



Ashchurch Rural Parish Council
Minutes of the Parish Council Meeting
held on Wednesday 17th December 2025
at 6.30pm

Venue: Ashchurch Village Hall, Ashchurch Road, Ashchurch, Tewkesbury GL20 8LA.

Present: Cllrs T. Davies (Chair), R. Drewitt, D. Garnett, G. Grey, S. Mitchell, I. Parker, B. Wright.

Attendees: Clerk/RFO L. Beech, Assistant Clerks K. Febery & M. Waterhouse, County Cllr K. Usmar and 4 members of the public.

17.12.25.1 To receive and approve apologies for absence and confirm the meeting is quorate

Apologies were received from Borough Cllr M. Gore.

Clerk confirmed the meeting was quorate.

17.12.25.2 To receive comments from members of the public - no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting

A resident of Homedowns enquired:

- Who was responsible for the hedges on Fiddington Lane, as some had not been trimmed. **COUNCIL CONFIRMED** there were various landowners responsible, and that Ashchurch Rural Parish Council (ARPC) had been in contact with Gloucestershire County Council (GCC) Highways regarding the visibility splay at the Mulberry Place development and would investigate the issue further
- Who was responsible for the dog waste bin at Field Maple Road as it had been overflowing with waste. **COUNCIL CONFIRMED** this was Persimmon Homes, and that ARPC was awaiting a response from them on the matter
- Whether it would be possible to have another dog waste bin installed on the spine road in Fiddington Fields. **COUNCIL CONFIRMED** they would investigate this in the new year.

A Fiddington resident enquired regarding updates on the Ashchurch A46 Bypass. **COUNCIL CONFIRMED** that this was one of 42 road schemes under consideration by the Department of Transport but there were no further updates.

17.12.25.3 To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33(b-e). (NB this does not preclude any later declarations)
None.

- 17.12.25.4 To confirm and sign the Minutes of the Parish Council Meeting held on 19 November 2025 circulated to members prior to the meeting**
COUNCIL NOTED that one item (£29.49 to Royal British Legion) included on the November payments list had already been paid in October. This payment should have appeared on the “Paid Since Last Meeting” list rather than on the “To Pay” list. The error was acknowledged and had been corrected in the final minutes.
The minutes of the Parish Council Meeting held on 19 November 2025 were **AGREED BY COUNCIL** and signed by the Chairman, Cllr T. Davies.
- 17.12.25.5 To receive a report from Borough Councillor M. Gore (last attended 16 June 2025)**
None.
- 17.12.25.6 To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)**
None.
- 17.12.25.7 To receive a report from the County Councillor Kate Usmar (last attended 24 September 2025)**
County Cllr K. Usmar's report had been circulated prior to the meeting and she confirmed:
- Work to address concerns from residents regarding Pamington Lane was ongoing
With the agreement of the council, Agenda Item 17.12.25.22.1 was moved forward and taken at Agenda Item 7.
 - She would investigate concerns raised by ARPC regarding proposed parking restrictions on Ashchurch Road
- 17.12.25.8 Planning:**
- 8.1 To discuss planning application and agree actions**
APPLICATION NO: 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
GRID REF: 390506 230583
DEADLINE FOR SUBMISSION OF COMMENTS: 18th December 2025
PLANNING OFFICER: Diana Jones
COUNCIL NOTED ARPC would continue to liaise with the applicant, neighbouring Parish Councils and the Local Planning Authority to seek solutions for concerns including:
- Loss of rural character
 - Road safety issues on Bluebell Road
 - Infrastructure and community services
 - Sustainable travel
 - Flood risk
- COUNCIL AGREED** to submit an objection summarising the issues noted.

8.2 To discuss planning application and agree actions

APPLICATION NO: 25/00912/FUL

DESCRIPTION: Proposed demolition of existing rear extension. Erection of a single storey side and rear extension. Proposed render to existing and proposed external walls

LOCATION: Aycote, Natton, Ashchurch

GRID REF: 392511 232818

SUBMISSION DUE DATE: 19th December

PLANNING OFFICER: Charlotte Kilmister

COUNCIL AGREED to submit the following statement: 'Ashchurch Rural Parish Council has no objection to this planning application, subject to neighbours having no objection.'

8.3 To receive update regarding ARPC response to planning application and agree actions

APPLICATION NO: 25/00490

LOCATION: Land North of Ashchurch Tewkesbury

COUNCIL NOTED

- A meeting had been held with the planning consultants on 25 November and work on their report was progressing. A series of interim reports would be provided in advance of the final report
- Safety concerns related to traffic congestion included impacts on emergency vehicle access and increased air pollution

8.4 To receive update on planning within parish and agree actions

COUNCIL AGREED to schedule an online meeting in January 2026 with the Head of Development Management and the Area Team Manager (North) at Tewkesbury Borough Council (TBC to discuss local planning matters).

17.12.25.9 To receive and note decisions made under delegated authority since the last meeting on 19 November 2025, in accordance with the Council's Scheme of Delegation.

None.

17.12.25.10 To receive update on parish projects:

10.1 To discuss grass maintenance contract with Wakemans Property Care Limited and agree actions

COUNCIL AGREED The Council agreed to terminate all working arrangements with Wakemans Property Care Limited, to pay all outstanding invoices, and to investigate alternative grass maintenance options in January 2026.

10.2 2026 Parish Calendar

COUNCIL NOTED this was available to purchase and several copies had been sold.

10.3 Parish Mapping

COUNCIL NOTED an update had been circulated prior to the meeting and outputs were expected to be ready for presentation to the council at the end of January 2026.

17.12.25.11 To discuss Stewardship options and agree actions

COUNCIL NOTED

- Cllr G. Grey would circulate further documentation to outline services provided by Gateway maintenance on the Linden Homes development in Pamington
- Management can only be transferred five years after the last home sale and with agreement of the landowner and majority of homeowners
- County Cllr K. Usmar would raise this issue with the MP for Tewkesbury

17.12.25.12 Finances – documents circulated prior to the meeting

12.1 To approve the December 2025 Payment List below and record income received

December 2025 Payment List:

Payments made since last meeting on 19.11.25

Payee	Details	Total
Staff	November 2025 Salaries	£ 4,063.47
Local Gov. Pension Scheme	November 2025 pension payment	£ 1,260.83
PKF Littlejohn	External Audit Inv. No. SB20253141	£ 1,008.00
Unity Trust Bank	Bank charges	£ 9.90
		£ 6,342.20

Payment List for authorisation on 17.12.25

O2	Mobile Phones x2	£ 18.88
EE Limited	Internet charges for SmartHub - September	£ 35.40
Smarty	Assistant Clerk Mobile Phone	£ 6.00
Wakemans Property Care	Invoice WPC-4222	£ 1,023.00
Wakemans Property Care	Invoice WPC-4223	£ 1,074.00
Wakemans Property Care	Invoice WPC-4232	£ 198.00
Wakemans Property Care	Invoice WPC-4189	£ 396.00
Wakemans Property Care	Invoice WPC-4187	£ 643.50
Smarty	Assistant Clerk New Mobile Phone Contract SIM	£ 6.00
Smarty	Clerk New Mobile Phone Contract SIM	£ 6.00
BananaPrint	Calendars	£ 178.90
PATA	Payroll Services	£ 110.25
L. Beech	Clerk's expenses November 2025	£ 33.20
M. Waterhouse	Assistant Clerk expenses November 2025	£ 44.00
K. Febery	Assistant Clerk expenses November 2025	£ 49.85
Staff	December 2025 Salaries	£ 4,063.87
Local Gov. Pension Scheme	December 2025 Pension Payment	£ 1,260.83
HMRC	PAYE Payment Q3	£ 2,641.94
Tewkesbury Borough Council	Meeting Room Hire	£ 39.00
Paul Castle Associates	Railton Automatic Traffic Counts - Part 2	£ 432.00
Ashchurch Village Hall	Venue Hire - Inv:22: Oct & Nov	£ 280.00
		£ 12,540.62

COUNCIL NOTED Invoice 4222 from Wakemans Property Care had been cancelled and a credit note was due to be issued.

COUNCIL APPROVED the December 2025 Payment List and payments made since the last meeting of £6,342.20.

(See Appendix A)

The following additional payment was also authorised:

- £680.40 to Parish Online for website and email services

- 12.2 To approve the bank reconciliation including earmarked reserves**
COUNCIL APPROVED the bank reconciliation and was signed by Cllr B. Wright.
- 12.3 To receive the budget monitoring report**
COUNCIL RECEIVED the Budget Monitoring Report
- 12.4 To discuss Completion and Submission of Declaration of Compliance to The Pension Regulator by PATA at a cost of £15.00 and agree actions**
COUNCIL AGREED PATA to complete and submit Declaration of Compliance to The Pension Regulator at a cost of £15.00.
- 12.5 To review parish council mobile phone contracts and agree actions**
COUNCIL NOTED that at the August meeting, minute 18.08.25.12.4, the Council agreed that mobile phone contracts should be reviewed by the Clerk. Clerk confirmed the review had n undertaken, and they had initiated a switch from the existing provider to a new contract with SMARTY, which offers better value for money and meets the Council's service requirements.
- 12.6 To discuss 2026 - 27 budget and agree actions**
COUNCIL AGREED to schedule a Finance & CIL Expenditure Sub-Committee meeting for January 2026.
- 17.12.25.13 To discuss consultation on changes to street licensing and agree actions**
COUNCIL AGREED to object to the renewal of Street Trading Permits without safety and insurance checks, noting that the renewal process is the only opportunity for the authority to ensure public safety. The Council also objected to the lack of Street Trading Consents for non-commercial activities, agreeing that consents are necessary to control numbers and protect the public experience of the High Street.
- 17.12.25.14 To discuss Gloucestershire County Council Budget consultation and agree actions**
COUNCIL AGREED no comment to be made until further information received.
- 17.12.25.15 To discuss new engagement on the Strategic and Local Plan and agree actions**
COUNCIL AGREED The Council agreed to delegate completion of the consultation response to the Planning Applications Sub-Committee, with final sign-off to be undertaken under delegated authority prior to submission.
- 17.12.25.16 To receive an update on the following Parish Council procedures and resolve to agree actions:**
- 16.1 Disciplinary Policy**
COUNCIL ADOPTED Disciplinary Policy
- 16.2 Media and Communications Policy**
COUNCIL ADOPTED Media and Communications Policy
- 17.12.25.17 To receive a report on the Neighbourhood Development Plan (NDP) review and agree actions**
COUNCIL NOTED a new draft had been circulated and a meeting would be scheduled with the planning

consultants for January 2026. In the meantime, ARPC would provide feedback including:

- Cycling and PROW Infrastructure - County Cllr K. Usmar to contact GCC regarding completion of PROW behind Tewkesbury Academy
- Non Designated Heritage Assets

17.12.25.18 To receive an update from Ashchurch Village Hall regarding

18.1 Car Park

COUNCIL NOTED:

- A meeting had been held at the request of GCC to discuss access of parents during school drop off / pick up
- Clerks to investigate insurance implications of non hall hirers using car park

18.2 Extension works

COUNCIL NOTED Works were progressing well and expected to complete in January 2026.

18.3 Future refurbishment project

COUNCIL NOTED a Trustee meeting was scheduled late January 2026 to discuss next stages of refurbishment with the quantity surveyor, including managing any temporary closure of the hall.

17.12.25.19 To receive an update regarding Community Governance Review and agree actions

COUNCIL NOTED ARPC was awaiting confirmation of a meeting date from TBC and would follow this up as a priority.

17.12.25.20 To receive an update on the Garden Town and agree actions

20.1 To receive a report from the Parish and Community Liaison Committee

None.

20.2 To receive a report from the Oversight Board

COUNCIL NOTED

- A lack of transparency, detail and up to date information had been raised, and a request had been made for access to a document library to enable full reports to be viewed
- A Risk Review has been requested
- The Infrastructure Report would be updated to include the need for a new primary substation for electricity
- Severn Trent was due to meet with TBC officers to discuss sewerage

20.3 To receive a report from the Office of Police and Crime Commissioner

None.

17.12.25.21 To receive the Clerk's report

The Clerk's report had been circulated to members prior to the meeting and its content noted.

COUNCIL NOTED Cllr I. Parker was due to meet the Emergency Planning Project Officer from TBC late December to discuss flooding.

17.12.25.22 To receive an update on Highway matters and agree actions
COUNCIL AGREED to contact GCC Highways to request mirrors at the blind corners on Fiddington Lane and Natton Lane.

22.1 To receive update on potential closure of Pamington Lane and agree actions

(Note: This item was taken out of order, at Agenda Item 17.12.25.7)

COUNCIL NOTED:

- There were no further updates on utilising Automatic Number Plate Recognition (ANPR)
- County Cllr K. Usmar would contact the relevant Traffic Regulation Order (TRO) officer
- GCC had contacted National Highways regarding moving signage into the correct position
- ARPC would schedule a meeting with the Assistant Director of Traffic and Transport at GCC and County Cllr K. Usmar would be invited to attend

17.12.25.23 To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)
COUNCIL NOTED Dobbies had confirmed that a community engagement event could be held at the store.

17.12.25.24 To receive update on grants available to support community projects and agree actions
County Cllr K. Usmar confirmed that grant money was available from GCC via the Grassroots Neighbourhood Fund and invited ARPC to submit a funding request.

24.1 Warm Space Grant for the Village Hall

COUNCIL CONFIRMED the Village Hall had received a Warm Space Grant from TBC and in its role as Sole Trustee, ARPC would assist in organising the Warm Space facility to commence in January.

17.12.25.25 To note parish council meeting dates for 2026/2027

COUNCIL AGREED to hold the Annual Parish Meeting as part of a community event on Saturday 16 May 2026

17.12.25.26 To note agenda items for the next Parish Council Meeting
Spring Newsletter

17.12.25.27 Date of next meeting: Monday 12 January 2026.

End of Meeting: 8.45 pm

APPENDIX A

Ashchurch Rural Parish Council
Financial Report – 19 December 2025

Payments made since last meeting on 19.11.25

Payee	Details	Total
Staff	November 2025 Salaries	£ 4,063.47
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Receipts since last meeting on 19.11.25

£ -

Reserves at 30.11.25

Earmarked Reserves £ 325,054.58

Bank account at 30.11.25

Current Account	As per Bank Reconciliation No. 103	£ 99,553.35
Deposit Account	As per Bank Reconciliation No. 54	£ 750,085.20
Closing balance at Unity Trust Bank on		£ 849,638.55

Signed Date

Chair

TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING