

STAVERTON PARISH COUNCIL MINUTES FROM PARISH COUNCIL MEETING ON 10th FEBRUARY 2025 7PM HELD AT THE BUTTERFLY GARDENS

Chair: Cllr R Lewis
Clerk: Mrs Michelle Hinde
E-mail: clerk@stavertonpc.org.uk

Present: Cllr. R. Lewis (Chairman), Cllrs J. Polgrean, T. Bradshaw, H Heat

Attendees: Clerk/RFO, Michelle Hinde

Minute Ref. **Details**

- 10.02.25.1** **To note apologies for absence and to confirm the meeting is quorate**
Apologies received from Cllrs S. John, J Judge, B.Cllr R Vines and C.Cllr P Mclain. The meeting was declared quorate
- 10.02.25.2** **To receive comments from the public – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda of the next meeting**
None
- 10.02.25.3** **To receive declarations of interest for items on the agenda below, (Localism Act 2011).**
Cllr Heat declared an interest in agenda item 5 as she Manages National housing programme
- 10.02.25.4** **To confirm and agree Minutes of the Parish Council Meeting held on 11th November 2024**
Council **APPROVED** minutes from 11th November 2024
- 10.02.25.5** **To receive a talk from Frances Evans about rural housing**
GRCC. Independent organisation. Evidence of housing needs generally. Gloucestershire rural housing partnership. Housing need survey will be carried out in the parish and will be delivered to each household in parish. Focus on affordable housing. Affordable rent up to 80% of market rent. Last housing needs paper survey 2015. Data passed back to parish council. Can be completed in paper form or online. Paper form will have a pre-paid envelope enclosed. Survey will also cover businesses in the area to take opinions of employees.
Background work required before carrying out the survey, talking to businesses, schools, village halls etc.. Councillors described that the community was widely spread and not very connected. Surveys should be completed every 5 years. No date set yet for when it will be distributed. Councillors to decide if they want a resident only survey or resident and business to be informed by March. Average response rate 34%. Survey results to be sent to clerk.
Council **AGREED** for businesses and houses to be surveyed.
- 10.02.25.6** **To receive Clerks Report and agree actions**
The clerk requested to join a planning training course which would cost the council £11.25. Council **AGREED**.
The clerk confirmed that the new email system was ready and details would be circulated. The clerk also confirmed the website is being

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reviewed and will be emailed out for approval once the review is complete. Cllr Heat requested the Clerk ask the website host if a visitor counter could be added to the new website.

The clerk asked the council if they would like to move the old domain over to the new host. Council **AGREED** to move the old domain.

The clerk asked the council if they would like their old email archive moved to their new inbox. Council **AGREED** to have their old email archive to their new inbox.

The Clerk asked for 2 councillors to complete the internal control policy. It was **AGREED** that Cllrs Lewis and Polgrean would complete the document.

10.02.25.7 To receive Borough Councillors Report

None

10.02.25.8 To receive County Councillors Report

County Councillors report as received as per **APPENDIX 1**

10.02.25.9 Finance, all documents to be circulated prior to the meeting:

- a) **To approve payment of February 2025 payment list below and those paid since last meeting, to note receipts and agree actions**
Council **APPROVED** payment list as per **APPENDIX 2**
- b) **To approve bank reconciliation up to 31st January 2025**
Council **APPROVED** bank reconciliation as per **APPENDIX 3**
- c) **To approve budget monitoring report up to 31st January 2025**

Council **APPROVED** budget monitoring report **APPENDIX 4**

10.02.25.10 To receive update on possible location for defib in the parish

Council **AGREED** that the church foyer was still the best place for a defib. It was confirmed the church contact was still awaiting a decision

10.02.25.11 To appoint an internal auditor

Council **AGREED** to appoint GAPTC as internal auditor

10.02.25.12 To discuss the following planning applications/appeals/updates made or received since the last meeting and agree actions:

- a) **Planning Consultation – 24/01054/FUL**
Description - Proposed garage building
Location – Hayden Knoll, Hayden Lane, Boddington
Council had **NO OBJECTION** to this application
- b) **Planning Consultation - 24/01044/FUL**
Description - Change of use of land to equestrian including the erection of stables, and associated hardstanding, fencing and hedging
Location - Parcels 3072 4372 4784 5668 And 5878, Old Gloucester Road, Staverton
Council Objected to this application
- c) **Planning Consultation - 24/00933/FUL**

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**Description - Demolition of an existing conservatory and its
replacement with a single storey side extension.**

**Location - Yew Tree Cottage, Boddington Road, Staverton
Council had **NO OBJECTION** to this application**

- 10.02.25.13 To receive items for the next meeting**
Annual Meeting
Quote for bench
Oaklands enforcement planning not completed
- 10.02.25.14 Date of next Meeting: 12 May 2025 7pm**

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APPENDIX 1

We are grappling with the Government's devolution decision for all areas to move to a combined authority (basically an elected new mayor with significant powers covering roughly 1.5 -2 million population). As became clear last week, that is very much the Government's priority and they have approved a number of "oven ready" CAs where May elections have been postponed. That is not the case in Gloucestershire. However, as a pre-cursor all areas are expected to move to unitary status of a minimum 500k population within a very short time period (in council terms). I have copied a link here which offers further detail: <https://glostext.gloucestershire.gov.uk/documents/s106537/English%20Devolution%20White%20Paper%20-%20FINAL.pdf>

From GCC:

GCC budget has gone out to public consultation. As mentioned previously, it is one of a minority of local councils across the UK which is able to propose a balanced budget and showing real terms growth rather than cuts. The proposed spending plans for 2025/26 will see spending rise by more than £32.7 million on 2024/25 levels, to almost £650 million.

The council is in a good financial position meaning it is able to continue support for existing services as well as make significant investments across the county.

The £649.6 million proposed budget includes significant investment into the council's priority areas of highways, Special Educational Needs and Disabilities (SEND), adult services, infrastructure, and the environment.

A further £10 million is proposed to be put towards delivering on the council's £100 million four-year commitment to go on improving Gloucestershire roads, with a greater focus in 2025/26 on tackling rural roads.

A total of £12.8 million is set to go towards a new £16.5 million 200 place special school. Young people with SEND and their families would be supported with an extra £2.1 million. £7.5 million towards the future construction of three new adult care homes is being set aside, with further investment planned in future years.

The council plans to increase capacity and improve school buildings and facilities of other schools across the county with a £12.4 million investment.

Household Waste Recycling Centres across the county will see improvements with a £1.3 million injection.

The budget proposes raising £16.5 million to help fund services through a council tax increase of 2.99%. The proposals would also see £7.8 million raised specifically to support work with the most vulnerable adults in the county through a further 2% increase in the adult social care precept. Despite this increase the council still expects to have one of the lowest council tax levels of any county council. Based on a band D property, residents would pay an additional £6.65 each month.

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APPENDIX 2

Financial Report for 10.02.25

Details	Amount
Clerk Salary	279.21
Ionos	30
ICO	35
Butterfly Garden	60
Clerk Salary	214.35
PATA	46.05
Ionos	30
HMRC	153.16
Clerk Salary	214.35
Oaktree Builders	78
Ionos	30
Total	1170.12

Payments made between meetings up to 31.01.25

Receipts Received since last meeting 11.11.24	
Total	0.00

Payments to be authorised 11.11.24	
Clerk Expenses (Mileage)	9.54
Total	9.54

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APPENDIX 3

Staverton Parish Council
Bank Reconciliation 10.02.25

Staverton Parish Council -Current Acc.	Receipts	Payments	To be Authorised
Clerk Salary		279.21	
Ionos		30	
ICO		35	
Butterfly Garden		60	
Clerk Salary		214.35	
PATA		46.05	
Ionos		30	
HMRC		153.16	
Clerk Salary		214.35	
Oaktree Builders		78	
Ionos		30	
Clerks Expenses		9.54	9.54
Total	0	1179.66	9.54

Bank Reconciliation

Current Acc. Opening Balance	8902.39
Plus Receipts Above	0
	8902.39
Less Payment Above	1179.66
Closing Cash Balance	7722.73
Plus Payments to be Authorised Above	9.54
Closing Bal at Bank 31.01.25	7732.27

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APPENDIX 4

Staverton Parish Council Budget Monitoring Report 31.07.24	Budget 2023/24	Budget 2024/25	April	May	June	July	August	September	October	November	December	January	February	March	Accum. payments to date	Std. of budget variance
Salary/PAYE/pension	2990	3332	205.17	205.17	204.97	205.17	470.29	207.07	340.97	279.21	260.4	367.51			2745.93	636.07
INS/Subs/training/Admin incl. stationery etc.	1209	920			233.03		224	31.05	61.05	75		35	75		737.13	182.87
Equipment	140	153	274.5			89.99				0					364.49	224.49
Audit	117.92	148					100								100	38
Room Hire	165	159	30				60				60				150	9
Website maintenance	71	64	30	30	30	30	41.87			30	30	30			251.67	180.67
Street Furniture	471	357							1722						1722	1251
Churchyard	176	21													0	21
Expenses	113	309					37.77								37.77	271.23
Total	5436	4979	539.67	468.2	324.96	519.17	760.78	268.12	2137.97	309.21	385.4	475.51	0		6188.99	4979

RECEIPTS																
Interest	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0
VAT Refund	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Precept	4750	4979	4980	0	0	0	0	0	0	0	0	0	0		4980	
Revenues	230	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Other	0	0	0	0	0	0	44.49	0	1644	0	0	0	0		44.49	
TOTAL INCOME	4980	4979	4980	0	0	44.49	0	1644	0	0	0	0	0		5024.49	5024.49

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APPENDIX 4