

**Minutes from the Parish Meeting of the Duntisbournes Parish**

Held 20 May, 2025 at 8:15pm in Duntisbourne Village Hall

Present: Chairman Jane Edwards, Vice-Chairman Andy Beckett, Cllr Rupert Lane, Cllr Michael Lowe, Cllr Valerie Dyson

Apologies: Cllr Julian Weston, Cllr Samantha Scott-White, CDC Cllr Julia Judd

In attendance: Gwen Durland (as Clerk), one member of the public.

PM25.1 All were welcomed by Chairman Edwards

PM25.2 Chairman Edwards read her annual Chairman's Report, attached herein.

PM25.3 Item stricken from agenda as previously presented in Annual Meeting.

PM25.4 Meeting opened to public for questions/comments. One member of public present but had no questions or comments. Chairman Edwards brought the following items forward for discussion:

- a. The Triangle- the Council and public all keen to repair damage caused by building work vehicles. Suggestion of boulders around perimeter deemed not feasible by Highways. Rope and post suggested as a deterrent. Also a wildflower replacement turf suggested, but it was noted that the second and subsequent years of wildflower turfs often no longer flower.
- b. Planning- Parkview planning application approved with conditions; trees are to be safeguarded.

Cllr Beckett noted that the invoice from planning advice came in after March 31, so will be carried forward to 2025-2026.

- c. Defibrillator checked and operational, pads are within date.
- d. First Aid course for parishioners to be arranged with St John Ambulance later in 2025; information will be available in due course.

PM25.5 Chairman Edwards thanked all in attendance and adjourned meeting at 8:45pm.

*The next Annual Parish Meeting will be in May 2026, tbc.*

Chairman's Signature\_\_\_\_\_

Approved on:\_\_\_\_\_

**Duntisbourne Parish Council**  
**Chairman's Annual Report**  
**May 2024 to April 2025**

It is with pleasure I present this report to the meeting. It is the **2nd** full year of the current Parish Council which was returned in a non-contested election on Thursday May 4<sup>th</sup>, 2024, for a period of 4 years. We held 5 meetings through the year.

**The Duntisbourne Councillors**

There are five Councillors: Jane Edwards - Chair, Rupert Lane - Vice Chair, Andy Beckett, Michael Lowe, Julian Weston.

For Electoral purposes, Duntisbourne Rouse (which includes Middle Duntisbourne) is a separate Parish Council

**Duntisbourne Rouse PC** is represented by Councillors Valerie Dyson and Samantha Scott White.

We meet as one body sharing a meeting venue, AGM and a combined precept.

There are currently 252 electors in the Parish, this number has increased from 246 the previous year.

Councillor Joe Harris is our County Councillor and has recently stood down from the role. District Councillor Julia Judd provides detailed monthly reports, covering various aspects including planning. Our gratitude to them both for advice and support this past year.

Recent County Council elections were held on May 1<sup>st</sup>, 2025. Councillor Mark Harris was elected as the County Councillor for Cirencester North and Ermin Ward. The Duntisbourne PC send our congratulations and look forward to working with Councillor Harris, especially on the outstanding Highways issues.

**Staffing**

The vacancy of Parish Clerk dated from October 2023 continued, with recruiting and advertising efforts continuing extensively both locally and further afield. We were therefore very pleased to appoint Gwen Durland as the Parish Clerk for the Duntisbournes on February 1<sup>st</sup> 2025.

Gwen is currently completing the final modules for her CiLCA (Certificate of Local Council Administration) in conjunction with SLCC. We look forward to working with her and she brings a wealth of experience having been the Miserden clerk for 5 years.

**Finance**

In November we finalized our budget for 2025/26, retaining the same precept of £8000 as we had already budgeted for salary provision for a clerk replacement. Consequently, our reserves were adequate therefore an increase was not warranted.

This equates to Council tax for a band D property payment of £41.56 which is minus 2.48 Tax year 2025-6

Council received no CIL money this 2024-25 financial year. (C.I.L stands for Community Infrastructure Levy,) a charge levied against planning applications to be applied where the overall floor area is over 100 square metres.) Anything over is calculated at £85.00 a metre the PC receive a contribution of 15%

## **RFO**

Councillor Andy Beckett was appointed as Responsible Finance Officer for 2024-2025. Our gratitude to Councillor Beckett for his hard work and diligence with the accounts. Councillor Beckett has been working alongside Gwen Durland to facilitate a smooth transfer of finance matters.

## **Payments/Grants**

Council received new guidance and amended legislation to the Government Act 1894. This was passed through Parliament at the end of December 2023. Thus, enabling Parish Councils to fund church repairs or improvements. Levelling up and regeneration Act 2023. Therefore, DPC increased payment from £250.00 to £300 for 2024-2025.

At the November 2024 DPC budget meeting we increased the payment to the PCC to £500 and increased the grant to the Village Hall to £500.00, plus an emergency payment to Parish Connections for the parish magazine of £500.00 so the valuable Parish magazine could continue.

## **Planning**

This year has again been particularly busy with applications.

The PC is a statutory consultee, and we receive applications via the CDC Planning Portal.

DPC continues to consider every planning application and environmental matters with a balanced approach, considering the criteria which CDC follows, the Local Plan and National NPPF Policy guidelines. The CDC takes our comments into consideration when determining a planning application.

Planning policy modifications took effect in December 2024. Several significant modifications were made to the NPPF.

Guidance list on 'Material' and 'Non' material reasons can be viewed on our website, Duntisbourne Voice.

The PC does not make an actual decision on any planning applications; it is the planning officers' role.

## **Governance Policies**

The DPC reviewed all Policies at the May 2024 meeting. We follow Government Biodiversity Policy when reviewing planning applications, as discussed at our

November meeting. Where adjustments are to be made for our particular circumstances, they are recorded.

## **Events**

A quieter year for events in the villages. The Community enjoyed the benefit of The Jubilee Barn in Duntisbourne Abbots for many years as a venue to celebrate Village occasions e.g. Queens Jubilee and recent Coronation party for King Charles III.

On June 1<sup>st</sup> we look forward to a whole village gathering for a 'Sunday lunch' for all residents.

## **Highways Issues**

There have been continuing incidents with lorries damaging walls and verges, numerous potholes and the Long Ford repairs remain unresolved. Previous repairs have deteriorated, and the retaining bank has part collapsed. The Chair met with the new Highways Officer for the area, Anne Johns and her colleague. Although the meeting was a positive one, and the importance of the Long Ford to the Village was acknowledged, the presence of American Crayfish seen at the time of the site visit means a delay in repairs until expert advice is obtained on the level of species protection. The PC remain committed to establishing a permanent solution to the long-term problem. We must not lose this valuable village asset. Plans to facilitate this will be pursued with the new County Councillor, Mark Harris, as Highways are a County Councillor's remit.

Other issues in Abbots were attended to promptly with blocked drains in Ealy Hill being swept through and some pothole repairs.

The Council encourages residents to also report highways issues on the CDC website, [Fix My Street](#). It is easy to use, and action will be taken.

It is worth pointing out that the more reports Highways receive, the quicker a repair is prioritised.

The Council have liaised with the Fly Tipping Officer; signs were provided and have been effective in discouraging fly tipping incidents. It is vitally important to make sure your rubbish and especially your personal documents are disposed of in the correct manner.

## **Village Hall\***

The PC supports the Village Hall and its committee. They have organized various fundraising events and made continued improvements to a high standard. The PC provided a new noticeboard at the Duntisbourne Abbots Village Hall which was originally destined for a project for Lundy Island nature reserve. We were fortunate to purchase this and the Lundy Island project directors were pleased that the noticeboard was going to be used for a 'Community' use.

## **Neighbourhood Watch**

continues to be well supported by residents, our thanks to the Co-ordinator.

Residents are encouraged to join in by email request to:

duntisbournewatch@gmail.com

Lastly, there are many residents who support our communities in a variety of voluntary ways. For example, cutting of Village Greens, clearing culverts, maintenance and repairs; going that extra mile - thank you, it is greatly appreciated.

## **The Duntisbourne Voice Village Web site**

Our web site is coordinated and maintained by a resident and we are very grateful for this continued support.

Further ideas for future projects are always welcomed from residents.

## **Looking Ahead**

Significant changes/proposals are being considered for **Devolution** of the current system. District Councils in 2 years' time would cease to exist and we would become a Unitary Authority. The proposals are concerning and as a PC we feel we would lose our local identity. We have been invited to voice our concerns at a symposium to be held at The Agricultural College in Cirencester. Councillor Valerie Dyson of Duntisbourne Rouse and Councillor Jane Edwards of Duntisbourne Abbots Parish will attend on Wednesday, June 4<sup>th</sup>.

The Parish Council usually meet on the **3<sup>rd</sup> Tuesday** in May, June, September, November, also in January (if budget not decided in the November meeting) and March. Residents are always welcome to attend with suggestions.

I would like to thank all Councillors for their support and time given to this Parish Council and its community. It is greatly appreciated.

J R Edwards

Chair, Duntisbourne Parish Council