

APPROVED MINUTES FOR MEETING OF COBERLEY PARISH COUNCIL at 7pm on Monday 22nd June 2026 at Coberley Primary School for transacting the business shown on the following agenda:

Signed (Clerk to the Council)

H Ward

22nd June 2026

Attendee are reminded that the proceedings of this meeting may be filmed, photographed, or recorded.

Welcome and introductions – by the Chairman

**To RECEIVE any questions, statements or submissions from members of the public in attendance
(Public Participation will be invited (for a period of 5 minutes or as determined by Chair of meeting))**

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1. Attendance recorded

Councillors, Duncan McGaw, Chris Bullock, David Steele and Hugh Piggott

2. Apologies received to be recorded

Cllrs Beynon

3. Declaration of interest for matters on the agenda to be invited

NONE

4. Minutes of the previous AGM and Parish Assembly Meeting held on 13th May 2026 were not approved.

Parish Assembly 2026 Minutes will be approved at our next Parish Assembly in May 2027 and AGM Minutes (Meeting 13 May) will be approved at our next scheduled meeting, 13 July

5. Council approved its AGAR completion and delegated to the Chair of Council to sign the appropriate forms

AGAR forms signed by Clerk and Chair Cllr McGaw, all documents approved and ready to be uploaded to the website.

Clerk to email exemption certificate to PKF Little John by 30th June 2026

6. Publication Requirement & the Exercise of Public Rights

Clerk signed and completed, notice to be posted on all noticeboards and uploaded to the website.

7. Council approved financial reports and payment list (as per Clerks report attached).

Approved

8. Council considered planning applications, appeals and decisions and agreed any actions – Please refer to the clerks report for recent planning applications

Councillors to confirm at parish council meetings whether applications need a comment. It was confirmed that Council will always submit a comment on each application sent for its consultation, even if that is "No comment" in order to ensure a record that it has responded.

9. AOB

Clerk to check with GAPTC GALC whether email addresses are compliant. Do we need gov.uk email addresses?

Clerk to check with Adam Curtis about cloud storage from the info@ email

10. Date of next meeting

Monday 13th July @ 7pm

Meeting ended at 8.05pm

Coberley Parish Council - Clerks Report June 2026

Bank Reconciliation (from Cashbook 26/27)

BANK RECONCILIATION			
01/04/2026	OPENING BANK BALANCE	17425.54	
	EXPENDITURE FOR PERIOD	2157.20	
	INCOME FOR PERIOD	10500.00	
	NET EXPENDITURE		
as at above	BANK BALANCE AS ABOVE	<u>25768.34</u>	0.00
as at 13/2/26	BAL PER S/M	18154.68	

Payments/Invoice List June 2026

- Clerk Pay June 2026 20 hours inc WFH Allowance = £283.58
- Clerk Expenses May Mileage 13th May AGM Meeting 89 Miles x 45p =£40
- Clerk Expenses June Mileage 22nd June Extra AGAR Meeting 89 Miles x 45p =£40
and Collection of AGAR paperwork from Iain Selkirk - 30 Miles x 45p = £13.50
- Related HMRC payment May £0.00
- Related HMRC payment June £43.40
- Iain Selkirk Invoice for AGAR audit £170
- PATA Annual Service Invoice - £55.35

Clerks hours for May/June 20 hrs p/m – Breakdown of work

- Emails Management
- Agendas for PA & Extra meeting for June
- Organisation of folders and historical documents on laptop
- AGAR Preparation
- Work on 20pmh speed limit for Coberley Village

	<u>BUDGET</u> <u>26/27</u>	<u>ACUTAL</u> <u>YEAR</u> <u>TO</u> <u>DATE</u>	<u>BALANCE</u> <u>AVAILABLE</u> <u>TO SPEND</u>	<u>notes</u>	<u>agreed</u> <u>27/28</u>	<u>average</u> <u>band d</u>
budget to date						
Precept	14000	10500				0.00
Bank interest deposit account		0				52.07
CIL		0	5 years to spend			
Wayleave		0				
VAT to be reclaimed		0				
other receipts		0				
		0				
INCOME	14000	10500				
employment costs	4650	632	4018			actual
Working from home and other expenses	450	0	450			
Insurance	720	559	161			
bank charges	72	15	57			
Debrillators	100	0	100	to reserves		
Subscriptions	150	224	-74	Refund due for overpayment made		
Asset maintenance	2000	0	2000	to reserves		
Grass Cutting	650	0	650	contract		
Village events	500	0	500	d day & xmas tree		
Audit	170	0	170			
Website & payroll costs	600	0	600	pata		
capital equipment	2000	0	2000			
school (meeting hire)	120	320	-200	Back payment of £200 (2 years) was made for missed payments		
prof services		0	0			
training	100	0	100	new cllrs/defib		
election costs	1000	0	1000	to reserves		
Expenditure	13282	1749	11533	11532.80	0	
contingency/balance	450	8751			0	
expenditure	13732	10500			0	

Cashbook 01/04/2026 – 08/06/2026

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT A/C balance</u>
opening current account balance				17425.54
Clerk Laptop	07/04/2026		409.00	17016.54
H Ward Apr pay	23/04/2026		257.78	16758.76
precept	16/04/2026		10500.00	27258.76
bank charge	07/04/2026		5.25	27253.51
bank charge	05/05/2026		5.25	27248.26
HMRC	18/05/2026		64.20	27184.06
GAPTC	18/05/2026		105.72	27078.34
GLOS AS	18/05/2026		118.31	26960.03
H Ward May pay	22/05/2026		309.58	26650.45
Hall Hire 2024/2025	02/06/2026		200.00	26450.45
Hall Hire 2026	02/06/2026		120.00	26330.45
Hiscox Insurance	02/06/2026		557.86	25772.59
bank charge	08/06/2026		4.25	25768.34

			Date aquired (if known)	Purchase cost (if known)	
	Description	Location			Current Value
1	X2 Bench	Village Green	Unknown	Unknown	200
2	Sun Dial	Village Green	Unknown	Unknown	11,693
3	Telephone Box	Coberley Village	22/04/2010	1	3000
4	Bus Shelter	On main road	Unknown	Unknown	15,000
6	Mower	School	10/03/2010	405.37	250
7	Strimmer	School	01/12/2006	127.9	150
8	Grit Spreader	School	01/12/2006	210	100
9	Notice Board	Ullenwood	Unknown	Unknown	1000
10	Notice Board x2	Coberley Village	Unknown	Unknown	2000
11	Notice Board	Salterley Grange	02/03/2011	£600.00*	1000
12	Grit Bins x27	locations throughout Parish	2012-2015	1100.76	2260

13	Info plaque Seven Springs	Seven Springs	01/01/2014	63	63
14	WW1 Brass Plaque	Village Green	01/10/2014	120	120
15	Laptop	Clerks home		409	409
			24/03/2026		
16	Defbrillator	Telephone Box, Coberley Village	16/11/2017	1806	1806
				TOTAL	39051

Planning applications, appeals and decisions

ref: 26/01604/FUL - Full Application for Erection of single storey timber outbuilding. Destruction of dilapidated shed at Great Barn Upper Coberley Cheltenham Gloucestershire GL53 9RD

ref: 26/01636/FORST - Forestry Consultation for Application to fell individual ash and Lawson's cypress at risk of falling onto busy A436 road, with room to restock in Cpt 1 (7x trees). Thinning of ash and an Austrian pine in Cpt 2 where the canopy of surrounding beech trees would be maintained therefore it is not required that these trees be restocked at Land At Ullenwood Coberley Gloucestershire

ref: 26/01443/FUL - Full Application for Variation of condition 2 (approved plans) of permission 23/03623/FUL -(Erection of single storey extension, alterations to fenestration and internal works. Erection of garage) to provide occasional parking space for maintenance vehicle at The Grange Ullenwood Court Ullenwood Cheltenham Gloucestershire

Ref. No: 26/01636/FORST - Application to fell individual ash and Lawson's cypress at risk of falling onto busy A436 road, with room to restock in Cpt 1 (7x trees). Thinning of ash and an Austrian pine in Cpt 2 where the canopy of surrounding beech trees would be maintained therefore it is not required that these trees be restocked

Approved by

Date