

Hartpury Parish Council

Minutes of the meeting held on Monday 3rd November 2025 at Hartpury Village Hall at 7.00pm

Present: Cllr R Gregory (RG) (Chair), Cllr C Davies (CD), Cllr M Clarke (MC) (Vice-Chair), Cllr R Pett (RP), Cllr R Watson (RW), Cllr K Freeman (KF), and Cllr R Hunt (RH).

The meeting was chaired by RG and the minutes were taken by the Clerk.

There were no members of the public present.

1. Apologies for Absence:

No apologies for absence were received from Cllrs.

2. Declarations of Interest

No declarations of interest were received.

3. Minutes of Previous Meeting(s)

It was resolved by all Cllrs present to accept the minutes of the Extra Ordinary Meeting held on the 27th August 2025, the Ordinary Meeting held on 1st September 2025 and the Extra Ordinary Meeting held on the 15th October 2025, the minutes were signed as a true record.

4. Public Consultation

There were no members of the public present.

5. Reports

5.1 District Cllr Philip Burford spoke to Cllrs about the most recent Council meeting, devolution options, the Local Plan Review and the government reorganisation. The local plan and devolution decisions are due to be taken at the next meeting on the 13th November 2025.

5.2 District Cllr Clayton Williams was not present.

5.3 County Cllr Stuart Graham was not present.

6. Finance

6.1 Accounts for payments

It was resolved by all Cllrs present that the payments for November, as presented, are to be made and the cheques are to be signed.

Income Source	Details	Amount
Lloyds	Interest	13.61
Lloyds	Interest	11.91
FoDDC	2nd Half Precept	5673

Payee	Details	Power	Amount
Lloyds	Bank Charges	GPC	£5.25
Lloyds	Bank Charges	GPC	£6.75
HMRC	PAYE/NI September	GPC	£60.60
V Roberts	Salary & Home Working September	GPC	£269.21
V Roberts	Salary & Home Working October	GPC	£269.01
HMRC	PAYE/NI October	GPC	£60.80
RBL	Poppy Wreath	GPC	£50.00
V Roberts	Salary & Home Working November and backpay	GPC	£331.41
HMRC	PAYE/NI November	GPC	£76.40
Hartpury Village Hall	Hall Hire	GPC	£57.75
Ben Morrell (Wingnut Websites)	Website Hosting	GPC	£150.00
GCC	Two Pedestrian Gates as previously agreed	GPC	£720.00

6.3 Quarterly Financial Check

A quarterly internal check has been undertaken and it was resolved that all was in order.

6.4 Bank Mandate

The Clerk will contact Cllrs to obtain details for the mandate and then arrange for the necessary signatures for the form to be submitted to Lloyds.

6.5 Domain, Webhosting and Emails

It was resolved to arrange for Mythic Beasts to host the new domain and to apply through them for the agreed new domain 'hartpury-pc.gov.uk, the domain through Mythic Beasts is to be registered on the 10 year plan at a cost of £196. The Clerk is to arrange for the necessary steps to be taken.

6.6 Clerks Salary 2025-2026 Discussions

The Clerks salary increase was discussed and it was agreed that this would be updated in line with the Local Government Service Pay Agreement and the NJC scales it was also agreed that the increase would be backdated to April 2025 to be included in the salary payment for November.

6.7 Budget Discussions 2026-27

The proposed budget for 2026-27 was previously circulated to Cllrs and is attached to the accounts for November, the budget will be discussed further and finalised at the January meeting.

6.8 Precept 2026/27 Discussions

It was resolved to add the Precept discussions and agreement to the January meeting to allow for the budget for 2026/27 to be finalised. The Clerk is to arrange for the RPI to be available for precept increase discussions .

6.9 Internal Auditor 2025/26

It was resolved to add the appointment of the Internal Auditor for 2025/26 to the January meeting so comparable cost can be received for a decision to be made.

7. Grass Cutting

There were no new or existing matters to discuss.

8. Planning

8.1 Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details	Comment
P1293/25/FUL	Land West of the A417, Gloucester Road	variation of condition 2 (approved plans) to allow for modifications to the approved plans relating to planning permission P0150/23/FUL	• The Parish Council feel that the local vernacular is red brick and not render, the Parish Council would request that red brick is used to be in keeping with the area and as per the properties in Danford Lane. • In addition the fenestration on the North West elevation is not in keeping with anything else in Hartpury.
P0510/25/FUL	Land At, May View, Gloucester Road, Hartpury. Erection of a self build detached 3 bedroom bungalow and detached garage with associated parking, landscaping and works. The committee meeting is to be held on Tuesday 11 th November, RG is to attend the Clerk will advise FoDDC that RG will be in attendance and will speak.		

9. Police Matters

There have been several burglaries in the area and the Clerk is to advise Cllrs if any information on drop-in sessions is received. There were no further matters to discuss.

10. Highways

10.1 Most recently updated Highways report.

- All outstanding matters on the most recent report are to be sent to Highways.
- The road works are continuing on Over Old Road for the sewerage for the new homes.
- Temporary traffic lights have been placed on the A417.
- The hedge at Danford Lane has been reported as a nuisance overhanging the pavement this is also to be reminded to and chased with Highways.
- The hedge at the junction of Danford Lane and the A417 is overhanging and the Clerk will liaise with Highways for this to be cut back and the owner will be written to.
- The bus stop opposite Danford Lane needs to be cleared so the slab that was previously installed can be used especially during wet weather.
- The footpath from Danford Lane to Hartpury College and University needs to be cleared, Highways will be asked to clear this.
- There has been no update regarding the C67.
- The previously discussed crossing on the A417 was revisited. Once downloaded the Clerk will send traffic statistics including the number of vehicles travelling through the Village and traffic speeds to Highways and the police asking them for action to

be taken. Points that should be taken into account are that the road is crossed by children, elderly persons, dog walkers and visitors and consideration must be given to the additional use by residents due to new housing in the Parish.

- Access to Section 106 money is to be investigated regarding new developments, the Clerk will feed back at the January meeting.
- The layby on Over Old Road will be discussed with Highways following the previous discussions when they were considering filling the layby in. The Clerk will also request that the bin to be moved from the layby to the grass area near the bench the junction of Broad Street and the A417.

10.2 Footpaths

RP updated the Parish Council on the footpaths:

- The stile on footpath 12 by Cherry Cottage has been replaced by a gate.
- An article will be placed in the Parish Magazine regarding footpaths.
- Cllr R Pett will arrange a walkabout with Will Saunder the Footpath Officer.
- The installation of the accessible gates as previously discussed has been carried out and the Parish Council have now signed the cheque to be sent to the County Council for £720 (£600 plus VAT).

11. War Memorial and Milestones

It was noted that there are 440 letters on the War Memorial plus 130 on the slab at the front of the War Memorial.

It was resolved that further quotes for just the lettering will be obtained for the January meeting.

12. Parish Zones

The idea of Parish Zones was discussed, it was resolved for the time being that a Facebook Page will be set up for notices, the page will not be set to accept comments, responses or questions.

13. Civility and Respect Pledge

The pledge was discussed and it was resolved that the Parish Council would sign up, the Clerk is to submit the agreement.

14. Welcome to Hartpury Packs

The idea of Welcome to Hartpury packs was discussed and it was agreed that these could contain information on the Church, the Village Hall, Doctors, Shops, Pubs, Bus Routes, Bin Days, Local Groups, contact details to be added to the Email Distribution List send out by Cen, the Facebook Page for notices, Notice Boards, the Chip Van and the Parish Council.

KF has offered to collate some information together and this will be added to the January meeting for further discussion.

15. Community Emergency Plan

The Clerk will update the email addresses for Cllrs and add this to the January meeting for completion.

16. Other Items for Information Only/Future Agenda Items

The action sheet will still be sent out when Cllrs have actions to undertake from meetings.

The hedge at Danford Lane is now being cut back by Local Treasures.

17. Date of next Meeting

Monday 5th January 2026

The meeting closed at 9.50pm