live and this was highlighted as a priority. It was also noted that the original website features a lot of documents and an archive, which appeared not to have been migrated. **COUNCIL NOTED** the need to ensure statutory documents remain publicly accessible.
Action: Clerk to work with former Clerk Ruth Waller on setting up the self-booking system and in the meantime the Clerk will forward all booking enquiries to Cllr Samuels.

26.06.09.09 Buildings:

9.1 To review the CCTV system, including replacement of the John Woolley Pavilion (JWP) monitor and enabling remote access via iPad/iPhone, and to agree routine CCTV checks

Cllr Osborne advised that a replacement monitor was being acquired at no cost. Cllr Osborne is investigating options.
Action: Cllr Osborne to bring recommendations to the Council for a decision.

9.2 To review and agree updated hourly hire rates for the Rex Rhodes Building and JWP

Existing rates were noted as £8 per hour for residents and £10 per hour for non-residents and businesses. **COUNCIL AGREED** new rates as £10 per hour for residents and £15 per hour for non-residents and businesses.
Action: Clerk to add consideration of rates applied to hire of buildings for the Men's Shed group (previously free for 12 months) to the July Full Council Meeting agenda.
Action: Clerk and Cllr Samuels to update hire rate information on new and old websites respectively.

26.06.09.10 To confirm required works and actions (ahead of seeking quotes if applicable) for the following

10.1 Removal of dead trees on Freeman Field, including stump grinding

Action: Clerk to seek quotes for the removal and stump-grinding of three trees on the field and bring quotes to the July Full Council Meeting.

10.2 Exterior maintenance of JWP

COUNCIL AGREED that the works should include re-staining of the exterior of the building in a natural shade, plus work to improve the function of the folding doors.
Action: Clerk to seek quotes including the company who worked on Bishops Cleeve pavilion recently.
There was then a discussion about the cesspit near JWP and it was noted that recently it was filling much faster than normal. Cllr Webber advised that Gilders were coming to empty it on 10th June and that the situation would be monitored by Members.
Action: Members to monitor cesspit levels and report back to the July meeting.

26.06.09.11 To receive Clerk's Report

Clerk's Report had been circulated to Members ahead of the meeting. The contents were noted. Cllr Paton clarified that he was actioning the employee's handbook and would progress this and bring recommendations to the council.

Action: Cllr Paton to research options for employee handbook and bring back to a future meeting.

26.06.09.12 Finances: (documents circulated prior to meeting):

12.1 To approve the June payment list, note those paid between meetings under delegated
authority and to note receipts (Appendix A).

COUNCIL APPROVED the June payment list/those paid between meetings. There were no receipts to note. Cllr Osborne highlighted outstanding payment for expenses submitted earlier in the year.

Action: Cllr Osborne to resend expense details to the Clerk for processing.

12.2 To approve the bank reconciliation.

COUNCIL NOTED that the bank reconciliation was not available.

Action: Clerk to bring bank reconciliation to the next meeting.

12.3 To receive financial update (budget vs expenditure) to 31 May 2026.

COUNCIL NOTED that the financial update was not available.

Action: Clerk to bring the financial report to the next meeting.

26.06.09.13 To receive update relating to the AGAR submission and agree actions:

13.1 To receive update on Internal Audit.

The Clerk advised that she had made the internal audit submission to GALC on Friday 4th June and that the next step is to meet with the internal auditor.

13.2 To request an extension to PKF Littlejohn

The Clerk advised that she had applied for an extension on the submission deadline for PKF Littlejohn and that this had been approved. This extends the deadline from 30th June to 31st July but does not change the statutory deadline for the council to approve the AGAR, which remains as the 30th June. **COUNCIL NOTED** the statutory deadline of 30th June for approving the AGAR forms.

13.3 To agree the date for an Extraordinary Meeting to receive the Internal Audit report, complete the signing of all AGAR forms and agree the dates for the Exercise of Public Rights.

COUNCIL AGREED to hold an Extraordinary Council Meeting on Tuesday 23rd June 2026 at 7pm in the Rex Rhodes Building to receive the Internal Audit report and approve and sign all AGAR forms and agree the dates for the Exercise of Public Rights.

26.06.09.14 Planning:

14.1 To note new planning decisions issued by Tewkesbury Borough Council.

New planning decisions had been circulated prior to the meeting and were noted.

14.2 To consider the following planning applications and agree response

Clerk confirmed that no applications had been received since the last meeting.

14.3 To discuss any urgent planning applications received since publication of the agenda.

The Clerk confirmed that no urgent applications had been received since the publication of the agenda.

26.06.09.15 To consider matters for the agenda of the next Parish Council meeting (no decisions may take place at this item).

- To consider granting members of the Financial Working Group access to Scribe financial system, including level of access.
- Members’ Reports as a standing agenda item.

26.06.09.16 To confirm the Date of Next Council Meeting as Tuesday 14 July 2026.

Noted. Cllr Neighbour gave his apologies in advance.

26.06.09.17 Confidential session:

Council RESOLVED to exclude members of the public and the press to progress matters of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102

Meeting closed 8.59pm

APPENDIX A: Payments list for 9th June 2026

PAYMENT LIST - June 2026								
Payee	Invoice	Date of Invoice	Details	Total	Minute Ref	Authority Budget Code	Direct Debit / FPO	Date Paid
IONOS	203055568056	26/05/2026	Email hosting	£10.80		LGA 1972, s.111	FPO	
Starboard Systems Ltd	19099	01/06/2026	Scribe Bookings	£21.60		LGA 1972, s.111	DD	
Starboard Systems Ltd	19200	15/05/2026	Scribe Accounting Software	£37.20		LGA 1972, s.111	DD	
Everflow	5525416	17/04/2026	Water Charges - RRB	£33.00		LGA 1972. s.133	DD	
RoSPA	96481	17/04/2026	Play area inspection	£166.80		LGA 1972. s.164	FPO	
				£269.40				