

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG

www.nauntonpc.org

MINUTES: of Naunton Parish Council Meeting held on Monday 17th November 2025 at 7.00 pm.
PRESENT: Parish Councillors: Charles Hanks, Nicki Gibberson, Keith Russell, David Pickup,
APOLOGIES None as all attended.

IN ATTENDANCE: Maxi Freeman, Clerk, CDC Councillor Len Wilkins

MEMBERS OF THE PUBLIC: One

1. **To receive Declarations of Interest in items on the agenda (Localism Act 2011).** None.
2. **To hear representations from the public** regarding items on the agenda. One member of the public wanted to speak to item 10, Neighbourhood Development Planning.
3. **Approval of minutes of the previous meeting (September 2025)** The meeting approved the minutes, and the Chairman signed them. **Action: Clerk to post to website.**
4. **Chairmans announcements.** The Chairman invited the CDC councillor to report:
 - **CDC Cllr Len Wilkins reported:** CDC was working on the future Local Plan and the changes necessary for Local Government reorganisation. The increased housing target was causing large number of new development applications, including several around Mickleton and Willersey. Housing would have to be built outside the Cotswold National Landscape (AONB) - mostly to the north of Chipping Camden and to the south of Cirencester. CDC had written to the Housing Minister twice to request changes to the method of calculating the 'housing need' for the district but had been refused on both occasions.
 - CDC would be dissolved in 2028.
 - The three options for the Unitary authority were being considered. Voting would take Unitary elections would be held in May 27 with 2 unitary councillors per ward (instead of the current 1, due to extra work. The new unitary would go live on 1.1.28.
 - Town and parish councils may take on some of the assets of the district council.
 - There would be 10 new, elected 'Neighbourhood Committees' instead of the District Council. Parish and town councils would contact these committees instead of going direct to GCC.
5. **Clerks Report.** Councillors noted the information regarding the new IT policy.
6. **Councillor vacancy.** Councillor Pickup proposed and Councillor Gibberson seconded the co-option of Wendy James as the fifth councillor. Councillors voted unanimously to accept the proposal. Cllr James signed the Declaration of Acceptance and the Chairman welcomed the new councillor. **Action: Clerk to inform CDC, update the website and book the new councillor on the next available new councillor training.**
7. **Traffic management – 20's Plenty signs.** Councillors noted that the signs had been installed and there were a few spares which could be used to replace any damaged signs over time.
8. **Planning applications.**
[25/03413/FUL](#) Church House, Church Lane Deadline 25th November.
Addition of freestanding wicker boundary fence and installation of oak pergola. Objection received from neighbour. Councillors resolved to object to the installation of the wicker fence on the basis that the fence was not in the local vernacular (Cotswold Design Code Section D 25a and m, and sections D52 to 56. In addition, the fence would block views to open space in the centre of the village and close to a number of Heritage Assets in the Conservation Area. Councillors did not object to the oak pergola. **Action: Clerk to post objection to planning portal.**
9. **Dog Waste disposal signs**
Councillors approved Councillor Gibberson's design for the signs reminding dog owners to use the bins provided. A budget of £50 was agreed to cover production costs. **Action: Cllr Gibberson to obtain quotes for production of weather resistant signs and forward to the clerk.**

10. 'Neighbourhood Planning. The member of the public requested that the PC consider further protection for the Recreation Field, in light of the new NPPF and housing targets placed on CDC. The PC is the leaseholder and the owner, the Church, had previously agreed to transfer the lease to the village trust. However this had not taken place. **Action: Clerk to try to register the field as a 'Field in trust' and with the CDC, as a formal 'Local Green Space'**

11. Assets and risk management

Assets and risk assessment	To receive reports on council assets and decide on any action.
Recreation field & benches	Cllr Hanks had reminded the Social committee that the recreation field needed to be completed cleared up after the bonfire night.
Play area	Cllr Hanks to check whether Greenfields had completed the agreed work.
Flood Monitoring	Cllr Russell reported that the annual clearance had taken place and the even in recent heavy rains, the river had not flooded.
Village Hall	Cllr Russell reported that the village hall was being redecorated.
Defibrillator	The new battery had been installed. Cllr Gibberson to check that it is charging. If not, it may mean a new defibrillator was needed.

12. .New email addresses and website. The clerk confirmed that the new addresses were live as was the new website. The cut off for using personal email addresses was 30th November. The new system was much more secure. Cllr Gibberson offered to help any councillor install the new software.

13. IT policy. Councillors agreed to adopt the new IT policy. **Action: Clerk to load to website.** The clerk asked councillors to check what PC data they held and report back to the clerk so that GDPR compliance could be checked. **Action: Councillors to let the clerk have details of Parish Council data held.**

14. Finances

a) To receive current accounts and bank reconciliation

Councillors noted the current and deposit account balance and the reconciliation. The Chairman signed the reconciliation.

Naunton Parish Council Reconciliation				
Period 1 April 2025 to 9th September 2025				
Current account 00462740 Online				
		Balance @ 8 September 2025	£27,854.43	
Deposit account 01612290 Online				
		Balance @ 8 September 2025	£492.67	
Total			£28,347.10	
Less outstanding cheques				£0.00
Reconciled balance			£28,347.10	
Cash book summary				
		Opening balance 1.4.25	£18,746.20	
		Add receipts to date	£14,193.66	
		Less payments to date	£4,592.76	
Cash book balance			£28,347.10	
Signed:				
Clerk & RFO				
Chairman				
Date: 15th September 2025				

b) **Payments and receipts** Councillors noted and approved the following payments:

The following payments were approved:				
Epay	M Freeman	Clerk's salary August/September @ £230.07 p.m.	LGA 1972 s.112 (2)	£406.14
Epay	HMRC	Tax @£24.60 p.m.	LGA 1972 s.112 (2)	£49.20
Epay	Parish Online	New website & emails	LGA 1972 s.142	£258.00
Pay	M Freeman	Expenses – 20's plenty signs & fixings	RTRA 1984 s.72	£498.72
Epay	M Freeman	Expenses - VAT on GoDaddy payment May 25	LGA 1972 s.142	£7.99

15. Budget for 2026/27

Councillors reviewed the year to date and estimated end of year figures and noted that the budgeted amount for infrastructure, such as speed management equipment, had not been spent this year. Councillors decided to ringfence the amount for next year. Reserves of approximately £5000 were expected in this year's accounts. **Action: Councillors to consider further projects of benefit to the village for the financial year 2026/27.**

Councillors decided to keep the precept in line with the expected rate of inflation of 2% for the next financial year. **Action: Clerk to calculate precept and submit completed forms on CDC's request.**

16. Items for the next meeting

No items were proposed but see above.

The next meeting will take place on Monday 19th January 2026.

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Chairman

Date 19th January 2026

There being no further business the Chairman closed the public meeting at 8.00 p.m.

