**QUENINGTON PARISH COUNCIL**

**MINUTES OF THE QUENINGTON PARISH COUNCIL MEETING HELD**

**FOLLOWING THE CONCLUSION OF THE ANNUAL MEETING OF THE PARISH COUNCIL ON 8th May 2025 AT QUENINGTON VILLAGE HALL**

**Present**: Cllr Sallis (Chair), Cllr Scott, Cllr Dooley, Cllr Ryan, Cllr Reynolds,

**In attendance:** Rita Walsh (Clerk),

**1. Apologies for absence:**

Apologies were received and accepted from: Cllr Sayer

**2. Open discussion:**

There were no matters raised in this session

**3. Declaration of Interest on items on the agenda:**

There were none

**4. To receive a report from County Councillor Dom Morris:**

County Cllr Morris was not in attendance and had not submitted a written report

**5.To receive report from District Councillor David Fowles:**

District Cllr Fowles was not in attendance and had not submitted a written report

**6. Planning:**

**6.1 To consider the following planning applications received before the meeting:**

There were no planning applications to discuss

**6.2 To receive May 2025 Planning Report:**

The May planning report was reviewed and accepted.

**7. Minutes: To confirm the Minutes of the Parish Council meetings held on 10th April 2025:**

The minutes were agreed as a true and accurate record of the meeting and were signed off by the Chair.

**8. Clerk’s Report:**

The report had been previously circulated and was accepted.

**9. Finance:**

**9.1** The April 2025 accounts report was reviewed and approved.

**9.2** It was noted that there had been no items of expenditure approved since 1st May and no income had been received

**9.3** The Council reviewed the list of Direct Debts in place for HMRC and ICO and noted there had been no changes made .

**9.4** Council reviewed the following invoices: GAPTC CiLCA fee (£450.00), SLCC subscription (£160.00), Insurance renewal (£1055.11), and Marston Hill (£1009.20), and approved them for payment.

**9.5** The bank reconciliation on 1st May 2025 was reviewed and accepted

**10. To receive and review the Internal Auditor’s report and resolve any further actions.**

The report was reviewed by the council and it was noted that the auditor had raised no issues and had made no recommendations for further improvements.

**11. To complete and approve Section 1 of the Annual Return (Annual Governance Statement) for the financial year ending 31st March 2025**

Section 1 was completed by the council and was signed by the Chair and the Clerk

**12. To approve Section 2 of the Annual Return (Accounting Statement) for the financial year ending 31st March 2025**

The council reviewed Section 2 which had been completed and signed by the Responsible Financial Officer and approve it. Section 2 was then signed by the Chair.

**13. To review the explanation of variances**

The document was reviewed by the council and approved.

**14. To confirm the dates of the Period for the Exercise of Public Rights**

The dates for the Period of the Exercise of Public Rights were approved by the council as Tuesday 3rd June to Monday 14th July 2025.

The Clerk was asked to submit the AGAR paperwork to the External Auditors

**Action: Clerk**

**15. To receive an update on biodiversity initiatives and resolve any further actions**

A proposal was put to the council to leave a section of the green unmown from the 9th May to 4th July to make the identification of plants easier for the Habbimap survey. The council resolved not to approve the proposal due a potential safety issue with children’s access to the bus stop and to the length of time that the area would be left unmown.

**Action: Clerk**

**16. To receive an update on the village plan**

Cllr Ryan updated the council on progress in analysing the survey results and drafting an initial version of the parish plan.

**17. To review the quotes received to repair the cemetery wall and resolve further actions.**

The council discussed the merits of the three quotes which it had received and decided to accept the quote from company B which it felt provided a good level of technical detail and offered good value for money. The company chosen is Stone Works who are based in Tetbury who provided a quote of £1800 including materials. The Clerk was asked to contact all the companies who quoted for the work and let them know the outcome.

**Action: Clerk**

**12. Date of next meetings: 7.30pm Thursday 12th June 2025**

There being no further business, the meeting closed at 9.30 pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date

**May 2025 PLANNING REPORT**

**Full Application for Erection of first floor level over existing garage with associated works at 3 Fairford Road Quenington Cirencester Gloucestershire GL7 5BT**

25/01074/FUL

Status: Undecided

**Two x bird cherries (G1) - reduce the radial spread to 3.5m and remove the branch overhanging the car port and the branch overhanging the churchyard Walnut (T1) - reduce the branches overhanging the outbuildings and directional prune the south-eastern side back to the line of the boundary wall. Poplar and goat willow (G2) - pollard to 2.3m above ground level to allow more light into the flower beds below. Acer (T2) - pollard to 2.3m above ground level to reduce the chances of the tree falling over due to it's heavy bias. Quenington Court Church Road Quenington Cirencester Gloucestershire GL7 5BN**

25/01340/TCONR

Status: Undecided

April 2025 accounts

Bank balances at 30th April 2025

**Savings........... £58135.52**

**Current............ £5363.89**

# Current account

**March 2025 Spreadsheet balance £ 2,546,67**

**Income**

Burial fees £250.00

Transfer in of funds £17,721.00

**Total income £17,971.00**

**Expenditure** *(Notes in italics refer to minute when item approved)*

BACS218 Jan Sallis Expenses (*Email approval 26/03/2025*) £38.78

Lloyds Bank – Bank charges £4.25

BACS219 Rita Walsh March salary (*Email approval 03/04/2025)* £528.00

BACS220 ICCM subscription (April 2025, Item 9.4) £110.00

BACS221 GAPTC subscription (April 2025, Item 9.4) £176.85

BACS222 GAPTC training (April 2025, Item 9.4) £45.00

BACS223 Quenington Village Hall (April 2025, Item 9.4) £285.00

BACS224 PCCO Speedwatch letters (April 2025, Item 9.4) £140.70

DD HMRC £408.00

BACS225 Marston Hill (April 2025, Item 9.4) £1009.20

BACS226 Rita Walsh April salary (*Email approval 26/04/2025*) £408.00

Transfer to deposit £12,000.00

**Total expenditure £15153.78**

**April spreadsheet balance, agrees with the bank account.**

**£ 5363.89**

**Relevant Local Government Powers**

**Cheque No Power**

BACS219, BACS22 Local Government Act 1972s151

BACS225 Highways Act 1980 s96, Public Health Act 1875 s164, Open Spaces Act 1906 ss9&10

**To note:**

**Expenditure approved and paid since 1/05/2025**

No payments made

**Income received since 1/05/2025**

No income received

**Direct debit**

No new DD added.

**Bank reconciliation – 1st May 2025**

2024-2025 Accounts spreadsheet balance £5363.89

Treasurers account balance £5363.89