

Eastleach Parish Council

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Minutes of the Parish Council Meeting

Held on Tuesday 15th September 2026 at 6:30pm in the Village Hall

Present: Cllr Tim Jeans (Chair), Cllr Fiona Jacovides, Cllr Julia McLellan, District Cllr David Fowles

In attendance: Catherine Morgan (Clerk), 10 Members of the Public

054 26/27 Apologies for absence

Apologies were accepted from both Cllr Jane Fenton and Cllr Richard Ebsworth.

055 26/27 Declarations of Interest in Items on the Agenda
None.

056 26/27 To approve the Minutes of the Council Meeting held on 21st July 2026
The minutes were approved.

057 26/27 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute total time limit in accordance with EPC Standing Orders

A member of the public raised concerns that, despite planning permission being refused for application 26/01821/PLP - Land To The South Of Manor Court, Eastleach, that a change of use of the land appeared to be taking place. The member of the public requested that the parish council investigate the matter. The council agreed to do so.

Action: Clerk to look into this

Representatives of the Village Hall asked whether the Council had reviewed the legal costs associated with registering the playing field. The Council apologised that the relevant email had not been circulated and agreed that the matter would be included on the agenda for the next meeting.

Action: Clerk to include on next agenda.

A member of the public highlighted the overgrown footpath along the river between Bouthrop Church yard and the Clapper Bridge and said that a working party was forming to clear this vegetation. Another member of the public along with both Cllr McLellan and Cllr Jacovides volunteered to assist with the work.

A representative of the Village Hall highlighted an issue with the efficacy of the chain & padlock on the playing field gate. The Council agreed to remedy this.

Action: Clerk to address.

058 26/27 To agree to reconvene the meeting following Public Participation, if applicable.

059 26/27 Review on presence of dogs at Summer Fete

Cllr McLellan, who acted as Dog Warden at the Summer Fete, shared a report from Fete organiser Susannah Gill:

- Approximately 25 dogs were on site.
- All dogs were kept on leads and under control at all times, and owners were observed picking up after their dogs.
- There were 31 entries across five classes, followed by a "Best in Show" competition for the five class winners. Rosettes were awarded from 1st to 6th place, meaning that nearly everyone received a rosette. The most popular class was "Dog with the Waggiest Tail", with 11 entries.

- Despite the very wet weather, the atmosphere was extremely positive and participants were clearly very proud of their dogs.
- There were no issues with dogs entering the playground or Village Hall.
- It was considered that, as this was effectively a trial year, attendance could potentially be around double in better weather.
- If the event were to be held again next year, it was suggested that a clear gap be maintained between the show ring and the coconut shy/skittles, as a precaution in case any dogs were tempted to chase balls. This was not an issue this year, but was suggested as helpful feedback, and there is sufficient space on the field to accommodate the activities with a suitable separation.

A member of the public reported an altercation with a visitor to the Fete regarding payment for books. It was suggested that the Fete's risk assessment should include arrangements for dealing with instances where visitors do not pay for items.

Action: Cllr McLellan to feed this back to the Summer Fete team.

060 26/27 To consider a maintenance agreement between the Parish Council and the Village Hall Committee in respect of the playing field and playground.

The draft agreement was discussed at length, particularly the management of costs arising outside the maintenance contract, such as those associated with fly-tipping or the occupation of the land by travellers. It was RESOLVED to amend the wording of the agreement, with the final document to be considered for approval at the next Council meeting.

Action: Clerk to amend the agreement and circulate the revised draft to the Parish Council and Village Hall Committee.

061 26/27 Chairman's Report

Cllr Tim Jeans and Cllr Jane Fenton met with the Ernest Cook Trust (ECT) and Gloucestershire Rural Community Council (GRCC) to discuss ways of addressing the housing needs identified in the Housing Needs Survey. One area of discussion was ECT's intentions regarding its rental estate. ECT expressed an interest in being involved in potential housing developments within the village. Discussions are ongoing

062 26/27 To receive report from District/County Cllr

District Cllr Fowles submitted a written copy of the September report for the Coln Valley Ward, which is attached and can be viewed in full here:

<https://eastleachparishcouncil.org/cdc-news/>

The Chairman brought item 074 26/27 forward to this point. For the purposes of these minutes this item has been left in numerical order, below.

Finance

063 26/27 To approve schedule of payments

The following payment schedule was approved.

Payment Schedule @ 15th September 2026

Payments Already Made - September 2026

Date of Invoice	Ref	Description	Payee	Amount (incl VAT) (£)	VAT (£)	NET	Invoice No.
23/08/2026	P.39	Playground repairs including post replacement	Mike Lenik Property Maintenance & Gardening	750.00		750.00	
27/08/2026	P.40	Grounds Maintenance August	Tactical Facilities Management	497.00	82.83	414.17	728
08/09/2026	P.41	Clerk salary August	C Morgan	548.64		548.64	
08/09/2026	P.42	Clerk expenses August	C Morgan	26.00		26.00	
Total:				1821.64	82.83	1738.81	

Payments Already Made - August 2026

Date of Invoice	Ref	Description	Payee	Amount (incl VAT) (£)	VAT (£)	NET	Invoice No.
18/08/2026	P.37	Clerk salary July	C Morgan	477.10		477.10	
18/08/2026	P.36	Clerk expenses July	C Morgan	39.50		39.50	
27/07/2026	P.34	Grounds Maintenance July	Tactical Facilities Management	497.00	82.83	414.17	530
22/07/2026	P.32	External Audit	PKF Littlejohn	252.00	42.00	210.00	SB20260126
04/07/2026	P.30	Data Protection	ICO	47.00		47.00	
03/07/2026	P.29	Handrails painting	M L Webb	552.78		552.78	36
24/06/2026	P.28	Grounds Maintenance June	Tactical Facilities Management	497.00	82.83	414.17	219
Total:				2362.38	207.66	2154.72	

Direct Debits

Date paid	Ref	Description	Payee	Amount (incl VAT) (£)	VAT (£)	NET	Invoice No.
21/08/2026	P.38	Website services	Bulldog	68.00		68.00	13870
17/08/2026	P.35	Service charge fee	Lloyds	4.25		4.25	
23/07/2026	P.33	Website services	Bulldog	68.00		68.00	13731
20/07/2026	P.31	Service charge fee	Lloyds	4.25		4.25	
Total:				76.50	0.00	144.50	

Payment schedule total:	4260.52	290.49
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The balance of the bank accounts were noted as:

Community a/c £20,351.29

Savings a/c £3,071.84

Total = £23,423.13

064 26/27 To approve cashbook and reconciliation
Approved

065 26/27 To consider and agree status of budget
Approved

066 26/27 To review and adopt Internal Controls document
The Internal Controls document was reviewed and adopted.

067 26/27 To approve Financial Review for the First Quarter
Cllr McLellan had conducted the financial review for the first quarter and confirmed that the Council's financial records and processes were in good order.

Clerk's Report

068 26/27 To note External Audit Report
The External Auditor Report and Certificate for the year ended 31 March 2026 was received.
The audit was completed with all relevant documents published on the website.

069 26/27 To review and adopt the Code of Conduct
Code of Conduct reviewed; no amendments required.

070 26/27 To review and adopt the updated risk register
Deferred to next meeting due to time constraints.

071 26/27 To review effectiveness of Facebook page
The Council Agreed the current Facebook Page was satisfactory and would be reviewed again in 6 months time.

Planning

072 26/27 To receive Decision Notices

Number	Address	Description	CDC Status
25/03606/FUL	The Old Cowshed 9 Turville Barns, Eastleach GL7 3QB	Erection of replacement porch	Appeal Dismissed
26/01977/CLOPUD	34 Eastleach GL7 3NQ	Certificate of Lawful Proposed Use or Development under section 192 of the Town and Country Planning Act 1990 for an outbuilding. The proposed building will be supported on screw piles, which have a significantly lower carbon footprint than concrete, with minimal site disturbance	Application Permit
26/01986/TPO	34 Eastleach GL7 3NQ	Dismantle to ground level a large Chestnut & Christmas tree. Chip and remove all waste.	Application Permit
26/01821/PLP	Land To The South Of Manor Court Eastleach	Permission in Principle application for the erection of 1 x modest single storey dwellinghouse	Application Refused

073 26/27 To consider and agree NEW Planning Applications

Number	Address	Consultation end date	Description
26/02470/TCONR	Orchard Cottage 48 Eastleach GL7 3NQ	25/08/2026	Works to trees in conservation areas for 1 - Sycamore (in decline) - fell 2 - Sycamore - fell
26/02672/TCONR	32 Eastleach GL7 3NQ	15/09/2026	Works to trees in conservation areas for T1: Indian Bean Tree - weight reduction of the branches, thinning out and reducing overall size, to maintain size and shape for its location. T2: Goat Willow - Removing 2-3 lower limbs overhanging driveway, to raise the canopy over the drive to maintain access for cars. T3 + T4 Portuguese Laurels x 2 - Full removal. T5: Sycamore - Target pruning a few limbs balance shape of canopy.

There were no objections to the new planning applications.

Other Matters

074 26/27 To receive an update on ECT and discuss and agree Compound Agreement for works at 51 Eastleach

A number of details still need to be clarified before the Compound Agreement could be finalised including key dates and statement of current condition.

Action: Clerk to follow up with ECT

075 26/27 To review grass cutting arrangements

The grass had been well maintained since the previous Council Meeting.

076 26/27 Update on Parish Plan Action List

Deferred to next meeting due to time constraints.

077 26/27 Update on Parish Pound

It was noted that the Land Registry application has been submitted to register the title to The Pound. The Council has been advised that this could take up to two years to go through.

078 26/27 To review progress on Village Green protection measures

The council had received two quotes for applying topsoil and reseeding the willow Village Green. It was RESOLVED to accept the DMW quote of £435 + VAT. Additional protection measures were still being explored.

Action: Clerk to instruct contractor.

079 26/27 To note free Assertion 10 training and resources available to Council Members

It was noted that Assertion 10 training and resources had been made available to all Council Members

080 26/27 Discuss redirecting path across playing field

Deferred to next meeting due to time constraints.

081 26/27 To agree whether to accept offer from Member of the Public to auction the conifer on the playing field to raise funds for the Village Hall

It was RESOLVED to permit a member of the public to take responsibility for the tree for the purpose of using it to raise funds for the Village Hall, subject to its removal being completed by the end of the year.

Action: Clerk to inform the member of the public.

082 26/27 To agree next steps on establishing a regular community event

It was noted that the dry summer had impacted the apple harvest this year, thus further ideas for a regular community event needed to be explored.

Action: Clerk to add item to next again.

083 26/27 To agree and adopt Welcome Pack

It was RESOLVED to adopt the current text of the Welcome Pack and to publish on the website once the additional photos had been inserted.

Action: Councillor Fenton to add photos.

084 26/27 To agree content of Autumn Newsletter

A couple of amendments were suggested including to add the above agreement to reseed the willow Village Green.

Action: Clerk to edit and publish

085 26/27 EXCLUSION OF THE PUBLIC AND PRESS:

At the conclusion of this part of the agenda, the Chair will move that, considering the confidential nature of the business to be discussed, the public, press and broadcast media are to be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

086 26/27 To note NJC Pay Agreement 26/27

The latest National Joint Council Pay Agreement for local government employees for 26/27 was noted and will be retrospectively implemented from 1st April 2026 as per the Clerk's employment contract.

087 26/27 To note the change in HMRC mileage rates

The HMRC mileage rate increase was noted and will be implemented going forward as per the Clerk's employment contract.

Upcoming Meeting Dates:

2026

10th November

2027

12th January

9th March

13th April - Annual Parish Meeting

11th May - Annual Parish Council Meeting

There being no further matters the meeting closed at 8:45pm.