

GOTHERINGTON PARISH COUNCIL

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DRAFT Minutes of a meeting of Gotherington Parish Council held on Tuesday 8th September 2026, commencing at 7pm

Members Present: Cllrs S. Neighbour (Chair), T. Fawke, T. Lidington, J. Nicolson, B. Osborne, D. Rees, C. Webber

In attendance: M. Humphries (Proper Officer), 6 members of the public, Borough Councillors Nigel Adcock and Cheryl Agg

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

Apologies received and accepted from Cllrs O. Paton and H. Samuels. The Clerk confirmed the meeting was quorate.

26.09.08.2 To approve the draft minutes of the full council meeting held on 11th August 2026

Approved and signed by the Chair.

26.09.08.3 To receive the Borough and County Councillors' Reports

Council **NOTED** the report from Borough Councillor Nigel Adcock.

Cllr Adcock, while attending in person, also gave an update on the pausing of the Local Government Reorganisation.

Borough Councillor Agg gave a brief update:

- Acknowledged widespread parish concerns.
- Pursuing GCC on Manor Lane road surface condition.
- Borough council youth engagement programme approved, led by Anj Patel.
- Cycle path surfacing outstanding; lighting not yet installed.
- Pushing for stronger enforcement of the Dark Skies policy.

26.09.08.4 Public Session

A resident reported that the tree stump on Gotherington Lane has now been removed, but the culvert remains badly blocked and further Highways work is awaited. Cllr Osborne advised that replacement culverts beneath the road and a hardcore safety wall may be installed.

26.09.08.5 To receive declarations of interest for items on the agenda below.

None declared.

26.09.08.6 To note speeding concerns in the parish and consider actions

Council **NOTED** the recent speed survey findings from GCC Highways and a letter of concern from a resident.

ACTIONS:

- Clerk to ask Highways whether speeding data may be published on the parish council website.
- Clerk to ask Highways about the feasibility of installing/relocating a vehicle-activated sign at the east end of the village.
- Clerk to circulate the resident's email to all councillors.
- Clerk to ask Highways whether two proposed post locations are feasible; Cllr Osborne to provide What3Words references and copy all councillors in.

26.09.08.7 Council Operations

7.1 To receive the Clerk's report

The report had been circulated prior to the meeting and was taken as read and **NOTED**.

7.2 Village website: to agree ongoing arrangements

It was **RESOLVED** that the Council host and fund the village website for 12 months.

ACTION: Clerk to arrange a meeting with councillors and all community groups to discuss longer-term arrangements, with outcomes reported to the January full council meeting.

7.3 To agree arrangements for the autumn *Gotherington Topics* submission

The meeting noted the 16 October submission deadline and the requirement for a council update of approximately 500 words.

Cllr Lidington proposed that councillors submit ideas and content to the Clerk, to be collated and sent to the editor by the Clerk. Cllr Neighbour seconded; 6 in favour, 1 abstention.

7.4 To consider initial actions for reviewing cleaning and groundskeeping contracts

Clerk reported work underway to build a full picture of historic mowing and strimming by the contractor and noted the need for written contracts for all works.

Discussions took place on county council mowing frequency and responsibilities and on the value of cuts undertaken by the borough council.

ACTIONS:

- Clerk to ask Highways for mowing/trimming schedules.
- Cllr Neighbour to recirculate draft groundskeeping contract.
- Clerk to obtain map and mark up areas that need mowing.
- Clerk to chase the borough council to carry out scheduled cuts.

7.5 To ratify Clerk overtime for August 2026 – 16 hours

APPROVED unanimously.

7.6 To consider arrangements for the booking system ahead of launch

Council noted the progress to date on setting up the booking system and **AGREED** that users could make bookings via the self-service system.

7.7 To consider replacement of the Clerk's laptop

The Council noted that the Clerk's laptop is an unsupported operating system on an outdated device. It was **RESOLVED** to explore purchasing a replacement device.

ACTION: Clerk to present three laptop options at the October full council meeting.

26.09.08.8 Land, Assets and Buildings

8.1 To receive an update on the cesspit on Freeman Field

Cllr Samuels had not been available to update Gilders.

ACTION: Clerk to obtain Cllr Samuels' observations and liaise with Gilders accordingly.

8.2 To consider actions needed to address overgrowth and stored items behind the Rex Rhodes Building

Council noted that the rear of the Rex Rhodes Building is overgrown and contains discarded items, making access difficult.

ACTION: Clerk to write to user groups requesting clearance by 13 October, after which the Council will address any overgrowth and remaining issues.

26.09.08.9 Development and Improvements

9.1 Community Survey: to receive any updates

Cllr Webber provided an update on the mobile phone mast. Atlas issued letters to landowners on 21 July and has identified a preferred location but does not have landowner details. No further response has been received from Atlas. Cllr Webber has contacted two other mast companies for alternative options.

ACTIONS:

- Cllr Osborne to supply details of the new landowner.
- Cllr Webber to confirm the specific land parcel preferred by Atlas.

Cllr Nicolson presented an update on the borough council CIL bid for a Rex Rhodes Building feasibility study; bid due to be submitted by 11th September.

ACTIONS:

- Clerk to post a summary report on the website
- Clerk to obtain two further condition report quotes.

9.2 To note updates on the Neighbourhood CIL grants process

It was noted that no applications had yet been received, though at least one submission is expected before the 30 September deadline.

26.09.08.10 Planning 10.1 To note new planning decisions issued by Tewkesbury Borough Council

It was noted that there was no decision yet on 26/00540/FUL (Manor Lane); interim feedback notes the Parish Council objection, Conservation Officer recommendation for refusal, Highways holding objection, Land Drainage requirement for a SuDS strategy, and a PROW conflict where footpath AGO22 runs through Plot 1.

10.2 To consider any new planning applications since the last meeting

26/00617/ADV; Land At Trumans Farm, Manor Lane, Gotherington; Advertisement Consent for installation of 4no. non-illuminated signs.

Council noted the application; no comments to be submitted.

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

26/00712/FUL: Land to The North Of, Gretton Road, Gotherington; A proposed new dwelling with associated landscaping and orchards comprising 5 bedrooms with an associated outbuilding.

The meeting noted the planning application and **AGREED** to submit comments focusing on drainage and wastewater management, including clarification of the surface-water strategy, further detail on the packaged treatment plant, and protection of Tirlle Brook.

*Standing Orders were invoked at 8.59pm and it was **RESOLVED** to extend the meeting by 20 minutes.*

10.4 To receive updates regarding the Gotherington Neighbourhood Development Plan

The meeting noted a resident's invitation to a discussion session with Gloucestershire Wildlife Trust on 18 September at 1pm regarding potentially updating the NDP.

It was agreed that Cllrs Neighbour, Nicolson and Osborne would attend. **ACTION:** Clerk to liaise with the organiser to confirm attendance.

26.09.08.11 Finances (documents circulated prior to meeting)

11.1 To approve the September payments list, note those paid between meetings under delegated authority and to note receipts (Appendix A)

Payments **APPROVED** as per list in Appendix A.

11.2 To ratify Clerk's access to online banking for Redwood Bank and Unity Trust Bank.

Ongoing due to a need for more information from bank statements.

11.3 To approve updated signatories for the Hampshire Trust Bank account and authorise completion and submission of the required change-of-signatories form and supporting documents.

It was **AGREED** that the updated list of signatories for the Hampshire Trust Bank would be Cllrs Neighbour, Fawke, Nicolson, Samuels, and the Clerk.

ACTION: Clerk to coordinate paperwork to update signatories and access.

11.4 To approve finalised costs (£217.20 annually) for a single licence for Microsoft 365 Business Standard and payment arrangements in the medium and long term

Cllr Lidington proposed approval of the arrangement and associated costs, seconded by Cllr Osborne, and **RESOLVED** unanimously.

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

None raised.

26.09.08.13 To confirm the date of the next council meeting as Tuesday October 13th 2026 at 7pm

NOTED.

Meeting closed at 9.13 pm.

Appendix A: Payments list for approval/ratification as needed

Scribe (Starboard Systems) - £21.60 - Bookings subscription
Scribe (Starboard Systems) - £37.20 - Accounts subscription
Unity Bank - £7.00 - Monthly service charge
M Humphries – (confidential) - Clerk salary Aug 2026
Gilders - £220.00 - Septic waste collection (Cesspit)
Ground Up - £66.00 - Grass cutting on Freeman Field (4 Aug)
IONOS - £1.20 - Web hosting – village website
Cheltenham Glass & Glazing - £174.00 - Replacement window for RRB changing rooms
The Old Chapel - £65.00 - Contribution to CCTV power supply (1/10/26–30/9/27)
HMRC - £124.77 - PAYE/NI July 2026