

MINUTES OF A MEETING OF WINCHCOMBE TOWN COUNCIL HELD AT ABBEY FIELDS COMMUNITY CENTRE, BACK LANE, WINCHCOMBE AT 7.30 PM ON WEDNESDAY 2 OCTOBER 2024.

PRESENT: Mr J Mason (Chair) Mrs G Madle Mr R Wakeford
 Ms S Sturgeon (Vice Chair) Mr S Maughan The Clerk
 Mrs H Clarke Mr W Marlow Deputy Clerk
 Mr M Lennard Mr R Parker

Prior to the meeting a minute silence was held in memory of previous councillor Mr Ron Harrison.

PUBLIC PARTICIPATION PRIOR TO MEETING COMMENCING. None.

1. TO NOTE APOLOGIES. Apologies received from Cllrs W Marlow and D Chandler.
2. DECLARATIONS OF INTEREST. Cllrs G Madle and M Lennard declared on Item 7, Cllr S Sturgeon declared on Item 10.
3. TO CONSIDER APPLICATIONS FOR CO-OPTION OF NEW COUNCIL MEMBERS.

Following consideration of applications received from Ms L Gorton and Mr T Forrester, it was proposed by Cllr S Maughan and seconded by Cllr G Madle that both be co-opted as members of Winchcombe Town Council, carried unanimously. New Cllrs L Gorton and T Forrester joined the meeting and signed Declarations of Acceptance of Office.

4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS:
 - a) PLANNING COMMITTEE MEETINGS HELD ON 3 JULY, 7 AUGUST, 21 AUGUST AND 4 SEPTEMBER 2024. Proposed Cllr R Wakeford, seconded Cllr S Sturgeon, carried unanimously.
 - b) COUNCIL MEETINGS HELD ON 3 JULY AND 4 SEPTEMBER 2024. Proposed Cllr R Parker, seconded Cllr S Sturgeon, carried unanimously.
5. TO RECEIVE MATTERS ARISING FROM PREVIOUS MEETING.

Councillor Recognition	Following the retirement of Cllr V Dean, a card, gift and certificate of recognition for service to the community was presented.
Planning Response	Letter from Cllr R Wakeford submitted via post to TBC planning department in response to Greet Road application

6. TO RECEIVE A PRESENTATION FROM THE ORGANISERS OF WINCHCOMBE CHRISTMAS FESTIVAL.

Claire Johnstone presented to members. Last year’s event was a huge success with lots of positive feedback from the community. Event this year will follow same format on Friday and Saturday. An application has been submitted to TBC to close the whole of North Street, resident access will be maintained. Extending Christmas Market on Abbey Terrace into Saturday as well as Friday. Liaising with Sudeley Castle to avoid traffic issues with Spectacle of Light visitors. Promotional banner will be put up across road. Councillors expressed immense thanks to Claire and the team.

7. TO RECEIVE A PRESENTATION FROM THE ORGANISERS OF WINCHCOMBE PARTY IN THE PARK.

Members of the organising team expressed thanks to WTC for support in previous years. Event has been very successful for past two years, and well attended by 1/3 of the Winchcombe population. 14 volunteers helped deliver the event on the day. Attendees were invited to participate in a survey which highlighted a positive impact on the wider community as well as providing a great event. Thanks were expressed to all sponsors including WTC and many local businesses. 64% of income is generated from grants. Date set for 2024 28 June. Last year's budget approx.10k. Would like to add younger activities next year and undercover areas. Appeal to WTC for financial support again. Cllr JM requested a written application for funding, detailing amount requested and purpose, which Cllrs can consider at next meeting. Cllrs expressed enormous thanks to all the team for a very enjoyable event for the local community.

8. TO RECEIVE THE 2023-24 EXTERNAL AUDIT REPORT.

Cllrs had received the AGAR External Report for 2023-24. The actions recommended/required from this and the Internal Audit have been reviewed/agreed by the Finance Committee and progress will be discussed at the next committee meeting to be held on 8 Oct.

9. TO RECEIVE A PROPOSAL FOR CONSULTATION SERVICES TO SUPPORT DELIVERY OF WTC'S CIL/FOUR-YEAR PLAN CONSULTATION AND COMMUNITY ENGAGEMENT SURVEY.

Members discussed, following receipt of a written proposal from local Communications Consultant Rafe Spies. Could proposal include a recommendations report at end of six months? Costs to be covered from Professional Services, Comms & Publicity and General Reserves budgets. Proposed Cllr D Gray, seconded Cllr H Clarke, carried with one abstention.

10. TO RECEIVE A PROPOSAL TO EXTEND THE CONSULTATION SERVICE FOR WINCHCOMBE SPORTS HUB.

Cllr Madle provided an overview of the work the consultant has completed to this point and the further work required which he has outlined in a costed proposal. Cllr G Madle proposed that WTC accept the extension to the service, seconded Cllr R Parker, carried unanimously.

11. TO CONSIDER GCC TREE PLANTING SCHEME PARTICIPATION.

Cllr D Gray suggested more trees in Winchcombe Park to complement the Pump Track planting scheme. Cllr S Maughan happy to meet with GCC Tree Officer to discuss more extensive planting in Winchcombe Park and along the river. Clerk to contact GCC to arrange and invite Win Green Town. Cllrs to make suggestions to Clerk for any other areas in which in GCC could plant, or areas that WTC could request saplings for. Clerk will then submit request to GCC.

12. TO RECEIVE AN UPDATE ON THE WINCHCOMBE YOUTH CENTRE BUILDING (THE OLD BOYS SCHOOL).

Cllr G Madle explained that an Advisory Board has been formed to explore potential for TOBS to become a shared space for a number of Youth Provision organisations.














The board has an urgent need for support/expertise in building/development/architect services. GCC will be holding a public open event in November – date to be confirmed. Cllrs discussed possible funding sources, community asset transfer and agreed that WTC would offer support, wherever required, in order to return TOBS to a youth hub for the town.

13. TO RECEIVE A PROPOSAL FROM THE WTC PLANNING COMMITTEE TO HOLD MEETINGS ONCE PER MONTH, RATHER THAN TWICE PER MONTH.

Proposed Cllr J Mason, seconded Cllr S Maughan, carried unanimously. Cllr T Forrester agreed to join the Planning Committee.

PUBLIC PARTICIPATION. None.

14. CIRCULARS AND CORRESPONDENCE.

<p>NALC</p>	<p> NALC NEWSLETTER 28 Aug  CHIEF EXECUTIVE'S BULLETIN 29 Aug  STAR COUNCIL AWARDS 2024 Celebrating Climate Champions  JOB LISTINGS  NALC WEBSITE brand-new website will launch on 7 October  NALC NEWSLETTER 4 Sep  CHIEF EXECUTIVE'S BULLETIN 5 Sep  NALC NEWSLETTER 10 Sep  CHIEF EXECUTIVE'S BULLETIN 11 Sep  NALC EVENTS 17 Sep  NALC NEWSLETTER 18 Sep  CHIEF EXECUTIVE'S BULLETIN 19 Sep  NALC NEWSLETTER 25 Sep</p> <p>Events: Mastering emergency planning 23 October 2024 — 12.00 – 13.15 The quest for devolution in local governance 20 November 2024 — 12.00 – 13.15 Empowering the young councillors of tomorrow 13 December 2024 — 12.00 – 13.15 Navigating rural realities 29 January 2025 — 12.00 – 13.15 Is the fight for standards a losing battle? 26 February 2025 — 12.00 – 13.15 Breaking the mould of local councils 26 March 2025 — 12.00 – 13.15</p>
<p>TBC</p>	<p>Tewkesbury Borough Council votes to become North Gloucestershire Borough Council</p> <p>Tewkesbury Borough Council has voted to change its name to North Gloucestershire Borough Council, following consultation with residents, businesses, town and parish councils, and other partners.</p>

The decision, made during an Extraordinary Council meeting required a two-thirds majority of those voting for it to pass. Tonight, Tuesday, 3 September, saw councillors voting (26 for and eight against) to reflect their constituents' views, and marks a significant step in enhancing the borough's identity and ensuring greater representation for all communities in the area.

The name change is set to be implemented from December 2024, aligning with a broader strategy to create a stronger geographic identity that better reflects the entire borough, which covers 160 square miles and encompasses many towns and villages including Bishop's Cleeve, Churchdown, Highnam and Brockworth. Tewkesbury parish accounts for under 3% of the borough's geographical area and around 10% of its population.

Rationale behind the change

The decision to explore a name change originated from discussions on the new Council Plan, where concerns were raised about the outdated nature of the current logo and the confusion between Tewkesbury Town and the wider borough. The name "North Gloucestershire Borough Council" was chosen as it more accurately represents the borough's geographic location and its many communities, and it avoids prioritising Tewkesbury Town over other areas.

Cllr Richard Stanley, Leader of Tewkesbury Borough Council, said: "This name change is about ensuring that all communities within our borough feel represented and included, something that many felt was not the case with the name 'Tewkesbury Borough Council'.

"The name North Gloucestershire Borough Council will help us to raise our profile both regionally and nationally, promoting economic development and attracting investment, while maintaining our unique identity as a borough. It will demonstrate our support for the entire borough and show every resident that we are their council.

"In case there is any doubt, Tewkesbury town will retain its name and its position as a historically rich and culturally significant location.

"I'm proud to say that we will be keeping costs to an absolute minimum and making the introduction of our new name as smooth as possible for our residents and businesses."

Public consultation and feedback

At a meeting of Council in May 2024, councillors were 'minded to' change the council's name, subject to a public consultation so that stakeholders could provide feedback and raise any suggestions, as well as share views on logo options. Members of the public, local businesses, town and parish councils, and other partners and interested parties submitted feedback to share their views.

The 10-week consultation, held from 17 May to 31 July 2024, gathered 1,608 responses – one of the most extensive consultations the council

	<p>has ever conducted. The results showed that more than 86.26% of respondents understood the rationale behind the proposed name change, and 58.64% expressed their support for the change.</p> <p>Next steps</p> <p>With the name change approved, the council will begin a phased rollout starting in December 2024. Initial steps include:</p> <ul style="list-style-type: none"> • Informing the Secretary of State and other relevant authorities of the name change. • Updating digital assets, including the council’s website and email addresses. • Informing residents and businesses about the change and its benefits. • Gradually updating physical assets, such as signage and bins, during their normal maintenance schedules. <p>A new logo, chosen during the public consultation, will also be introduced as part of the rebranding.</p>
GCC	Councils Connected - September 2024 (govdelivery.com)
SLCC	News Bulletin - 29 August 2024 News Bulletin - 12 September 2024
Rural Services Network	The Rural Bulletin - 28 August 2024 (mailchi.mp) The Rural Bulletin - 3 September 2024 (mailchi.mp) RSN Rural Funding Digest - September 2024 Edition (mailchi.mp) The Rural Bulletin - 10 September 2024 (mailchi.mp) The Rural Bulletin - 17 September 2024 (mailchi.mp) The Rural Bulletin - 24 September 2024 (mailchi.mp)
Gloucestershire Playing Fields Association	Latest News Gloucestershire Playing Fields Association (glospfa.org.uk)
Your Community Alerts	<p>September 2024 newsletter draft (ourwatch.org.uk)</p> <p>Unknown offender(s) have entered a vehicle parked on private land by unknown means and have stolen Hilton breaker TE500, Hilti Core drill DD110, 3x Makita cordless drills/screwdrivers, cordless saw, cordless disk cutter, cordless plane and torch. Sandlin Close, Toddington. Between 01:15hrs and 02:30hrs on 12/09/2024.</p> <p>Gloucestershire Constabulary are warning of a telephone scam targeting our communities. Fraudsters are calling victims purporting to be police officers and bank officials. Victims are told that their bank card or account has been compromised and then instructed to move all their funds into a “safe” account. This is in fact an account controlled by the fraudsters. Local residents have made 10 reports in the past week of this scam. Two victims lost over £20,000.</p>

The police will never...



Contact you to ask for your PIN or bank details



Ask to withdraw to hand over for safe-keeping



Ask you transfer money out of your account for fraud reasons



Send someone your home cash, PIN

If you receive a call like this, hang up straight away. To report the call, simply send a text to 7726 with the word "CALL" followed by the scam caller's number.



Will you give us your views about crime and policing in your area?

The Office of the Police and Crime Commissioner (OPCC) for Gloucestershire wants to hear your views about crime, policing and antisocial behaviour in your area.

Please go to the website below or scan the QR code to take part in the survey.



www.ibyd.com/glosopcc

The OPCC would like to hear your views about your perceptions of crime in Gloucestershire. This feedback will be used to inform the OPCC's work to make Gloucestershire safer. The survey is open until **3rd November 2024**.

The survey is being conducted by Information by Design (IbyD) on behalf of the OPCC. Everything you say will be kept confidential and in line with the Data Protection Act and GDPR.

CPRE

[{user data~First Name~Friend}, this is a critical moment for our countryside \(cpre.org.uk\)](#) September Campaigns update

Cotswolds National Landscape

I am pleased to let you know that the **CNL Annual Review 2023/24** can now be downloaded from our website [here](#). By continuing to strengthen the way working in partnership, we are able to 'join the dots' and work at scale to deliver a wide range of work and projects to benefit nature, climate, and people right across the Cotswolds. And with this in mind, we are pleased to have much to celebrate again, across everything we do.

15. ACCOUNTS FOR REPORTING AND SETTLEMENT.

Winchcombe Town Council

Accounts For Reporting (From 01/08/2024 to 31/08/2024)

Date	Cost Code	Description	Supplier	Total
01/08/2024	St. Peter's Churchyard Maintenance	Ian Humphries Work	Ian Humphries	-208.33
01/08/2024	Grass and Hedge Cutting	Ian Humphries Work	Ian Humphries	-40.00
01/08/2024	Safety Inspections	Ian Humphries Work	Ian Humphries	-60.00
01/08/2024	Equipment Repairs and Maintenance	Ian Humphries Work	Ian Humphries	-208.33
01/08/2024	Equipment Repairs and Maintenance	Ian Humphries Work	Ian Humphries	-45.00
01/08/2024	A Star Cleaning (Toilets)	Cleaning	Donna Clarke - A Star Clean	-1,126.67
01/08/2024	Electricity & Gas	Public Toilet Electricity	Scottish Power	-135.05
01/08/2024	Greet Rd Chapel Repairs	Ian Humphries Work	Ian Humphries	-1,200.00
01/08/2024	Greet Rd Chapel Repairs	Ian Humphries Work	Ian Humphries	-95.00
01/08/2024	Greet Rd Chapel Repairs	Ian Humphries Work	Ian Humphries	-35.00
01/08/2024	Winchcombe Park Maintenance	Ian Humphries Work	Ian Humphries	-30.00
07/08/2024	Grass and Hedge Cutting	Grounds Recharge	GCC (Gloucestershire Council)	-143.87
07/08/2024	Water Rates	Water Supply	Water Plus	-94.39
07/08/2024	Water Rates	Water Supply	Water Plus	-55.01
07/08/2024	Electricity & Gas	AFCC - Gas and Electricity	AFCC - Abbey Fields Community	-174.85
07/08/2024	Electricity & Gas	Winchcombe Park Electricity	British Gas	-49.71
07/08/2024	IT Support and Software	Website maintenance	Peter Hampton	-35.00
07/08/2024	IT Support and Software	Scribe Cemetery Subscription (2024)	SCRIBE	-58.80
07/08/2024	IT Support and Software	ReformIT Support	ReformIT	-212.52
07/08/2024	HMRC Income Tax and NI	HMRC - Tax and NI	HMRC - Tax and NI	-977.62
07/08/2024	Meeting Room Hire	AFCC Room Hire	AFCC - Abbey Fields Community	-34.00
07/08/2024	Photocopier Lease	Photography	Tower Leasing Ltd	-174.00
07/08/2024	Winchcombe Park Maintenance	Winchcombe Park Grounds Maintenance	Fairways Contracting Ltd.,	-1,079.10
07/08/2024	Tourism Committee Reservations	Professional Services	GM Consulting Services Ltd	-750.00
07/08/2024	Building Fund - Abbey Fields	AFCC Building Maintenance	Gary Wills Gas Services	-179.82
07/08/2024	Office Supplies	Office Supplies	Office Depot (Viking Raja Group)	-37.64
09/08/2024	Bank Interest	Bank Interest (Gross)	Lloyds Bank - Bus. Bank Insurance	620.73

09/08/2024	Bins (Dog, Litter, Salt)	Self Watering Octagonal Planter	Amberol Limited	-555.00
09/08/2024	Nest Pension Employees'	NEST - WTC and Employees' Contributio	NEST Pension	-169.75
09/08/2024	Nest Pension WTC Contri	NEST - WTC and Employees' Contributio	NEST Pension	-127.31
12/08/2024	Grave Digger Fees	Grave Digger Fees	Moonbeam (D M Jones)	-80.00
12/08/2024	Bank Service Charges	Bank Service Charge	Lloyds Bank - Main Bus. Acc	-10.40
12/08/2024	Winchcombe Sports Hub I	Winchcombe Sports Hub Pitch Resurfa	Bernhard's Sports Surfaces #####	
13/08/2024	Memorials	Memorial Fees	Omar L Cottle Stone Masons	75.00
14/08/2024	Telephone and Internet	Telephone and Internet	Talk Talk (Office 'Phone & Br	-99.77
15/08/2024	Staff and Councillor Traini	Staff Training	Leanne Clements	-40.60
19/08/2024	Water Rates	Water Supply	Water Plus	-73.63
19/08/2024	Bank Service Charges	Bank Service Charge	Lloyds Bank - Internet Bank	-7.00
19/08/2024	Office Supplies	Office Supplies	Office Depot (Viking Raja Gr	-495.79
23/08/2024	Staff Salaries			-3,472.47
27/08/2024	Interment	Interment	Gaye Kimber	150.00
27/08/2024	Wayleave Payment Advic	Wayleave Payment Advice	National Grid Electrical Distri	38.10
27/08/2024	Grass and Hedge Cutting	Grounds Recharge	GCC (Gloucestershire Count	-143.87
27/08/2024	PATA	PATA payroll	PATA	-77.10
28/08/2024	Sundry Income	Dog Poop Bags	WTC Winchcombe Tow n Co	120.00
29/08/2024	Memorials	Memorial Fees	Cleevly Memorials	170.00
29/08/2024	Greet Rd Cemetery Mainte	Ian Humphries Work	Ian Humphries	-1,200.00
29/08/2024	St. Peter's Churchyard M&	Ian Humphries Work	Ian Humphries	-208.33
29/08/2024	Equipment Repairs and M&	Ian Humphries Work	Ian Humphries	-208.33
29/08/2024	Safety Inspections	Ian Humphries Work	Ian Humphries	-60.00
29/08/2024	Grass and Hedge Cutting	Ian Humphries Work	Ian Humphries	-40.00
29/08/2024	Winchcombe Park Mainter	Ian Humphries Work	Ian Humphries	-30.00
29/08/2024	General Maintenance (inc	Ian Humphries Work	Ian Humphries	-45.00
30/08/2024	A Star Cleaning (Toilets)	Cleaning	Donna Clarke - A Star Clean	-1,126.67

Winchcombe Town Council
Accounts for Reporting 1-30 Sep 2024

Date	Description	Supplier	Total
Income			
02/09/2024	PATA Rental Income	PATA	990.00
03/09/2024	Interment	Clare John	250.00
06/09/2024	HMRC - VAT Repayment	HMRC - VAT	50,163.13
09/09/2024	Bank Interest (Gross)	Lloyds Bank - Bus. Bank Instant - 07874178	534.09
13/09/2024	Memorial Fees	Cleevely Memorials	40.00
26/09/2024	Burial Fees	Dignity Funerals	1,000.00
27/09/2024	Precept	TBC - Tewkesbury Borough Council	129,115.00
Expenditure			
02/09/2024	Public Toilet Electricity	Scottish Power	-135.05
02/09/2024	Scribe Cemetery Subscription (2024)	SCRIBE	-58.80
02/09/2024	ReformIT Support	ReformIT	-3,624.00
02/09/2024	Community Grant	Winchcombe Tourism & Retail Association	-6,000.00
02/09/2024	Greening Group	Winchcombe Greening Group	-176.91
03/09/2024	Grave Digger Fees	Moonbeam (D M Jones)	-80.00
03/09/2024	ReformIT Support	ReformIT	-428.52
03/09/2024	website maintenance	Peter Hampton	-65.00
03/09/2024	AFCC Room Hire	AFCC - Abbey Fields Community Centre	-20.00
03/09/2024	Audit Fees	PKF Littlejohn LLP	-1,008.00
03/09/2024	Winchcombe Park Grounds Maintenance	Fairways Contracting Ltd., (Winchcombe Park Development)	-1,079.10
04/09/2024	Winchcombe Park Electricity	British Gas	-46.55
09/09/2024	Water Supply	Water Plus	-121.94
09/09/2024	Water Supply	Water Plus	-91.18
09/09/2024	Photography	MCL - Midshire Communications Ltd.	-144.00
10/09/2024	NEST - WTC and Employees' Contribution	NEST Pension	-169.75
10/09/2024	NEST - WTC and Employees' Contribution	NEST Pension	-127.31
12/09/2024	Burial Fees	Moonbeam (D M Jones)	-750.00
12/09/2024	Telephone and Internet	Talk Talk (Office 'Phone & Broadband)	-68.30
12/09/2024	Bank Service Charge	Lloyds Bank - Main Bus. Account - 02535901	-7.00
13/09/2024	Pedestrian Guardrail Abbey Field Footpat	Office Needs Direct	-306.00
16/09/2024	HMRC - Tax and NI	HMRC - Tax and NI	-977.82
16/09/2024	Toilets Hygiene Products	Initial	-145.89
17/09/2024	Renewal - GPFA - Glos. Playing Fields As	GPFA - Gloucestershire Playing Fields Association	-100.00
17/09/2024	Bank Service Charge	Lloyds Bank - Internet Bank Account - 33678060	-7.00
24/09/2024	PATA payroll	PATA	-77.10
27/09/2024	Ian Humphries Work	Ian Humphries	-1,861.66
27/09/2024	Staff Salaries	[REDACTED]	-3,472.87
30/09/2024	Burial Fees	Moonbeam (D M Jones)	-80.00
30/09/2024	Toilets maintenance	Donna Clarke - A Star Cleaning	-1,126.67

It was proposed by Cllr S Sturgeon and seconded by Cllr R Parker that the accounts be settled, carried unanimously.

Meeting closed 9.35pm.