COBERLEY PARISH COUNCIL

Councillors are hereby summoned to attend the ordinary meeting of the Council on the 9th November 2026 at 7 pm to be held at Coberley Primary School

Members of the public and press are welcome to attend. In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press may attend the meeting. **Recording of Meetings:** The Council supports the principle of openness and transparency. Members of the public and press are permitted to film, record, photograph or use social media to report on meetings of the Council, subject to this not disrupting the proceedings.

Mrs Helen Ward Parish Clerk/RFO 9th November 2026

Agenda

1. **Apologies for absence -** To receive and consider apologies. **Section 85 of the Local Government Act 1972** - A councillor who fails to attend any meeting of the Council for a period of six consecutive months may cease to be a member of the authority unless the absence is approved by the Council before the expiry of that period.

2. **Declarations of interest -** To receive any declarations of interest on items on the agenda.

3. **Public participation -** To invite public participation (5 minutes or at Chair's discretion).

4. **Reports -** To receive reports from County and District Councillors.

5. **Minutes & Actions -** To approve the minutes of the meeting held 14th September 2026.

Actions from last meeting:

- Asset Maintenance - CIL money to be spent on bus shelter maintenance – Cllr Bullock to be reimbursed for materials £60 Cllr Bullock to sign form.
- Village green – Cllr Beynon to update PC on his findings. We also need to agree on a written response to the public regarding what exactly rights and obligations are with respect to the village green following our meeting in September.
- Visit to be arranged for Julia Judd to the Salad Bowl - Cllr Judd has confirmed she will not be visiting the site or the residents who are affected at this time as matters are already in hand with the CDC enforcement and environmental team. Julia has asked for ongoing feedback and evidence going forward.
- Proposed village volunteering group – Cllr Beynon to update PC
- Policy of GCC emergency plan – This is being reviewed by Cllr McGaw and Clerk - Clerk found 2016 emergency plan and Cllr McGaw is reviewing it.
- Email and website compliance – Clerk is ready to confirm once Cllrs agree they are in favour at Nov meeting.
- Clerk to find out the legality of having Japanese knot weed at residential properties - It is not illegal to have Japanese Knotweed, but you must contain it so it does not grow outside your property.
- Snow Warden – Are we prepared to offer paid employment to retain this service, we need to consider that as well as payment a monthly fee we will also need to pay HMRC. The Clerk has a job description which sets out the responsibilities of a snow warden.
- Payment for Rod, Snow Ploughing service – Email in from Highways to confirm payment is now being processed and should be in Rod's account within 30 days.

6. **Asset Maintenance:**

    - Urgent repair or replace needed for Ullenwood Notice Board.
    - New lights required for the Coberley Village Green Christmas tree this year.

7. **To approve the financial report and payments:**

- Revised: May 2027 Elections - budget information - Ensure £1800.00 is provisioned in our 2027-8 budget. Need to discuss whether this is purely ring-fenced in reserves or included in precept request.

  Payments:

    1. To review the bank reconciliation and cashbook for 14th September – 9th November 2026
    2. Letter received from Iain Selkirk regarding AGAR fee for 2027, there will be an increase of £15 from 2026 audit.
    3. To approve the table of payments
    4. To ratify expenditure on the clerks delegated authority to make payments between meetings:

    - Clerk Pay Oct 2026 20 hours inc WFH Allowance = £343.17- PAYMENT MADE 17TH OCT
    - Clerk Pay Nov 2026 20 hours inc WFH Allowance = £283.58 **PAYMENT TO BE APPROVED**
    - Clerk Expenses November Mileage 9th November Parish Council Meeting 89 Miles x 55p = £48.95 – **PAYMENT TO BE APPROVED**
    - Related HMRC payment July £79.40 – **PAYMENT TO BE APPROVED**
    - Website Hosting service, Adam Curtis- £360 – **PAYMENT TO BE APPROVED**

8. **Planning Matters-** To consider and comment on planning applications.

- **26/03341/PPROW – Deadline for comments 7th Nov 2026**
  Footpath Order consultation from County for Proposed Public Path Diversion Order at Coberley Mill Coberley Cheltenham Gloucestershire GL53 9NH – EMAILED TO CLLRS 2ND NOV

  Ref: 23/00306/BCN & 24/00077/BCN - 70017358 Land at Ullenwood Court, Ullenwood Greenway Lane
  Clerk has emailed Julia Judd (30.10.26) to ask for an update.

    - Churcham Homes are currently blocking the road to residents properties.
    - Possible breach of planning control. The Planning Enforcement (CDC) department have acknowledged Julia Judd's email. There are two existing cases are already live for this location and so her details have been added to the cases to be updated with progress.
    - They have confirmed that the obstruction of a public highway would be a matter for the police rather than planning.

The Salad Bowl Update Ref C/26/00739/SMCCON – Daniel Smith Officer – Environmental Protection has visited the site as a result he has identified the owner of the land via land registry. He has written a warning letter relating to the fires and uncontrolled disposal of waste offences under the environmental act.

Email received from Julia Judd 09/09/2026 - I have spoken to ERS about The Salad Bowl. They found that the owner did not reside at the address they had for him, but they have found two other properties owned by him in Cheltenham and are pursuing him. I don't have more detail at the moment, but they will persevere, this is a different team to enforcement, they work with the Police on issues so I am hopeful something will come of it. THIS IS AN ONGOING MATTER

26/01957/TPO Office Cotswold Hills Golf Club Ullenwood Manor Road Ullenwood Cheltenham Gloucestershire GL53 9QT
T22: Ash: Fell as has die back. T23: Rowan: This has a large cavity up the main stem leading to the union. In poor condition. Fell T24: Beech: Large cavity in base leaning over track. Fell T25: Pine: standing dead tree. Fell T26: Wych elm: Crown has died off, little growth in lower stem. Fell. T28: Ash: Has ash die back. Fell. NOW CLOSED, NO COMMENT MADE

26/02452/FUL Expiry 5th Oct
Full Application for Revision to internal radius line of existing driveway, Removal of trees and associated works at The Old Rectory Coberley Cheltenham Gloucestershire GL53 9QZ – NO COMMENT WAS SUBMITTED ON 22ND SEP 2026 ON BEHALF OF THE COUNCILLORS

26/02453/LBC – Expiry 5th Oct
Listed Building Consent for Revision to internal radius line of existing driveway, Removal of trees and associated works at The Old Rectory Coberley Cheltenham Gloucestershire GL53 9Q - NO COMMENT WAS SUBMITTED ON 22ND SEP 2026 ON BEHALF OF THE COUNCILLORS

26/02715/FUL - Expiry 15th Oct Ullenwood Court
Variation of conditions of permission 18/01615/FUL - Residential re-development consisting of 26 residential (C3) units and associated works Condition Number(s): Condition 1. Conditions(s) Removal: Variation. improved light fitting. Omit drawing no 17064.108 Rev C Lighting Strategy Replace with 17065.108 Rev D Lighting Strategy - COMMENT SENT ON 14.10.26 ON BEHALF OF THE COUNCILLORS

9. **Matters Arising for Future Agenda Items –** To receive suggestions from councillors for items to be considered at a future meeting. Matters raised will not be discussed at this meeting.

10. **Parish Council Website / Gov.uk emails** - Clerk to update on discussion with Adam Curtis regarding new gov.uk email addresses so we are compliant.

11. **CONFIDENTIAL SESSION -** To resolve that, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the consideration of confidential staffing matters and that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

    - Clerks probation period has now passed, Councillors to confirm they are happy to proceed with employment.

- NALC Payscale to be discussed

12. AOB

- CIL fund report for Coberley PC has now been completed and sent back
- A response to the complaint via our website from a member of the public has now been sent (15.10.26) and forwarded to Julia Judd for review – Please refer to email circulated to Cllrs 29.10.26 for further details.
- Polling Station Review – Clerk has sent comments off for review.
- Local Plan Regulation 19 consultation extended – Cllrs responded with "No comments"
- Help spread the word - reaching LGBT veterans in our district – Council to advise way forward based on information received via email.
- New Councillors Training course with GALC

13. Date of the Next Meeting - Clerk to confirm dates for future meetings and hall arrangements with councillors**.** The date of the next meeting is 11th January 2027 at 7pm.

14. Close of meeting