

RODMARTON PARISH COUNCIL

MINUTES OF THE RODMARTON PARISH COUNCIL MEETING HELD IN
RODMARTON VILLAGE HALL ON MONDAY 14th July 2025

Present: Cllrs Paul Drake, Charlotte Smith, Sarah Biddulph, John Kinmont, Rod Oldfield (part) & Emily Olsen

Presiding: Cllr Paul Drake

Clerk: Roz Morton

In attendance: Cllr Mike McKeown (part), 2 members of the public

30 25/26 To accept apologies for absence
Cllr Claire Trehearne, County Cllr Ian Watson

31 25/26 Declaration of Interest in items on the Agenda
Cllr Drake – pecuniary, item 47.

32 25/26 To approve the Minutes of the meeting held on 19th May 2025
It was resolved to approve the Minutes of the meeting held on 19th May as a true and accurate record. Proposed Cllr Smith, seconded Cllr Trehearne, 4 in favour, 3 abstentions.

33 25/26 Matters arising from the meeting held on 19th May (not included on the Agenda)
i. Gigaclear. Residents in Tarlton have received notification from Gigaclear that they plan to install, however no date has been given.

ACTION: Cllr Drake to follow up with Gigaclear directly to ascertain a start date.

34 25/26 To agree to adjourn the meeting for public participation.
Agreed

35 25/26 To receive questions from members of the public (there is a 10 minute time limit).
The PC contact information in Watershed is out of date.

ACTION: Clerk to contact Watershed and update it.
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Mr J Biddulph expressed a wish to see the phone box in Rodmarton refurbished.

36 25/26 To agree to reconvene the meeting following public participation.
Agreed.

37 25/26 To receive a report from the County and District Councillors.
Reports were received and circulated.
Cllr McKeown reported on:
CDC new interim CEO is in post, she has experience of the change from District to Unitary Authority.

CDC Local plan is going ahead at an accelerated rate and hopes to go to Reg 19 by end 2027.

Cllr McKeown has a new digital portfolio and is working on how to make services more efficient using AI.

The reports will be filed with these Minutes.

A question was asked regarding whether night flying at Cotswold Airport (Kemble) was permitted as small planes have been heard in the early hours and our understanding is that flying is only permitted dawn til dusk.

ACTION: Cllr McKeown agreed to find out and report back.

Cllr McKeown left the meeting.

38 25/26 To note correspondence received and agree any actions.

An email from a resident concerning the state of the roads was received and responded to.

Finance

39 25/26 To approve statement of accounts to end June 2025.

It was resolved to approve the Statement of Accounts as presented. Proposed Cllr Drake, seconded Cllr Kinmont, all in favour.

Discussion took place regarding the high levels of reserves held by the Council. The Clerk explained that whilst it is good practice to hold some reserves, generally these should be earmarked for specific projects rather than held as a rainy-day fund. It was acknowledged that historically reserves have been set aside to pay for planning consultancy should major developments be proposed that would negatively impact the parish. It was also acknowledged that the Council should be proactive in its approach to projects and spending the precept responsibly for the good of all the parish. If the Council agrees to proceed with a Neighbourhood Plan there will be major financial implications as government grants have been stopped. Budgeting will take place in November and Councillors were asked to consider projects that the Council could undertake.

40 25/26 To consider and agree payments in the normal course of business.

It was resolved to approve the payments as presented. Proposed Cllr Olsen, seconded Cllr Kinmont, all in favour.

41 25/26 To receive bank reconciliations.

Bank reconciliations were duly signed and received without comment.

42 25/26 To receive an update on the banking situation.

Cllr Trehearne continues to do battle with Lloyds Bank and hopefully will receive a card reader and card in due course.

Planning

43 25/26 To note planning decisions: Noted without comment.

25/01374/TCONR|T1 Yew - Reduce height by up to 3m to clear chimney flue, and prune lateral crown to provide clearance from cottage & roof, and crown

lift. T2 Yew - Reduce height by up to 3m and prune lateral crown to shape, and crown lift|59 Tarlton Cirencester GL7 6PA – **NO OBJECTION**
25/01513/LBC|Repairs to and replacement of windows|33 Rodmarton Cirencester GL7 6PE – **PERMIT**
25/01037/FUL|Rear single storey extension to enlarge kitchen and dining area|8 Chapel Close Tarlton Cirencester Gloucestershire GL7 6NG - **PERMIT**

44 25/26 To consider planning applications and agree any comments.
 None at the time of the meeting.

45 25/26 To note that funding for Neighbourhood Plans has been withdrawn.
 Discussion took place. It was agreed to look into planning consultancy costs for writing a neighbourhood Plan.

ACTION: Clerk to contact O’Neill Homer to get an idea of the services available and likely costs involved.

Other matters

46 25/26 To consider and agree a final decision regarding both the Tarlton & Rodmarton Phone Boxes and to agree a contractor to carry out works, including moving the Rodmarton phone box, if that is what is decided.
 Tarlton Phone Box – it was agreed to finish this restoration and engage John Ford to undertake the work. Proposed Cllr Smith, seconded Cllr Kinmont, all in favour.

ACTION: Clerk to contact John Ford to ascertain the price for undertaking this work and agree the terms.

Rodmarton Phone Box – Discussion took place.
 It was generally agreed that if the phone box is to be refurbished it should be moved to the green next to the bus shelter as then if repurposed it is better positioned. It was generally agreed to canvas support for undertaking the refurbishment and relocation and to seek crowdfunding to assist with the costs. Crowdfund Cotswolds may be a way to do this. The Parish Council has already spent approx. £2918 on the Tarlton phone box and agreed to spend an additional £500 -1000 (max) on completing the work. It was generally agreed that the Council should commit the same to the Rodmarton Phone box and to seek the remainder from the community/grants. Likely costs for the Rodmarton phone box are circa £3.5k.
 The potential requirement for a Rodmarton WhatsApp group was discussed as a way to communicate with residents. This would need to be separate from the Council and run independently.

ACTION: Clerk to draft a mail drop to be delivered to all the residents in Rodmarton to canvas for support for the refurbishment and relocation of the phone box and to ask for suggestions for its future use if completed.

Cllr Drake left the room.

47 25/26 To consider and agree supplier for 2 x Christmas trees – quotes having been circulated.

Quotes were obtained. It was agreed to source the Christmas trees from Jolly Nice who have quoted £80 for two 14ft trees. Cllr Oldfield agreed to collect and arrange the installation of both trees.

Cllr Drake rejoined the meeting

48 25/26 To receive an update following Councillor training and to agree any further sessions, and to agree dates for Councillors who missed the training to attend a future course.

Councillors agreed that the training was useful and that further training should be arranged next year. Cllrs Oldfield & Kinmont were not able to attend the in-person course and so will get booked onto the online training asap.

ACTION: Clerk to book training once GAPTC membership has been paid.

49 25/26 To receive an update on Highways Matters

Cllr Drake reported that he has been in contact with Gill Portlock regarding the following issues: The potholes on Jackament’s Lane for its entire length from Tarlton to its junction with the A433 above Jackament’s Bottom. Hampton Lane from the water tower in Tarlton towards Cherrington/Frampton Mansell. There is an area which floods regularly and has a very badly potholed surface. At the time of the meeting there was no response from Glos Highways.

ACTION: Clerk & Cllr Drake to chase up a response and circulate it to Council.

50 25/26 To receive an update on local litter picking

Cllr Smith reported on a litter pick she organised locally. It was a small but determined turn out and a god deal of litter was collected. Communication is key to getting people involved and the benefits of a Rodmarton Village WhatsApp group were again discussed.

51 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.

Cllr Olsen informed the Council that she would shortly be submitting a planning application for a replacement dwelling. Extensive preapplication advice has been sought from CDC and the build is sustainable and meets the requirements of the Cotswold Design Code.

52 25/26 Date of next meeting

Monday 15th September @ 7.00pm

53 25/26 To consider and agree under Section 1 of the Public Bodies (Admissions to Meeting) Act 1960 the public and press should be excluded from Item 54 & 55 where confidential matters are to be discussed.

It was resolved to exclude the public, proposed Cllr Kinmont, seconded Cllr Drake, all in favour.

In Camera Items

54 25/26 To receive a staffing update from the Clerk and to agree any actions.

The role of the Council as a whole as the employer of the Clerk was clarified and annual appraisals were discussed.

55 25/26 To consider and agree to revise meeting start times.

It was agreed to trial 7.00pm starts in the summer months (May, July & September) and 6.30pm starts in the winter months, (November, January & March). Proposed Cllr Kinmont, seconded Cllr Olsen, all in favour.

There being for further business the meeting closed at 9.00pm.

Signed:.....

Date: 15th September 2025