

All Members of the Council are hereby summoned to attend the

**Ordinary Meeting of Northleach with Eastington Town Council on  
Wednesday 10 September 2025 at 7pm at the Westwoods Centre**

for the purpose of considering the business to be transacted  
as set out hereunder.



Pauline Rigby

Dated this day 4<sup>th</sup> September 2025

Ms Pauline Rigby, Town Clerk

**AGENDA**

1. To receive apologies for absence
2. To receive declarations of interest and deal with any requests for dispensations
PUBLIC PARTICIPATION
3. To receive county and district council reports.
4. Public Session: <i>In accordance with Standing Orders, the period designated for public participation shall not exceed 3 minutes per person and 15 minutes overall.</i>
MATTERS FOR DECISION
5. <b>Confirmation of Minutes:</b> a. To confirm and sign the minutes of the ordinary meeting on <a href="#">9 July 2025</a> . b. To confirm and sign the minutes of the extraordinary meeting on <a href="#">10 July 2025</a> . c. To confirm and sign the minutes of the extraordinary meeting on <a href="#">4 August 2025</a> .
6. Co-Option: To co-opt a new Councillor.
7. <b>Planning &amp; Licensing:</b> a. To report responses submitted under delegated authority ( <a href="#">schedule</a> ). b. To agree comments on any applications notified since publication of the agenda. c. To agree comments on a licensing application ( <a href="#">schedule</a> ).
8. <b>Impact of Second Homes and Holiday Lets:</b> ( <i>Minute 103 of 9 July 2025 refers</i> ) To receive a response from Cotswold District Council on local measures to control second homes and holiday lets, and agree any actions arising.
9. <b>Highways Matters:</b> To receive an update on: a. Request for a 20mph zone across the town, and b. Drainage and gully works on the Market Place in October.
10. <b>Market Place Improvements:</b> <i>Minute 46 of 19 March 2025 refers.</i> To consider recommendations from the Working Group on the scheme drawings prepared by Rappor.
11. <b>Northleach Public Conveniences:</b> <i>Minute 114 of 4 August 2025 refers.</i> a. To report back on meetings with CDC Cllr Paul Hodgkinson and CDC Deputy CEO on the options available to the town for the future operation of the public toilets: <i>Option A:</i> the district council continues to operate the toilets and introduces charging, or <i>Option B:</i> the town council takes over full ownership and operation of the toilets to keep them free at the point of use, with the associated costs added to the precept; and agree to explore the practical arrangements of Option B with the district council. b. To agree the form of public consultation on the future of the toilets, setting out options.
12. <b>Mowing Contract 2025-26:</b> To agree any amendments and approve the specification and tender documents.
13. <b>Remembrance 2025:</b> a. To confirm arrangements for the ceremony at the War Memorial on Sun 9 November. b. To agree a donation to the Royal British Legion Poppy Appeal.

<p><b>14. Finance:</b></p> <p>a. To receive the bank reconciliation to 31 August 2025.</p> <p>b. To receive the budget monitoring report for the year to date.</p> <p>c. To authorise the payment of accounts as per the <a href="#">schedule</a>.</p>
<p><b>15. Conclusion of Audit 2024-25:</b></p> <p>a. To note that the <a href="#">notice of conclusion of audit</a> has been published.</p> <p>b. To consider the external auditor's <a href="#">report</a>.</p>
<p>MATTERS FOR INFORMATION</p>
<p><b>16. Committees:</b> To receive minutes of PPMC meeting on 28 July 2025.</p>
<p><b>17. Correspondence:</b></p> <p>a. Invitation to service of licensing of the Rev. Charlie Styles on Thurs 11 Sept, 7:30pm.</p> <p>b. Report from Acting Inspector Philippa Moore, Gloucestershire Police.</p> <p>c. Sherborne Arms Farmer's Market postponed to 2026.</p>
<p>18. To receive items for future meetings (note: no discussion under this item).</p>
<p>19. <b>Date of Next Meeting(s):</b> Weds 9 October 2025, 7pm</p>

### Planning Applications:

App. Ref	Address	Proposal	Expiry
<a href="#">25/0037/CWREG3</a>	Gloucestershire Fire & Rescue Service The Fire Station West End Northleach Cheltenham GL54 3HF	To install two electric vehicle charge points at the rear of the building and one at the front, to support vehicle charging	Tues 5 Aug 2025
<a href="#">25/0039/CWS73M</a>	Farmington Stone Quarry, Farmington, Gloucestershire, GL54 3NZ	Variation [sic] of conditions 3(Approved Plans) and 4(Importation) relating to planning consent 24/0042/CWS73M dated 19/12/2024	Wed 13 Aug 2025
<a href="#">25/02073/FUL</a>	Cats Abbey Hall Northleach Cheltenham GL54 3QD	Erection of Garden Room	Thu 21 Aug 2025
<a href="#">25/02537/AGFO</a>	Land Between Northleach And Eastington, Eastington Gloucestershire	Prior notification for the erection of a timber shed for the housing of a water pump and the addition of a concrete pad for the housing of a water storage container	Thu 28 Aug 2025
<a href="#">25/02393/FUL</a>	1 Lane Cottages High Street Northleach Cheltenham GL54 3EU	Dropped kerb, vehicular crossover and partial boundary wall demolition with an EV charging point	Tues 02 Sept 2025
<a href="#">25/02489/LBC</a>	Northleach Court High Street Northleach Cheltenham GL54 3PQ	Amendment to approved rooflight on extension A, single storey social space (retrospective)	Fri 05 Sept 2025

### Licensing Applications:

App. Ref	Applicant	Trading Site	Expiry
<a href="#">C/25/01055/STC</a>	Nutty Roaster- Northleach	A429 Main Road, Layby between Mill End and Bibury junction Southbound	Wed 01 Oct 2025

## Payments

Date	Supplier	Service	Amount
07-Jul	Wordfence	Website firewall	£ 112.31
10-Jul	GRCC	Membership	£ 25.00
15-Jul	BuyABattery	Batteries	£ 31.47
16-Jul	Everflow	Water rates	£ 39.31
16-Jul	Northleach Playgroup	Grant draw down	£ 1,033.00
16-Jul	Cellar Supplies	Bar stock	£ 106.21
21-Jul	Zen Internet	Broadband & Voice	£ 40.80
21-Jul	CartridgeSave	Printer ink	£ 67.30
22-Jul	BrightHR	HR support	£ 24.30
22-Jul	Microsoft Ireland	365 Business Basic	£ 55.20
23-Jul	Garry Evans	Window cleaning	£ 30.00
25-Jul	Staff costs	Payroll July	£ 4,466.28
30-Jul	Amazon	String, pouches, beakers	£ 32.94
30-Jul	Screwfix	Cable ties	£ 18.49
30-Jul	Broadleaf Services	Bench installation	£ 732.00
31-Jul	Defib Shop	Defib and cabinet	£ 1,746.00
31-Jul	Northleach PCC	Donation	£ 500.00
31-Jul	McCracken & Son	Ground maintenance	£ 1,527.30
31-Jul	Grundon	Waste collection	£ 161.51
03-Aug	Parish Online	Mapping software	£ 120.00
03-Aug	Smarty	Mobile phone	£ 6.00
04-Aug	EDF Energy	Westwoods electricity	£ 183.81
04-Aug	Cotswold District Council	Land searches	£ 411.10
05-Aug	Nisbets	Bin bags	£ 43.17
09-Aug	PKF Littlejohn	Limited assurance review	£ 756.00
11-Aug	Sweetfuels / NWF	Heating oil	£ 644.62
13-Aug	DM Payroll	Payroll services 1H25	£ 108.00
15-Aug	Everflow	Water rates	£ 34.92
18-Aug	Probate Registry	Search fees	£ 3.00
18-Aug	A&E Fire & Security	Fire alarm, extinguisher service	£ 324.02
19-Aug	Leaffield Environmental	Indoor recycling bin	£ 340.80
21-Aug	Zen Internet	Broadband & Voice	£ 40.80
22-Aug	BrightHR	HR support	£ 24.30
25-Aug	Staff costs	Payroll August (inc, backpay)	£ 5,260.51
31-Aug	Brian Brazington	Meadow cut	£ 462.00
01-Sep	Smarty	Mobile phone	£ 6.00
01-Sep	EDF Energy	Westwoods electricity	£ 152.40
01-Sep	CIA Fire & Security	Alarm annual service charge	£ 115.20
05-Sep	Amazon	A4 copier paper	£ 22.75
	<b>TOTAL PAYMENTS</b>		<b>£ 19,808.82</b>