



Minutes of the Stoke Orchard and Tredington Parish Council Meeting held on 5th March 2025 at Stoke Orchard Community Centre

Present – Cllrs. A Macdonald (Chairman), G Ferguson, A Troughton, J Gilder,

Attendees – M Hinde (Clerk), Cllr R Stanley, 1 member of the public

<p>05.03.25.1</p>	<p>To receive and consider apologies for absence and confirm the meeting is quorate Apologies received from Cllrs S Shorrock, T Jukes, G Fairbairn and B. Cllr H Mclain. The meeting was declared quorate.</p>
<p>05.03.25.2</p>	<p>To receive declarations of interest on the agenda below (Localism Act 2011) None</p>
<p>05.03.25.3</p>	<p>To receive comments from the public on agenda items below – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda) Cllr Stanley advised that there had been a £290k funding cut to Tewkesbury however Tewkesbury now has a balanced budget. He also confirmed that there has been an Increase to housing targets. The previous target 300k had been increased to 370k with this target the country needs to build 92k houses a quarter. This is not split equally across the country and Gloucestershire has seen a higher percentage as the area has higher house prices. In Gloucestershire housing targets should be split as follows: Cheltenham 545 – 824, Cotswolds 504 – 1036, Gloucester 663-685, Tewkesbury 554 – 614. Tewkesbury in a strategic local plan with Cheltenham so will be affected by their housing numbers. Individual targets will end up as county wide target. Local government reorganisation will be getting rid of district and county councils and making a unitary authority which should take around 2 years. Devolution will have metro mayors which will cover 3 unitary authorities and will have a variety of powers. Resident 1 – asked the parish council to consider putting a flood marker in the gauge at Stoke Orchard. The resident advised that at the moment the gauge only notifies every 8 hours and asked the</p>

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	<p>council to consider putting in a flood guide up to 0.4m so a download would be received every 15 minutes which would mean you would receive a warning before Dean Lane floods. Action: Clerk to find out what the costs would be to do this?</p>				
05.03.25.4	<p>To confirm and sign Minutes of the Meeting held on 8 January 2025 at the extraordinary meeting on 22nd January 2025 COUNCIL APPROVED minutes from the meetings held on 8th January and the extraordinary meeting held 22nd January 2025</p>				
05.03.25.5	<p>To receive clerks report The clerk confirmed that the council's application to the build back better fund had been approved and was awaiting date for the funds to be received.</p>				
05.03.25.6	<p>To receive a report from the Borough Councillor None</p>				
05.03.25.7	<p>To receive a report from the County Councillor None. Last Attendance February 2024</p>				
05.03.25.8	<p>Finance, all documents circulated prior to the meeting</p>				
05.03.25.8a	<p>To approve February 2025 Payment List/those paid since last meeting, to note receipts and agree actions</p> <table border="1" style="width: 100%;"> <tr> <td colspan="2">February Payment List</td> </tr> <tr> <td>Clerks Expenses</td> <td style="text-align: right;">£18.90</td> </tr> </table> <p>COUNCIL APPROVED payment list totalling £466.50 as per APPENDIX 1</p>	February Payment List		Clerks Expenses	£18.90
February Payment List					
Clerks Expenses	£18.90				
05.03.25.8b	<p>To receive and approve the Bank Reconciliation COUNCIL APPROVED bank reconciliation as per APPENDIX 2</p>				
05.03.25.8c	<p>To receive and approve Budget Monitoring Report COUNCIL APPROVED budget monitoring report as per APPENDIX 3</p>				
05.03.25.8d	<p>To review current bank accounts and discuss if further bank accounts/financial planning is required COUNCIL AGREED to hold another financial planning meeting. ACTION – Cllr Macdonald to circulate dates</p>				
05.03.25.9	<p>To receive an update on the management of Orchard Stores moving forward and agree actions Cllr Macdonald confirmed that Orchard stores would be shutting at the end of the month. He confirmed that he believed a new tenant had been found to run the shop moving forward and the lease had been sent. The staff of Orchard Stores have been informed of redundancy as there are no volunteers to run the shop. Actions still to be completed are that Stoke Orchard Committee need to review the liquor licence.</p>				

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<p>05.03.25.10</p>	<p>As the shop does not have the funds to cover staff redundancy the Council APPROVED a loan agreement to lend shop money to cover redundancies until the funds are received from the new tenant.</p> <p>To discuss which trees need to come down by Manor Farm and Swan Lane</p> <p>Council AGREED that the clerk would contact the Environment Agency to see who is responsible for the Willow Trees in the Swilgate.</p> <p>Action Council also AGREED the Cllrs Macdonald and Feguson would review the council plans to understand who is responsible for the trees in the parish</p>
<p>05.03.25.11</p>	<p>To discuss erecting wood fencing around public open space and agree actions</p> <p>Council AGREED defer this to the May meeting so quotes could be obtained for wooden fencing and boulders.</p> <p>Action – Cllrs Macdonald and Ferguson to obtain quotes.</p>
<p>05.03.25.12</p>	<p>To discuss plans to possibly install a EV charger in the Community Centre car park and agree actions</p> <p>To be deferred to the next meeting.</p>
<p>05.03.25.13</p>	<p>To receive items for the next agenda</p> <p>Date of next meeting – 7th May 2025</p>

Meeting Close: 20:05

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APPENDIX 1

FINANCIAL REPORT FOR 05.03.25

Payments Made between meetings up to 28.02.25

Details	Amount
HMRC	221.82
Ionos	12
JB Extreme	13920
Smart cut	1920
Parish Online	300
Nest	42.49
CCLA	35000
Unicorn Restoration	1944
Ionos	30
Clerk Salary	979.83
Security 1	1399.2
ABEC	49.5
ABEC	49.5
ABEC	49.5
ABEC	49.5
Stoke Orchard Community Centre	417.6
Typecraft	80
HMRC	163.99
Ionos	12
Nest	42.49
ABEC	405
Clerk Expenses	40.19
Stoke Orchard Community Centre	592.6
Ionos	30
Clerk Salary	957.75
Total	58708.96

Receipts Received since last meeting

Tewkesbury Borough Council	13000
HMRC VAT Refund	7921.92
Total	20921.92

Payments to be Authorised 08.01.25

Clerks Expenses	18.9
Community Centre Dec Invoice	447.6
Total	466.5

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APPENDIX 2

5 March 2025 (2024-2025)

Stoke Orchard and Tredington PC

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 28/02/2025			
	Cash in Hand 01/04/2024		393,973.36
	ADD		
	Receipts 01/04/2024 - 28/02/2025		121,959.04
			515,932.40
	SUBTRACT		
	Payments 01/04/2024 - 28/02/2025		127,939.34
A	Cash in Hand 28/02/2025 (per Cash Book)		387,993.06
	Cash in hand per Bank Statements		
	Petty Cash 13/07/2022	0,00	
	Stoke Orchard Parish Council Trea 28/02/2025	7,138.92	
	Stoke Orchard Parish Council Bus 28/02/2025	12,246.97	
	Pockitt Prepayment Card 31/08/2024	101.06	
	Redwood 2 Year Bond 80140651 31/10/2024	131,062.50	
	Hampshire Trust 236247 31/08/2024	130,669.81	
	CCLA 31/01/2025	71,773.80	
			352,993.06
	Less unrepresented payments		
			352,993.06
	Plus unrepresented receipts		
			35,000.00
B	Adjusted Bank Balance		387,993.06
	A = B Checks out OK		

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APPENDIX 3

Stoke Orchard and Tredington PC Monthly breakdown of Receipts and Payments All Cost Centres and Codes (Between 01/04/2024 and 31/03/2025)

5 March 2025 (2024-2025)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
Expenditure															
Clerk Salary		950.71	873.53	1,064.61	1,028.80	1,078.57	938.57	939.43	1,273.55	931.55	957.75	979.63		11,016.70	-11,016.70
Clerk PAYE and Pension									40.62	77.68	206.48	284.31		589.09	-589.09
PATA			41.25				31.05			51.65				123.95	-123.95
Admin, Stationary, clerk		44.28	73.51		426.60	25.00	375.82	28.18	32.30	26.00	632.79	417.60		2,082.08	-2,082.08
Admin Fees	50.00													50.00	
Website		10.00	10.00	35.00	30.00		35.00	37.00	35.00	35.00	35.00	285.00		547.00	-547.00
IT Software and Mainte	383.00													383.00	
Insurance	3,500.00			2,511.93		198.23								2,710.16	789.84
Subscriptions	258.00		347.92											347.92	-89.92
Electric															
Training	300.00														300.00
Internal/External Audit	584.00			390.00			840.00							1,230.00	-646.00
Telephone															
Newsletter	1,320.00	130.00	140.00	140.00	171.20		382.00	330.00	130.00	140.00		80.00		1,643.20	-323.20
ABEC BMS Monthly Ma	540.00				3.87						337.50	165.00		506.37	33.63
Hall Maintenance	1,948.00			430.16			210.00		350.00			1,166.00		2,156.16	-208.16
Parish Maintenance	1,615.00	267.99			281.55	533.00	2,820.00		1,620.00			1,620.00		7,142.54	-5,527.54
Grass/Hedge Cutting	950.00	95.00		380.00		380.00				95.00				950.00	
Grants and Donations P	100.00														100.00
Sundry-PC									22.00					22.00	-22.00
Contingency PC															
SOHL Expenses															
Bus Admin															
Bus Advertising															
Bus Cleaning															
Bus Maintenance															
Bus Fuel															
Bus Insurance, Licence															