

MINUTES OF A MEETING OF WINCHCOMBE TOWN COUNCIL HELD AT ABBEY FIELDS COMMUNITY CENTRE, BACK LANE, WINCHCOMBE AT 7.30 PM ON WEDNESDAY 4 DECEMBER 2024.

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

PUBLIC PARTICIPATION PRIOR TO MEETING COMMENCING. None.

1. TO NOTE APOLOGIES. Cllrs T Forrester, L Gorton, R Parker.
2. DECLARATIONS OF INTEREST. Cllrs G Madle and D Gray declared on Item 7.
3. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS:
  - a) Leisure & Tourism Committee meeting held on 30 October 2024. Proposed Cllr S Sturgeon, seconded Cllr R Wakeford, carried unanimously.
  - b) Planning Committee meeting held on 6 November 2024. Proposed Cllr R Wakeford, seconded Cllr S Maughan, carried unanimously.
  - c) Council meeting held on 6 November 2024. Proposed Cllr W Marlow, seconded Cllr S Sturgeon, carried unanimously.
  - d) Burial Committee meeting held on 20 November 2024. Proposed Cllr J Mason, seconded Cllr H Clarke, carried unanimously.

4. TO RECEIVE MATTERS ARISING FROM PREVIOUS MEETING.

Winchcombe Pokémon Club	Monthly sessions will commence at Abbey Fields Community Centre from January 2025. The funding required has halved due to the organisers receiving a discounted rate.
Party in the Park	The organisers wished to <i>'pass on warm thanks to the Council. Given that we do not sell tickets, the event does not work without funding from Winchcombe Town Council.'</i>
Christmas Tree	WTC would like to thank Liz Strank at the Coventry Building Society for hosting and lighting the Christmas Tree, which is sponsored by the Town Council. Thanks also to Ian and Ben Humphries for their time installing and decorating the tree.
Winchcombe Park	Planning permission has been fully granted from TBC for the installation of a Pump Track. Awaiting confirmation of start date. Cllr S Maughan reported on a meeting he and the Clerk had recently with Tree Officers from GCC at which a significant planting scheme was discussed.

5. TO CONSIDER A PROPOSAL FOR FUNDING TWO WATER QUALITY TESTING KITS IN SUPPORT OF THE SAFE AVON PROJECT.  
 Cllr R Wakeford agreed to be the lead Cllr on this and work with the Safe Avon project team.  
 Cllr D Gray suggested involving local schools as part of science projects. Cllr Wakeford agreed to take a lead on this matter, he would consult with the Safe Avon Project co-ordinator regarding volunteers to carry out sample testing.  
 Members agreed to fund the two testing kits, at a value of £300 each, which will enable water monitoring for two years. Proposed Cllr W Marlow, seconded Cllr R Wakeford, carried unanimously.
6. TO REVIEW AND FORMULATE A RESPONSE TO THE GOVERNMENT CONSULTATION ON ENABLING REMOTE AND HYBRID ATTENDANCE AT COUNCIL MEETINGS.  
 Following discussion members agreed to support the findings of GAPTC and submit a WTC response based on the template provided, on the understanding that individual councils will be

able to make their own decisions. Proposed Cllr D Gray, seconded Cllr M Lennard, carried with two abstentions.

7. TO CONSIDER WINCHCOMBE TOWN COUNCIL DECLARING AN INTENTION TO PUT ITSELF FORWARD AS A PROSPECTIVE TENANT OF THE OLD BOYS SCHOOL WITH THE AIM OF REOPENING THE BUILDING AS A COMMUNITY YOUTH HUB.

Following discussion members agreed that WTC will support the concept of taking on the tenancy of the building, applying an operating model like that at Abbey Fields Community Centre, where a Trust look after the day-to-day management and maintenance. A Working Group to be set up, Cllr G Madle to action

Proposed Cllr Madle, seconded Cllr D Chandler, carried unanimously.

8. TO ADOPT THE FOLLOWING POLICIES, REVIEWED BY THE FINANCE COMMITTEE ON 8 OCTOBER 2024:

- a) Financial & Non-financial Risk Assessment
- b) Financial Reserves Policy
- c) Internal Control Arrangements
- d) Annual Investment Strategy

Proposed Cllr D Gray, seconded Cllr W Marlow, carried unanimously.

9. TO REVIEW AND ADOPT THE FOLLOWING POLICIES:

- a) Winter Action Plan. Proposed Cllr J Mason, seconded Cllr D Chandler, carried unanimously.
- b) Emergency Plan. Proposed Cllr W Marlow, seconded Cllr H Clarke, carried unanimously.
- c) Transparency Code. Proposed Cllr M Lennard, seconded Cllr G Madle, carried unanimously.

PUBLIC PARTICIPATION. None.

10. CIRCULARS AND CORRESPONDENCE.

<b>NALC</b>	<p><a href="#">Chief executive's bulletin - 31 October 2024</a>  <a href="#">Events newsletter</a> 5 Nov  <a href="#">Chief executive's bulletin - 7 November 2024</a>  <a href="#">Events newsletter</a> 12 Nov  <a href="#">Chief executive's bulletin - 14 November 2024</a>  <a href="#">Events newsletter</a> 19 Nov  <a href="#">Chief executive's bulletin - 21 November 2024</a>  <a href="#">Events newsletter</a> 26            Novfile:///C:/Users/user/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/M8F40CXG/email.mht</p>
<b>TBC</b>	<ul style="list-style-type: none"> <li>• <a href="#">Tewkesbury Borough blazes with autumn colour: discover the best spots as the trees put on a seasonal show</a></li> <li>• <a href="#">Unwrapping Tewkesbury Borough's festive calendar of Christmas events</a></li> <li>• <a href="#">Tewkesbury borough leads the charge for electric vehicle use</a></li> </ul> <hr/> <p><b>Garden Communities Update</b>            Please find attached the slides presented at the TGC Parish and Community Engagement meeting on Wednesday 6th November <a href="#">20241106 M5 J9 A46 Public Engagement Briefing 2.pdf</a> and some useful links provided by the team at Gloucestershire County Council. Whilst the majority of this presentation is covered in the public consultation there are a few additional comments e.g. the housing numbers in the presentation are for guidance only on the possible impacts of changes to the NPPF and could be subject to change both in the short and over the longer term.</p>

	<p>Links to some of the documents referenced are now publicly available are provided below: <a href="#">tewks-lcwip-v2-2024-final.pdf</a> <a href="#">10969-gcc_bus-service-improvement-plan-2024.pdf</a></p> <p>The following article sets out new vs old housing targets the NPPF consultation proposes: <a href="#">Mapped: Housing targets for each council under proposed method   Local Government Chronicle (LGC)</a></p> <p>The NPPF consultation on this has now finished and feedback is being analysed. <a href="#">Proposed reforms to the National Planning Policy Framework and other changes to the planning system - GOV.UK</a></p> <p>Note GCC may also be able to share the M5 J9 Walking Cycling and Horse Riding Assessment early next year after they have completed the current delivery stage, a summary of this is provided in the Public Engagement materials: <a href="https://haveyoursaygloucestershire.uk.engagementhq.com/35648/widgets/104642/documents/70097">https://haveyoursaygloucestershire.uk.engagementhq.com/35648/widgets/104642/documents/70097</a></p>
<b>GCC</b>	<a href="#">Councils Connected - November 2024</a>
<b>Rural Services Network</b>	<a href="#">The Rural Bulletin - 5 November 2024</a> <a href="#">RSN Rural Funding Digest - November 2024 Edition</a> <a href="#">The Rural Bulletin - 12 November 2024</a> <a href="#">The Rural Bulletin - 19 November 2024</a> <a href="#">The Rural Bulletin - 26 November 2024</a>
<b>Winchcombe Abbey Primary School</b>	<a href="#">Consultation on admission arrangements for Winchcombe Abbey CofE Primary School for the year 2026 2027.pdf</a>
<b>Your Community Alerts</b>	<p><a href="#">Our News November 2024.pdf</a></p> <hr/> <p>2 vehicles have had their number plates stolen in the same area. <b>Church Lane, Toddington</b>. Between 17:00hrs on 17/11/2024 and 11:30hrs on 18/11/2024</p> <hr/> <p><b>Warning to ATM users after card cloning devices were found in Brockworth and Cheltenham.</b> Two men have been arrested on suspicion of possessing an article for use in fraud. Police are warning members of the public to be vigilant when using ATMs after card cloning devices were found in Brockworth and Cheltenham yesterday (Wednesday 13 November). They remain in police custody at this time pending further enquiries. Cloning devices were also found at an ATM on London Road in Charlton Kings, Cheltenham and it is believed that the men may have been travelling around Gloucestershire. Anyone with information or who feels they have been the victim of this is asked to complete the following online form quoting incident 453 of 13 November: <a href="https://www.gloucestershire.police.uk/tua/tell-us-about/cor/tell-us-about-existing-case-report/">https://www.gloucestershire.police.uk/tua/tell-us-about/cor/tell-us-about-existing-case-report/</a></p> <p>Advice on keeping yourself safe when using ATMs can be found here: <a href="https://www.gloucestershire.police.uk/cp/crime-prevention/personal-safety-how-to-stay-safe/ATM-safety/">https://www.gloucestershire.police.uk/cp/crime-prevention/personal-safety-how-to-stay-safe/ATM-safety/</a></p> <hr/> <p><b>Gloucestershire Constabulary are warning our communities of a telephone scam targeting the county.</b> We have received eight reports over the last three weeks from local residents reporting this scam. In each case the caller purported to</p>

be either a police officer or bank official. Those targeted were aged between 69 and 93 years old. They were each told that their bank account had been compromised, and were instructed to withdraw cash. They were then told that the cash was counterfeit and had to be handed over as "evidence". One victim was instructed to send cash in the post. The persona "DC BARCLAY" was used in three of the reports.



Please help us to raise awareness of this scam by discussing it with your family, friends and neighbours. If you receive a call like this, hang up straight away and use a different phone to report to us on 101. Please remember that Your Community Alerts is NOT a crime-reporting channel. You can learn more about reporting fraud and keeping yourself at the government's [Stop! Think Fraud](https://www.actionfraud.gov.uk) website.

### Staying Safe during Severe Weather Events

We have continued to see news reports from across England and Wales, sharing accounts of severe weather events and the damage that they have caused in local communities over the past weekend, to homes, businesses, and individuals.

We urge everyone to stay safe during these extreme weather events, and to check on vulnerable neighbours or members of your community when possible. Please listen to updates and weather warnings from your local government services to remain informed of the situation in your local area.

You can [check for flood warnings in England using this Government website](#), and you can [check for flood warnings in Wales using this website](#).

[This page from Age UK's website](#) offers advice on how to support elderly residents during a flood crisis, and [this UK Government website](#) offers advice on what to do after you've been affected by flooding.

CPRE

November Campaigns Update [{user\\_data~First Name~Friend}, what does the autumn budget mean for our countryside?](#)

WinGreen  
Town

Dear Winchcombe Town Councillors  
On 24th January the Climate and Nature Bill has its second reading in parliament. If it succeeds, the bill will update and strengthen existing legislation and rightly place nature on an equal footing in our efforts to address climate change.  
The bill has strong support in parliament and Winchcombe Town Council is already listed as a supporter of the bill, but the reading is scheduled for a Friday night when many MPs are in their constituencies. That's why we are urging you to help convince MPs to vote for the bill.

	<p>To do this, visit <a href="https://action.zerohour.uk/">https://action.zerohour.uk/</a> - input your postcode and follow the 'Write to your MP' link. Our new MP Cameron Thomas is already a strong supporter, but please add your individual backing as this will help him persuade others to vote for the bill.</p> <p>This bill is key to a brighter future, an opportunity to position the UK as a global leader in climate action, enhancing our international reputation and our natural environment for the benefit of all. Please act today for a chance of a better tomorrow - and please share this message to encourage others to do the same.</p> <p>Thank you. Christopher Etchells <a href="https://www.win-green-town.org.uk/">https://www.win-green-town.org.uk/</a></p>
<p><b>Cotswolds National Landscape</b></p>	<p>Late Autumn Update <a href="mailto:cotswoldsconservationboard.cmail19.com/t/i-e-fjhtya-jjbkhuyui-iy/">cotswoldsconservationboard.cmail19.com/t/i-e-fjhtya-jjbkhuyui-iy/</a></p> <hr/> <p>We are undertaking a review of the <b>Cotswolds National Landscape (AONB) Management Plan</b> and I am writing to invite comments. Please find the consultation draft attached. I would be grateful if you would share with any colleagues as you feel appropriate. <b>The deadline for comments on this draft to be returned to me is the end of the working day on Wednesday 18th December 2024.</b> If you have questions concerning this consultation, please don't hesitate to contact me.</p> <p>Kind regards Simon Smith Nature Recovery Lead</p> <p><a href="#">Management Plan 2025 - 2030 V2.3 01112024 consultation draft.docx</a></p>

11. ACCOUNTS FOR REPORTING AND SETTLEMENT.

# Winchcombe Town Council

## Accounts for Reporting (From 01/11/2024 to 30/11/2024)

Date	Description	Supplier	Total
<b>INCOME</b>			
06/11/2024	Memorial Fees	Cleevely Memorials	75.00
11/11/2024	Bank Interest (Gross)	Lloyds Bank	662.58
13/11/2024	Interment	Mason & Stokes Funeral Directors	150.00
15/11/2024	Memorial Fees	Cleevely Memorials	75.00
21/11/2024	Grant - Winchcombe Rotary	Winchcombe Rotary Club	20,000.00
<b>EXPENDITURE</b>			
01/11/2024	Public Toilet Electricity	Scottish Power	-135.05
08/11/2024	Grave Digger Fees	Moonbeam (D M Jones)	-750.00
11/11/2024	HMRC - Tax and NI	HMRC - Tax and NI	-977.82
11/11/2024	NEST - WTC and Employees' Contributions	NEST Pension	-297.06
12/11/2024	Bank Service Charge	Lloyds Bank	-8.70
13/11/2024	Grounds Recharge	GCC (Gloucestershire County Council)	-143.87
13/11/2024	SLCC Membership	SLCC	-300.00
13/11/2024	Cemetery Survey - Greet Road	SUMO Services Limited	-5,616.00
13/11/2024	Photography	Tower Leasing Ltd	-174.00
13/11/2024	Scribe Cemetery Subscription (2024)	SCRIBE	-58.80
13/11/2024	website maintenance	Peter Hampton	-180.00
13/11/2024	ReformIT Support	ReformIT	-493.32
13/11/2024	Water Supply	Water Plus	-94.39
13/11/2024	Telephone and Internet	Talk Talk (Office 'Phone & Broadband)	-69.50
13/11/2024	Winchcombe Park Grounds Maintenance	Fairways Contracting Ltd., (Winchcombe Park Develop	-1,079.10
13/11/2024	Professional Services	GM Consulting Services Ltd	-750.00
14/11/2024	Water Supply	Water Plus	-89.32
15/11/2024	Grave Digger Fees	Moonbeam (D M Jones)	-750.00
15/11/2024	Winchcombe Park Electricity	British Gas	-56.35
18/11/2024	AFCC Room Hire	AFCC - Abbey Fields Community Centre	-128.00
19/11/2024	Bank Service Charge	Lloyds Bank - Internet Bank Account	-7.00
25/11/2024	Greening Group	Winchcombe Greening Group	-113.27
26/11/2024	Grant - Party in the Park	Music Guru Academy CIC	-4,000.00
26/11/2024	Winchcombe Park CCTV	Clearway Fire and Security Limited	-840.00
28/11/2024	Poppy Wreath	RBL Poppy Appeal	-20.00
28/11/2024	Public Works Loan	Public Works Loan Sports HUB	-16,059.51
29/11/2024	Grave Digger Fees	Moonbeam (D M Jones)	-80.00
29/11/2024	Ian Humphries Work	Maintenance Contract	-1,746.66
29/11/2024	Picnic Bench Build and Install	Ian Humphries	-75.00
29/11/2024	Staff Salary		-3,472.67
29/11/2024	Toilets maintenance	Donna Clarke - A Star Cleaning	-1,126.67
29/11/2024	Beanie Hats (WTC Logo)	Saxon Print Ltd.	-98.10

Proposed by Cllr D Chandler that the accounts be settled and bank reconciliation signed off, seconded Cllr S Sturgeon, carried unanimously.

12. SEPARATE BUSINESS. THE CHAIRMAN WILL MOVE THE ADOPTION OF THE FOLLOWING RESOLUTION: UNDER SECTION 100(A)(4) LOCAL GOVERNMENT ACT 1972, THE PUBLIC BE EXCLUDED FOR THE FOLLOWING ITEMS ON THE GROUNDS THAT THEY

INVOLVE THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS DEFINED IN PART 1 SCHEDULE 12A OF THE ACT.

13. TO CONSIDER A RETAINED SERVICES PROPOSAL FROM MOOD LANDSCAPE TO SUPPORT PROJECT DELIVERY IN WINCHCOMBE PARK.

Deferred to January 2025 meeting.

Meeting closed at 8.40pm.