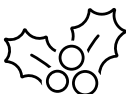


**ANDOVERSFORD PARISH COUNCIL**

**Minutes of the meeting of  
Andoversford Parish Council Meeting held on  
Thursday 4th December 2025 at 7.30pm at Andoversford Village Hall.**

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| 1 | <p><b>Apologies:</b> Apologies received and acceptance from Cllr Burrow. Cllr Paul Hodgkinson &amp; Cllr Jeremy Theyer sent their apologies due to a clash of meetings</p> <p><b>Present:</b> Cllr S Haines (Chair), Cllr S Evans (Vice Chair), Cllr I Hampton, Cllr C Baxter.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|   | <p><b>Reports from County/District Councillors if present</b></p> <p>Michael Rose of Atlas Communications gave a presentation outlining a proposal to erect a 25-metre high 4G/5G telecommunications mast at the top of the village, near the Hunt Kennels. Following the presentation, the Parish Council agreed that consultation with village residents would be required before any support would be considered. It was agreed that this matter would be discussed further at the next meeting. <i>(Carried forward to January meeting).</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2 | <p><b>Declaration of Interests:</b></p> <p>None declared.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3 | <p><b>Approval and discuss any actions arising from Previous Meeting's Minutes:</b></p> <p>Agreed and approved the minutes of the Parish Council Meeting November 2025, these minutes were signed by Cllr S Evans as she chaired the last meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 4 | <p><b>Grass Cutting in village:</b></p> <ul style="list-style-type: none"><li>Grass cutting has now finished in the village until the spring. Due to the very dry year, the cost of the cutting was reduced this year. It has been noted that some trees may require remedial work and Cllr Baxter and Haines will talk to Rob Forrester, who has offered to inspect trees for the Parish Council.</li></ul> <p><b>Burial Ground:</b></p> <ul style="list-style-type: none"><li>Unhygienic waste has been left in the shelter at the Burial Ground. This was very unpleasant to clear up by our Chair, and it was agreed that the Parish Council will look into cctv cameras (run on a data sim card) if this or other unsociable behaviour becomes a regular occurrence.</li><li>Work has been undertaken to tidy up the Burial Ground, along with areas of the village and the invoice for this work has been received.</li><li>Following up on an enquiry for a memorial tree to be planted in the Burial Ground, Cllr Haines will make contact to make arrangements.</li></ul> |
| 5 | <p><b>Planning:</b></p> <p><b>25/01974/FUL</b> Andoversford Village Hall Crossfields Andoversford<br/><a href="#"><u>Erection of steel framed metal clad storage shed</u></a> - <b>Permitted</b></p> <p><b>25/03291/COMPLY</b> Owdeswell Manor Gloucester Road Andoversford Gloucestershire GL54 4LD<br/>Compliance with condition 3 (Bat mitigation strategy) of consent 25/01373/LBC - Addition of 2 no. conservation roof lights to north roof pitch and direct glazing to existing opening in east elevation gable - <b>Permitted</b></p> <ul style="list-style-type: none"><li>Correspondence has been completed with paralegal regarding Market site/Auctioneers Row which related to agreements made at the time of building which included the bus shelter on Gloucester Road being built.</li><li>Land Registry update – no further updates</li><li>Local Plan update – public consultation with Cotswold District Council is now open. Details are published on the village noticeboard and website.</li></ul>                                                           |
| 6 | <p><b>Highways &amp; PROW</b></p> <ul style="list-style-type: none"><li>The Speed Awareness Group is continuing to monitor traffic speeds on Gloucester Road. Cllr Evans is the liaison Councillor.</li><li>Speed reduction options – Cllr Evans will get some financial information regarding cameras. It was noted from Cllr Hodgkinson's email that there is a new Safety Officer at Gloucestershire County Council Highways Dept – working alongside Ann Johns. No more information has been provided yet.</li><li>Cllr Baxter reported six drains blocked with silt via the FixMyStreet website. Highways acknowledged the reports but indicated they would close them, noting that the issues had been passed to the drains team to address when next in the area; no timeframe was provided. Cllr Evans has contacted Highways to request that the reports be re-opened.</li></ul>                                                                                                                                                                                          |

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|                                          | <ul style="list-style-type: none"><li>• <b>Station Road Small stone Monument</b><br/>It was noted that a resident intends to move a stone monument on Station Road a few metres to the left. The monument is not owned by the Parish Council and is not a listed structure.</li><li>• Public Rights of Way (PROW) – nothing to report</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 7                                        | <b>Waterways + Snow Warden: Waterways:</b> <ul style="list-style-type: none"><li>• <b>Waterways</b> – The waste taken from the stream on Station Road has been removed.</li><li>• <b>Snow Warden</b> –Grit bins have been checked throughout the village and Cllr Haines will top some up with the bagged grit. An open bin/barrel will be installed by the Council yard on Station Road by the A40 for use when the road may be icy.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 8                                        | <b>Club reports (Football/ Village Hall and Cricket Club, any others)</b> <ul style="list-style-type: none"><li>• The Cricket Club have planning permission for a storage shed at the Playing Field.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 9                                        | <b>Finance: Clerk:</b> updated the Parish Councillors on the current financial situation – <ul style="list-style-type: none"><li>a. Approved all payments made since last meeting.</li><li>b. Reviewed budget and discussed ideas next year’s budget and precept requirements. It was agreed that the precept increase will be kept as minimal as possible, allowing for inflation of all prices. It was agreed that the current recommendations are to keep one year of precept money in the carry over to the next financial year, which is shown above.</li><li>c. It was noted that there has been very little income from the Burial Ground this year which shows that this cannot form part of the budgeting process.</li><li>d. Received Current Balance</li><li>e. Policy approvals were carried over to the next meeting</li></ul> <table><tr><td><b>SUMMARY</b></td><td></td><td></td></tr><tr><td>COST CODES</td><td>PAID OUT</td><td>PAID IN</td></tr><tr><td>ADM admin</td><td>£5,608.08</td><td>£0.00</td></tr><tr><td>CRK cricket</td><td>£1,500.00</td><td>£0.00</td></tr><tr><td>BRL burial ground</td><td>£475.00</td><td>£500.00</td></tr><tr><td>VIL village upkeep</td><td>£7,439.55</td><td>£0.00</td></tr><tr><td>PLY playground</td><td>£115.20</td><td>£0.00</td></tr><tr><td>OTH other</td><td>£0.00</td><td>£0.00</td></tr><tr><td>PRC precept</td><td>£0.00</td><td>£23,770.00</td></tr><tr><td><b>TOTAL</b></td><td><b>£15,137.83</b></td><td><b>£24,270.00</b></td></tr><tr><td><b>Bank balance on 5th December 2025</b></td><td><b>£30560.95</b> includes<br/>£6000 for Highways<br/>£2000 for VH car park</td><td></td></tr></table> | <b>SUMMARY</b>    |  |  | COST CODES | PAID OUT | PAID IN | ADM admin | £5,608.08 | £0.00 | CRK cricket | £1,500.00 | £0.00 | BRL burial ground | £475.00 | £500.00 | VIL village upkeep | £7,439.55 | £0.00 | PLY playground | £115.20 | £0.00 | OTH other | £0.00 | £0.00 | PRC precept | £0.00 | £23,770.00 | <b>TOTAL</b> | <b>£15,137.83</b> | <b>£24,270.00</b> | <b>Bank balance on 5th December 2025</b> | <b>£30560.95</b> includes<br>£6000 for Highways<br>£2000 for VH car park |  |
| <b>SUMMARY</b>                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| COST CODES                               | PAID OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PAID IN           |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| ADM admin                                | £5,608.08                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | £0.00             |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| CRK cricket                              | £1,500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | £0.00             |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| BRL burial ground                        | £475.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | £500.00           |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| VIL village upkeep                       | £7,439.55                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | £0.00             |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| PLY playground                           | £115.20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | £0.00             |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| OTH other                                | £0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | £0.00             |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| PRC precept                              | £0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | £23,770.00        |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| <b>TOTAL</b>                             | <b>£15,137.83</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>£24,270.00</b> |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| <b>Bank balance on 5th December 2025</b> | <b>£30560.95</b> includes<br>£6000 for Highways<br>£2000 for VH car park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 10                                       | <b>Village Communications, Website &amp; Correspondence –</b><br>none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 11                                       | <b>Village Maintenance</b> <ul style="list-style-type: none"><li>a) Defib: working and reported</li><li>b) Trees and Horse Trough: nothing to report</li><li>c) Hunters Way fencing = no progress to report</li><li>d) Dales bench update = no progress to report</li><li>e) Any other village matters – It was noted that the contractor has tidied overhanging branches etc from several parts of the village</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
| 12                                       | <b>Next Meeting:</b> <b>Thursday 8th January 2026</b> at 7.30pm at Andoversford Village Hall Committee Room. Public forum at 7.30pm with meeting to follow.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |
|                                          | <div><div><b>Merry Christmas and Happy New Year</b></div></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |  |  |            |          |         |           |           |       |             |           |       |                   |         |         |                    |           |       |                |         |       |           |       |       |             |       |            |              |                   |                   |                                          |                                                                          |  |