

Harescombe Parish Council

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Draft Minutes

Combined Harescombe Annual Parish Meeting (APM) and, Annual Meeting of the Parish Council (AMPC / AGM).

7.00pm, Monday 11th March 2026 at Harescombe Village Hall.

Meeting commenced at 7.15pm

Present Councillors. T. Leeper, P. Richards, C. Ractliffe, B. Perkins. Clerk Mr. S. Hale, and 4 members of the public.

Annual Parish Meeting

- 26.68 Chairman welcomed parishioners.
- 26.69 Apologies for absence received from Cllr. Williams, County Cllr. Patient, District Cllr. Turner-Wilkes.
- 26.70 Chairman gave his address. The report will form part of these minutes.
- 26.71 Public participation – up to 15 minutes at the discretion of the Chairman. Issues raised will be considered at the next meeting of the parish council. Questions were asked regarding,
- 26.71.01 Activity at the Kolisko farm site.
- 26.71.02 Possibility of a mirror at Bluebell Lane, or signs warning of the junction when travelling along Gruntas Lane – a mirror has been considered by a GCC previously, but refused.
- 26.71.03 Consider an, “Entering the AONB / National Landscape sign” at the entrance to the village.
- 26.71.04 PCC are aware of a PC earmarked reserve for an Armillary to commemorate QEII in the church grounds. It is now not thought by the PCC that it would be appropriate for current church plans. Parish council to reconsider a potential alternative. Perhaps planters or a bench by the village hall?
- 26.71.05 On the right-hand side between the village hall and the church, there is an area that, with some work, could be used to assist with church event parking. There is a big pile of plannings at Whitminster.
- 26.71.06 Can a roadside ditch be filled between Threshold Farm and Haresfield Lane to assist in passing.

Annual Meeting of the Parish Council

- 26.72 Commencement of the Annual Meeting of the Parish Council (AGM) at 7.45pm. Members of the public were invited to remain but chose to leave the meeting.

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- 26.73 Council resolved to elect Cllr. Leeper as chairman.
 26.74 Council resolved to elect a Cllr. Richards as vice-chairman.
 26.75 Apologies for absence received from Cllr. Williams, County Cllr. Patient and District Cllr. Turner Wilkes.
 26.76 No declarations of interest to items on the agenda.
 26.77 Council resolved to approve the minutes of the meeting on 9th March 2026.
 26.78 Council noted receipt of the report from the District Councillor.
 26.79 Council noted receipt of the report from the County Councillor.

Finance

- 26.80 Council resolved to accept the year end bank reconciliation.
 26.81 Council approved the year-end summary of accounts and explanation of variances
 26.82 Council reviewed the Fixed Assets Register.
 26.83 AGAR - Council resolved to accept the AGAR internal audit report.
 26.84 Council resolved to note and accept the findings of the detailed Internal Auditors Report as previously circulated. It was a very thorough and positive report with no recommendations.
 26.85 AGAR – Council resolved to approve the Annual Governance Statement
 26.86 AGAR - Council resolved to approve the Accounting Statements
 26.87 AGAR - Council resolved to certify that it is exempt from a limited assurance review under s9 Local Audit (Smaller Authorities) Regulations 2015.
 26.88 Council resolved to adopt from, Wednesday 3 June to Tuesday 14th July 2026 inclusive, for the exercise of public rights.
 26.89 Council reviewed and resolved to approve the regular payments.

PRE-APPROVED PAYMENTS LIST 2026 - 2027		
Payee	Frequency	Method
ICO	Annual	DD
HugoFox Webhosting & Domain Name	Annual	DD
GAPTC Membership Fee	Annual	BACS
25% of Clerks SLCC Subscription	Annual	BACS
Parish Hall Hire for Meetings	Annual	BACS
Insurance renewal	Annual	BACS
Clerk Quarterly Salary	Quarterly	BACS
Home Working Allowance	Quarterly	BACS
HMRC PAYE	Quarterly	BACS
Clerk Mileage as Authorised.	Quarterly	BACS
PATA Quarterly Payroll	Quarterly	BACS
HugoFox email hosting	Monthly	DD
Lloyds Banking Charges	Monthly	BACS

- 26.90 Council noted the clerk has reviewed insurance cover and entered into a new 3-year LTA with Community Insurance. £178.74
 26.91 Council noted that a VAT reclaim for 2025 – 2026 of £27.48 has been submitted to HMRC.
 26.92 Council reviewed the banking mandate and resolved to keep Cllrs. Leeper, Richards, Ractliffe and the clerk as authorisers. Two-person authorisation to remain in place.

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- 26.93 Council considered and resolved to renew the GAPTC / GALC subscription renewal which has gone from £65.53 to a minimum £100 payment
- 26.94 Council noted the result of the internal controls, and bank reconciliation by the clerk and Cllr. Richards. Councillors had sight of all documentation prior to the meeting.

Bank Reconciliation	
OPENING BALANCE: 01/04/2026	£13,661.39
INCOME TO DATE	£4.73
LESS TOTAL EXPENDITURE TO DATE	£1,297.14
FUND BALANCE: 27/04/2026	£12,368.98
REPRESENTED BY:	
LLOYDS TREASURERS ACCOUNT BALANCE	£1,215.67
LLOYDS SAVINGS ACCOUNT BALANCE	£11,153.31
BALANCE	£12,368.98

- 26.95 Council noted and resolved to ratify the following receipts and payments.

Date	Detail	Receipt
09/04/2026	Interest	£4.73

Date	Payment	Net	VAT	Gross
17/03/2026	Lloyds banking charges	£4.25	£0.00	£4.25
18/03/2026	Hugofox email hosting	£2.49	£0.50	£2.99
01/01/2026	Clerk Q4 salary			
02/04/2026	PATA Payroll	£21.95	£0.00	£21.95
	Mrs I Litton - internal audit	£200.00	£0.00	£200.00
07/04/2026	HMRC PAYE			
17/04/2026	Bank charges	£4.67	£0.00	£4.67
20/04/2026	HugoFox email hosting	£2.49	£0.50	£2.99

Policies and Procedures

- 26.96 Council reviewed and resolved to readopt Standing Orders with no changes.
- 26.97 Council reviewed and resolved to readopt Financial Regulations with no changes.
- 26.98 Council reviewed and resolved to readopt the Council Risk Assessment with no changes.
- 26.99 GPOC - Council resolved to reaffirm its eligibility to exercise the General Power of Competence when decision making.

Planning Matters – Council considered and resolved as appropriate,

- 26.100 Council noted that SDC have declared they will only accept initial objections to planning matters and no supplementary information. Therefore, it is important to submit a full case in first submissions in any future objections.
- 26.101 Reference S.26/0647/HHOLD
Application Validated Tue 28 Apr 2026
Stoneways, Edge, Stroud. GL6 6PH

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Erection of two storey front and first floor side extension
Status Awaiting decision

- 26.102 Reference S.26/0089/HHOLD
Application Validated Tue 27 Jan 2026
Randalls Farm, Stockend, Edge. GL6 6PL
Erection of a single-storey porch to the south-facing elevation, replacement of existing windows.
Status Permitted
- 26.103 Reference S.25/2408/HHOLD
Application Validated Tue 13 Jan 2026
Hill House Farm, Edge, Stroud. GL6 6PH
Installation of an outdoor swimming pool and landscaping.
Status Application withdrawn
- 26.104 Reference S.23/2428/OUT
A full objection to this application has been submitted by the parish council.
Land At Whaddon, Gloucester.
Outline application for up to 2,550 new dwellings, etc ...
Status Awaiting decision. May be delayed until 2031 but nothing confirmed.
- 26.105 Reference S.25/1506/FUL
Application Validated Fri 08 Aug 2025
Hilles Cottage, Sevenleaze Lane, Edge. GL6 6NN
Change of use to wedding venue with the associated conversion & repair of existing buildings to provide ancillary facilities and landscaping enhancements.
Status Refused.
- 26.106 Reference S.25/2205/FUL
Application Validated Tue 16 Dec 2025
Land At Stroud Road, Brookthorpe, Gloucester.
Erection of 5 Single Storey Dwellings with Associated Works
Status Awaiting decision
- 26.107 Brookthorpe Springs Farm / Kolisko Farm. Council noted that SDC has partially upheld the complaint regarding a lack of communication, but they are content at the speed at which the investigation is progressing. Council resolved not to escalate the complaint to Stage 2 at this time, but that it may do so if the planning department fail to meet their next communications deadline, or if the update is not substantive. The clerk is to ask for an update at the SDC next policy deadline for communication which will be 20th May. Management of the complaint against the planning department remains delegated to the clerk. Council noted that GALC do not provide financial support for judicial reviews.
- 26.108 No planning matters received between issuing the agenda, and the time of the meeting.

Highways

- **Street-clean** - requested at the end of September was finally undertaken in late December. However, areas were not done and were reported by the clerk. A specialist

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sweeper finally attended in late April / early May but broke down. If the streets were eventually swept, it was not to a good standard. Clerk to ask SDC if it was completed.

Other Matters

26.109 Council to note the clerk submitted its chosen option of a single unitary authority for Gloucestershire to the Local Government Review consultation team.

26.110 **Matters arising (no decisions can be made on such matters).**

Pound of Candles layby Gravel Court Farm is partially full with accumulated mud. Clerk to request for it to be cleared.

Cllr. Perkins has submitted a pothole report to the clerk to report through FixMyStreet.

Ongoing issue of a blocked pipe o/s Brook Farm – Cllr. Ractliffe is progressing with GCC Highways.

26.111 **Meeting dates for 2026 – 2027**

Council resolved to approve the following meeting dates for 2026 - 2027

2026 at 7.30pm

Monday 13th July, Monday 14th September, Monday 9th November,

2027 at 7.30pm

Monday 11th January, Monday 8th March,

Monday 10th May 7.00pm - Combined Annual Parish Meeting (APM) and Annual Meeting of the Parish Council (AGM).

Meeting concluded at 8.10pm

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Chairman's Report to the Annual Parish Meeting

11th May 2026

Council Activity and Governance

Harescombe Parish Council has continued to meet regularly throughout the year, maintaining a consistent schedule of meetings and ensuring that the business of the parish is conducted effectively and transparently. Minutes have been published promptly following meetings, in accordance with best practice, ensuring residents remain informed of decisions and actions taken.

The council has operated within its statutory framework, managing declarations of interest appropriately and ensuring compliance with governance requirements. This has included the handling of pecuniary and personal interests, with dispensations granted where necessary to allow council business to proceed efficiently.

A large number of historical parish council documents, including signed minutes were relocated to the county archives to ensure their preservation.

Due to the council having a fully qualified clerk, and the requisite number of elected councillors, it is able to exercise the wide-ranging General Power of Competence (GPOC) in its decision making.

Finance and Administration

Throughout the year, the council has continued to exercise careful financial management. Routine financial matters—including payments, budgeting, and oversight of parish funds—have been regularly reviewed and approved at meetings.

The council has also maintained compliance with audit and transparency requirements, ensuring that documentation is properly recorded, stored, and made accessible to the public where required. This includes adherence to regulations concerning public rights of inspection and the publication of financial information.

Donations of £150 and £50 were made to The Air Ambulance and Cotswold Volunteer Wardens respectively to acknowledge the work they undertake that supports the parish.

Careful budgetary planning resulted in a 5.3% increase in the precept for the average Band D property. In monetary terms, this is an increase of just 5 pence per week.

Planning and Development

Planning remains a significant area of the council's work. During the last financial year, the council has:

- Considered and/or responded to a range of planning applications affecting the parish.
- Represented the interests of residents in consultations.
- Engaged with the local planning authority on development proposals.
- Held SDC Planning Department to account and challenging their activities when appropriate

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This work ensures that the character and sustainability of Harescombe are protected while allowing for appropriate development.

Community and Local Matters

The Council has continued to address a range of local issues affecting residents. These have included:

- Continuous reporting of potholes which resulted in some extensive highway repairs
- Providing subsidised defibrillator training for parishioners, and welcoming parishioners from surrounding parishes to also attend the event.
- Provision and maintenance of the village defibrillator.
- In partnership with GCC Highways, relocation of the Harescombe village sign to a position of greater prominence.
- Securing an additional grit bin at the junction of Bluebell Lane and Pound-of-Candles Lane at no cost to the parish council.
- Engagement with Cotswold Volunteer Wardens to repair a footpath stile.
- Oversight of matters relating to village charities, ensuring appropriate governance and decision-making processes are followed.
- Incidents of fly-tipping have been reported and resolved.
- Engagement with local concerns raised through correspondence and meetings

The Council has also worked to maintain strong links with county and district representatives, ensuring that wider issues affecting the parish are communicated effectively.

Engagement and Representation

Although meeting attendance by members of the public at meetings has varied, the council remains committed to openness and accessibility. Residents are encouraged to engage with the council, attend meetings, and raise issues of concern.

The council continues to act as a voice for the parish, representing local views in dealings with external authorities and organisations.

Conclusion

The past year has seen the council continue its steady work in supporting the parish through effective governance, responsible financial management, and active engagement with planning and community matters.