

Minutes of the Ordinary Meeting of Northleach with Eastington Town Council held in the Westwoods Centre on 12 November 2025, 7pm

Present: Cllrs Terry Morley-Blackwell (Chairman), Gina Blackwell, Brian Hulcup, Valerie Glynn, Matt Jackson, Laura Kirkby (arrived during item 161), Jules Russell, and Michael Seath

In Attendance: Pauline Rigby (Town Clerk), County Cllr Paul Hodgkinson, and one member of the public

159. Apologies for Absence

Apologies received from Cllrs Byron Hadley, Flam Wellman and Caroline Saunders.
Cllr Laura Kirkby had advised that she would be delayed.

160. Declarations of Interest and Requests for Dispensation

There were no interests declared.

161. County and District Council reports

County Cllr Paul Hodgkinson said he'd come straight from Shire Hall, where there had been a special meeting on Local Government Reorganisation. The council overwhelmingly voted for a Gloucestershire-wide unitary authority which they will propose to the Government. A single unitary authority for Gloucestershire will generate more savings and avoid splitting key council services like health. Government will make the final decision next year.

He wanted to remind people about the Councillor's Community Fund which supports projects that promote health and wellbeing, but to apply soon if interested.

A cabinet colleague has been approached regarding the 20mph limit and confirmed that officers are still committed to carrying out the consultation within this financial year. It was noted that more speed surveys have been carried out at the east end of the town.

A request was received from residents of Crail View to introduce double yellow lines at the entrance following a collision. He had explained this would require a Traffic Regulation Order, with associated cost and time implications. It was understood that Highways had been asked to conduct a safety assessment. Members were supportive in principle and suggested that, if safety issues were identified, the proposals be included in a town-wide plan. Concern was raised that measures would have limited impact without enforcement. This topic could be discussed further at the relevant agenda item [minute 168.]

162. Public Participation

A resident commented on parking on the Crail View junction.

163. Confirmation of Minutes

To confirm and sign the minutes of the ordinary meeting on 8 October 2025.

It was RESOLVED that the minutes of 8 September 2025 be confirmed and they were signed by the Chairman.

164. Change to Order of Business

The Chairman proposed a change to the order of business. It was agreed to consider the motion about the Market Place Toilet Block next.

165. Market Place Toilet Block

- 165.1 To receive the results of the public consultation on the future of the public toilets.

The results had been analysed by Cllr Kirkby and a report circulated. 67% of 254 respondents supported the option for the Town Council to take over the public toilets.

- 165.2 To consider whether to approve the transfer of ownership and ongoing operation of the public toilets from the district council to the town council.

County Cllr Paul Hodgkinson commented that Cotswold District Council had agreed to all the Town Council's terms except one: it could not agree on the recurring £8,000 annual subsidy, given their own cost pressures and lack of certainty over the timeline for local government reorganisation. The Chairman then invited questions and a debate followed.

Points against accepting the transfer included budget pressures, staff capacity, and public opposition to paying more council tax. Points for accepting the transfer included being able to keep the toilets free to use, and that taking ownership would prevent the building becoming derelict and align with long-term plans for the Market Place.

It was RESOLVED to accept the transfer of ownership and ongoing operation of the public toilets from the district council to the town council.

It was further RESOLVED to publish the headline consultation results, and agreed to communicate reasons for the Council's decision via a press release, noting that the council would endeavour to keep the toilets free at point of use, but was also mindful of concerns people may have about the increased cost of council tax.

166. Neighbourhood Plan Review

To consider the working group's recommendation and agree the next steps.

The Working Group had made the following recommendations:

1. Undertaking a light-touch review of the Neighbourhood Plan to update and reinforce existing policies.
2. Identify and contact the district planning officer for advice on the review process.
3. Seek inclusion of priority projects on the Infrastructure Delivery Plan.
4. Prepare a summary of progress against each current policy to inform the review.

A meeting had been arranged on 11 December with the Neighbourhood Planning officer.

167. Planning: To agree comments on planning applications.

- 167.1 App Ref: 25/02978/FUL
Address: 1 Lane Cottages High Street Northleach Cheltenham GL54 3EU
Proposal: New garden shed and trellis alongside boundary wall

A comment of NO OBJECTION had been submitted under delegated authority.

- 167.2 It was RESOLVED to submit comments of NO OBJECTION to the following applications:

App. Ref	Address	Proposal
25/03290/LBC	The Black Cat Cafe Market Place Northleach Cheltenham GL54 3EE	Reconstruction of an existing stone boundary wall and associated amendments
25/03289/FUL	The Black Cat Cafe Market Place Northleach Cheltenham GL54 3EE	Proposed reconstruction of an existing stone boundary wall and associated amendments to the currently approved construction of a single storey extension at the Black Cat Cafe

25/03052/LBC	Church Farm Cottage Market Place Northleach Cheltenham GL54 3EE	Ancillary building to Church Farm Cottage to be a replica of the former building on the site in the demolished in the mid C20th
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The Town Clerk was asked to enquire about the status of the planning application to create a vehicular access at 1 Lane House.

- 166.4 To note that Farmington Trust is holding public consultation on development of the Land to the East of Nostle Road from 10th to 24th November.

It was observed that the public exhibition earlier in the day had been well attended.

168. Highways

To consider concerns raised following the recent road traffic collision at Crail View.

It was RESOLVED to consider the matter once the Highways safety officer had completed their assessment. To be followed up with the Local Highways Manager at the next meeting.

It was further RESOLVED to write to Northleach Court Care Home about parking. Cllr Russell volunteered to draft the letter.

169. Finance:

- 169.1. To note receipt of £1,687.75 in Community Infrastructure Levy. This was duly noted.

- 169.2 To receive the bank reconciliation to 31 October 2025.

Cllrs Jackson reported that he had verified the bank reconciliation this month.

- 169.3 To receive the budget monitoring report for the year to date. There were no comments.

- 169.4 To authorise the payment of accounts as per the schedule.

The Clerk reported that Viking had sent a credit note so the amount due would be amended.

It was RESOLVED that the payments be approved.

170. Training requirements of new Assertion 10 on cyber security / data protection

- 170.1 To review training opportunities for councillors and agree any actions arising.

A short list of cyber security training resources had been circulated. Councillors were encouraged to complete the training and report back to the Clerk when they had done so.

- 170.2 To consider Clerk's request to attend GAPTC 'Xmas Clerks Networking: Deep Dive into Assertion 10' on 3rd December in Highnam at cost of £35 plus travel.

It was RESOLVED that the Clerk's attendance at the training event be approved.

171. To agree arrangements for a Council Christmas social event.

Options discussed included booking a Christmas meal at Sherborne Arms or hosting a gathering at the Westwoods, which could also include partners and volunteers. Councillors noted that any event held would be self-funded. Following a discussion:

It was RESOLVED not to have a formal Christmas social event.

172. Committee minutes

The following committee minutes were received and noted:

- Westwoods Committee on 6 October 2025.
- Finance Committee on 14 October 2025.

173. To receive item for future meetings

Already noted: Teen Shelter (Cllr Saunders), Annual Town Award (Cllr Kirkby).

To be added: review of meetings schedule (January)

174. Date of Next Meeting

Wednesday 21 January 2026, 7pm in the Westwoods Centre

There being no further business, the meeting closed at 8pm.

Signature of the Chairman on approval of the minutes: _____

Payment Schedule

Date	Supplier	Service	Amount
27-Sep	Dave Payne Electrics	Churchyard lamp	£ 50.40
30-Sep	Grundon	Waste collection	£ 149.50
06-Oct	Spot On Supplies	Cleaning supplies	£ 16.50
07-Oct	Cellar Supplies	Bar stock	£ 88.99
07-Oct	CartridgeSave	Printer ink	£ 38.39
07-Oct	Toolstation	Dorguard	£ 105.28
13-Oct	Leckhampton Roofing	Pavilion roof final payment	£ 1,651.01
15-Oct	Terry Morley-Blackwell	Chairmans expenses	£ 15.00
16-Oct	Everflow	Water charges	£ 54.12
21-Oct	Zen Internet	Broadband & Voice	£ 40.80
22-Oct	BrightHR	HR support	£ 24.30
22-Oct	Stephen Chilton	Handyman (part)	£ 160.00
24-Oct	Travis Perkins	Platform hire	£ 144.00
25-Oct	Staff costs	Payroll October	£ 4,718.10
27-Oct	Cotswold National Landscape	Wildflower seed	£ 90.00
27-Oct	Start Safety	Road signs	£ 104.31
28-Oct	Viking	Cleaning supplies	£ 51.51
29-Oct	Coir Products	Mulch mats	£ 22.49
30-Oct	Easton Bevins	End of defect period report	£ 420.00
31-Oct	SumUp Payments Ltd	Transaction fees	£ 0.77
31-Oct	McCracken & Son	Grounds maintenance	£ 1,527.30
31-Oct	Grundon	Waste collection	£ 186.94
03-Nov	Smarty	Mobile phone	£ 6.00
03-Nov	EDF Energy	Westwoods electricity	£ 233.19
03-Nov	Terry Morley-Blackwell	Chairmans expenses	£ 8.49
03-Nov	Charlies Stores Ltd	Straw wreath	£ 6.98
06-Nov	Powys County Council	DBS check fees	£ 109.50
	TOTAL PAYMENTS		£ 10,023.87