

**COBERLEY PARISH COUNCIL
APPROVED MINUTES
MEETING HELD ON
14TH JANUARY 2026 AT 7PM
IN COBERLEY VILLAGE SCHOOL**

1.	Welcome
2.	The Council noted there are no applications for co-option following the resignation of Cllr Lowe,
3.	Attendance recorded as Parish Councillors' Duncan McGaw, Hugh Piggott, Chris Bullock, & County Councillor Paul Hodgkinson and 0 members of the public attended
4.	Council received and recorded apologies received from Parish Councillor Paul Benyon (noting where appropriate LGA 1972 s85) and District Councillor Julia Judd
5.	Council invited declarations of Interest for matters received on agenda items -none
6.	Council noted report /updates from County Councillor Hodgkinson • LGA reorganisation update • CC budget levels • 20mph roll out • Pot holes programme • A436 hot spot for accidents • Speed limits and lower speed request still in progress
7.	Highway matters and updates discussed (standard item)– • A417 updates • Flooding at Oxford Cottages noted • Potential for Designated funds for works at Cowley/Ullenwood crossroads- Highways Manager to provide CC Hodgkinson with more information • Ullenwood Manor Road referred to CC Hodgkinson • Leckhampton Hill Road surface discussed with CC Hodgkinson • SDR not being shared with Parish Council discussed with CC Hodgkinson Other issues- Highways matters should be reported via https://fixmystreet.gloucestershire.gov.uk/
8.	Council agreed precept for 2026/27- Agreed £14k
9.	Minutes of the previous Parish Council Meeting held on 10 th September 2025 approved for accuracy
10.	Public Session – no members of the public attended
11.	Council noted report from District Councillor Julia Judd were distributed
12.	The council approved the financial reports and payment list as agreed at meeting • Council approved Iain Selkirk as independent internal auditor • Cil receipts were discussed at previous meeting (received in April 22) and a decision on expenditure to be made on potential list including notice board, white gates, bench- carry forward to next meeting • Council approved expenditure on snow plough up to £1.5k (joint funded with GCC to provide £1.5k) total expenditure £3k
13.	Highway matters and updates discussed (standard item)– • A417 updates • Flooding at Oxford Cottages • Potential for Designated funds for works at Cowley/Ullenwood crossroads

	Other issues- Highways matters should be reported via https://fixmystreet.gloucestershire.gov.uk/
14	The Council noted no issues PROW matters (standard item) • Council noted that PROW matters should be reported via https://fixmystreet.gloucestershire.gov.uk/
15	Planning matters discussed/noted • Salad Bowl update received from DC Judd • Lambing Shed referred by resident to DC Judd
16	The council noted fixed assets updates • Brick Bus shelter on A435 refurbishment update by Cllr Bullock – completed and paid. • Facia, bench and crash bar to be completed in the Spring • Ullenwood Notice Board refurbishment to be discussed at next meeting
17	The council deferred updates on ownership of common land (Cllr Benyon) between Ham Mead and Coberley Court • Cllr Benyon has visited record office and has confirmed that documentation is available and the PC will then have a record • Land between Ham Mead and Coberley Court was owned by the PC but another resident has attempted to claim it.
18	The Council deferred updates on winter plan including grit bins (Cllr Benyon) Meeting with Glos Highways on 17/9/25 • Map and audit of grit bins has been completed but do not match GCC records • Damaged bins noted will need to be replaced or re-sited if GCC adopt /agree to fill • Potential new bins
19	Policy of GCC 24/25 plan updates • Snow plough and operation of policy – Council reluctantly agreed that as the contract stands between the GCC and the snow plough operator the PC could not become involved in contractual matters. The Council also noted that as the contract is set County wide, the remuneration rates are as set by the County. Emergency Plan to be reviewed in due course (possible use of GRCC)
20	Council discussed allotments in the village which are owned by the Church. The matter will be referred to the Church. Cllr McGaw declared an interest as a member of the Church Council.
21	Council noted no update was available from the Arthur Connelly Trust
22	Council moved to close session to discuss employment matters and delegated to Clerk to start the process.
23	The Council note its next meetings are scheduled as 2nd Wednesday – 11th March 2026 and 13 th May 2026, commencing at 7 pm
24	followed by Close of meeting at 21.05

**COBERLEY PARISH COUNCIL
DRAFT MINUTES
MEETING HELD ON
10TH SEPTEMBER 2025 AT 7PM
IN COBERLEY VILLAGE SCHOOL**

1.	Welcome
2.	The Council noted there were no applications for co-option following the resignation of Cllr Lowe, CDC has confirmed the PC may co-opt to fill this vacancy
3.	Attendance recorded as Parish Councillors Duncan McGaw, Hugh Piggott, Chris Bullock, Paul Benyon, and no members of the public attended
4.	Council has not received, accepted and recorded any apologies received from Parish Councillors (noting where appropriate LGA 1972 s85) District Councillor Julia Judd & County Councillor Paul Hodgkinson have sent their apologies
5.	Council note declarations of Interest for matters received on planning item from Cllr Benyon
6.	Minutes of the previous Parish Council Meeting held on May 22nd 2025 were approved for accuracy
7.	Public Session – no members of the public attended Cllr Benyon invited questions on planning item – Councillors had no questions (25/01924/FUL) Public session closed 19.06
8.	Council noted report/updates from District Councillor Julia Judd
9.	Council noted report /updates from County Councillor Hodgkinson
10	Highway matters and updates discussed (standard item)– A417 updates not available at the present time Flooding muddy water at Ullenwood noted on 10/9/25 TRO update speed reduction through village – Clerk has “expressed an interest” in the latest initiative from GCC regarding 20mph and safer roads (as distributed via email) as agreed by Council Potential for Designated funds for works at Cowley/Ullenwood crossroads no update available ANPR system on A436 at Andoversford noted and would be desirable at Ullenwood side of A436 Major/Minor list updates discussed- remove from agenda Potholes reported via fixmystreet and works done Other issues- Highways matters should be reported via https://fixmystreet.gloucestershire.gov.uk/
11	The Council considered/ noted PROW matters (standard item) Steps reported to PROW has been investigated by PROW team but underground water system noted and repairs will be carried Council noted that PROW matters should be reported via https://fixmystreet.gloucestershire.gov.uk/
12	Planning matters were discussed/noted See public session Heat pump calculation and installation noted 25/02736/FUL -Ullenwood Court – no comment
13	The council approved the financial reports and payment list as agreed at meeting National pay award within terms of employment contract

	Cil receipts were discussed (received in April 22) and a decision on expenditure will be made at November meeting suggestions included notice board, white gates, bench
14	The council considered fixed assets updates (assets which are owned by the Council) Brick Bus shelter on A435 refurbishment update by Cllr Bullock – contract placed, scaffolding is now in place following foliage clearance at the back.
15	The council received updates on ownership of common land (Cllr Benyon) between Ham Mead and Coberley Court Cllr Benyon is visiting record office and has confirmed that documentation is available and the PC will then have a record Land between Ham Mead and Coberley Court was owned by the PC but another resident has attempted to claim it.
16	The Council received updates on winter plan including grit bins (Cllr Benyon) Meeting with Glos Highways on 17/9/25 Map and audit of grit bins has been completed but do not match GCC records Damaged bins noted will need to be replaced or re-sited if GCC adopt /agree to fill Potential new bins Policy of GCC 24/25 plan noted and questions arising Snow plough and operation of policy Snow plough insurance Snow warden role Emergency Plan to be reviewed
17	Council noted no update from the Arthur Connelly Trust
18	Council noted CD Local plan 25-43 call for local green space nominations Potential for village greens
19	The Council noted its next meetings are scheduled as 2nd Wednesday– 12th November (budget) 14th January, 11th March 13th May, commencing at 7 pm
20	followed by Close of meeting 20.18

Cash book to 5/1/26

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT</u> <u>A/C</u> <u>balance</u>
opening current account balance				18846.33
m beard	01/05/2025	814	-572.00	18274.33
bh salary/expenses	15/05/2025	815	-69.53	18204.80
hmrc	15/05/2025	816	-298.40	17906.40
gaptc	22/05/2025	817	-105.72	17800.68
pata	22/05/2025	818	-150.40	17650.28
gallagher ins	15/05/2025	819	-702.22	16948.06
l selkirk	01/06/2025	820	-165.00	16783.06
b holder backpay	04/08/2025	821	-56.64	16726.42
pata	04/08/2025	822	-16.00	16710.42
precept	17/04/2025	rec	7688.00	24398.42
bank charges	30/04/2025	dd	-4.75	24393.67
b holder salary	30/04/2025	so	-229.32	24164.35
b holder salary	30/05/2025	so	-229.32	23935.03
b holder salary	30/06/2025	so	-229.32	23705.71
b holder salary	31/07/2025	so	-229.32	23476.39
b holder salary	31/08/2025	so	-229.32	23247.07
bank charges	30/05/2025	dd	-5.25	23241.82
bank charges	30/06/2025	dd	-5.25	23236.57
bank charges	30/07/2025	dd	-5.25	23231.32
bank charges	30/08/2025	dd	-6.25	23225.07
cb noticeboard	14/07/2025	824	-132.55	23092.52
b holder sal/expenses	04/09/2025	823	-79.33	23013.19
hmrc	04/09/2025	825	-472.00	22541.19
b holder	08/09/2025	826	-28.00	22513.19
hmrc	16/09/2025	827	-154.00	22359.19
pata	06/09/2025	828	-15.00	22344.19
b holder	07/10/2025	829	-27.60	22316.59
b holder	05/11/2025	830	-81.65	22234.94
krystal	05/11/2025	831	-8.39	22226.55
m beard	05/11/2025	832	-572.00	21654.55
veal and son	05/11/2025	833	-3660.00	17994.55
a curtis	05/11/2025	834	-360.00	17634.55
b carges	08/09/2025	dd	-5.25	17629.30
b charges	08/10/2025	dd	-5.25	17624.05
b holder salary	30/09/2025	so	-229.32	17394.73
b holder salary	31/10/2025	so	-229.32	17165.41
b holder salary	30/11/2025	so	-229.32	16936.09
hmrc	05/11/2025	835	-308.40	16627.69
cdc precept	25/09/2025	receipt	2562.00	19189.69
b charges	04/11/2025	dd	-6.75	19182.94
b charges	08/12/2025	dd	-5.25	19177.69
b holder salary	30/12/2025	so	-229.32	18948.37
hmrc	06/01/2026	836	-156.42	18791.95
n holder	06/01/2025	837	-62.05	18729.90

Reconciliations

BANK RECONCILATION

	01/04/2025	OPENING BANK BALANCE	18846.33	
		EXPENDITURE		
		FOR PERIOD	10366.43	
		INCOME FOR		
		PERIOD	10250.00	
		NET		
		EXPENDITURE		
as at above		BANK BALANCE AS ABOVE	<u>18729.90</u>	0.00
as at 8/12//25		BAL PER S/M	19846.09	
		LESS U/P		
		CHEQUES		
		834	-360.00	
		so	-229.32	
		835	-308.40	
		836	-156.42	
		837	-62.05	
			<u>1116.19</u>	
	28/08/2025	<u>reconciled</u> <u>balance</u>	<u>18729.90</u>	0.00

PAYE/salary

	gross	tax	net	ers ni	
PATA	3467.88	1386.80	2081.08	2.42	30/12/2025
cash					
book	<u>3467.88</u>	<u>1386.80</u>	<u>2081.08</u>	<u>2.42</u>	
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

expenses		feb /mar	april/may	june/sept	oct nov	dec/jan
wfh	jan					
mileage	diversions	19.60	19.60	19.60	39.20	19.60
postage		8.00	8.65	8.65	6.65	8.65
printing		<u>3.60</u>	<u>3.60</u>	<u>5.80</u>	<u>7.80</u>	<u>5.80</u>
		<u>31.20</u>	<u>31.85</u>	<u>34.05</u>	<u>53.65</u>	<u>34.05</u>
not covered by s/o		<u>20.84</u>	<u>37.68</u>	<u>45.28</u>	<u>28.00</u>	<u>28.00</u>
		<u>52.04</u>	<u>69.53</u>	<u>79.33</u>	<u>81.65</u>	<u>62.05</u>

Assets and reserves

fixed assets

	description	Location	date acquired	purchase cost	Current Value
1	Bench	Village Green			100
2	Sun Dial	Village Green	Unknown	Unknown	11693
3	Telephone Box	Coberley Village	Unknown	Unknown	3000
4	Bus Shelter	On main road	22/04/2010	1.00	15000
5	Bus Shelter	On A435/Coberley Road junction	Unknown	Unknown	10000
6	Mower	School	unknown	unknown	250
7	Strimmer	School	10/03/2010	405.37	150
8	Grit Spreader	School	01/12/2006	127.90	100
9	Notice Board	Ullenwood	01/12/2006	210.00	1000
10	Notice Board x2	Coberley Village	Unknown	Unknown	2000
11	Notice Board	Salterley Grange	Unknown	Unknown	1000
12	Grit Bins x27	locations throughout Parish	02/03/2011	£600.00*	2260
13	Info plaque	Seven Springs	2012-2015	1100.76	63
14	WW1 Brass Plaque	Village Green	01/01/2014	63.00	120
15	Laptop	Clerks home	01/10/2014	120.00	0
16	Defbrillator	Telephone Box, Coberley Village	01/04/2013	431.98	1806
				total	<u>48542</u>

<u>earmarked reserves</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>30/12/2025</u>
sundial	1000	2000	2000	2000	2000.00
election costs	1500	1500	2500	3500	4500.00
defibs	500		100		700.00
contingency	5000	6000			6000.00
village events				600	600.00
assets			2015	3627	0.00
snow plough (taken from general reserves)					
CIL		783	866	866	866.00
general	820	1061	7606	8253	4064.00
bank balance at year end					18730.00

budget to date	<u>BUDGET</u> 25/26	<u>ACUTAL YEAR</u> <u>TO DATE</u>	<u>BALANCE</u> <u>AVAILABLE</u> <u>TO SPEND</u>	notes	<u>Agreed</u> <u>26/27</u>	<u>average</u> <u>band d</u>	tax base
Precept	10250	10250			14000	58.28	205.90
Bank interest deposit account		0				52.07	196.80
CIL		0	5 years to spend				
Wayleave		0					
VAT to be reclaimed		0					
other receipts		0					
		0					
INCOME	10250	10250			12000		
employment costs	3570	3468	102		4650	actual	
Working from home and other expenses	400	388	12		450		
Insurance	700	703	-3		720		
bank charges	100	49	51		72		
Defribillators	100	0	100	to reserves	100		
Subscriptions	100	106	-6		150		
Asset maintenance	2000	3183	-1183	to reserves	2000		
Grass Cutting	650	1144	-494	2 years	650		
Village events	500	0	500		500		
Audit	150	165	-15		170		
Website & payroll costs	150	548	-398	Pata/curtis	600		
laptop and software		0	0				
school (meeting hire)	100	0	100		100		
prof services		0	0				
training	100	0	100	new cllrs/defib	100		
election costs	1000	0	1000	to reserves	1000		
Expenditure	9620	9754	-134	-133.61	11262		
contingency/balance	450	496			738		
expenditure	10070	10250			12000		

a precept of £12k allows £738 for unbudgeted expenditure