



Minutes of the Stoke Orchard and Tredington Parish Council Meeting held on 7th January 2026 at Stoke Orchard Community Centre

Present – Cllr A Macdonald (Chairman) Cllrs. S Shorrocks, T Jukes, G Ferguson, A Troughton and G Fairbairn

Attendees – M Hinde (Clerk), 2 members of the public

Minutes

- 07.01.26.1 To receive and consider apologies for absence and confirm the meeting is quorate**
Apologies received from Cllr J Gilder and C. Cllr R Stanley. The meeting was confirmed as quorate
- 07.01.26.2 To receive declarations of interest on the agenda below (Localism Act 2011)**
None
- 07.01.26.3 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)**
Resident 1 – raised the issue that the description on the Tredington Park application 25/00838/OUT was incorrect and Tewkesbury Borough Council were trying to get it sorted with the applicant. The council acknowledged this.
- 07.01.26.4 To confirm and sign Minutes of the Meeting held on 5th November 2025**
COUNCIL APPROVED minutes of the meeting held on 5th November 2025
- 07.01.26.5 To receive clerks report**
The clerks report was received as per **APPENDIX 1**
- 07.01.26.6 To receive a report from the Borough Councillor**
As the Borough Councillor was unable to attend council instructed the clerk to request a retrospective report.
- 07.01.26.7 To receive a report from the County Councillor**
The County Councillor report was received as per **APPENDIX 2**
- 07.01.26.8 Finance, all documents circulated prior to the meeting**
- 07.01.26.8a To approve January 2026 Payment List/those paid since last meeting, to note receipts and agree actions**
COUNCIL APPROVED the January 2026 payment list as per **APPENDIX 3**

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- 07.01.26.8b** To receive and approve the **Bank Reconciliation up to 31st December 2025**
COUNCIL APPROVED the bank reconciliation up to **APPENDIX 4**
- 07.01.26.8c** To receive and approve **Budget Monitoring Report up to 31st December 2025**
COUNCIL APPROVED budget monitoring report as per **APPENDIX 5**
- 07.01.26.9** To approve **Asset register**
Councillors requested an additional column be added to the asset register to show date of inspection. Cllr Macdonald advised that he would arrange for this to be done and an updated version to be circulated before the next meeting.
- 07.01.26.10** To appoint an **internal auditor**
COUNCIL AGREED to appoint GAPTC as their internal auditor
- 07.01.26.11** To review quotes for replacing the **external doors at the community centre**
As three quotes were not available this item was deferred to the next meeting.
- 07.01.26.12** To receive an update on long term hire of the attic room in the **Community Centre and agree actions**
Councillor Macdonald confirmed the lease is currently with the tenant and they are aiming on starting in February.
- 07.01.26.13** To discuss the possibility of starting a **welcome pack**
Council reviewed the proposal made by a resident and **AGREED** to meet with him to finalise a design
- 07.01.26.14** To receive an update on the **Build Back Better Grant purchase of heritage boards**
COUNCIL AGREED that the first board would be a mural on the wall of the community centre showing the parish. **COUNCIL AGREED** this would be done by Brandons Murals.
- 07.01.26.15** To review and minute quotes for urgent repair to lighting at the **Community Centre**
Council confirmed this was an agenda item to minute work already carried out. As the council were unable to hold a quorate meeting before Christmas and the work was required to comply with the terms of insurance council reviewed the following quotes and agreed AJ Babbage would complete the work:

Company	Price
Security 1	£1145 + VAT
AMD Electrical	£1005
AJ Babbage	£778.28

Council noted that whilst completing the work additional problems were identified and therefore the AJ Babbage invoice was for £978.28

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- 07.01.26.16** **To discuss Welcome Packs for new residents**
This has been covered as it is a duplicate of item 13
- 07.01.26.17** **To discuss setting up a Neighbourhood Development Plan and agree actions**
COUNCIL AGREED that they needed to understand the usefulness of having a NDP and asked the clerk to get more information from councils who already have one.
- 07.01.26.18** **To review ABEC renewal quotation and agree actions**
COUNCIL APPROVED the renewal quotation. 3 quotes were unable to be sourced as other companies did not want to work with the current system.
- 07.01.26.19** **To review quotes for a hatch in the Meeting room and agree actions**
This item was deferred to the next meeting as 3 quotes had not been sourced.
- 07.01.26.20** **To review quotes for additional call points in the Community Centre and agree actions**
COUNCIL APPROVED to go with Security one as already have a contact with them. They were unable to source 3 quotes without affecting the current contract.
- 07.01.26.21** **To review quotes for Stoke Road ditch clearing and agree actions**
Council reviewed 3 quotes.
- | Company | Price |
|---------------------------------|-----------------|
| Evans and Blackwell Groundworks | £19850.00 + vat |
| Claygro | £18900 + vat |
| Smiths | £17860.50 + vat |
- COUNCIL AGREED** to proceed with the Smiths quotation.
Council **AGREED** to ask Highways and Tewkesbury Borough Council for a contribution.
Clerk to contact Smiths to confirm works.
COUNCIL AGREED to cover this cost using CIL funds under regulation 59c
- 07.01.26.22** **To appoint an internal auditor**
Duplicate of agenda item 10 so already covered
- 07.01.26.23** **Planning – to discuss the following applications**
- 07.01.26.23a** **Application Number - 25/00958/FUL**
Description - Proposed ground and first side extension
Location - White Gates, Stoke Road, Stoke Orchard
Council confirmed they had **NO OBJECTION** to the above application.
COUNCIL AGREED to look at the land registry to see if they own the land that is currently being used as a parking space.

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- 07.01.26.23b** **Application Number - 25/00838/OUT**
Description - Outline application for the erection of up to 320 dwellings together with an area reserved for use class F2. Vehicular access from Teasel Road and Burdock Road via Bluebell Road. Bus-only access to Tredington Road, together with landscaping and associated development.
Location – Land At Part Parcel 5154, Tredington Park, Tredington
COUNCIL AGREED to object to this application and asked Cllr Shorrock to compile the response including the concerns on additional traffic in the parish.
The Chairman asked for any ideas for Section 106 funds under this application. The flood warden raised asking for a culvert to collect the flood water from the motorway. A councillor raised concerns that if water was taken away from the fields it may encourage more development in the area. The Chairman advised he would consider the option and comments whilst compiling a list for approval.
- 07.01.26.23c** **Application Number - 25/01043/FUL and 25/01044/LBC**
Description - Erection of a SELF BUILD three bedroom bungalow
Location – East Barn , Orchard View, Tredington
NO OBJECTION but would raise concerns if any development was to go on behind
COUNCIL AGREED to confirm they had **NO OBJECTION** to this application as the immediate neighbours had not raised any concerns. The council agreed that they would raise concerns if any development was to beyond this application.
- 07.01.26.24** **To receive items for the next agenda**
Quotes for the Hatch
Quotes for Community Centre external doors
Date of Next Meeting Wednesday 4th March 2026

Meeting Close – 20:06



APPENDIX 1

Clerks Report

Assertion 10 training

I attended training on the new assertion on the AGAR on 3rd December. Point to note:

- It is strongly recommended that councillors use a council specific email address rather than personal ones.
- Councillors and Clerk should be careful about saving documents to personal devices. It is fine to use your phone for example for emails but do not save documents to it as it could be against data protection.
- Do not save any private documentation to anyone outside of the council. Only public documentation can be shared.
- Councillors and clerk should complete training on data protection.
- Data protection policies should be regularly reviewed and followed. This was reviewed in May

Playground inspections – new report has been received and circulated and this will be on next months agenda. Louisa from Gordons inspections has advised she can no longer carry out our inspections so I have emailed a couple of other companies to get quotes for next years inspection and I will add to the next agenda.

VAT Refund received for 17397.92

Flood Gauge contract cancelled if any data is required it needs to be downloaded by 15th January.

First invoice has been sent to the shop. I have contacted Scribe to see if there is a way of automating the process.

CIL Payments – There is £79842.36 in CIL taking into account the payment made to soft surfaces for the ground under the swings and the Elan City invoice for the 2 solar VAS. So far only £1 has been paid to Elan City and I am chasing them to confirm receipt so I can transfer the balance. CCLA have confirmed we can open another account and the same terms will apply if you open an account in the same fund. If everyone is happy I have the form to set up the account.



APPENDIX 2

December Update

LGR

We are currently undergoing recruitment of a portfolio director for LGR. This is an incredibly important position which will guide us through the changes to local government.

This role will be funded by and work on behalf of all seven councils throughout the transition into new authorities.

Budget consultation

Our proposed budget is still out for consultation, closing 9 January 2026.

For more information and to take part in the consultation - <https://gloucestershire.gov.uk/council-and-democracy/budget-consultation-2026-27/>

Scrutiny review

We have undergone a review of our current scrutiny system by the Centre for Governance and Scrutiny. This is key in supporting us to develop the scrutiny system and ensure it is fully efficient and effective.

Members and officers were asked their opinions on the current scrutiny process. They provided valuable feedback such as increasing the focus on questioning and accountability and streamlining structures and reducing committees.

The presentation can be found here - <https://glostext.gloucestershire.gov.uk/documents/s114308/Glos%20Scrutiny%20Review%20Dec%202025.pdf>

We are awaiting the final report from CfGS which we hope to receive by the end of the year. We will then be looking to establish a workshop in the early new year, to take forward the recommendations and shape the future of scrutiny at GCC.

£2million boost for projects driving local growth and innovation

Gloucestershire City Region Board has approved major funding through the Strategic Economic Development Fund (SEDF) to boost innovation, jobs, and sustainable growth.

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Seven projects will benefit, including a county-wide energy plan, careers hub expansion, inward investment support, advanced engineering growth, tourism data platform, Hartpury University's Resilient Futures Lab, and a new cyber-focused venture studio.

Together, these initiatives aim to strengthen infrastructure, attract investment, and create hundreds of jobs, positioning Gloucestershire as a hub for business, creativity, and long-term prosperity.

National endorsement for active travel

We are thrilled to have been awarded the prestigious Level 3 rating by Active Travel England (ATE) joining six authorities in the highest banding - recognising the county as one of England's highest performing authorities for active travel, and the only predominantly rural council to achieve this milestone.

ATE also announced our four-year funding allocation for Gloucestershire, an amazing near £18 million. This funding will be put to good use delivering an agreed programme of strategic schemes that meet ATE's requirements.

Employment summit

Key partners from across Gloucestershire came together to discuss how to support even more people in the county back to work at an Employment Summit.

We are now looking ahead to our latest government-backed initiative Connect to Work. This is a major new initiative launched in July 2025, funded by the Department for Work and Pensions (DWP). The programme is designed to help people with health conditions, disabilities or other barriers to employment move into or stay in meaningful work.

To find out more, please visit - <https://www.gloucestershire.gov.uk/council-and-democracy/grow-gloucestershire/employment-and-skills-hub/>

Surge in flu cases

Flu cases are the highest on record for this time of year – 50% higher than last year. The Chief Medical Officers in Gloucestershire have issued an open letter with 'top tips' for the public as the county faces a surge in flu cases and a challenging winter.

Please find the letter here - <https://www.nhsglos.nhs.uk/news/take-action-to-help-your-families-and-the-nhs-this-winter/>

www.asapglos.nhs.uk can guide you through self-care options and provide information on the best service option for you to avoid unnecessary waits.

Illegal tobacco seizure

Gloucestershire Trading Standards seized illegal tobacco worth almost £4,000 following an inspection of a shop in the Forest of Dean.

Trading Standards officers continue to carry out routine inspections of stores across the county to ensure illegal products are not being sold to the public.

Gloucestershire Fire and Rescue Service win prestigious award

Gloucestershire Fire and Rescue Service (GFRS) was honoured to receive the highest honour from the Asian Fire Service Association (AFSA) for its work on equality, diversity and inclusion (ED&I).

This prestigious national award recognises the Service's commitment to embedding ED&I throughout every layer of the organisation.

New Domestic Abuse Strategy

On 8 December Cabinet member Paul Hodkinson launched the new three-year Domestic Abuse Strategy.

The main aims of the strategy are:

- Preventing abuse before it starts.
- Supporting victims and survivors.
- Holding perpetrators to account.

Domestic abuse can affect anyone from any background. In 2023/24, almost 20% of all crimes reported to Gloucestershire Constabulary were domestic abuse.



Improvements to Arle Court Park & Ride Service 100

As part of our partnership with Stagecoach West, we are pleased to announce a series of improvements to the Arle Court Park & Ride Service 100.

£50,000 investment into new Sunday service - Buses are now operating every 20 minutes between 09:25 and 17:05 on Sundays, offering greater flexibility for weekend shoppers, workers and visitors.

£10,000 investment into late night shopping evening buses - To support the busy festive period, additional evening journeys are now running every 20 minutes until Saturday, 10 January 2026.



Solidarity with Ukraine

Council Leader Spivey signed an agreement with the Zaporizhzhia Regional State Administration on 11 December 2025. This will see us work closely together on areas of mutual interest and wherever we can help each other develop.

Winners chosen in Gloucestershire's gritter-naming competition

Our Gritters are essential for keeping public transport moving, helping children get to school and supporting the emergency services to safely reach people who need them.

Thousands of children from Gloucestershire's primary schools were offered the opportunity to take part in a competition to name the 29 gritters in the council's fleet.

This was a great interactive project with local schools, with over 540 entries.

Gritting McQueen, Grit-fire and Feathers McGrit are just three examples of local winning names.



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APPENDIX 3

FINANCIAL REPORT FOR 07.01.26

Payments Made between meetings up to 31.12.25

Details	Amount
Bank Charge	4.25
HMRC	343.89
Ionos	12
Smart Cut	912
SO Community Centre	447.6
Soft Surfaces Ltd	1
Typecraft	140
Soft Surfaces Ltd	6122.6
Nest	47.32
Elan City Ltd	1
Clerk Salary	967.95
HMRC	665.25
Bank Charge	4.25
Ionos	12
SO Community Centre	437.6
Typecraft	140
Typecraft	18
Nest	47.32
AJ Babbage	978.28
HMRC	343.89
Clerk Salary	967.95
PATA	47.46
Total	12661.61

Receipts Received since last meeting

HMRC VAT Refund	17397.82
Lloyds Interest	47.29
CCLA	361.35
Total	17806.46

Payments to be Authorised 06.11.24

Clerks Mileage	6.3
J Preece & Sons	114
Gordon Playground Inspections	180
Total	300.3

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APPENDIX 4

6 January 2026 (2025-2026)

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 31/12/2025			
	Cash in Hand 01/04/2025		380,043.52
	ADD Receipts 01/04/2025 - 31/12/2025		163,485.89
			543,529.41
	SUBTRACT Payments 01/04/2025 - 31/12/2025		54,297.01
A	Cash in Hand 31/12/2025 (per Cash Book)		489,232.40
	Cash in hand per Bank Statements		
	Petty Cash 13/07/2022	0.00	
	Stoke Orchard Parish Council Trea 31/12/2025	16,913.16	
	Stoke Orchard Parish Council Bus 31/12/2025	99,252.16	
	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 31/12/2025	110,834.77	
	Hinkley and Rugby 05/01/2026	0.00	
			488,732.40
	Less unrepresented payments		488,732.40
	Plus unrepresented receipts		500.00
B	Adjusted Bank Balance		489,232.40
	A = B Checks out OK		

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APPENDIX 5

Stoke Orchard and Tredington PC Monthly breakdown of Receipts and Payments All Cost Centres and Codes (Between 01/04/2025 and 31/03/2026)

6 January 2026 (2025-2026)

	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	1,092.15	967.95	941.95	967.95				8,685.55	1,941.45
Clerk PAYE and Pension	3,190.00	280.30	373.07	44.77	44.77	373.07	795.34	60.10	1,056.46	391.21				3,419.09	-229.09
PATA	195.00			47.46			62.46							109.92	85.08
Admin, Stationary, clerk	1,052.00		209.15	8.50	12.60	4.25	87.67		473.60	47.46				843.23	208.77
Admin Fees	50.00							4.25	4.25	4.25				12.75	37.25
Website	350.00	35.00	10.00	10.00	20.00	10.00	10.00	10.00	10.00	10.00				125.00	225.00
IT Software and Maintner	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															
Newsletter	2,033.00		330.00	110.00	110.00	186.00	110.00	140.00	140.00	158.00				1,284.00	749.00
ABEC BMS Monthly Ma	540.00	41.25	41.25	41.25	521.25	82.50	41.25	41.25						810.00	-270.00
Hall Maintenance	1,015.00		1,450.00			2,186.00	298.00	270.00		978.28				5,182.28	-4,167.28
Parish Maintenance	5,661.00	87.57	240.00			55.07								382.64	5,278.36
Grass/Hedge Cutting	876.00			380.00		150.00	380.00							910.00	-34.00
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															