



STOKE ORCHARD & TREDINGTON PARISH COUNCIL

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Minutes of the Stoke Orchard and Tredington Parish Council Meeting held on 3rd September 2025 at Stoke Orchard Community Centre

Present – Cllr A Macdonald (Chairman), Cllrs S Shorrocks, A Troughton and T Jukes
Attendees – M Hinde (Clerk), Anj Patel (Tewkesbury Borough Council) 2 members of the public

Agenda

- 03.09.25.1 To receive and consider apologies for absence and confirm the meeting is quorate**
Apologies received from Cllr G Fairbairn, G Ferguson, J Gilder and B.Cllr H Mclain. The meeting was declared quorate
- 03.09.25.2 To receive declarations of interest on the agenda below (Localism Act 2011)**
None
- 03.09.25.3 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)**
Residents – want to open a youth club for children aged 6-16 in the Community centre hall on a Wednesday evening. Hall be split into 2 for younger and older children. Younger children will have craft activities. Older children table tennis and darts competitions. Residents would like to use the meeting room could be used as a chillout area. Looked into insurance.
Anj Patel advised that the council should check if council insurance covers youth club. The residents advised they currently have 5 possibly 6 people who are willing to volunteer and they are all DBS checked. There will be no charge for children to attend as it may put them off. Anj advised grants were available but in order to access them you need to have a bank account set up in group name. The estimated cost to open the door is £200. Council agreed to add this to the next agenda.
- 03.09.25.4 To confirm and sign Minutes of the Meeting held on 2 July 2025 and 13 August 2025**
COUNCIL APPROVED minutes of the meetings held on 2 July 2025 and 13 August 2025

Action – Clerk to find out if the Council have applied for the Health and Wellbeing fund before.



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- 03.09.25.5 To receive clerks report**
The Clerk confirmed they were working through internal audit report and that there have been a couple of things to look at for the external auditor.

The VAT refund has not come through so chased HMRC. Currently working on the new website.

- 03.09.25.6 To receive a report from the Borough Councillor**
None

- 03.09.25.7 To receive a report from the County Councillor**
Report received as per **APPENDIX 1**

- 03.09.25.8a Finance, all documents circulated prior to the meeting**
To approve August 2025 Payment List/those paid since last meeting, to note receipts and agree actions

July Payment List	
Smart Cut	£1212.00
Stoke Orchard Community Centre	£447.60

COUNCIL APPROVED payment list totalling £2029.80 as per **APPENDIX 2**

- 03.09.25.8b To receive and approve the Bank Reconciliation up to 31st August 2025**

COUNCIL APPROVED bank reconciliation as per **APPENDIX 3**

- 03.09.25.8c To receive and approve Budget Monitoring Report up to 31st August 2025**

COUNCIL APPROVED budget monitoring report as per **APPENDIX 4**

- 03.09.25.9 Asset Inspections**

To organise asset inspections for the following (Inspection Form to be provided by Clerk) any issues to be reported to councillors and clerk asap

- 03.09.25.9a Telephone Boxes**

COUNCIL AGREED the asset check would be completed by the Community Centre Manager

- 03.09.25.9b Bus Shelter**

COUNCIL AGREED the asset check would be completed by the Community Centre Manager

- 03.09.25.9c VAS**

COUNCIL AGREED the asset check would be completed a Speedwatch Volunteer.



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- 03.09.25.9d** **Tractor Mower**
COUNCIL AGREED the asset check would be completed by the Community Centre Manager
- 03.09.25.10** **To discuss long term hire of the attic room in the Community Centre and agree actions**
Cllr Macdonald confirmed a Structural engineer had reviewed the room and advised that structurally fine for 12 active people on 20 inactive.
- 03.09.25.11** **To receive an update on the Build Back Better Grant purchase of heritage boards**
Defer to next month
- 03.09.25.12** **To receive an update on the community shop**
Cllr Macdonald advised that the shop was due to open September 2025. The construction has been completed and it was confirmed that the should would be keeping the Orchard Store name
- 03.09.25.13** **To discuss maintenance required on the playground and agree actions**
It was confirmed that the wet pour would be installed in the swings area week commencing 6th October.
Action Cllr Macdonald to contact wet pour company to see if a kerb is required.
- 03.09.25.14** **To receive an update on the sewerage and drainage report received at the last council meeting**
Cllr Shorrock confirmed that outlet 1 had been cleared in Mill Lane and outlet 2 is due to be cleared.
Severn Trent have agreed to check their drains in Archers Lane. It has been confirmed that Dean Lane flooding was due to a blockage in the sewage drain and nothing to do with rain water.
Cllr Shorrock confirmed that the Willows at the bottom of the Swillgate are highways responsibility and they have given Ringway permission to remove the Willow trees.
- 03.09.25.15** **To discuss installing an EV Charger in the Community Centre car park and agree actions**
There are very few charging stations in this area. Council were rejected for the grant that they applied for. **COUNCIL AGREED** to wait for another grant and revisit at another time.
Anj Patel advised that council may be able to use Roseleigh 106 monies to fund this.
- 03.09.25.16** **To agree a date for the Finance Committee meeting**
COUNCIL AGREED that the Finance Committee would meet on 1st October 2025.



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03.09.25.17

To receive items for the next agenda

Youth Club

Heritage Boards

Budget

Asset Register

Date of Next Meeting Wednesday 5th November 2025

Meeting Close 20:03



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APPENDIX 1

County Councillor Report:

County - Full Council:

As you will no doubt be aware the County Council has had two meetings of the full council since the County Election, the first where the cabinet roles were appointed and chair of the council selected. The 16th July was a fairly lengthy meeting with a lot of public questions and motions to council, appointing of honorary alderman and some procedural changes to meetings. Next week is full council for September and the agenda is a number of motions.

I have submitted a motion to full council in support of Adopted and Special Guardianship Children which will also be on the Agenda, if councillors are particularly interested I am more than happy to send you a copy of the motion. In brief it is calling for more help for Adopted Children after the Government cut the funding for their support.

Roads and Highways:

I have had two meetings with the Highways manager for our areas Max Kelly. I need to have further meetings with him to cover our very large division but Max was the existing highways manager for most of the new Severn Vale division so does have a good understanding of the roads and pavements here.

I recently arranged an emergency meeting with Colin Chick, Jo Walker CEO and the Council leader to raise concerns about the multiple road closures locally which do not seem to take account of the major road closure between Cleeve and the Racecourse. This resulted in a pausing of road works near prestbury which was impacting residents. I have had assurances that only essential works will take place.

I have also set up a roads and speeding survey with our MP Cameron Thomas. This is for residents across the constituency to be able to raise with us any road and highway safety concerns. We have also created a petition to County Highways for a safety review of the A38, this was following a meeting with County Highways officers where they suggested that although there have been a number of accidents and fatalities on



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certain stretches of this road, we would need to demonstrate public support for this to be fully reviewed by highways. I have shared the survey and petition online and will also be sharing through a residents newsletter in due

course. https://docs.google.com/forms/d/e/1FAIpQLSdQ3IsjSF0y5OkCaLGcHo25eM_4p-y1xPauKVTXm_3wFEmgUA/viewform

Councillor Surgeries:

I committed during the election to being available for residents across the constituency both online and in person. I have therefore set up a number of Councillor surgeries across the Severn Vale which I hope will ensure that residents from across our large division are able to meet with me to raise questions, concerns and ideas about the things they would like to see in our county. If any parish councillors would like to join me at any of these you would be more than welcome. My surgery meeting dates are going to be held on the last Saturday of the month so the coming dates are 26th July, 30th August, 27th Sept, 25th October.

Times are:

10am-11 New Location to be confirmed

11:30am-12:30 The New Dawn Inn, Norton.

1pm-2pm Shurdington Community Hall.

2:30pm Bishop's Cleeve Library.

Borough and County Grass Cutting:

There have been some issues in some areas of Tewkesbury Borough regarding the cutting of County Council Grass by Tewkesbury Borough Council and that the ending of this contract has caused loss frequent cutting leading to frustration from some residents. I confirmed at Borough Executive that the borough will look to bring a paper in July which temporarily reinstate grass cutting where needed, this has now been approved. This involves working with local borough councillors to identify the priority areas. We will then have a further paper in the Autumn to look at a more long term solution. I hope this is helpful and please work with your district councillors on this if



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you need help in this area. Cllr Agg and Adcock will be able to work with you on this to make requests as needed.

Fostering and Children's Services:

The County has just announced it has received a 'Good' OFSTED inspection. Whilst this is obviously good news, as a member of the Children and Families scrutiny committee I will be keen to scrutinise the full report, see where the council can still improve and to continue to raise the importance of ensuring all Children in Gloucestershire receive the best possible care.

Homelands Community Building:

(I know not Stoke Orchard but close by in Cleve so may be of service to residents in Stoke Orchard) This is Borough related not County but I thought you would be pleased to know that TBC have appointed charity 'Move More' to run the building. This is an important step in getting the building ready for opening for the public. The building will be available for community use and hire.

Local Government Reorganisation :

There is/was a public engagement survey which I hope you have been sent a copy of. The Survey is not a full consultation on the options and is more around engagement to give people the opportunity to feed into the process with further work to follow. It would be really helpful. The close for this was Saturday so I am hoping you all got to see this before the close: Link here

<https://haveyoursaygloucestershire.uk/engagementhq.com/gloucestershire-county-council-local-government-reorganisation-survey?preview=true>

Timeline for what is happening now and next:

- Proposals are currently being worked on for 1 & 2 Unitary Councils (including a Cheltenham proposal of East/West split and a Gloucester proposal for a Greater Gloucester). My preference as Tewkesbury Leader is for a One Gloucestershire Model but I am constructively inputting to One and East/West, (I have not seen an Gloucester proposals yet to contribute towards).



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- 28th November Gloucestershire to Submit Final Proposals to the Secretary of State
- 2026 Onwards - Secretary of State makes Structural Changes Order
- 2nd May 2027 - Elections to the shadow authority - Responsible for County Functions and Transitions only
- April 2028 Vesting Date for new councils, current 2 tier ceases to exist and new council assumes all responsibility.

I am happy to give a fuller update at the next meeting but hopefully you are accessing information on this through the Association of Town and Parish Councils. There will also be a district council, town and parish council seminar session later in the year to cover LGR.

Elmstone Hardwicke Odours from drains

I have had a number of meetings with Vistry and neighbouring parish councillors to raise the issue of odours coming from the drains into people's properties since the Coombe Hill Estate was developed. I know not in Stoke Orchard but I thought you may be interested to know as it is close to you and drains all linked.



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APPENDIX 2

FINANCIAL REPORT FOR 03.09.25

Payments Made between meetings up to 31.08.25

Details	Amount
IONOS	24
NEST	44.77
ABEC	576
ABEC	49.5
HYDRO International	501.6
Clerk Expenses	12.6
Clerk Salary	943.03
Smartcut	1284
Smartcut	540
Stoke Orchard Community Centre	437.6
Typecraft	110
Stoke Orchard Community Centre	447.6
Bank Charge	4.25
HMRC	328.3
IONOS	12
A Frost	552
ABEC	49.5
Security 1	288
Smartcut	372
Town and Country Heating	1927.2
Typecraft	55.2
Typecraft	140
Nest	44.77
AMD Electrical	408
Community Heartbeat Trust	571.2
Garden Services	150
Stoke Orchard Community Centre	66.08
S Shorrock	65
ABEC	49.5
Delta Vector Engineering	570
Clerk Salary	943.03
Total	11566.73

Receipts Received since last meeting

Total	0

Payments to be Authorised 03.09.25

Clerks Expenses	12.6
Security 1	357.6
Stoke Orchard Community Centre	447.6
Smartcut	1212
Total	2029.8



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APPENDIX 3

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)

A	Bank Reconciliation at 31/08/2025		
	Cash in Hand 01/04/2025		380,043.52
	ADD Receipts 01/04/2025 - 31/08/2025		56,736.63
			436,780.15
	SUBTRACT Payments 01/04/2025 - 31/08/2025		29,416.85
	Cash in Hand 31/08/2025 (per Cash Book)		407,363.30
B	Cash in hand per Bank Statements		
	Petty Cash 13/07/2022	0.00	
	Stoke Orchard Parish Council Trea 31/08/2025	7,395.50	
	Stoke Orchard Parish Council Bus 31/08/2025	29,271.72	
	Pockitt Prepayment Card 31/05/2025	0.00	
	Redwood 2 Year Bond 80140651 31/10/2024	131,062.50	
	Hampshire Trust 236247 31/08/2024	130,669.81	
	CCLA 31/07/2025	108,963.77	
			407,363.30
	Less unrepresented payments		
			407,363.30
	Plus unrepresented receipts		
	Adjusted Bank Balance		407,363.30
	A = B Checks out OK		



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APPENDIX 4

Stoke Orchard and Tredington PC															1 September 2025 (2025-2026)	
Monthly breakdown of Receipts and Payments																
All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)																
	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance	
PAYMENTS																
Expenditure																
Clerk Salary	10,627.00	943.23	943.03	943.23	943.03	943.03								4,715.55	5,911.45	
Clerk PAYE and Pension	3,190.00	280.30	373.07	44.77	44.77	373.07								1,115.98	2,074.02	
PATA	195.00			47.46										47.46	147.54	
Admin, Stationary, clerk	1,052.00		656.75	8.50	450.20	451.85								1,567.30	-515.30	
Admin Fees	50.00			447.60										447.60	-397.60	
Website	350.00	35.00	10.00	10.00	20.00	10.00								85.00	265.00	
IT Software and Maintainer	59.99		345.60											345.60	-285.61	
Insurance	2,778.00			2,869.14										2,869.14	-91.14	
Subscriptions	356.62		339.64											339.64	16.98	
Electric																
Training	300.00		45.00	22.50										67.50	232.50	
Internal/External Audit	1,599.00			320.00										320.00	1,279.00	
Telephone			240.00											240.00	-240.00	
Newsletter	2,033.00		330.00	110.00	110.00	186.00								736.00	1,297.00	
ABEC BMS Monthly Ma	540.00	41.25	41.25	41.25	521.25	82.50								727.50	-187.50	
Hall Maintenance	1,015.00		1,450.00			2,186.00								3,636.00	-2,621.00	
Parish Maintenance	5,661.00	87.57				55.07								142.64	5,518.36	
Grass/Hedge Cutting	876.00			940.00		150.00								1,090.00	-214.00	
Grants and Donations P	100.00														100.00	
Sundry-PC	23.00														23.00	
Contingency PC																
SOHL Expenses																
Bus Admin																
Bus Advertising																
Bus Cleaning																
Bus Maintenance																
Bus Fuel																
Bus Insurance, Licence																