

**MINUTES OF BROOKTHORPE-WITH-WHADDON  
ANNUAL PARISH COUNCIL MEETING  
HELD AT BROOKTHORPE VILLAGE HALL ON  
TUESDAY 6 MAY 2025 AT 7.50PM**

**Present:** Cllr Paul Gaze (Chair)  
Cllr Eric Hibbert  
Cllr Rhodri Stokes-Rhys  
Cllr Kirk Walton

**In attendance:** Tina Balgobin (Clerk) Reporting  
Cllr Demelza Turner-Wilkes (District Councillor)  
Cllr John Patient (County Councillor)  
2 Members of the Public

**PARISHONER QUESTIONS:**

A member of the public asked about the planning application for Rose Cottage this was discussed and District Councillor Turner-Wilkes advised she would look at the application and seek an update on the enforcement action outstanding.

The hydrant outside Day Cottage was discussed following the recent highways works, District Councillor Turner-Wilkes advised she would chase Highways.

The passing place on Naas Lane created by Taylor Wimpey was discussed and District Councillor Turner-Wilkes advised she had reported the same to SDC planning and would chase again.

**1. ELECTION OF CHAIRMAN**

The Council unanimously elected Cllr John Henry as Chairman.

**2. ELECTION OF VICE-CHAIRMAN**

The Council unanimously elected Cllr Paul Gaze as Vice-Chairman.

**3. APOLOGIES:**

Apologies were received and accepted from Cllr John Hendry.

**4. DECLARATION OF INTERESTS IN ITEMS ON THIS AGENDA:**

Cllr Eric Hibbert declared an interest in Agenda Item 7.

Cllr Paul Gaze declared an interest in Agenda Items 11(f)(i) and (ii).

**5. TO APPROVE MINUTES OF MEETING HELD ON TUESDAY 1 APRIL 2025:**

The minutes were duly signed by the Chair as an accurate record of the meeting.

**6. TO CONSIDER CO-OPTION REQUESTS:**

None had been received at this time.

## **7. TO RECEIVE AN UPDATE ON EBR 25 / 26:**

The Council received a report on PROW EBR 25 / 26 from Cllr Eric Hibbert. The fly tipping at the entrance was discussed, it was agreed that District Councillor Turner-Wilkes would investigate it.

## **8. TO SET UP A WORKING GROUP TO CONSIDER STRATEGIC PLANNING IN THE PARISH:**

This was discussed in detail, and it was agreed that a Working Group would be set up and consist of Cllr Eric Hibbert, Cllr Kirk Walton, District Councillor Demelza Turner-Wilkes and Martin Coles, the Working Group are to prepare some Terms of Reference for adoption by the Council.

## **9. TO CONSIDER JOINING THE GLOUCESTER FRINGE INFRASTRUCTURE GROUP:**

Cllr Rhodri Stokes-Rhys gave an update on the above meeting he had attended with Cllr John Henry. District Councillor Turner-Wilkes gave a summary of the group and what they would like to achieve. The Council agreed to join the group. Cllr Eric Hibbert will attend the next meeting on behalf of the Parish Council.

## **10. TO CONSIDER AND APPROVE THE FUNDING OF £220 (EX VAT) TO REPLACE A DILAPIDATED STYLE WITH A KISSING GATE ON EBR 27:**

This was discussed and the Council unanimously agreed to fund the replacement gate at a cost of £220 (ex VAT).

## **11. FINANCE:**

- (a) To approve the Accounts for payment as per the list circulated prior to the meeting. The following accounts were presented for payment:

<b>Accounts for payment May 2025</b>			
<b>Payee</b>	<b>Chq Number</b>	<b>Amount</b>	<b>Reason</b>
T Balgobin	1304	£ 519.32	Salary / Expenses (April 25)
HMRC	1305	£ 148.94	Tax = £120.80 / Employer NI = £28.14 (April 25)
Irena Litton BEM	1306	£ 200.00	Internal Audit
Zurich Municipal	1307	£ 559.32	Annual Insurance Premium
Pata UK	1308	£ 150.40	Payroll Costs
	<b>Total</b>	<b>£ 1,577.98</b>	

**The Council unanimously agreed that the above payments be made.**

- (b) To complete the Annual Governance Statement. **This was completed and signed by the Chair and RFO.**
- (c) To adopt the Accounts for the year ended 31st March 2025. **The Accounts were adopted by the Parish Council.**
- (d) To agree and sign the Annual Account Statements for 24/25. **This was duly signed by the Chair and RFO.**
- (e) To note the dates of the Exercise of Public Rights 3rd June - 14th July 2025. **This was noted.**
- (f) To consider the following grant requests from the Village Hall: -
- (i) 6th July – Summer Fayre request - £500.00. **The Council unanimously agreed to the grant.**
- (ii) 13th December – Christmas Fayre and Village Hall Raffle Draw - £1,000.00. **The Council unanimously agreed to the grant.**

**12. COUNCILLORS REPORTS:**

The state of the verges adjacent to the school were discussed, it was noted that the school is responsible for cutting them and Cllr Hibbert will let the Clerk have the details for her to contact them. Cllr Stokes-Rhys advised the layby on Naas Lane owned by British Rail is being destroyed by vehicles; County Councillor John Patient will investigate.

**13. DATE OF THE NEXT MEETING:**

The next meeting will be held on **Tuesday 3 June at 7.45pm in the Brookthorpe Village Hall**

**THERE BEING NO FURTHER BUSINESS  
THE MEETING CLOSED AT 8.40pm**

**Signed: ..... Dated: .....**