



Blockley Parish Council Minutes

THURSDAY 16TH JANUARY 2025

LITTLE VILLAGE HALL, BLOCKLEY 7PM

Meeting opened: 1900h

Present: Cllr & Chair Jon Bryan (JB), Cllr & Vice Chair & District Cllr Clare Turner (CT), Cllr Chris Leach (CL), Cllr Thomas Bradley (TB), Cllr Jez Johns (JJ), Charlotte Bullock BPC Admin. Assistant (CB).

Apologies: Cllr Ellie Thorneycroft (ET), Cllr Andy Turton (AT),

Not Present: County Cllr Lynden Stowe

Members of Public: James Barnard – Parham Park Trust, Richard White – Perdix (Northwick Business Park), James Fong – Morgan Elliot, 4 members of public

Minutes: Nikki Holt, Clerk & RFO (NH)

1. Declarations of Interest and Dispensations for items on the agenda: **TB is on SGH Committee, JB has planning application submitted**
2. Public Participation - Meeting was suspended at this point to hear any representations by members of the public on any matter on this agenda. **NONE.**
3. Council received a report on the proposed development of the former allotment site in Blockley, from the landowner's representatives Morgan Elliot: James Barnard - Parham Park Trust, Richard White - Perdix, Paul Fong - Morgan Eliot. **See Appendix 1.**
4. Resolved to approve Minutes of the Parish Council Meeting of 21st November 2024 - by majority
 1. Matters arising. **See appendix 2.** CT nominated LB and Speedwatch group for community heroes award.
5. County and District Councillors' updates.
 1. County Councillor update – None provided
 2. District Cllr provided update. **See appendix 3** (to follow)
6. Finance: Cllr Bryan
 1. Resolved to approve Financial Report 16.11.24 – 10.01.25 including bank reconciliations for November & December & detailing all accounts held by the council as circulated & shared prior to meeting. Unanimous
 2. Resolved to approve Transactions for period 16.11.24 – 10.01.25. Unanimous.
 3. Resolved to appoint Irena Litton Internal Auditor for Y/E 24/25. Unanimous **ACTION:** NH to advise & book
 4. Resolved to refuse Grant Application from Bad Co for £450.00, small amount left in Grant Fund for this financial year and Cllrs. identified that Bad Co had healthy funds and were also provider of Grants to various groups themselves. Unanimous. **ACTION:** NH to advise applicant
 5. To approve amendments to Grant Awarding Policy Document. Deferred to Feb. meeting. **ACTION:** All Cllrs. to review in detail & feedback to office by 31st Jan. Add to Feb. Agenda
7. Youth & Recreation: Cllr Leach
 1. Cllrs received a Report on Nov & Dec Youth Club **ACTION:** CT to arrange meeting with Yonunity Youth to discuss improving teenage attendance. **ACTION:** CT will try to access targeting information from CDC
 2. To review Funding proposals from Stow Active: None presented
8. Community: Cllr Turner
 1. Resolved to approve request to use Village Green in Paxford for PAXFEST 26.07.25-21.07.25. Unanimous. **ACTION:** NH to advise organisers & request copy of Public Liability insurance.
9. Highways: Cllr Turner
 1. Cllrs received an update on Highways issues in the Parish. **ACTION:** NH to share with Cllrs. **See appendix 4.**
 2. Resolved to agree BPC financial contribution of up to £6k to St. George's Terrace railing & wall repair and refurbishment to access funding matching. Unanimous. **ACTION:** NH/CT to advise Bob Skillern
10. Burials: Cllr Leach
 1. Cllrs received a Cemetery & Churchyard update, including 1st Phase of Memorial Survey. **ACTION:** NH liaise with insurance company on 8 tombs identified as Priority 1. **ACTION:** JB to arrange signage '**UNSTABLE STRUCTURE KEEP OUT**' **ACTION:** NH to authorise spend on phase 2 under emergency spend
 2. Cllrs received a report on potential Land acquisition; the expected location price is not financially viable. BPC will not proceed.

11. Personnel Committee: Cllr Turner
 1. To receive Personnel Committee update. Meeting cancelled due to illness
 2. Personnel committee current members CT, CL, ET, no volunteer for Chair
 3. Received minutes of Personnel committee meeting of 07.11.24, including actions arising
 4. To agree recommendations on pension contributions arising from Personnel Committee 12.12.24 meeting cancelled
ACTION: Defer until new members & Chair. Alternative arrangement would be an HR consultancy **ACTION:** NH to speak to Painswick contact and JJ in investigate this option
 5. To agree replacement representative on St George's Hall Committee following resignation of CML (Cllr) **ACTION:** Deferred to Feb Meeting. CT to liaise with ET.
 6. Cllr Johns presented 2 options for payroll (in house or external) ideal migration date March. **ACTION:** JJ will follow up with potential suppliers. NH Add to Feb Agenda.
12. Planning:
 1. Approval of Terms of Reference for Neighbourhood Planning Committee. **ACTION:** Defer to February BPC meeting as Lead Cllr not present
 2. Council reviewed current planning applications as circulated & shared prior to meeting.
13. Clerk's Highlights:
 1. Aston Magna & Paxford Bus Shelters update & quote provided. **ACTION:** NH to advise to go ahead.
14. To receive Parish Councillors' reports on matters not on the agenda

FINANCE

Bank:

Current Account Balance: £65,136.02

Instant Access Account Balance: £149,431.00

Total £214,567.02

Adjusted Bank Balance considering unrepresented payments and receipts Total: £214,457.03

The bank was last reconciled to the 31st December 2024

Income:

£540 3x memorial stones (Within policy)

Expenditure:

View Transaction report (as minuted) for all transactions over reported period. Of note:

£131.75 memorial wreaths – to forward plan alternate source for 2025?

£1,266.99 office refurbishment to accommodate assistant clerk (NB broadband refund & budget savings from recruitment timeframe)

£734.16 Parish Christmas Tree for Church roof

604.80 Thomas fox Jubilee Park Fallen tree

£240 & £300 grant payments for Cakes & Co & Souper Mondays

Notes:

Interest rate adjustment AER: 2.63% – 2.52%

Grundon price increase 5.75%

16.1.25.7.3 Internal auditor appointment – Irena Litton, £290 vs GAPTC £320

16.1.25.7.4 Grant Application BADCO, £450 for communications equipment

16.1.25.7.5 Grant policy Adjustment - NH

NB: SGH follow up, previous grant application £950

16.1.25.10.2 BPC Contribution to St.George's Terrace Railing & Wall Repair and refurbishment to access matched funding ~£5k +£1k community

November 2024 Meeting: 25/26 Budget approved, 11% precept increase: £132,051.15, application submitted.

Noting Council tax payment support availability, increase funds investment in personnel resourcing inc. surplus for recommended adjustments, increase in grants allocation, 'burial grounds maintenance', 'additional grounds care' and 'ad-hoc rec activities' adjusted.

Forthcoming bills:

- Monuments Survey Phase 1 - £1,320, Phase 2 £3,960 (table tombs detailed assessment)
- Cemetery plot consultancy £500
- JGW Cemetery top and middle gates work £1740
- Thomas Fox Churchyard Seasonal maintenance – tree crowns & ground cover (monuments access) Quote Pending

BPC Transactions 07.11.24 -13.01.25

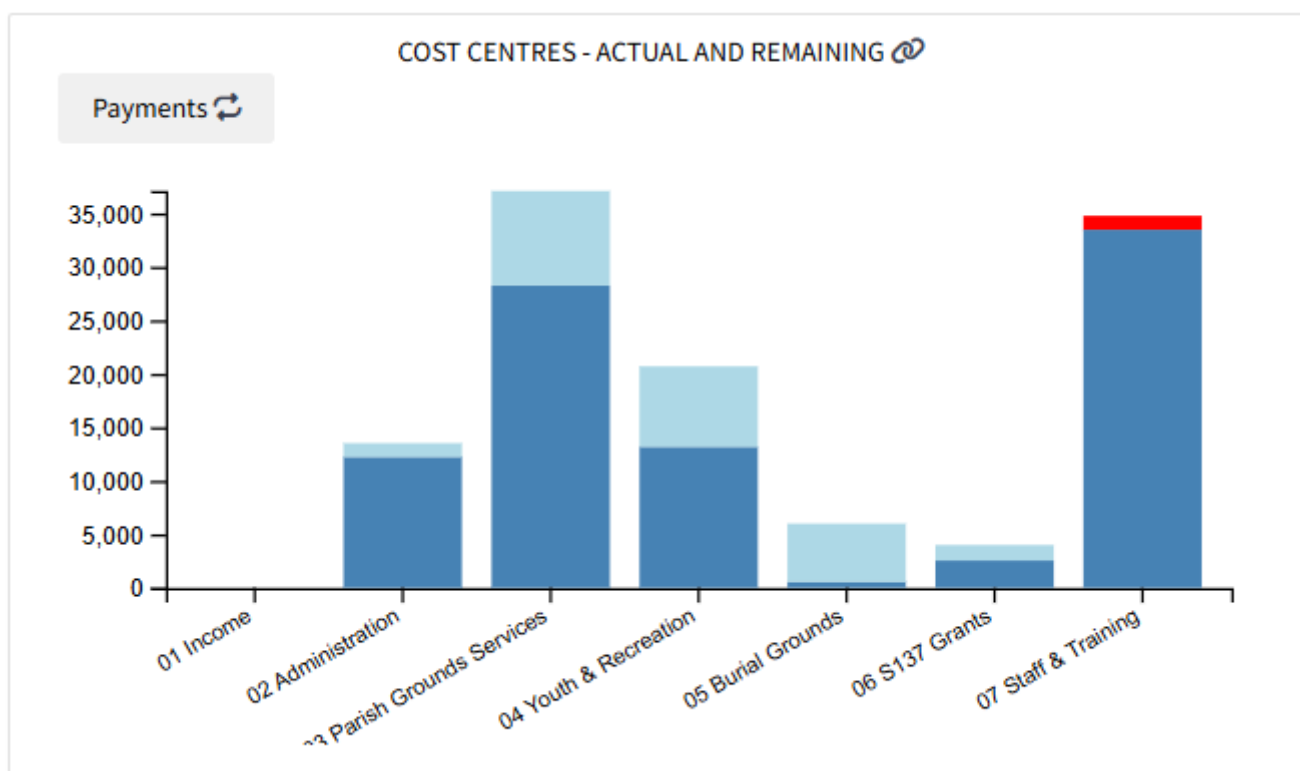
09Jan2025	B/P to: Stow Active Sports	-651.25	64181.75
09Jan2025	B/P to: Bl Heritage Centre	-90	64833
09Jan2025	B/P to: Bl Heritage Centre	-36	64923
09Jan2025	B/P to: Cloudy Group Plc	-177.02	64959
31Dec2024	Service Charge	-8.25	65136.02
30Dec2024	B/P to: Thomas Fox L'scape	-1243.2	65144.27
30Dec2024	B/P to: BT	-67.44	66387.47
30Dec2024	B/P to: Mike Sharp	-734.16	66454.91
20Dec2024	Direct Debit (GRUNDON WASTE MANA)	-62.08	67189.07
19Dec2024	B/P to: Cotswold D C	-144	67251.15
17Dec2024	Direct Debit (NEST)	-128.45	67395.15
16Dec2024	Direct Debit (LLOYDS BANK PLC)	-3	67523.6
13Dec2024	B/P to: Mr Steven Woods		
13Dec2024	B/P to: Mrs NC Scott		
13Dec2024	B/P to: Charlotte Bullock		
12Dec2024	B/P to: Cloudy Group Plc	-61.3	70365.97
12Dec2024	B/P to: Draycott Mission	-300	70427.27
12Dec2024	B/P to: R A Dunn	-45	70727.27
12Dec2024	B/P to: Mike Sharp Christmas Tree	-160	70772.27
04Dec2024	B/P to: Jon Bryan	-1157.3	70932.27
04Dec2024	B/P to: Cakes & Company	-240	72089.57
04Dec2024	B/P to: Thomas Fox L'scape	-2136	72329.57
04Dec2024	B/P to: Stow Active Sports	-532.5	74465.57
04Dec2024	B/P to: Mrs NC Scott expenses Desk	-109.99	74998.07
04Dec2024	B/P to: GAPTC	-45	75108.06
04Dec2024	B/P to: Bl Heritage Centre	-12	75153.06
04Dec2024	B/P to: Bl Heritage Centre	-135	75165.06
04Dec2024	B/P to: Bl Heritage Centre	-48	75300.06
03Dec2024	SHAW T/A STONES T	120	75348.06
03Dec2024	SHAW T/A STONES T	210	75228.06
03Dec2024	SHAW T/A STONES T	210	75018.06
30Nov2024	Service Charge	-9.9	74808.06
22Nov2024	B/P to: BT	-173.86	74817.96
22Nov2024	B/P to: Cloudy Group Plc	-271.5	74991.82
20Nov2024	Direct Debit (GRUNDON WASTE MANA)	-105.7	75263.32
18Nov2024	B/P to: Mr Steven Woods		
18Nov2024	B/P to: Mrs NC Scott		
18Nov2024	B/P to: C Scobie	-95	77841.19
18Nov2024	B/P to: Chris Leach	-684	77936.19
18Nov2024	B/P to: Mrs NC Scott Expenses Wreaths	-131.75	78620.19
18Nov2024	B/P to: GAPTC	-45	78751.94
18Nov2024	B/P to: Cloudy Group Plc	-49.05	78796.94
18Nov2024	B/P to: Thomas Fox L'scape	-604.8	78845.99
18Nov2024	B/P to: R A Dunn	-90	79450.79
18Nov2024	Direct Debit (LLOYDS BANK PLC)	-3	79540.79
07Nov2024	Direct Debit (NEST)	-128.45	79543.79

Blockley Parish Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
01 Income	122,085.00	133,546.87	11,461.87 (9%)			0.00 (N/A)	11,461.87
02 Administration		1,944.49	1,944.49 (19444%)	13,516.09	12,237.86	1,278.23 (9%)	3,222.72
03 Parish Grounds Services			0.00 (N/A)	37,096.00	28,243.35	8,852.65 (23%)	8,852.65
04 Youth & Recreation		570.83	570.83 (57083%)	20,700.00	13,180.85	7,519.15 (36%)	8,089.98
05 Burial Grounds			0.00 (N/A)	6,000.00	570.00	5,430.00 (90%)	5,430.00
06 S137 Grants			0.00 (N/A)	4,000.00	2,548.55	1,451.45 (36%)	1,451.45
07 Staff & Training			0.00 (N/A)	33,475.75	34,773.21	-1,297.46 (-3%)	-1,297.46
NET TOTAL	122,085.00	136,062.19	13,977.19 (11%)	114,787.84	91,553.82	23,234.02 (20%)	37,211.21

Total for ALL Cost Centres	136,062.19	91,553.82
V.A.T.	5,163.82	8,270.36
GROSS TOTAL	141,226.01	99,824.18

Note: approved reserves transfer pf £15k for personnel investment not yet actioned in case of surplus.



Meeting Closed:

21.33

Date of next meeting: 20th February 2025, Paxford Village Hall, 7pm

Signed Chair: _____

Date: _____