



## DUNTISBOURNE PARISH COUNCIL

### Minutes of the Regular Meeting of the Council, no. 199

Held at Duntisbourne Village Hall on Tuesday 17 March 2026 at 7.00 pm

**Present:** Cllr Jane Edwards (Chair), Cllr Andy Beckett (Vice-Chair), Cllr Rupert Lane, Cllr Julian Weston, Cllr Mick Lowe and Cllr Valerie Dyson. CDC Cllr Julia Judd.

**In attendance:** Gwen Durland (Clerk) **Members of the public:** 2

**26.3.1 To receive welcome by Chair** The Chair welcomed councillors, the Clerk and members of the public to the meeting.

**26.3.2 To receive apologies for absence(s)** Apologies were received from Cllr Sam Scott White. Apologies were also noted from GCC Cllr Mark Harris.

**26.3.3 To receive declarations of interest or requests for dispensations** No declarations of interest or requests for dispensations were received.

**26.3.4 To approve the minutes of the Full Council meeting held on 18 November 2025** The minutes of the Full Council meeting held on 18 November 2025 were approved as a true and accurate record.

**Resolved:** That the minutes of the meeting held on 18 November 2025 be approved.

**26.3.5 To receive Chair's remarks / matters arising since last meeting** The Chair reported that a first aid training session had recently been held with a good turnout of 17 attendees. Thanks were recorded to Logan McKelvie for delivering the training and for assistance with the parish defibrillator.

The Chair further reported that, following advice received at the training session, paediatric pads for the defibrillator had now been purchased and received.

Other matters arising from the previous minutes, including planning and highways matters, were to be covered under later agenda items.

**Resolved:** That thanks be recorded in the minutes to Logan McKelvie for the first aid training session.

**26.3.6 To receive questions/comments from members of the public**

No public questions were raised.

**26.3.7 To receive any updates on report from Cotswold District Councillor, Julia Judd, as previously circulated**

Cllr Judd gave a verbal update in addition to her circulated report.

She advised that:

- Cotswold District Council had approved its 2026/27 revenue budget.
- A £5 increase had been agreed for Band D council tax.
- Funding had been identified to invest in replacement refuse vehicles, following ongoing service issues and public pressure regarding missed bin collections.
- Devolution and local government reorganisation continued to develop, with the possibility of a single Gloucestershire unitary authority appearing most likely, although no final decision had yet been confirmed.
- Concerns remained about how parish council voices would be heard under any new structure.

Cllr Judd also commented on planning appeal matters and noted that Cotswold District Council did not generally lose many appeals, with officers usually seeking to guide decisions carefully where there was risk.

The Chair thanked Cllr Judd for her report and attendance.

**Resolved:** That the update from Cllr Judd be noted.

**26.3.8 To discuss pending planning application(s)**

1) **25/04001/FUL Church Farm, Duntisbourne Abbots** including 26/00538/COMPLY Field to the South of Church Farm & 26/00626/CONBGP (Biodiversity Net Gain)

Council discussed the ongoing Church Farm applications and related works on site. Concern was expressed regarding the scale and visual impact of works already undertaken, including excavation works, fencing and materials placed on or near the highway verge.

It was noted that additional scrutiny appeared to be taking place on the current application, particularly in relation to biodiversity matters. The Chair also reported that assistance had been received from the Friends of Gumstool Brook in relation to concerns over water source, hydrology and possible impact on the River Dunt.

#### 2) **26.3.8.2 26/00075/FUL Longford, Duntisbourne Leer**

The application remained ongoing. The Chair reported that there had been some progress in relation to flood defence considerations, although further biodiversity and bat surveys were still required.

The poor condition of the Long Ford footpath and associated walling was discussed. The Chair noted that the new owners of Longford may have plans relating to the wall and that this could potentially assist future repair discussions.

**Resolved:** That the update be noted.

#### 3) **25/03195/FUL The Laurels**

Council noted that amended plans had recently been submitted. Awaiting decision on amended plans.

**Resolved:** That the update be noted.

#### 4) **Additional planning matter raised**

Concern was raised about a large pergola-like structure at Garth Cottage. As this item was not on the agenda, no formal discussion was made.

**Action:** Clerk to note Garth Cottage as a possible future agenda item.

### **26.3.9 Highways Matters**

1) *A417 Underpass flooding* The Chair reported that County Cllr Mark Harris had been engaging constructively on highways matters, including underpass flooding.

The issue remained ongoing.

**Resolved:** That the update be noted and addressed at a future time with Highways

2) *Long Ford update / Friends of Gumstool Brook* The Chair reported further on contact with the Friends of Gumstool Brook and the value of their technical knowledge in relation to local flooding, hydrology and water quality.

It was noted that:

- Long Ford remains in poor condition;
- warning signs and cones had at times gone missing or been damaged;
- a classic car rally had altered its intended route and would not pass through the ford.

The possibility of inviting a representative from Friends of Gumstool Brook to speak at a future Annual Parish Meeting was discussed.

**Resolved:** That the update be noted.

3) *Routine parking in laybys* Council discussed ongoing concerns about routine parking in the layby near the church and the effect on church access, visual amenity and use by others.

It was noted that the matter was complicated and that the Parish Council had no direct enforcement powers.

The Chair reported previous correspondence with the resident concerned.

Councillors expressed a wish for the resident to be reminded that the issue affected access not only on Sundays but also during the week.

**Action:** Chair to make further contact with the resident regarding the concerns raised.

4) *Pothole reports* The Chair reported that the large pothole on Loop Road had now been repaired. Ongoing concerns remained regarding the condition of roads across the parish, including by the garage/underpass area. Councillors were encouraged to continue reporting potholes individually via FixMyStreet, with photographs where possible.

**Resolved:** That the update be noted.

### **26.3.10 To receive defibrillator report**

It was reported that the monthly defibrillator test had been conducted and was in full working order. Confirmation was made that it continued to be registered as in service on 'The Circuit.'

**Resolved:** That the defibrillator report be noted.

### **26.3.11 To review asset register**

The RFO reported that the asset register had been reviewed and updated, including the bench repairs carried out by Cllr Beckett. Photos of the restored bench were shown to members. It was noted that the bench would be reinstalled once anchored securely.

**Resolved:** That the updated asset register be approved.

### **26.3.12 To receive Finance Report and to approve any expenditures**

#### *1) Expenditures approval*

The Clerk presented the schedule of payments for approval, attached hereto.

**Resolved:** That the payments presented be approved.

#### *2) Year-end report*

The RFO presented the year-end financial report and reconciliation (attached hereto.)

Members noted:

- cash in hand at the start of the financial year: £14,811.80
- cash in hand at the date of the meeting, less unrepresented payments: £11,865.29

The Clerk advised that VAT reclaim remained to be submitted and that approximately £70.95 related to the current period, with around £400 to reclaim in total.

The budget outturn for 2025/26 was considered, including underspend against budget in some areas and one-off expenditure items such as bench materials and CiLCA costs. Money was set aside in the 2026-27 budget for the potential 20mph initiative.

Thanks were expressed to the Clerk and Cllr Beckett for their oversight and support on financial matters.

**Resolved:** That the year-end report be noted.

#### *3) Donation/Grant requests*

The Clerk presented a draft grant funding policy for consideration ahead of the Annual Meeting of the Council. No decision was taken at this meeting.

It was agreed that when donation/grant requests were considered at the next meeting, brief supporting information should be requested from applicant organisations.

Potential future requests were noted from:

- Church Memorial
- Village Hall
- Parish Connections

**Action:** Clerk to bring the grant funding policy back for formal approval at the Annual Meeting of the Council.

**Action:** Clerk to request brief supporting information from organisations seeking donations.

### **26.3.13 To receive Clerk's Report**

#### *1) Village Hall Bench*

The repaired bench was discussed and members welcomed the restoration work undertaken.

It was noted that the bench would be returned to site once securely fixed.

The Council expressed their gratitude to Cllr Beckett for his hard work repairing and restoring the village bench.

**Resolved:** That the report be noted.

## 2) Annual Parish Meeting update

The Clerk reported that she was awaiting confirmation from Jeremy Evans of the Woodland Trust to speak on ancient woodlands at the Annual Parish Meeting. If unavailable, Professor Mike Jones of Friends of Gumstool Brook would be approached as an alternative speaker.

**Resolved:** That the update be noted.

**26.3.14 Any items for next meeting** The following were identified for the next meeting:

- Donation requests
- Grant funding policy
- Layby parking / possible restrictions
- Garth Cottage structure
- Ongoing planning and highways matters

*The Chair adjourned the meeting at 8:18pm.*

The next meeting is the Annual **Meeting of the Council**, followed immediately by the **Regular Meeting of the Council**, on **19 May 2026 at 7.00 pm** at Duntisbourne Village Hall.

*These minutes are a true and accurate representation  
of the meeting taken place as voted by DPC*

*As signed by the Chair on:  
(date)*

---

---