SOUTHROP PARISH COUNCIL

MINUTES
OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON FRIDAY 16th May 2025

Present:	**Cllr Guest**	**Cllr Giles**	**Cllr P Brickley (part)**
	Cllr C Brickley	**Cllr Jones**	

In attendance: Vanessa Lawrence (Clerk), District Cllr Fowles, Mr. P Roberts

001 25/26 To elect a Chairman

It was **RESOLVED** to elect Cllr Guest as Chairman. Proposed Cllr Jones, seconded Cllr Giles – all in favour.

Cllr Jones proposed that Cllr Giles should be the Vice Chairman. This was approved and will be added to the Agenda for the next meeting for formal approval.

ACTION: Clerk to add this to the Agenda for the next meeting

002 25/26 Apologies for absence

Apologies received from County Cllr Morris.

003 25/26 Declarations of Interest in Items on the Agenda

None received

N/

004 25/26 To approve the Minutes of the Parish Council meeting held on 27th March 2025

It was **RESOLVED** to approve the Minutes of the Parish Council meeting held on the 27th March 2025 as a true and accurate record of the proceedings. Proposed Cllr Jones, seconded Cllr C Brickley – all in favour

005 25/26 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit

N/A

006 25/26 To agree to reconvene the meeting following Public Participation, if applicable.

N/A

007 25/26 Clerks Report
None received

008 25/26 Chairman's announcements
None received

009 25/26 To receive report from District/County Councillor
It was agreed that the District Cllrs report would be given at the Annual Town meeting. However, his report will be attached to these minutes – Appendix 1

FINANCE

010 25/26 To approve retrospectively, any payments made since the last meeting and to approve payments to be made.
The payment schedule had been circulated prior to the meeting. The Clerk reported that a further two items had been added since this had been circulated – total £2273.34. It was **RESOLVED** to approve the payments. Proposed Cllr Giles, seconded Cllr Guest – all in favour.

ACTION: Clerk to pay invoices.

011 25/26 To receive list of payments over £100 at year end
The list of payments £100 and over was received with no comment. This will be published on the website.

ACTION: Clerk to publish figures.

012 25/26 To consider and agree cashbook & reconciliation figures at Year End
It was **RESOLVED** to agree cashbook & reconciliation figures at Year End. Proposed Cllr Jones, seconded Cllr Guest – all in favour.

013 25/26 To consider and agree expenditure against budget at year end.
It was **RESOLVED** to agree expenditure against budget at year end. Proposed Cllr Guest, seconded Cllr Jones – all in favour.

014 25/26 To consider agree cashbook & reconciliation at the end of April 2025
It was **RESOLVED** to agree cashbook & reconciliation figures at the end of April 2025. Proposed Cllr Guest, seconded Cllr Jones – all in favour.

015 25/26 To confirm list of assets held by the Parish Council at Year end
The Clerk confirmed the items purchased during 2024/25 and the items that are no longer included. Councillors confirmed that they agreed with the contents listed.

016 25/26 To consider and agree revised Financial Regulations for 2025/26

The Clerk reported that minor changes had been made to the Model Financial Regulations, most of which had already been applied to SPC's Financial Regulations. Other changes had been made. Cllrs had reviewed the regulations, and it was **RESOLVED** to agree the Financial Regulations for 2025/26. Proposed Cllr Guest, seconded Cllr Giles – all in favour.

017 25/26 To consider and agree Financial Risk Assessment for 2025/26

Discussion took place regarding changes to the current document which it was agreed should contain a reference to risks related to investment of funds and 3rd party funds held by the Council on short term basis. The Clerk said that she would seek advice from the Internal Auditor. It was **RESOLVED** to agree Financial Risk Assessment with amendments if required, following receipt of advice from the Internal Auditor.

ACTION: Clerk to speak to the Internal Auditor and to amend document if required and circulate.

PLANNING

018 25/26 To receive Decision notices:-

Erection of a carport
Farriers Barn Wadham Close Southrop Lechlade Gloucestershire GL7 3NR
Ref. No: 25/00814/FUL | Validated: Mon 17 Mar 2025 | Status: PERMITTED

Validated - March
Remove a crab apple tree.
Southrop Church Of England Primary School Southrop Lechlade Gloucestershire GL7 3NU
Ref. No: 25/00972/TCONR | Validated: Wed 26 Mar 2025 | Status: Decided – NO OBJECTION

1 - Horse Chestnut - Re-Pollard back to previous pollard points and reduce selected limb 1.0m below old pollard point
Tanglewood The Farriers Southrop Lechlade Gloucestershire GL7 3RL
Ref. No: 25/00749/TCONR | Validated: Mon 10 Mar 2025 | Status: Decided - NO OBJECTION

019 25/26 New Planning Applications

Validated - April
Removal of sewage treatment plant and installation of new package sewage treatment plant in a different position
Site Off Wadham Close Southrop Lechlade GL7 3RL
Ref. No: 25/01142/FUL | Validated: Wed 30 Apr 2025 | Status: Awaiting decision.
SPC had no objection.

Homeleaze Farm Hatherop Cirencester Gloucestershire GL7 5DF
Ref. No: 25/01274/AGFO | Validated: Thu 17 Apr 2025 | Status: Awaiting decision
SPC had no objection.

OTHER MATTERS

020 25/26 To consider and agree Standing Orders for 2025/26
It was **RESOLVED** to agree Standing Orders for 2025/26. Proposed Cllr Guest, seconded Cllr Jones – all in favour.

021 25/26 To consider and agree Code of Conduct for 2025/26
It was **RESOLVED** to agree the Code of Conduct for 2025/26. Proposed Cllr Giles, seconded Cllr Guest – all in favour.

Cllr P Brickley arrived

022 25/26 To receive report from Cllr Giles from meeting held with Bulldog websites and to consider and agree upgrade to website and to purchase designated council mailboxes.
Cllr Giles reported that he had met recently with Mrs Tuck from Bulldog websites. A representative from the Village Hall also attended. Discussion related to adopting a .gov.uk domain name for the SPC website, setting up .gov.uk mailboxes for Cllrs, and potential website refresh. It was established that: SPC is entitled to claim a .gov.uk address due to being an official local government body; existing domain name would redirect to new .gov.uk one; mailboxes for all councillors could be hosted by Bulldog at a combined cost of £30pcm.
Website refresh should be based around the .gov.uk design language although SPC is strictly bound to follow this, the aim is to enable easier publication of items and establish a calendar of events for SPC and other organisations using the website.
Mrs Tuck reported that Fairford TC were currently looking at refreshing their website and they might be willing to show SPC the 1 st draft. The Clerk was asked to speak to FTC. Cllr Giles reported that he had asked for and received an initial quote for the work but has some further questions for Bulldog. Cllr Giles stated he would be contacting them and will report back to Council with a proposed course of action in due course.

ACTION: Clerk to speak to FTC and Cllr Giles to contact Bulldog

023 25/26 To re-affirm eligibility of General Power of Competence.
It was **RESOLVED** to re-affirm eligibility of the General Power of Competence. – All in favour.

024 25/26 Anything the Chair considers urgent.

The Clerk requested that an extra meeting is held in June in order to sign off the Annual Governance and Accountability Return (AGAR), which has to be submitted to the External Auditor by the 1st July. Cllrs agreed to meet on Thursday 26th June at 6pm and to then hold the next meeting on Thursday 17th July at 6.30pm.

025 25/26 Date of next meeting 26th June 2025.

There being no further business to discuss the meeting closed at 6.45pm

…….Chairman

…….Date

Appendix 1.

Report from District Councillor David Fowles

1. What happens now following the recent County Council elections otherwise known as devolution/ creation of one unitary authority or possibly 2.

2. What has been happening at CDC over the last 12 months.

3. The budget and plans for CDC going forward.

1. The next step on devolution

We now have a newly elected shadow County Council which will be operating for the next two years delivering adult social care, roads and infrastructure maintenance, education and health provision whilst at the same time working with the 6 District Councils to shape the Council/s structure for the future.

The Country has a huge budget of £650m to deliver these services. You were recently bombarded by election material from all the political parties. Some picking up on national themes such as immigration, the cost of living and the NHS and some or rather one saying the recent election was all about the shape of our County and democratic representation going forward.

With a County Council now run by 26 Lib Dems and the Greens 10 / Reform 9, it will be interesting and challenging to see how this plays out.

As your District Councillor, my main focus is serving our community and in the Council Chamber to act as an effective member of the official opposition. Whilst as Conservatives, we might wish to be part of the ruling administration on the District and County Councils, that is not the will of the electorate to whom we are accountable to.

2. What has happened on CDC over the last 12 months

CDC have continued to provide planning, waste collection, social housing and leisure services on a budget of £15m. My role is to liaise with the PC, attend PC meetings and to be the link in the democratic chain between the PC, CDC and GCC. It has been a challenging year financially with the restructuring of the waste service and the reintegration of staff from Publica back into CDC.

The upside is we now have more planning staff and a new head of planning. Costs have had to be reduced resulting in things such reducing the number of public loos, closing VICs and increased charges on planning and car parking have also been necessary.

The CDC has also adopted the Govt's recommendation to double the council tax on second homes such that the average cost has increased from £2,680 to £5,541

3. The budget and plans for 2025/ 26 and beyond

CDC gets its income from council tax, central govt core funding, fees and charges and grants such as the New Homes Bonus. Because of a very poor Govt settlement the burden on funding the Council falls back on us. This has meant a 2.99% increase in CDC Council tax, the green bin service at £69.00 per year, car parking increases on longer stay car parks and less public loos which when combined will save £625k per annum.

The key challenges for next year are to finalise the local plan, integrate Publica and start to work with the County to finalise the shape of the new County Council going forward.

Councillor David Fowles