

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG

www.nauntonpc.org

MINUTES: of the Annual Naunton Parish Council Meeting held on Monday 19th May 2025 at 7.00 pm.

PRESENT: Parish Councillors: Charles Hanks, Keith Russell, David Pickup, Nicki Gibberson.
CDC Cllr Wilkins

APOLOGIES None as all councillors attended.

IN ATTENDANCE: Maxi Freeman, Clerk

MEMBERS OF THE PUBLIC: Three

1. To elect the Chairman of the Council for the year 2025/26

Cllr Russell proposed and Cllr Gibberson seconded Cllr Hanks as Chairman. Cllr Hanks accepted the nomination and signed the Declaration of Acceptance form.

2. To appoint the Vice Chairman of the Council for the year 2025/26

Cllr Russell proposed and Cllr Hanks seconded Cllr Gibberson as Vice Chairman. Cllr Gibberson accepted the nomination and signed the Declaration of Acceptance form. **Action: Clerk to update website.**

3. To receive Declarations of Interest in items on the Agenda (Localism Act 2011) None.

4. To hear representations from the public regarding items on the agenda. None.

5. Approval of minutes of the previous meeting (March 2025) The meeting approved the minutes, and the Chairman signed them. **Action: Clerk to post to website.**

6. Matters Arising The Chairman asked Cllr Wilkins to give his report.

As a result of the recent elections there have been a number of changes at the District and County Councils. The new County Councillor for the area is Tom Bradley. A new leader of the District Council had been elected and there would be further changes in roles at CDC. Due to the elections less business was transacted at CDC. The new waste collection plan was working well locally but others were having difficulties. Councillors noted that bins in Naunton were being damaged and that replacements could take 5 weeks to arrive. Cllr Wilkins confirmed that CDC were aware of this. Publica, the organisation set up by 5 local councils for servicing shared requirements, had been disbanded. CDC had passed a motion to send a letter to the Government regarding the impact of applying inheritance tax on small farms. CDC is running a campaign to tackle fly tipping across the district.

7. Migration to .gov.uk website and email addresses Councillors decided to appoint Parish Online to provide the new domain, website and email addresses. **Action: Clerk to arrange the migration.**

8. Insurance. Councillors decided to renew the policy with Community First. **Action: Clerk to arrange payment.**

9. Planning applications

- a. New applications: Councillors had no objections to 25/01146/LBC Church House.
- b. Councillors confirmed the comments posted between meetings for 25/01306/FUL Fox Hill, 25/01147/TCONR Reduce Birch at Sunnybank Cottage, 25/0928/TCONR The Manse.

10. Dog waste disposal signs. Cllr Gibberson provided a mock-up of a proposed sign for use in 4 locations – Indian Path, Field, The Brake. Each sign would show where the nearest disposal bin was located. Councillors approved the proposal. **Action: Cllr Gibberson to provide prices.**

11. '20's Plenty' signage. Cllr Gibberson provided a mock-up of a sign to go under the Naunton village sign provided by GCC Highways. **Action: Cllr Gibberson to review the sign, reducing the amount of information shown for clarity.** Locations would also be confirmed at the next meeting. **Action: Clerk to ask GCC Highways for 'SLOW' signs on the road B4068 where the road down to Naunton**

At

starts and on that road. Also to check whether signs can be attached to the existing GCC road signs and whether signs can be installed in the village on the verges.

12. Neighbourhood Plan. Action: Cllr Gibberson to review draft steps and confirm main objectives of the plan.

13. Emergency Plan. Cllr Hanks confirmed that the Village Hall agreed to having the Hall as the primary safe place in the village. Cllr Hanks confirmed that the cricket pavilion was the 2nd safe place and that he was the contact for access. Mrs Penelope Hanks was the second keyholder. Action: Cllr Hanks to confirm that the Cricket Pavilion could be the 2nd safe place and to check that the contacts were complete and correct.

14. Asset Register. Cllrs Pickup and Russell had checked the flood equipment and found that only 30 Aquasacks were left. Councillors decided not to restock but to recommend that residents buy their own. 10 waders were available. During works to the Dovecote, all equipment would be removed to unit 4 for storage. Action: Clerk to update website with flood equipment details. Cllr Russell noted that logs had been dropped into the river and could cause blockages. This was being monitored.

15. Assets and risk assessment. Cllr Hank noted that Greenfields had not yet responded regarding repairs to the playground equipment highlighted by the recent RoSPA report. Action: Clerk to chase Greenfields.

16. Defibrillator Cllr Gibberson was following up regarding defective battery. Councillors agreed to provide defibrillator training for the village in autumn on either a Wednesday evening or a Saturday depending on trainer availability. Action: Clerk to arrange.

17. Annual fees for use of recreation field. Councillors decided to keep the existing rates.

18. AGAR – Certificate of Exemption from external audit. Councillors approved the Certificate. Action: Clerk to submit form to external auditor.

19. AGAR - Governance and Accountability Return 2024/25

- a. **Annual accounts: Section 1 Annual Governance Statement 2024/25.** Councillors approved the annual accounts.
- b. **Annual accounts: Section 2 Accounting Statement 2024/25** Councillors approved the accounting statement.
- c. **Annual accounts: Notice of commencement of Public Rights.** Councillors noted dates.

Action: Clerk to post documents to the website.

20. Internal auditor's report. The Internal Auditor noted that the Risk Management Policy had not reviewed in 2024 25. Councillors reviewed and approved the Risk Management Policy. Action: Clerk to update and post to website.

21) Finances

a) To receive current accounts and bank reconciliation

Current account balance A/c 00462740: £32442.94 (14th May 2025)

Deposit account balance A/c 01612290: £491.35 (14th May 2025)

Councillors approved the bank balances and the reconciliation. The Chairman signed the reconciliation.

CA

Naunton Parish Council Reconciliation

Period 1 April 2024 to 14 May 2025

Current account 00462740 Online

Balance @14 May 2025 £32442.94

Deposit account 01612290 Online

Balance @ 14 May 2025 £491.75

Total £32934.69

Less outstanding cheques 0

Reconciled balance £32934.69

Cash book summary

Opening balance 1.4.24 £18746.20

Add receipts to date £14192.74

Less payments to date £4.25

Cash book balance £32934.69

Signed:

Clerk & RFO Chairman Date: 19th May 2025**b) Direct debits and standing orders for 2025/6.**

Councillors approved the following:

Lloyds Bank account fee £4.25 per month per account

Public Works Loans Board (1) every 6 months £1,616.95

Public Works Loans Board (2) every 6 months £1,610.97

PATA payroll services £37.35 per quarter (increased from £31.05)

St Andrews Church £1 p.a.

c) Payments and receipts

The following payments were approved:				
Epay	M Freeman	Clerk's salary April/May @ £230.07 p m	LGA 1972 s.112 (2)	£406.14
Epay	HMRC	Tax	LGA 1972 s.112 (2)	£29.20
	RoSPA	Annual inspection report	LG(MP)A 1976 s.19 (3)	£124.80
	GoDaddy	Domain renewal	LGA 1972 s.142	£47.93
	GAPTC	Annual subscription 25 26	LGA 1972 s.143	£101.39
	GAPTC	Internal audit fees	LGA 1972 s.111	£210.00
	GPFA	Annual membership 25 26	LG(MP)A 1976 s.19 (3)	£50.00
	Community First	Annual insurance	LGA 1972 s.111	£431.52

The following credits were noted:				
	Deposit a/c	Interest March, April and May 2025		£1.12
	CDC	Precept part 1		£14,192
FPI	P Johnson	Nauntonbury 24 and 25 hire		£75
Payments between meetings:				
SO	PWLB	Village Hall loan repayment 507130	LG(MP)A 1976 s.19	£1,610.97
PAY	Lloyds	Account fees x 2 accounts @ £4.25 each p mth		£8.50

22) **Dates of 2025/26 meetings** Naunton PC normally meets on the third Monday of the month, every other month. The following dates were approved:
21st July, 15th September, 17th November, 19 January, 16th March, 18th May (26/27)

23) **Items for the next meeting:**

Councillors noted that some properties in the village were using a large number of lights at night, causing light pollution in a dark skies area, but that action was thought to be limited.

Charles Hall

Chairman

Date July 2025