

BROADWELL PARISH COUNCIL

DRAFT Minutes of Broadwell Parish Council Meeting held November 25th 2025
Broadwell Village Hall

Present: Cllrs Tony Leonard (Chair), Emma Ashton, Laurie Wilcox, Rebecca Ross, Henry Kenner
Attending: Clerk Jane Carter, 3 Members of the Public, County Councillor Daryl Corps, District Councillor Paul Cunningham

Minute	AGENDA ITEMS	Action
251125/1	Apologies: Kate Burtonwood, Katie Tweddle-Kearney	
251125/2	To receive Declarations of Interest on Items on the Agenda: None	
251125/3	To approve minutes of the extraordinary Parish Council Meeting: the minutes of the meeting October 13th 2025 were approved as a true record and signed by the Chair.	
251125/4	<p>To receive update Gloucestershire County Council: Cllr Corps introduced himself and apologised for not having attended a meeting. He outlined devolution discussions progress and confirmed he had voted in favour of a single unitary authority. Funding for projects promoting well-being was available through the Neighbourhood Fund. More than 170 applications had been received following the 20mph consultation and officers would now be working through the applications.</p> <p>To receive update Cotswold District Council: District Councillor Paul Cunningham updated the meeting on Local Plan Regulation 18 consultation setting out development plans up to 2043. The government had set stretching targets for development in the Cotswolds and these were being challenged. The development numbers included for Broadwell were 'windfall' developments and many had already received planning permission. A public meeting would be held in Moreton on December 10th and an Open Day to look at the plans on December 5th. He urged councillors to attend both. Consultation around Regulation 19 which would include final proposed developments would take place in the spring. The parish council would be monitoring the consultation and drafting its response.</p>	
251125/5	To receive comments from the public: No matters raised	
251125/6	To confirm appointment of new clerk: the position had been publicised. Councillors had met with applicant Jane Carter. Jane is an experienced clerk in the area currently working for Great Rissington, Lower Slaughter and Toddington. The appointment was confirmed. Terms had been set out in the offer letter, and the standards NALC contract would be drafted for signing. It was agreed that payroll company PATA be informed and the clerk authorised as their point of contact. The chair welcomed Jane to the council.	Chair/Clerk
251125/7	Land registry: Cllr Ashton updated the council on meetings with the land registry consultant. He had suggested various sites were registered by the council including several verges. After a discussion it was agreed that the clerk contact the company and ask for a firm proposal including costs. This would be discussed at a future meeting. Cllrs Leonard and Ashton would draft a map showing the various areas under discussion	Clerk/Cllrs Ashton, Leonard
251125/8	Defibrillator: the defibrillator was working but still required some repairs. The clerk said that grants may be available. It was agreed that the clerk would liaise with Cllr Burtonwood on whether a replacement was needed and potential sources of funding.	Clerk/Cllr Burtonwood
251125/9	<p>Review of outstanding matters: the clerk had worked through previous notes and minutes to review matters outstanding:</p> <ol style="list-style-type: none"> I. She would contact Gloucestershire County Council to chase monies owed for the pond clearing II. Insurance for the mower was agreed. 	Clerk Clerk

	<p>III. A request had been received to return documents to Gloucestershire archive. Cllrs Leonard and Ashton would action whilst reviewing the documents in the filing cabinet</p> <p>IV. The ink contract would be cancelled</p> <p>V. The financial regulations needed to be reviewed</p> <p>VI. An internal auditor would be appointed at the next meeting</p>	Cllrs Ashton/ Leonard Clerk
251125/10	<p>Finance</p> <ul style="list-style-type: none"> i. To receive and approve the bank statements (as circulated)- APPROVED ii. To receive and approve the bank reconciliation balance (as circulated)_ APPROVED iii. To approve payments and note receipts (as circulated) APPROVED iv. CILS monies allocation: CILS monies had been received. This would be allocated to reserves. The clerk would review reserves and what policies were in place. v. Bank Mandate: The addition of the clerk to the Lloyds bank mandate was approved 	Clerk
251125/11	<p>2026-2027 Budget and precept:</p> <p>The current year's budget had been circulated. The council discussed whether new projects were planned for the coming financial year which may impact finance. A regular maintenance schedule for the pond was discussed including obtaining a wildlife report. The clerk said that up to 3-6 months of monies were required for general reserves. The council agreed the £11800 precept be increased by a rate of inflation increase to £12250. The clerk would produce a final budget for the 2026-27 financial year, and this would be approved at the January meeting.</p>	Clerk
251125/12	<p>Planning Matters:</p> <ul style="list-style-type: none"> i. Local Plan regulation 18 consultation: councillors had reviewed the papers. It was agreed that the impact on highways, flooding and the impact on the landscape were a concern. Councillors will attend the presentation and open days. Cllr Ross would send out an email bulletin. Deadline for responses was January 2nd ii. 25/03611/AGPA Prior approval for erection of a traditional agricultural Dutch barn Fosseway Farm Broadwell Road Gloucestershire GL56 0UQ A new site had been proposed but Cllr Cunningham said there were still concerns iii. 25/03407/OPANOT Prior notification for the change of use of an agricultural barn to hotel use (Class C1) Evenlode Grounds Adlestrop Road Evenlode Moreton-In-Marsh Gloucestershire GL56 0Y: Cllr Ashton said she had been in contact with Evenlode Parish Council. It was agreed that the council supports Evenlode and object to the application. There were concerns about the impact of traffic in the village and along Chapel Street. The clerk would draft the objection and circulate for comment before submission iv. 24/02893/FUL & 24/02894/LBC Vine House Broadwell Moreton-In-Marsh Glos GL56 0TL. Proposed vehicular access, parking court & garden store: APPEAL DISMISSED 	Clerk
251125/13	<p>For Information Only (No decisions to be made on items raised in this section)</p> <p>Residents' concerns had been raised about the maintenance of the land above the pond and the wall by the Fox pub. Cllr Leonard would raise with the pub</p>	Cllr Leonard
251125/14	<p>Meeting dates 2026-27 were confirmed: meeting would be held the first Wednesday in the month: January 7th, Thursday March 4th, May 6th (and parish meeting), July 1st, September 2nd, November 4th, January 6th 2027, March 3rd 2027</p>	

251125/15	Next Meeting: The Chair closed the meeting at 9.23 p.m. and thanked everyone for their attendance. The next meeting would be Wednesday January 7thth 2026 at 7.00 p.m. in the village hall	
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Approved By _____ Date _____