

RODMARTON PARISH COUNCIL

MINUTES OF THE RODMARTON PARISH COUNCIL MEETING HELD IN
RODMARTON VILLAGE HALL ON MONDAY 19th MAY 2025

Present: Cllrs Paul Drake, Charlotte Smith, Claire Trehearne, Sarah Biddulph, John Kinmont, Rod Oldfield & Emily Olsen

Presiding: Cllr Paul Drake

Clerk: Roz Morton

In attendance: Cllr Mike McKeown, 3 members of the public

01 25/26 To elect a Chair

Cllr Paul Drake was elected as Chair of the Council. Proposed Cllr Kinmont, seconded Cllr Smith, all in favour

02 25/26 To elect a Vice Chair

Cllr John Kinmont was elected as Vice Chair of the Council. Proposed Cllr Drake, seconded Cllr Smith, all in favour

03 25/26 To co-opt a new member to the Council

Rod Oldfield was duly co-opted to the Council.

04 25/26 To accept the declaration of acceptance of office of new Councillor

It was resolved to accept Cllr Oldfield's Declaration of Office.

ACTION: Cllr Oldfield to submit his Register of Members Interests forms to CDC.

05 25/26 To accept apologies for absence

County Cllr Ian Watson.

06 25/26 Declaration of Interest in items on the Agenda

Cllr Drake – pecuniary, item 25.

07 25/26 To approve the Minutes of the meeting held on 17th March 2025

It was resolved to approve the Minutes of the meeting held on 17th March as a true and accurate record. Proposed Cllr Smith, seconded Cllr Trehearne, 4 in favour, 3 abstentions.

08 25/26 Matters arising from the meeting held on 17th March

- i. Gigaclear – Cllr Drake reported on a meeting with Gigaclear held on site at the end of March. It was a positive meeting with work planned to start in the summer in order to minimise damage to verges etc. Gigaclear have proposed a public meeting in the village hall to provide details of the works to residents.

The no thru road in Tarlton is currently being resurfaced. There is potentially an issue that a newly surfaced road cannot be dug up for 2 years. S38/58?. This may cause a delay.

ACTION: Cllr Drake to email Roisin McGettigan to ascertain the status of their work schedule and to find out if alternative (verge) routes could be used in required.

ACTION: Clerk to email Glos Highways to obtain some clarification over the situation.

- 09 25/26 To agree to adjourn the meeting for public participation**
Agreed.
- 10 25/26 To receive questions from members of the public (there is a 10 minute time limit).**
No questions were asked.
- 11 25/26 To agree to reconvene the meeting following public participation**
Agreed.
- 12 25/26 To receive a report from the County and District Councillors**
A report was circulated and will be filed with these minutes.
- 13 25/26 To note correspondence received and agree any actions**
None.

Finance

- 14 25/26 To formally adopt the statement of accounts for year ending March 2025**
It was resolved to adopt the statement of accounts for year ending March 2025. Proposed Cllr Kinmont, seconded Cllr Smith, all in favour.
- 15 25/26 To note completion of the internal audit**
The completion of the audit was noted with thanks to Caroline Ford for carry out the audit. The Council is very appreciative of her time and effort.
- 16 25/26 To approve section 1 Annual Governance Statement 2024 – 25**
It was resolved to approve section 1 of the Annual Governance Statement 2024 – 2025 as presented. Proposed Cllr Kinmont, seconded Cllr Smith, all in favour.
- 17 25/26 To approve section 2 Annual Governance Statement and Certificate of Exemption 2024 -25**
It was resolved to approve the section 2 of the Annual Governance Statement 2024 – 2025 and the Certificate of Exemption as presented. Proposed Cllr Kinmont, seconded Cllr Drake, all in favour.

ACTION: Clerk to submit the AGAR to PKF and to publish the Notice of Public Rights on the website.

- 18 25/26 To approve statement of accounts to end April 2025**
It was resolve to approve the statement of accounts to end April 2025 as presented. Proposed Cllr Drake, seconded Cllr Kinmont, all in favour.
- 19 25/26 To consider and agree payments in the normal course of business**
It was resolved to agree the payments as presented. The payments will be filed with these minutes. Proposed Cllr Kinmont, seconded Cllr Biddulph, all in favour.

ACTION: Clerk to add the payments to Lloyds for approval in due course.

20 25/26 To receive bank reconciliations

Received without comment.

21 25/26 to receive an update on the banking situation

Cllr Kinmont is now on the Lloyds system – awaiting a card reader, pin and card. Cllr Trehearne is still waiting to be added.

ACTION: Cllr Trehearne to action the Lloyds email.

Procedures

22 25/26 To consider and agree to formally adopt the following policies

- i. Standing orders (amended)
- ii. Financial Regulations (amended)
- iii. Code of Conduct (no changes)

It was resolved to adopt the above policies with the proviso that once Councillors have received training, the policies will be reviewed later in the year. Proposed Cllr Kinmont, seconded Cllr Drake, all in favour.

ACTION: Clerk to add the updated policies to the website.

Planning

23 25/26 To consider planning applications and agree any comments

New details have been received for the following application:

25/01076/FUL | Enlargement of front door, insertion of x4 glazed doors to rear elevation, removal of a section of boundary wall to side to form parking area, replace existing windows and demolish outbuilding and erection of x2 stone walls screens within rear garden|22
Rodmarton Cirencester Gloucestershire GL7 6PE

ACTION: Cllrs to look at the application and send any comments to the Clerk asap.

Note: Cllr Kinmont declared a personal interest in the application and declined to comment.

Other matters

24 25/26 To consider and agree to engage a contractor to refurbish the phone boxes – quotes received and circulated.

Discussion took place. The following points were raised:

- Rodmarton phone box is in the wrong place – it should be relocated to the Council owned land by the bus shelter.
- If the Rodmarton phone box is retained it should be refurbished and repurposed.
- If it isn't relocated it should be removed entirely rather than refurbished in its current position.
- It has a heritage benefit and should be restored for aesthetic reasons.
- Tarlton phone box refurbishment should be completed.

A decision could not be reached at this meeting.

ACTION: Clerk to ascertain what permissions are required to relocate the phone box to the green next to the bus shelter and get quotes for moving it.

ACTION: Clerk to add an Agenda item for a final decision to be made at the meeting in July.

Cllr Drake left the room.

25 25/26 To consider and agree to purchase 2 x Christmas Trees and to agree supplier

Quotes from 2 suppliers have been received. It was resolved that the Parish Council will supply two 14ft Norway Spruce trees, however a third quote should be sought before a final decision is made on the supplier.

ACTION; Clerk to obtain a third quote and report back to Council.

26 25/26 To receive an update on the Watershed magazine and to agree any further action.

An email was circulated outlining that the PCC has paid the Rodmarton Parish contribution in full so no further contribution towards the magazine is required. The Parish Council will continue to pay for the grass to be cut in the churchyard.

27 25/26 To agree a date for Councillor training.

It was agreed to try to find a Monday evening before the meeting in July.

ACTION: Clerk to contact GAPTC to agree a date.

28 25/26 To receive an update on Highways Matters

Mr Grimes has been in contact with Glos Highways regarding the times of the road closure for the resurfacing of the no thru road in Tarlton.

The Council received an undertaking from Gill Portlock (Glos Highways representative) to do remedial work on Hampton Lane and Jackaments Lane – no work has been carried out thus far.

ACTION: Clerk to pass on Cllr Ian Watson’s email address to Mr Grimes.

ACTION; Cllr Drake to follow up previous undertakings with Gill Portlock and report back.

29 25/26 Any other business – to discuss minor matters not included on the Agenda or matters received after the publication of the Agenda. Not an opportunity for debate and decision making.

A resident asked if a planning application had come forward for agricultural barns at the boundary of the parish towards Framton Mansell.

The Council is not aware of any current applications.

30 25/26 Date of next meeting

Monday 14th July – TBC. 6.30 start TBC.

Signed:.....

Date: