

Down Hatherley Parish Council

AGENDA

**OF MEETING TO BE HELD AT 2.00PM ON 30th JULY 2026
IN THE DOWN HATHERLEY VILLAGE HALL**

<https://downhatherley-pc.gov.uk>

1.	Welcome by Chair of Council
2.	Attendance to be recorded (anticipated as Parish Councillors Dave Evans, Lesley Rooney, Rick Minter, Martin Cole and Members of the public
3.	Apologies to be received and recorded from Parish Councillors Council to note the legal process regarding Apologies from Parish Councillors to be APPROVED where a dispensation request has been made prior to the meeting and The Council agree the reasons for the dispensation request are appropriate to LGA 1972 s85
4.	Council to invite reports from County Councillor and Borough Councillors
5.	Minutes of previous meeting held on 15th July 2026 to be agreed for accuracy-
6.	Council to invite Declaration of Interest for matters on the agenda
7.	Members of the Public to be invited to speak to the Council and are invited to observe the remainder of the meeting (The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting) Public session to be closed
8.	Council to consider using a planning consultant and to agree the logistics and cost implications
9.	Council to consider outstanding planning matters and agree comments to be submitted Clerk asks Council to note for information: The application reference is provided to enable Councillors to prepare for the meeting and not for pre-determination of a decision. Decisions must be taken at legally convened meetings, • 26/00524/OUT - Manor Farm Sandhurst Lane Sandhurst (parish of Twigworth) Gloucester (170) • 26/00547/OUT - land west of A38 -Parcel 4100 Tewkesbury Road, Twigworth (100) • 25/00169/OUT- -land on east side of Down Hatherley Lane (Dowty Sports and Social Club) hybrid application –a) Full planning for warehousing and b) outline permission for expansion of existing business park relocation of day centre and sports and social club and outdoor sports facilities – expiry 12/8/26 • 26/00064/OUT land parcels 8500 and 8866 Wood Lane -full planning permission for pitches and Outline permission for employment floor spaces -expiry 12/8/26
10.	Date of next meeting to be confirmed as 16th September 2026
11.	Close of meeting

Draft minutes for meeting held on
Wednesday 15th July 2026 at 7.00 pm
In Down Hatherley Village Hall
New website <https://downhatherley-pc.gov.uk>
New email address clerk@downhatherley-pc.gov.uk

1.	Welcome
2.	Attendance recorded as Parish Councillors' Lesley Rooney, Rick Minter, J Watt and D Evans , Martin Cole & 2 members of the public
3.	Council noted no apologies were received from Parish Councillors Council noted no APPROVAL of absences were made (if appropriate under LGA1972 s85 and where a dispensation has been requested via the clerk prior to this agenda being prepared), County Councillor Hands & Borough Councillor Mark Williams did not atten
4.	Council received no Declaration of Interest for matters on the agenda
5.	Council noted no report received from Borough Councillor Williams
6.	Council noted no report from County Councillor Hands
7.	Public Participation was invited, following the close of the public session, members of the public were invited to stay and observe the remainder of the meeting. None at this stage
8.	Minutes of the previous Parish Council Meeting held on 4th June 2026 were approved
9.	Council agreed representation at P&TC on-line session regarding strategic flood risk assessment delegated to Cllr Evans, the Council received an update on the latest information and delegated to Cllr Evans to submit historic/current information on to the relevant portals
10.	Planning matters considered • 26/00547/OUT – LAND WEST OF A38 IN TWIGWORTH PARISH (100)-Council agreed to ask for an extension for comments to be agreed at a future EOM • 26/00524/OUT- MANOR FARM SANDHURST LANE/Tewkesbury Road (170) Council agreed to ask for an extension for comments to be agreed at a future EOM • Council may consider the role of planning consultants at a future EOM • 26/00528/FUL and 26/00529/LBC- Fir Tree Cottage- council agreed to make no comment • Dowty Sports and Social Club 25/00169/OUT – update noted on latest events and will agree update comments at EOM • 26/00411/FUL – BROADACRE LODGE – Council agreed to object as it is subdivision of a garden within the green belt and feels it constitutes "craming" in an open green space within a residential area contrary to NDP • 26/00406/FUL Broadclose cottage – Council agreed to ask the planning officer to confirm that it does not exceed the permitted cumulative total of the original plot.
11.	Council received updates/consider matters relating to Brook Lane – • Confirmed Cllr Rooney as lead Councillor on matters relating to Brook Lane Brook Lane Bridleway • Surface work paid for by PROW team and local residents have done the work • Planning application 25/00199/CONDIS noted no updates • noted updates/ correspondence received relating to the bollards on brook lane and agreed Clerk to respond related to comments previously submitted to 25/00327/FUL and refer to PROW team
12.	Licensing matters noted Noise complaint relating to DH Manor hotel – already dealt with
13.	Council received /considered updates on other highway/prow issues Confirmed lead Councillor as shown below • Village Gateways at pinch points -Cllr Minter to discuss safety issues with Highways Manager • A38 TRO -Cllr Rooney – Council agreed to wait to see what happens to potential new developments

	• A38 VAS- Cllr Rooney delegated to investigate with GCC Highways positions on A38 • A38 speeding motorcycles on Wednesday evenings to be referred to D Holland for advice as concerns expressed. (Cllr Cole)
14.	Council approved the payment list as discussed at the meeting Council approved the financial reports as attached
15.	Council agreed specification and cost of replacement noticeboard at DHVH (CIL). Position where it is, remove existing notice board and replace with new wood, 2 A4 size, with floor posts and to be fitted by supplier. Budget set by Council for Clerk to place the order.
16.	Enforcement matters considered • Updates on Referrals made
17.	Council considered specification, cost and location of Village information boards (CIL) • Locations agreed as Oak tree, Church field (PC half), D H Manor Hotel and Village Hall Cllr Minter left the meeting at 19.56pm
18.	Council noted repairs to the damage to the bus shelter known as DH Lane bus shelter have been completed
19.	Council noted no updates from Ash Lane Residents Association were received
20.	Council received update from Bretts Charity and agreed nomination of Bridget Cordery as PC nominated trustee. A vote of thanks was recorded to George Hedley and Cllr Evans will convene the PC's
21.	Any other business for information only Next meeting 16 th September 2026 to include PROW/ CIL updates
22.	Meeting closed at 20.02

Financial reports -8th July 2026

01/04/26-31/03/2027

CASH BOOK

DATE	PAYEE	CHQ NO	AMOUN T	CURRENT A/C balance
opening current account balance				53926.5
09/04/2026	B HOLDER	454	-113.37	53813.13
30/04/2026	HMRC P1	455	-276.82	53536.31
04/05/2026	B HOLDER	456	-113.00	53423.31
20/05/2026	J WATT TONER	457	-30.87	53392.44
04/06/2026	I SELKIRK	458	-175.00	53217.44
24/06/2026	B HOLDER	459	-113.37	53104.07
			24215.5	
27/04/2026	tbc cil	RECEIPT	6	77319.63
27/04/2026	PRECEPT	RECEIPT	9700.00	87019.63
28/04/2026	B HOLDER	SO	-282.98	86736.65
28/05/2026	B HOLDER	SO	-282.98	86453.67
28/06/2026	B HOLDER	SO	-282.98	86170.69
02/06/2026	BANK CHARGES	DD	-4.99	86165.70
20/05/2026	BANK CHARGES	DD	-9.98	86155.72
08/07/2026	B HOLDER EXP	468	-43.55	86112.17
04/06/2026	HMRC P2	460	-276.82	85835.35
04/06/2026	HMRC P3	461	-276.82	85558.53
	BUS SHELTER			
04/06/2026	REPAIR-P40	462	-456.00	85102.53
04/06/2026	DHVVH	463	-18.00	85084.53
	BUS SHELTER			
04/07/2026	REPAIR-P40	464	-456.00	84628.53
08/07/2026	COM FIRST INS	465	-219.20	84409.33
08/07/2026	PATA	466	-40.35	84368.98
08/07/2026	GALC	467	-172.79	84196.19
08/07/2026	HMRC P4	468	-276.82	83919.37
28/07/2026	B HOLDER	SO	-396.00	83523.37

payroll	per cb	pata 31/7/26	differ
net pay	1480.68	1481.40	-0.72
paye/ni	987.20	987.20	0.00
ers ni	120.08	120.08	0.00
due to			
gross	2467.88	2468.60	

expenses	APRIL/MAY	JUNE/July
mileage	12.24	6.21
stamps	8.65	8.65
printing	3.9	3.9
	24.79	18.76
		43.55

bank reconciliation

OPENING BANK BALANCE	53926.50
EXPENDITURE FOR PERIOD	4318.69
INCOME FOR PERIOD	33915.56
NET income/EXPENDITURE	29596.87
BANK BALANCE AS ABOVE	83523.37

28/05/2026

BAL PER S/M	86732.06
LESS U/P	
CHEQUES	
458	-175
459	-113.37
SO	-282.98
DD	-4.99
468	-43.55
460	-276.82
461	-276.82
462	-456
463	-18
464	-456
465	-219.2
466	-40.35
467	-172.79
468	-276.82
SO	-396
	-3208.69
reconciled balance	83523.37

CIL	01/04/2023	01/04/2024	31/03/2025	31/03/2026	31/03/2027
			-3000		
ringfenced	PROW including	-3000	-2000	-2472	-2012
	kissing gates			-2000	-2000
	TRO feesibility	-2000	-1500	-1500	-1500
	noticeboard	-1500	-20000	-20000	-20000
	TRO	-20000	-420	-420	-420
spent	tree report	-420			
spent					
receipts			8190		
20/21		8190	8822	8190	
21/22		8822	9597	8822	
22/23		9597	0	9597	26609
23/24		0	0	0	
24/25		0		0	
25/26				23002	49611.00
26/27					24215.56
ring fenced see above					
			-311		
balance	1/4/24	-311	217	23679	73407

	agar 25	agar 26
fixed assets		
bus shelter	7000	7000
3xnoticeboards	1500	1500
speed gun	900	900
milestone A38	1	1
1/2 church field	1	1
Strimmer	305	305
wheelbarrow		65
pumps	482	482
	<u>10189</u>	<u>10254</u>

			BALANCE AVAILABLE TO SPEND
		ACTUAL YEAR TO DATE	
budget against actual to 31/03/27	BUDGET		
PRECEPT	9700	9700	
CIL RECEIPTS		24216	
wayleave		0	
other receipts	0	0	
		0	
		0	<u>0</u>
INCOME	9700	33916	4912
employment costs	7500	2588	272
admin expenses	450	178	0
speeding resources		0	132
hire of venue	150	18	2
subscriptions	175	173	0
training		0	1
insurance	220	219	0
s137	0	0	-712
general maintenance	200	912	100
bus shelter	100	0	250
IT costs	250	0	160
payroll admin fees	200	40	325
audit fees	500	175	0
CIL expenditure		0	35
ICO	35	0	
bank fees		15	<u>0</u>
to reserves			<u>5476</u>
expenditure	<u>9780</u>	<u>4319</u>	