

# Alderton Parish Council

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## Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 18 June 2024 commencing at 7.00pm.

**Present:** N Broderick, M West, P Woodman, D Rayton

**Attendance:** Parish Clerk and 2 members of the public were in attendance.

**240618/01 To accept apologies for absence and confirm the meeting is quorate**  
Apologies were received from Cllr Kettle, Cllr Davies, Borough Cllr Madle and Borough Cllr Mason

**240618/02 To Elect a Chairman and Vice-Chair for 2024-25 and signing of acceptance of Office forms**  
Proposed by West and seconded by Broderick. Cllr Woodman signed

**240618/03 To receive Declarations of interest for items on the agenda below**  
Councillors were reminded to update their Register of Interests Forms of any changes.  
Cllr D Rayton for 240618/08.4 - 22 St Margarets Rd  
Dispensation Cllr Woodman - Allotments

**240618/04 To receive comments from members of the public**  
No comments were received.

**240618/05 To confirm and sign the minutes of the Parish Council meeting held on 21 May 2024**  
The minutes of the meeting held on 21 May 2024 were **AGREED by COUNCIL** and signed by the Chair.

**240618/06 To receive the County and Borough Councillors' reports**  
Cllr Gray provided the County Council report and shared the following updates:

- All Borough Council meetings are cancelled due to elections.
- The GCC Region Board, consisting of six districts, aims for a coordinated approach to spatial development. The first meeting was positive.
- For traveller sites, the Borough Council is identifying suitable. There are currently 20 families on the waiting list, and GCC is being pushed to take a more active role in improving facilities and coordinating with the districts to address illegal sites proactively. Existing GCC sites are functioning well.
- Solar panels are being installed on 11 GCC buildings as part of a central government scheme.
- GCC finances are in good shape with a £10M surplus, includes £2M for highways. The "Fix My Street" app is available for parish councils to report issues. Funds are being added to reserves.
- The "Fix My Street" app will also address gullies, roads, and signage.
- Water coming off the land above Alderton and running down the farm track is causing flooding on Beckford Road. A meeting on the 21<sup>st</sup> June will involve the Parish Councillors, TBC representatives, landowner and the farmer to discuss implementing National Flood Management (NFM) strategies.
- Cllr Gray is not aware of any known interest in GCC using the land used by the school for housing.
- 300 out of 1,000 planned electric chargers have been installed across the county.
- The Parish Council requested Cllr. Gray's support in asking the developer to withdraw the application for the proposed development on Dibden Lane (23/00204/FUL). This proposal is causing increased anxiety within the village, as no feedback has been provided to address the currently highlighted issues.

Cllr Madle sent in a request to ask for the Parish Council's views on whether the issue of transport for young people to school, college, or apprenticeships needs to be pursued more broadly for Alderton.

- The Parish Council agreed that, from Alderton's sustainability perspective, this is a significant issue. Ensuring young people have access to these opportunities is crucial. Cllr Broderick is happy to engage further on this matter. It is hoped that the evolving Joint Local Plan will also consider what defines a service village and incorporate wider sustainability measures.

**240618/07 To receive an update on maintenance of Parish Council Assets:**

1. **Benches** – Clerk confirmed that the two new benches would be delivered the week commencing the 24<sup>th</sup> June. **ACTION** Clerk to confirm fitting of new benches.
2. **Speed Sign (VAS)** – no update received
3. **Repair of the old village shop** Application for funding from the TBC Enhancing Cultural, Historical & Heritage Institutions has been submitted. Decision expected at the beginning August.
4. **Painting the external cladding of the changing facilities**  
**COUNCIL AGREED** to paint the external cladding of the changing facilities, with all-in-one weatherproofing wood preservative total costing of £220 (based on two coats covering an area of 87.68 m<sup>2</sup>). Additional costs to include brushes and protective clothing.  
The work is expected to take place over two weekends and will be carried out by volunteers at the end of July/beginning of August.  
**ACTION** Cllr West to request volunteers in the village Newsletter  
**ACTION** Cllr Broderick to order supplies

5. **Broken door of parish notice boards** - Cllr Kettle is awaiting response from original supplier
6. **Play area repairs following ROsPA inspection** – no update received

**240618/08 To discuss planning application and agree actions**

Reference	Location	Description	
1. 22/00624/OUT	Land east of St Margarets Drive, Alderton	Outline Planning application for the demolition of 16 St Margaret's Drive and the erection of up to 55 dwellings, associated infrastructure, landscape and biodiversity enhancements, all matters reserved except for access to St Margarets Drive	<ul style="list-style-type: none"> <li>• Freeman Homes exhibition held in village hall was fairly well attended.</li> <li>• Concerns raised about the north boundary and affordable housing encroaching on residents' properties.</li> <li>• Top-end play area has been moved southward away from current residents.</li> <li>• Concerns raised about relocating the footpath and the security implications.</li> <li>• The question was raised will farm vehicles be using Church Street for farm access <b>ACTION</b> Cllr Broderick to send response to Pegasus Group</li> <li>• The necessity of an additional public right of way was discussed <b>ACTION</b> Cllr Broderick to contact GCC Right of Way Officer</li> <li>• Disappointment was expressed over not having a suitable resolution for machinery reversing beeping noise.</li> </ul>
2. 22/00998/FUL	Land Behind 52-74 Willow Bank Road Alderton	Full planning application for the erection of 48 dwellings with associated infrastructure and amenities along with demolition of an existing dwelling on land to the west of Willow Bank Road, Alderton	Awaiting completion of purchase of the site
3. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	No update
4. 23/00720/FUL*	Land Adjacent To 22 St Margarets Road Alderton	Proposed dwelling and altered access	<b>COUNCIL AGREED</b> to continue to raise objection due to conflicting demands from the Conservation Officer and Highway Officer, leading to safety and visibility concerns. Suggestion to reduce the building size by 1m to improve pedestrian safety, maneuverability, and allow for some landscaping, addressing both conservation and highway safety requirements.
5. 24/00234/FUL	Alley Cottage, Beckford Road	Extend height of front dormer and alterations	Awaiting decision
6. 24/00393/OUT	Part Parcels 6318 And 6536 Beckford Road Alderton	Outline planning application with all matters reserved (except for access from Franklin Road) for up to 35 dwellings, including affordable housing, allotments and associated infrastructure	<ul style="list-style-type: none"> <li>• Highways consultant has produced a technical note.</li> <li>• Beckford Road entrance does not meet full highway standards. 4.8m width is not appropriate for two-way traffic at the Franklin entrance.</li> <li>• Stage 1 safety audit required to be conducted for the junction.</li> <li>• The original plans for the development were discussed Beckford Road</li> <li>• It was noted that the visitor parking bays on the bend of Franklin road, are not part of the width of the road</li> <li>• Losing the informal parking for the playing field is unacceptable and should be retained.</li> </ul>

			<ul style="list-style-type: none"> <li>No solution has been provided for sewage rights. The existing drainage system for the estate is inefficient and failing</li> <li><b>ACTION</b> Cllr Broderick to send response</li> </ul>
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\* Cllr Rayton left the room and did not participate in discussions

**240618/09 Finances – documents circulated prior to meeting**

- To record income received up to 31 May 2024 and approve the June 2024 Payment List

**May receipts received**

Date	Source	Purpose	Amount £
9-May	Lloyds	Bank interest	17.38
9-May	Lloyds	Bank interest	20.57
22-May	Plot 20B	Allotment rent	32.50
29-May	Shed 7	Shed rent	12.50
<b>TOTAL</b>			<b>82.95</b>

**June Payments list**

	Payee	Description	Authority	Amount	VAT	Total
DD	SSE	Phonebox electricity	PHA 1936, s,234	0.00	0.00	0.00
DD	EDF	Changing facility Electricity	LG(MP)A 1976 s.19	45.00	0.00	45.00
FPO	Greenfields	Ground maintenance (May)	LG(MP)A 1976 s.19	243.76	48.75	292.51
FPO	B&W	Toilet hire (May)	LGA 1972 s.111	92.00	18.40	110.40
FPO	C. Bridges	Clerks salary (June)	LGA 1972 s.112s.2	905.03	0.00	905.03
FPO	HMRC	NI & PAYE (June)	LGA 1972 s.112	35.31	0.00	35.31
FPO	PATA	Payroll (April, May, June)	LGA 1972, s.112	31.05	0.00	31.05
FPO	Parish Online	Mapping software, annual	LGA 1972 s.111	60.00	12.00	72.00
FPO	Waterplus	Allotment water	LG(MP)A 1976 s.19	99.49	0.00	99.49
FPO	Waterplus	Changing facility water	LGA 1972 s.111	44.53	0.00	44.53
<b>TOTAL</b>						<b>£1635.32</b>

- COUNCIL APPROVED** the June 2024 Payments list.
  - COUNCIL NOTED** that the Lloyds will be reducing their interest rates from 1.3% to 1% from 27<sup>th</sup> July 2024
  - COUNCIL NOTED** that there was a £34.08 credit note on the account from SSE Energy, therefore no payment will be made for June.
- To approve bank reconciliation  
**COUNCIL APPROVED** the bank reconciliation for the current state of accounts 31 May 2024 (Appendix A).
  - To receive the budget monitoring report  
**COUNCIL NOTED** the budget monitoring report (Appendix B)
  - To consider expenditure items for S106 and CIL monies and agree actions  
**COUNCIL NOTED** that TBC has sent the S106 money to cover the play area repairs and maintenance, to be seen in the June receipts list.  
**ACTION** – Clerk to review the s106 money can be used for the repairs highlighted in the ROSPA report

**240618/10 To agree or note Highways Matters**

- Flooding in the village and agree actions**  
Onsite meeting to take place with TBC, Highways and Parish Council on 21<sup>st</sup> June.  
**COUNCIL AGREED** to cover the cost of the meeting hosted at the Gardeners Arms
- Winter update for GCC Highways**  
**ACTION** Clerk to confirm details with current Snow Warden

**240618/11 To agree or note Allotments Matters**

1. **Matters arising –**
  1. Concerns raised over the vacant plots on the APC site of the allotment being uncultivated and overgrown with weeds.  
**ACTION** Cllr Woodman and Cllr Rayton to review and measure plots for polyethene covering.

**240618/12 To agree or note matters relating to the Playing Field and Changing Facility**

1. **Matters arising -**
  1. **COUNCIL NOTED** that the moles have returned. **ACTION** Cllr Kettle to action.
  2. **COUNCIL AGREED** to charge football team per pitch usage: £30 per match and £10 per training session to be invoiced on a monthly basis **ACTION** Clerk to communicate this to the club
2. **Play area inspections**  
No matters arising from inspections

**240618/13 To receive an update on the community consultation for Section 106 and CIL priorities and agree actions**

GRCC have sent their ‘Parish Priorities’ Toolkit and are keen to meet to discuss implementation further.  
**ACTION** Clerk to arrange meeting for the 9<sup>th</sup> July at 7pm in the village hall

**240618/14 To receive an update on the Community Right to Bid submission and agree actions**

Tewkesbury Borough Council currently considering the Parish Councils application. Cllr Gray to investigate GCC intended usage for the field.

**240618/15 To receive an update on the Tewkesbury Garden Communities meeting and agree any actions**

No further meetings until September due to the pre-election period prior to the general election.

**240618/16 To review and approve the following documents:**

Audit of the Asset Register took place on 17<sup>th</sup> June.

**COUNCIL NOTED** that the audit of the following is still outstanding:

- John Deere tractor mower, steam & fogger compact – **ACTION** Cllr Davies to confirm
- 6 panel display board village hall - **ACTION** Cllr West to check the church
- Leaf blower Alderton – **ACTION** Cllr Woodman to confirm
- Newsletter printer HP - **ACTION** Clerk to confirm with Editor
- Missing bin & bin by the shop

**240521/24 To note agenda items for next meeting 18 June**

- Clerks pension
- Scribe accounting & allotment management programme
- Feedback from the GAPTC 20s Plenty webinar – Cllr Woodman to attend

Meeting closed at 10.30pm. Date of next Meeting: 16 July 2024 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

**2024 Meeting Dates:** 16 Jul, 20 Aug, 17 Sept, 15 Oct, 19 Nov, 17 Dec

APPENDIX A

**BANK RECONCILIATION AT 31 MAY 2024**

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<b>Lloyds TSB Current &amp; deposit Accs</b>		£
Balance per Lloyds TSB C/A statement	31/05/24	4478.91
Balance per Lloyds TSB B/A statement (CIL)	31/05/24	15607.95
Balance per Lloyds TSB B/A statement	31/05/24	28820.44
Balance per Lloyds TSB S/A statement (CIL)	31/05/24	60000.00
Balance per Lloyds TSB S/A statement (CIL)	31/05/24	30249.75

**Internal Transfer**

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<b>Reconciled balance</b>	<b>£</b>
	<b>139,157.05</b>

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**Cash Book Summary**

Opening balance at 1st April 2024		124647.84
Add	receipts in the year	20429.11
Less	payments in the year	5919.90

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<b>Cash Book balance</b>	<b>£</b>
	<b>139,157.05</b>

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APPENDIX B

**BUDGET v ACTUAL Year 24/25**

2023/24	2024/25 Financial Year			
Actual £	Budget £	Receipts	Actual £	Difference £
19040	20072	Precept	20072	0
2324	2200	Allotment rents	138	-2063
1431	750	Changing Facility Receipts	150	-600
0	0	Grass Verges	0	0
1030	200	Bank Interest	70	-130
89891	0	CIL	0	0
0	0	S106 play facility/pitch	0	0
345	300	Solar Receipts	0	-300
0	0	Other funding/grants	0	0
2281	2300	VAT reclaim	0	-2300
<b>116342</b>	<b>£ 25,822</b>	<b>Total income</b>	<b>£20,429</b>	<b>-5393</b>
<b>Payments</b>				
7114.86	9000	Staff Salary	1783	7217
2073.1	3500	HMRC	97	3403
268.93	500	Admin Expenses	67	433
457.64	500	Audit	245	255
573.7	675	Insurance	0	675
414	600	Hall Hire	74	526
420	850	Grass Verges	0	850
2477.66	3000	Playing Field Maintenance	334	2666
0	0	Playing Field - Pitches S106	0	0
814.2	0	Playground Improvements S106	0	0
<b>0</b>	<b>1920</b>	<b>Play Area Repair Reserve</b>	<b>0</b>	<b>1920</b>
0	0	Changing Facility - solar	0	0
<b>0</b>	<b>500</b>	<b>Mower Replacement Reserve</b>	<b>0</b>	<b>500</b>
1904.52	2000	Changing Facility - maintenance	124	1876
1250	1350	Allotments - GCC rent	625	725
332.84	550	Allotments - water etc	10	540
811.63	900	Allotments - maintenance	200	700
	0	Village Events	0	0
558.06	500	Village Assets - maintenance	350	150
295	500	Subscriptions	287	213
45	500	Training	0	500
35	50	Data Protection	0	50
<b>840</b>	<b>3000</b>	<b>Professional Fees Reserve</b>	<b>0</b>	<b>3000</b>
0	400	Village Communications	0	400
0	100	Defibrillator	0	100
0	500	B4077 Road Safety	0	500
<b>0</b>	<b>4800</b>	<b>Planning Reserve</b>	<b>0</b>	<b>4800</b>
499.16	0	IT Equipment	0	0
133.02	155	Phone Box electricity	0	155
750	0	CIL	0	0
<b>0</b>	<b>7045</b>	<b>General Reserve</b>	<b>0</b>	<b>7045</b>
0	0	S137	0	0
1056.33	811	VAT paid	380	431
<b>£ 23,125</b>	<b>£ 44,206</b>	<b>Total Expenditure</b>	<b>£4,575</b>	<b>£ 39,631</b>