

CLERK: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Glos GL54 5UG
Tel: 07736 706805 Email: nauntonpc@gmail.com
www.nauntonpc.org

Monday 30th March 2026 at 7.00 pm in the village hall

M Freeman, Clerk to the Council

25th March 2026

Members of the public and press are welcome to attend and are invited to address the council at item 2 on the agenda.

AGENDA

Call to order

- 1) **Declarations of Interest** on items on the agenda (Localism Act 2011) from Councillors
- 2) **To hear representations from the public regarding items on the agenda**
- 3) **Approval and signing of the previous meeting's minutes** (November 2025)
- 4) **Chairman's announcements**
- 5) **Clerk's Report.** Councillors to note supporting information for items 3, 9 (a), 11 (a), 11 (b), 12 (b), plus the Internal controls documents which are separate due to size.
- 6) **Planning applications**
 - To comment: None
 - To confirm comments made between meetings: None
 - To note changes since the last meeting:
 - [25/03413/FUL](#) Church House, Church Lane Deadline 25th November. Permitted.
 - [26/00039/FUL](#) Littons. Erection of residential outbuilding. Demolition of stables. Details circulated to councillors. Conservation officer recommends refusal due to inappropriate design and materials – 'failing to meet with the duties of the Planning (listed buildings and conservation areas) Act 1990, NPPF Paragraphs 210, 212, 213, 215 and 219, and Local Plan Policies EN2, EN10 and EN11'.
 - [26/00052/FUL](#) Cromwell House, Naunton Conversion of detached garage to studio with office and guest accommodation. Permitted.
- 7) **Training.** Cllr James to report on new councillor training held on February 10th.
- 8) **Grit bins.** Cllr Hanks to report on snow warden's views. Councillors to decide whether to buy and install further bins.
- 9) **Governance:**
 - a) **Dispensation for Village Hall trustees.**

A councillor who is a member of another committee (e.g. Village hall) will have a conflict of interest in any PC agenda item where a decision regarding that other committee is made. The PC may grant a Dispensation so that the conflicted member can take part in and/or vote on those matters. Councillors to decide whether to provide this dispensation.
 - b) **Internal controls policy.**

The Internal Controls policy referred to cheques. Clerk has updated this and other old terms. Councillors to review the updated Internal financial controls policy and decide who will carry out the checks this year.

c) **Appointment of internal auditor for the year 2025/26.**

Councillors should satisfy themselves that the proposed auditor (GAPTC) is independent of the council and the clerk and qualified to audit the council before deciding whether to re-appoint them.

10) Highways

a) **Ditch at Waterloo Farm.** Councillors to consider any action regarding ditch condition below Waterloo Farm. See map in Clerk’s report.

b) **Traffic and condition of road from Grange Hill to Buckle Street**

Councillors to consider action to improve the condition of the road. See Clerk’s Report for details.

11) Data Protection

a) **Training.** Clerk has booked all councillors on to the online training. Councillors to confirm receipt of bookings. Councillors should take the course as soon as possible.

b) **GDPR statement of data compliance.** Councillors to complete the statement of compliance form as soon as possible.

12) Assets and risk assessment. To receive reports on council assets and decide on any action.

Recreation field and benches	Cllr Hanks to report on any works required
Play area	Cllr Hanks to report
Flood Monitoring	Cllr Russell to report
Village Hall	Cllr Russell to report on Village Hall Committee meeting
Defibrillator	Cllr Gibberson has reported that Webnos has not registered the new equipment.
Phone box	Cllr Gibberson has arranged for an electrician to replace the light fitting.

12) Finances

a) **To receive current accounts and bank reconciliation**

Current account balance A/c 00462740: £24,985.39 (25th March 2026)

Deposit account balance A/c 01612290: £494.34 (25th March 2026)

Naunton Parish Council Reconciliation			
Period 1 April 2025 to 25th March 2026			
Current account 00462740 Online			
	Balance @ 25th March 2026	£24,985.39	
Deposit account 01612290 Online			
	Balance @ 25th March 2026	£494.34	
Total		£25,479.73	
Less outstanding cheques			£0.00
Reconciled balance		£25,479.73	
Cash book summary			
	Opening balance 1.4.25	£18,746.20	
	Add receipts to date	£19,475.33	
	Less payments to date	£12,741.80	
Cash book balance		£25,479.73	
Signed:			
Clerk & RFO			
Chairman			
Date: 30th March 2026			

b) To approve payments and note receipts

The following payments to be approved:				
Epay	M Freeman	Clerk's salary February/ March	LGA 1972 s.112 (2)	£552.46
Epay	HMRC	Tax	LGA 1972 s.112 (2)	£36.07
Epay	M Freeman	Expenses – February GoDaddy	LGA 1972 s.142	£26.39

The following credits have been received:				
	Deposit a/c	Interest February/March 2026		£0.41
Payments between meetings:				
SO	PATA	Quarterly payroll services		£40.35
PAY	Lloyds	Account fees x 2 months @ £4.25 p mth		£8.50
DD	PWLB	Village Hall loan repayment		£1616.95

15) Items for the next meeting:

NOTE: No decisions can be made on items raised in this section. Discussions can lead to items being included on the agenda for the next meeting only.

The next meeting is scheduled for 18th May and will include the Annual Parish Council Meeting followed by the Annual Parish Meeting.