Hillesley and Tresham Parish Council

Minutes of Monthly Meeting

Held at Hopkins Hall, Hillesley on Tuesday 14 July 2026 at 6.00pm

Present: Cllr S Hayward, Cllr S Lee (Chair), Cllr J Moore, Cllr J Bence, Cllr H Johnstone, Cllr W Freston, Mrs J Rowley (Clerk).

In attendance: Peter Colvin Hawkesbury PC

1. **To receive apologies for absence –** Dist Cllr Holly Simkiss, County Cllr Linda Cohen, Cllr W Cockram
2. **To receive declarations of interest and consider applications for dispensation** – none
3. **Public Session:** Cllr Peter Colvin in attendance to observe, with thanks for the opportunity and offer from Hawkesbury PC to reciprocate.
4. **To receive a report from County Councillor Linda Cohen** report circulated and on website. Council asked to promote library challenge an HAF - clerk to put on website.
5. **To receive a report from District Councillor Holly Simkiss** report circulated and on web-site. LGR decision 16 July. New local plan in early stages.
6. **Minutes:**
    a. To approve and sign the minutes of the meeting held on 9th June 2026.

    Agreed: Chair signed as a correct record.
7. **To receive the Clerk's report and consider any matters arising** – noted letter from HAA Chair following meeting with Clerk the previous day about uncultivated plots.

    Agreed*:* Clerk will write to allotment holders requesting attention and agreement to enforce tenancy agreement re cultivation. Cllr Bence wiil be Cllr liaison for HTPC. Clerk can purchase weed membrane and pegs up to value of the remaining budget.

    CIL money must all be spent by March 2027, September agenda item.

    Suggested improvements to website also on agenda for September but broad support for changes.
8. **To receive the Chair's report** – meeting of Biodiversity group on 1 July, meeting notes to be circulated. Agreed it should form a standing agenda item at each meeting. Clerk to action. Replacement Clerk recruitment update - 3 possible expressions of interest. Interviews October. Volunteer needed for Sept Hillesley Happenings article (deadline 20 August. Chair away). Cllr Johnstone agreed to write, Cllr Moore to provide Hillesley Green update.
9. **Planning & Highways:**
    a. To note new planning decisions issued by Stroud District Council;

    S.26/0483/VAR Permission Variation of condition 2 (Approved plans) from the application S.13/1352/HHOLD - amendments to the fenestration and internal layout for the outbuilding conversion The Denny Alderley Road Hillesley

    b. To consider the parish council's response to the following consultations:

Application	Details	Response
S.26/0785/FUL	Valley View, New Mills Lane, Hillesley, Description: Erection of replacement stables.	No comment

S.26/0898/FUL	Lovetts Wood Farm, Inglestone Common, Badminton, Full Planning Application Retention of mobile home for agricultural worker approved under temporary permission S.23/0419/FUL.	Further temporary but not permanent permission based on agricultural need. Clerk to submit.

c. To consider any urgent planning applications received since publication of the agenda - none

10. To discuss email dated 26/06/26 Stroud Local Plan consultation and member/parish workshop invitation and agree cllr participation (circulated with agenda)

Agreed: Cllr Johnstone to attend and feedback (is booked on for 28 July)

11. To review suggested amendments by IT provider to the draft IT Policy and adopt for future use (circulated with agenda).

Agreed: Largely complete but outstanding queries about use of personal devices. Clerk to investigate further. Data Protection training should clarify. Defer to September meeting to consider with updates to website.

Action: Clerk to review and attend Nimble training via GALC £17

12. To agree to adopt updated SDC Parish and Town Council Charter (email dated 16 June, circulated with agenda).

Agreed: Adopt Charter and access to SDC hub for all councillors

Action: Clerk to confirm adoption and arrange access.

13. To note and action email from SDC dated 25/06/26 DPI updates (circulated with agenda).

Agreed: No changes needed for any councillors.

Action: Clerk to arrange to redact address information and provide to SDC with confirmation that no other changes needed.

14. To note response from resident regarding war memorial and discuss any further action for the Council (circulated with agenda).

Agreed: Get quote for separate plaque with names inscribed. Note listed status and will likely need planning permission.

Action: Clerk to send Cllr Moore report with names to get quote from stonemason at Glos cathedral.

15. To discuss email from Danfo dated 06/07/26 Parish Steward or Lengthsman Pilot Research and consider options (to follow) find out more

Agreed: Potentially of interest but need to get more information. Share with other local councils most likely option.

Action: Clerk to contact and get further information. Discuss with other local clerks.

16. To discuss email dated 06/07/26 from Historic England - Hillesley Bus Shelter: Notification of Designation Application and agree any comments or feedback (circulated with agenda)

Agreed: Support application.

Action: Clerk to respond.

17. To review Asset Condition Reports for Hillesley and Tresham and agree any actions. (circulated with agenda).

Agreed: Hillesley – war memorial ongoing. Seat Lovetts Way needs attention, sanding and preservative. Tresham – phone box needs another coat of paint and replacement windows; Well Hill bench needs sanding and preservative.

Action: Clerk to add to list of jobs for Galliford Try and approach them. Possible village working party in September.

18. Finance:

a. Income received and payments according to the payments list,

b. Bank reconciliation reviewed and approved – internal checker confirmed no issues.

c. Expenditure reviewed against budget for the year to date – nothing to report.

d. Forthcoming updates to Co op digital banking services noted (circulated with agenda) – hoped that these will be improvements to the existing arrangements.

e. New bank mandate signed for Cllr Bence to signatory. Clerk to process with Co op bank.

f. To action Co op account review request (circulated with agenda) – some concern about request and need to check it is genuine. Await further contact from Co op and request separate verification.

19. To receive a list of correspondence for information.

01/07/26 SDC Parish/Town Council Representatives Recruitment (website, meetings)
23/06/26 SDC Consultation for Public Space Protection Orders - dog control and prohibiting alcohol consumption in designated places (Stroud Town and Dursley Town) (website, meetings)
05/06/26 SDC Community Governance Review 25 26 (website, meetings)

20. To confirm the date and time of next meeting: Tuesday 8 September 2026 8pm (nb venue Talbot Court Farm barn, Tresham).

Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than **9am on Tuesday 1 September 2026.**

21. To resolve to move into a confidential session (if necessary) to discuss separate business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a.

Note formal confirmation of outcome of Bristol County Court case received 18/06/26.
Nature of mediation request discussed

Income for July 2026

Income Received	Date Paid	Details	Gross	
Allotments	June 25	Rent payments x5	£36.90	
L Cohen	02/07/26	Admin support	£*	

Payments for July 2026

Payments made	Date paid	Details	Gross amount	Relevant minutes	Authority to Spend
Julie Rowley	01/05/26	Clerk's salary HTPC/admin support and tax June	£*	June 26	LGA 1972, S112
GALC	29/05/26	Audit fee	£210.00	Jan 26	LGA 1972, s111
Hathaway Gardenscapes	31/05/26	Grass cutting – May and June	£168 x 2	May 26	Open Spaces Act 1906 s9/10

Clear Councils	03/06/26	Insurance Premium	£718.07	June 26	LGA 1972, s111
H Bence	05/05/26	Osmo oil for bench Tresham	£27.48	June 26	LGA 1972, s111
HMRC	12/05/26	Outstanding tax/NI	£202.73	June 26	LGA 1972, S112

Pending payments	Date of invoice	Details	Gross amount	Relevant minutes	Authority to Spend
Julie Rowley	01/07/26	Clerk's salary July and August	£*	July 25	LGA 1972, S112
HMRC	01/07/26	Clerk's tax	£*	July 26	LGA 1972, s111
Julie Rowley	20/06/25	Black ink cartridge	£18.24	July 26	LGA 1976 S19
Alderley Meeting CIL	01/07/26	Footpath works	£400	Jan 26	LGA 1972, s111

*Redacted personal data

Signed…… Dated……..

Simon Lee HTPC Chair