

Hartpury Parish Council

Minutes of the meeting held on Monday 7th July 2025 at Hartpury Village Hall at 7.00pm

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

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:

Apologies for absence were originally received from MC, MC arrived later after attending the Greater Gloucestershire meeting on behalf of the Parish Council.

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 Annual Meeting of the Parish Council held on the 15th May 2025 and the Annual Parish Meeting held on the 19th May 2025, the minutes are to be signed as a true record.

4. Public Consultation

One resident attended to advise the Parish Council of a new Neighbourhood Watch that is now in operation in the Village. Three neighbourhood watch signs are to be erected on lampposts and the post holding the Speed Indicator Device in Broad Street. The main contact for the group will be adding the details to the Parish Magazine and the Clerk will add the details to the Parish Council website, permission for contact details to be used has been obtained from the resident. There were no other matters to discuss.

5. Reports

5.1 District Cllr Philip Burford spoke to Cllrs about the local government reorganisation, greater Gloucestershire unitary, local plan, highways issues looked at with Cllr Stuart Graham and the C67.

5.2 District Cllr Clayton Williams was not present.

5.3 County Cllr Stuart Graham spoke to Cllrs about the C67 and the TRO. It was resolved to send through to Cllr Stuart Graham a timeline of actions regarding the C67 and any records of previously held meetings and agreed actions. Cllr Graham will keep the Parish Council informed of any progress or actions to be taken.

6. Finance

6.1 Accounts for payments

It was resolved by all Cllrs present that the payments for July as presented are to be made, it was resolved to sign the cheques.

It was resolved by all Cllrs present that the EMAP Site renewal invoice be paid and that this would be reviewed again next year.

Income Source	Details	Amount
Lloyds Bank	Interest	16.11

Payee	Details	Power	Amount
Lloyds	Bank Charges	GPC	£8.75
HMRC	PAYE/NI June	GPC	£60.80
V Roberts	Salary & Home Working June	GPC	£269.01
Adrian Hope Tree Services	Health and Condition Inspection of two trees	GPC	£144.00
Hartpury Village Hall	Meeting Room Hire	GPC	£72.00
Hartpury Village Hall	Shared cost of Hog Roast for VE Day Celebrations	GPC	£325.00
GAPTC	Internal Audit 2024-25	GPC	£210.00

6.2 Financial statement and cash re-conciliation

It was resolved to approve the income and expenditure to date, the bank reconciliation to date and the expenditure against budget to date, a copy will be attached to the minutes.

6.3 Quarterly Financial Check

It was noted that a quarterly internal check had been undertaken and that all was in order.

6.4 External Audit 2024-25

To note that the completed exemption certificate has been submitted to the external auditors and that all legally required audit papers were added to the website and noticeboard within the required timeframe.

6.5 Assets and Inspection

The walkabout for the annual inspection of assets was discussed and although the 3rd August was tentatively agreed it was agreed that the Clerk would advise of the date when known.

It was resolved by all Cllrs present to accept the quote for of £775 from Adrian Hope following the tree report that was recently provided to the Parish Council.

7. Schemes of Delegation

It was resolved by all Cllrs present that the current schemes of delegation for urgent decisions, planning and finance remain in place unchanged.

8. Grass Cutting

There were no new or existing matters to discuss.

9. Planning

9.1 Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details	Comment
P0629/25/DISCON	Land Rear of Rosemary Cottage	Discharge of condition 08 (hard and soft landscaping) relating to planning permission P1530/24/FUL.	Hartpury Parish Council have considered the above planning application for Land Rear of Rosemary Cottage, Gloucester Road at their recent meeting and have no comments to make.
P0510/25/FUL	Land at May View Gloucester Road	Revised Plans - Erection of a self Build detached 3 bedroom bungalow and detached garage with associated parking, landscaping and works.	Hartpury Parish Council have considered the above application for Land at May View, Gloucester Road and object to the planning application for the reasons listed below: • The proposed development is still in front of the building line. • There are flooding and sewerage issues in this area which, at times, are very severe and are currently being investigated by STW. Any development in this area will exacerbate the existing issues. • The proposed development is outside the settlement boundary. • The hedge should be of a native species and not a laurel hedge in keeping with biodiversity.
P0653/25/FUL	17 Chapel End	Erection of a detached single garage	Hartpury Parish Council have considered the above planning application for 17 Chapel End, Hartpury at their recent meeting and have no comments to make.
P0288/25/FUL Amended Description	Hartpury Methodist Chapel, Over Old Road	Change of use of lower ground floor of methodist chapel to nursery with internal alterations for the removal of single W.C and replacement with two childrens W.C. and provision of a carpark for dropping off and collection.	Hartpury Parish Council have considered the above planning application for Hartpury Methodist Chapel, Over Old Road at their recent meeting and have no comments to make.
P0651/25/LD1	Land North Of The Royal Exchange PH, Gloucester Road	Application under Section 191 to establish whether lawful commencement of development took place before the expiration of planning permission P0150/23/FUL and appeal ref: APP/P1615/W/23/3323815 with the construction of the access road	Hartpury Parish Council have considered the above planning application for Land North of the Royal Exchange PH at their recent meeting and have no comments to make.

10. Police Matters

The police have attended some call outs to the layby on Over Old Road.
There were no new matters to discuss.

11. Highways

11.1 Most recently updated Highways report.

All outstanding matters on the most recent report were considered for actions to be sought from Highways. Outstanding items will be added to Fix My Street.

11.2 Footpaths

RP advised the Parish Council that following the meeting with the Footpath Officer it had been clarified that the total cost for replacing the stiles with accessible gates as previously discussed was £600, it was resolved by all Cllrs present that this is to be funded by the Parish Council from the footpath fund for gates and stiles. RP will advise the Footpath Officer so that the works can be undertaken.

11.3 Milestones

The Clerk is seeking three quotes for the cleaning of the Milestones and will report back in September.

12. War Memorial

The Clerk is seeking three quotes for the cleaning of the War Memorial and will report back in September.

13. Defibrillator Training

It was agreed to add this to the Parish Magazine and the letter sent out by Ken from the Village Hall to ascertain the interest in a training session being arranged and held at the Village Hall.

14. Community Emergency Plan

It was agreed to delay this until the September meeting.

15. Policies

15.1 Planning Application Policy

The proposed planning application policy was considered and it was resolved by all Cllrs present to adopt the policy without further changes.

15.2 Precept Increase Policy

The proposed precept increase policy was considered and it was resolved by all Cllrs present to adopt the policy without further changes.

16. Other Items for Information Only/Future Agenda Items

- Feedback was given from the online session on Martyn's Law.
- Feedback was given from the Greater Gloucestershire meeting.
- There is a fallen tree by Dell Cottage (Highways).
- MC kindly offered to arrange for flowers for the flower festival.
- There have been reports of noise into the early hours from an Air BnB, the Parish Council are to expect an email which will be forwarded to Environmental Health.
- CD fed back on a road safety talk that he gave to the Primary School children.

17. Closure of Meeting

The meeting closed at 9.55pm