

**Minutes of the Parish Council Meeting held at Alderton Village Hall on  
Tuesday, 15 October 2024 commencing at 7.00pm.**

**Present:** M Davies (Chair), N Broderick, M West, D Rayton, J Kettle  
**Attendance:** Parish Clerk, Borough Cllr Madel, and 2 members of the public were in attendance.

**241015/01 To accept apologies for absence and confirm the meeting is quorate**  
Apologies were received from Cllr P Woodman and County Cllr D Gray

**241015/02 To receive Declarations of interest for items on the agenda below**  
Cllr D Rayton for **241015/07.4** - 22 St Margarets Rd, and **241015/07.7** - 20 Orchard Road

**241015/03 To receive comments from members of the public**  
No Comments were received

**241015/04 To confirm and sign the minutes of the Parish Council meeting held on 17 September 2024**  
The minutes of the meeting held on 17 September 2024 were **AGREED by COUNCIL** and signed by the Chair.

**241015/05 To receive the County and Borough Councillors' reports**  
Cllr Gray sent the County council report prior to the meeting:

- The public engagement exercise for possible changes to the route of A46 and a new, additional, J9 on M5 is now open - see GCC website. It is open for the next 6 weeks. It presents 4 possible routes for a bi-pass and new junction, each with two possible configurations at Teddington Hands round about.  
There will be further, more formal, public consultations once the scheme is further developed. The more public input at the current stage the better.  
The Scheme facilitates major housing and employment growth in the Tewkesbury area, especially associated with the proposed garden communities, relieving existing junction and A46 in Ashchurch of cross-country traffic.  
**ACTION** Cllr West to draft a response on behalf of APC

Cllr Madel provided the Borough council report and shared the following updates:

- North Gloucestershire Borough Council is now back up and running, though there is a significant backlog, particularly in the planning department. The delay was due to a staggered approach in bringing systems back online, as recommended. Reports will be issued to ensure transparency about the actions taken. It has been confirmed that this was not a cyber attack.
- Full council will meet of 29 October.
- Cllr Madle will reach out to GCC regarding ongoing limitations for transport options for young people in the village to access education.
- The Youth Centre in Winchcombe, with GCC, are hosting an open event on 13th November. Any organisations interested in using the youth centre space for open access sessions for children and young people should contact Cllr Madle for more information.

**241015/06 To agree or note matters relating to Highways**

6.1 To discuss the flooding in the village and agree actions

The village experienced significant flooding over the past month, particularly along School Road and the stream by the churchyard. Improvements to clearing of the drains along Willow Bank Road have resulted in no reported issues.

**ACTION** Cllr West & Cllr Broderick to review the flooded areas

**ACTION** contact Highways to ensure the remaining drains and the link under the footpath are cleared and to follow up on the flood report after the meeting.

Cllr Broderick reported that landowners east of the St. Margaret's development have agreed to allow developers to dig out the ditch.

**Council AGREED** that it would be beneficial for the village to have access to its own supply of sandbags in case of unexpected flooding. The Village Hall has offered temporary storage for the sandbags.

**ACTION** Cllr Kettle to source pricing for 50 sandbags.

**241015/07 To receive an update on the School Playing Field and the Community Right to Bid application and agree actions**

The fence running alongside the footpath has become further detached.

**ACTION** Cllr Davies to report to FixmyStreet

**ACTION** Clerk to continue pursuing a contact at GCC to discuss options with the field

## 1. To discuss planning application and agree actions

Reference	Location	Description	Comments
1. 24/00655/APP  24/00036/NMA	Land At 1100, St Margarets Drive, Alderton  Land Parcel 0088 Willow Bank Road Alderton	Reserved Matters (appearance, scale, layout and landscaping) in respect of outline planning permission 22/00624/OUT for the demolition of 16 St Margaret's Drive and the erection of up to 48 dwellings, associated infrastructure, landscape and biodiversity enhancements with details of access and all other matters reserved.  Non- material amendment application in order to make the highway arrangements of sufficient specification for adoption by the relevant Highways Authority.	3 applications for comments. More play equipment in the play area and pétanque court To comment on the use of the track for connection of drains and sewers.
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	The new owners, OWL Homes, have proposed some changes to the original proposal on layout, house types and materials. These are available for comment. <b>ACTION</b> Cllr Broderick to review
3. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	Awaiting an update
4. 23/00720/FUL*	Land Adjacent To 22 St Margarets Road Alderton	Proposed dwelling and altered access	Applicant responded to the APC comments, awaiting decision from the planning officer.
5. 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	APC submitted additional material to add to objection. GCC Highways comment has not been received
6. 24/00606/FUL	Greystones 6 - 8 Beckford Road Alderton	Erection of detached summer house ancillary to existing dwelling	Comments have been submitted
7. 24/00622/FUL*	20 Orchard Road Alderton	Replacement single garage for double garage with annex above with associated windows and rooflights	<b>ACTION</b> Cllr Broderick and Cllr West to carryout site visit to review the size of the building
8. 23/01148/PIP	Land To West Of Willow Bank Road Alderton	APPEAL against refusal of planning permission	Appeal statement submitted including note from the landscape consultant
9. 24/00753/FUL 24/00754/LBC	Gardeners Arms Beckford Road	Alterations to a public house with three ancillary lettable rooms, and a manager's flat, including internal alterations and an external staircase and alterations to a second floor window, together with a replacement public house entrance door, canopy, and an access ramp and deck with a pergola	APC is supportive in principle to the application Concerns over the removal of the heritage area from public usage. Application information such as redline site plan and car parking for the flats. <b>ACTION</b> Cllr West to draft comments
10. 24/00733/FUL	6 Polysend Drive, Alderton	Proposed extension to a detached garage and a single storey rear extension to the dwelling.	<b>ACTION</b> Cllr Broderick to review
11. 23/00684/FUL	Plot 6 Warren Fruit Farm Evesham Road Greet	APPEAL – against refusal of planning permission	<b>Council AGREED</b> not to make any further comments

\* Cllr Rayton left the room and did not participate in discussions

## 2. Planning decisions

Reference	Location	Description	Decision
1. 24/00234/FUL	Alley Cottage Beckford Road	Extend height of front dormer and alterations.	Permit
2. 24/00278/FUL	Lower Stanley Farm Gretton Fields	Erection of a porch to the eastern elevation, installation of solar panels to the southern roof slope, proposed walling and alterations to the fenestration.	Permit

241015/09

### To agree or note matters relating to the Allotments

1. Matters arising – 26 outstanding invoices out of 94 plots, following the September rent day. 7 plots are currently available. Clerk currently sourcing a new pest control service.
2. **Council AGREED** to end the toilet hire, turn off the water and close the inner track at the end of October  
**ACTION** Clerk to send out winter notice to tenants
3. **ACTION** Clerk to respond to the request for information regarding the removal of asbestos from the site
4. Old Village Shop – awaiting an updated quotation for works

241015/10

### To receive an update on maintenance of Parish Council Assets:

1. **Speed Sign (VAS)** – no update
2. **Parish notice boards** – no update
3. **Benches** – The **Council AGREED** to move the existing plaque from the bench outside the village hall to the bench at the playing field, and to install a new plaque on the village hall bench in memory of Geoffrey Agg.  
**ACTION** Clerk to follow-up with a bench quote
4. **Salt bins** – **ACTION** Cllr Kettle to review salt levels

241015/11

### To agree or note matters relating to the Playing Field and Changing Facility

1. **Matters Arising** – Fence work is scheduled to begin on 15th October. The annual charity football match is agreed for Friday, 27 December, the hire agreement for the event will be at no charge. Fence rails have been secured around the perimeter.
2. **Play Area Inspections** – No issues to report.
3. **Repainting of the Swings** – Still awaiting completion.
4. **Football Parking Complaint from Residents** – Clerk to respond.
5. **Mole Update** – Seeking new pest control service in conjunction with allotment issue.
6. **Update on School's Usage of the Playing Field** – Cllr Kettle met with the Head of the school. Their usage is minimal, with no use of changing rooms and toilets used only in emergencies. A draft formal agreement is being prepared, with further discussions with the CEO regarding contributions.
7. **Revised Fencing Quote** – The Council **APPROVED** the revised quote of £12914.76 (ex VAT) for fencing the play area, which includes the addition of a second Play Safe gate.
8. **Groundwork Quote for Playing Field Entrance** – A quote has been received for improving the entrance and gateway to the playing field due to increased footfall and the area becoming eroded and muddy during the winter months. **ACTION** Cllr Rayton to request revised quote.
9. **New signage** for No Dogs and Dogs Under Control for new fencing **ACTION** Clerk to source signs to be placed on the main gate and at the allotments.

241015/12

### To receive an update on the community consultation for Section 106 and CIL priorities and agree actions

Meeting with GRCC on 22 October to discuss next stage of the community consultation.

241015/13

### To receive an update on S106 requirements for Part Parcels 6318 And 6536 Beckford Road Alderton

**ACTION** Cllr Broderick to follow-up with Planning officer

241015/14

### Finances – documents circulated prior to meeting

1. To record income received up to 30 September 2024, to ratify payments made between meetings and

**COUNCIL APPROVED** September receipts received of £1438.11

**COUNCIL APPROVED** the October 2024 Payments list

Description	Supplier	Net	VAT	Total	Power Used for spen
Planning consultant	Ryder Landscape Consultant	£292.50	£58.50	£351.00	Local Government Act 1972 s.137
Playingfield - grass cutting	Greenfields Ltd	£243.76	£48.75	£292.51	Local Government Act 1972 s.111
Allotment toilet hire	B&W Hire	£84.00	£16.80	£100.80	Local Government Act 1972 s.111
Clerks Salary	Catherine Bridges	£837.26	£0.00	£837.26	Local Government Act 1972 s.111
Tax/NI	HMRC	£44.31	£0.00	£44.31	Local Government Act 1972 s.111
GCC Allotment Rent	Gloucestershire County Council	£625.00	£0.00	£625.00	

**2. To approve bank reconciliation**

**COUNCIL APPROVED** the bank reconciliation for the current state of accounts 30 September 2024 (Appendix A).

**COUNCIL NOTED** the following internal transfers:

- £1858.00 CIL 1% to Current Account - Village Hall Surveys
- £386.40 CIL 1% to Current Account – Village Hall Surveys

**3. To receive the budget monitoring report**

**COUNCIL NOTED** the budget monitoring report

**4. To complete internal controls check**

Chair completed and signed an internal controls check.

**ACTION** Clerk to complete a VAT return

**5. To consider expenditure items for S106 and CIL monies and agree actions**

Village Hall Update – The architect’s redevelopment schedule is on track. Three initial designs were presented and discussed, with feedback leading to the merging of two designs into one. The project is now at the stage where a single design is ready for public consultation, with an estimated build cost of £500,000.

Preparations for the public consultation are underway. A secondary option’s cost per square footage (excluding land, parking, and utilities) is being evaluated. A contractor has been asked to assess and provide a cost estimate for necessary repairs. The quantity surveyor will complete a cost analysis before the Village Hall commits to a second costing, which will take place after the public consultation. The Council has requested the final design and costings be presented prior to the public consultation.

**241015/15 To note agenda items for next meeting 19 November**

- Dates for 2025 meetings
- Privacy Notice

Meeting closed at 10pm. Date of next Meeting: 19 November 2024 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

**2024 Meeting Dates:** 19 Nov, 17 Dec

APPENDIX A

<b>A</b>	<b>Bank Reconciliation at 30/09/2024</b>		
	Cash in Hand 01/04/2024		124,647.84
	<b>ADD</b> Receipts 01/04/2024 - 30/09/2024		23,539.78
	<b>SUBTRACT</b> Payments 01/04/2024 - 30/09/2024		148,187.62
	<b>Cash in Hand 30/09/2024</b> (per Cash Book)		<b>25,093.99</b>
		<b>123,093.63</b>	
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash	30/09/2024	0.00
	Current Account	30/09/2024	2,107.39
	Savings Account (1%)	30/09/2024	20,448.67
	CIL Savings (1%)	30/09/2024	9,670.42
	CIL Savings (3.6%)	30/09/2024	60,000.00
	CIL Savings (% tracker)	30/09/2024	30,867.15
			<b>123,093.63</b>
	Less unrepresented payments		
			123,093.63
Plus unrepresented receipts			
<b>Adjusted Bank Balance</b>		<b>123,093.63</b>	
<b>A = B Checks out OK</b>			