

**MINUTES OF BROOKTHORPE-WITH-WHADDON
PARISH COUNCIL MEETING
HELD AT BROOKTHORPE VILLAGE HALL ON
TUESDAY 3 MARCH 2026 AT 7.45PM**

Present:	Cllr Paul Gaze Cllr Eric Hibbert Cllr Kirk Walton Cllr Andrew Miller	(Chair)	
In attendance:	Tina Balgobin Cllr John Patient Cllr Demelza Turner-Wilkes 4 Members of the Public	(Clerk) (County Councillor) (District Councillor)	Reporting Items 4 to 6 From Item 5

PARISHONER QUESTIONS:

A member of the public requested that the Parish Council sign up as a complainant on a current enforcement action within the Parish in order that they will receive future notifications / updates. A member of the public advised that the event “swing for Paris” now had 46 people signed up to attend. A member of the public requested that the Parish produce a report for the local newsletter. A member of the public advised that on the 21 March a “maintenance / cleaning day” would be taking place at the Village Hall, if anyone is interested, please bring along step ladders and wheelbarrows, sausages and burgers will be provided for all volunteers on the day.

1. APOLOGIES:

Apologies were received from Cllr John Hendry.

2. DECLARATION OF INTERESTS IN ITEMS ON THIS AGENDA:

Cllr Eric Hibbert declared an interest on agenda item 8(f).

3. TO APPROVE MINUTES OF A MEETING HELD ON TUESDAY 3 FEBRUARY 2026:

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

4. TO CONSIDER CO-OPTION REQUESTS:

There was none

5. REPORTS:

(a) To receive a report from the County Councillor. County Councillor John Patient submitted a report which was circulated and discussed. Cllr Miller asked questions with regards to the increase to the pothole fund, the possibility of Brookthorpe with Whaddon being included in Gloucester City Council when the restructure takes place and the unitary authority plans. Cllr Hibbert also discussed Gloucestershire Airport.

(b) To receive a report from the District Councillor. District Councillor Demelza Turner-Wilkes gave an update on District Council matters which included the Thrupp bi-election, climate and nature assessment, appointment of the management companies, an update on the Local Plan,

the current planning enforcement progress within the Parish and the next Infrastructure Improvements for Junction 12 meeting due to take place on the 12 April in the Quedgeley Community Centre.

6. TO RECEIVE A REPORT ON THE PROPOSED WHADDON FIELDS DEVELOPMENT AND LOCAL PLAN:

There was no update, the Local Plan had been discussed above.

7. TO RECEIVE AN UPDATE ON ST SWITHUNS CHURCH:

The Church Conservation were currently undertaking some preliminary work at the Church and there would be a further update at the next meeting.

8. FINANCE:

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

Accounts for payment March 2026			
Payee	Chq Number	Amount	Reason
T Balgobin	1334	£ 534.90	Salary / Expenses (February 26)
HMRC	1335	£ 155.88	Tax / Employer NI (February 26)
Brookthorpe Village Hall	1336	£ 1,610.00	Newsletters, phone, internet and hall hire for 2025
	Total	£ 2,300.78	

The Council unanimously agreed that the above payments be made.

- (b) To approve the change of the Parish Council Bank from Lloyds Bank to Unity Trust. **This was discussed and agreed.**
- (c) To appoint Mrs Irena Litton BEM, PIALC as the Council's Internal Auditor Year ending 31 March 2026 at a cost of £200. **The Council agreed to appoint Mrs Irena Litton as the Council's Internal Auditor.**
- (d) To approve the direct debit payments as per the list circulated prior to the meeting. **This was approved.**
- (e) To adopt the updated Asset Register as at the 1 February 2026. **The noticeboard at the Village Hall had been omitted from the Register, this will be updated and signed off at the April meeting.**
- (f) To approve remedial works to the two bus shelters in Whaddon. **This was discussed and it was agreed that Mr Hibbert would undertake the works at a cost of £290.**

10. TO ADOPT THE FOLLOWING POLICIES:

- (a) IT Policy (Assertion 10). **The policy was reviewed and adopted.**
- (b) Risk Management Policy. **The policy was reviewed and adopted.**
- (c) Data Protection Policy. **The policy was reviewed and adopted.**

The Chair thanked the Clerk for her work in researching and producing the policies.

11. COUNCILLORS REPORTS:

Cllr Eric Hibbert commented on the environmental notice that had been appended to the gate near his field with regards to rubbish being dumped in the area.

12. DATE OF THE NEXT MEETING:

The next meeting will be held on **Tuesday 7 April 2026 at 7.45pm in the Brookthorpe Village Hall**

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.45PM**

Signed: Dated: