

ANDOVERSFORD PARISH COUNCIL

MINUTES OF ANNUAL
Andoversford Parish Council Annual Meeting be held on
Thursday 7th May 2026 at 7.30pm at Andoversford Village Hall.

1	Election of Chair S Haines accepted the position of Chair, as nominated and seconded by Councillors Evans and Burrow. He completed and signed the Acceptance of Office paperwork as required
2	Election of Vice Chair and Councillor responsibilities S Evans accepted the position of Vice Chair as nominated by Councillors Haines and Baxter. She completed and signed the Acceptance of Officer paperwork as required. Councillors will stay in the same responsibility as last year for continuation: Highways: Cllr Sian Evans Planning : Cllr Chis Baxter Burial Ground Officer – Cllr Steve Haines assisted by Cllr Tony Burrow Snow Warden – Cllr Steve Haines assisted by Cllr Tony Burrow Waterways – Cllr Ian Hampton assisted by Cllr Sian Evans Village Hall Representative – Cllr Steve Haines Communications – Cllr Sian Evans assisted by the Clerk
3	Apologies: Clerk to receive apologies for acceptance by Parish Council none
4	Declaration of Interests: None declared
5	Approval and discuss any actions arising from Previous Meeting's Minutes: Approved and signed the minutes of the Parish Meeting April 2026 by Chair.
6	Grass Cutting & Burial Ground Updates: Continuing as normal. Grass seeding to be checked due to dry weather and reseeded if required in both village and Burial Ground. An email has been sent to resident at Clock Square regarding damage to the verge as reported last year. Highways should be mowing the central reservation on the A40 at each end of the village. Burial Ground: Application for a memorial headstone received one funeral for next month(2 nd June) in main Burial Ground and a memorial tree planting to take place on 16 th May <ul style="list-style-type: none">• Agreed: Annual repainting of shelter at Burial Ground
7	Planning: <ul style="list-style-type: none">• Erection of single-storey rear extension with associated works - Colebrook House Gloucester Road Andoversford Cheltenham Gloucestershire GL54 4HR Ref. No: 26/01128/FUL Validated: Tue 14 Apr 2026 -Awaiting decision• Installation of air conditioning unit to orangery, outdoor kitchen, and extended stone paving with associated works Sandywell Garden Cottage Sandywell Park Whittington GL54 4HF Ref. No: 26/01133/LBC Validated: Mon 13 Apr 2026 - Awaiting decision• Replacement detached garage with associated works Overbrook Hunters Way Andoversford GL54 4JW 26/00807/FUL Validated: Mon 30 Mar 2026 - Awaiting decision• LOCAL PLAN – Representatives from the Parish Council to attend the forthcoming presentation from CDC regarding future of Local Plan• Land Registry update – Cllr Baxter to follow up with representative regarding registering several parts of the village to the Parish Council.
8	Highways + Prow: Drains still blocked along Gloucester Road. Continue to report on www.fixmystreet.com

	<p>Traffic mirror will be installed soon at Pine Halt Cllr Evans is requesting quotes from several companies for village gates. Cllr Evans to follow up with village speedwatch group</p>
9	<p>Waterways + Snow Warden:</p> <ul style="list-style-type: none"> • Waterways: Data has been received from the River Guardians and is available to view on the village website. www.andoversfordparish.gov.uk. Cllr Evans will contact them for more information regarding weeds in the rivers and what actions should be taken. • Snow Warden – Cllr Burrow will assist Cllr Haines with any action required.
10	<p>Club reports (Football/ Village Hall and Cricket Club, any others) It was noted that the grant to the Village Hall committee for their Summer Fun Day is available on request. (£2500)</p>
11	<p>Finance: Clerk: update on current financial situation -</p> <ol style="list-style-type: none"> a. agreed Current Balance and budget . b. Approved closing balance of bank account for 2024-2025 accounts c. AGAR forms were reviewed, agreed and signed by the Chair. As income exceeded £25000, an external audit will be required by PKG LittleJohn. d. Annual payments will be made to the Cricket Club (4/5) of £1500 and payments will be made for the cleaning of bus shelters (£200 x 2) e. Thanks were given to S Smith who completed the Internal Audit for the Parish Council. It was agreed that the Clerk will pass on thanks and request expenses form him. f. A recent investigation by Cllr Baxter and the Clerk has resulted in finding CIL money in the account. £115 has been reported as used in 2020 for repair work to the fencing at the Burial Ground. Cllr Baxter will follow up with CDC to find out if the balance of this CIL money will be reclaimed by CDC (approx. £1000). Transparency Code – payments over £100 are listed on the village website.
12	<p>Village Communications, Website & Correspondence – Older residents' information – ongoing A resident has asked about signage for the Millenium tree that was planted in Year 2000. It was agreed that this is a good idea and the Clerk will research options. It was noted that the memorial stone on Station Road has been moved and is now located in a new position, very close to the original position.</p>
13	<p>Village Maintenance</p> <ol style="list-style-type: none"> a) Defib: back online. New pads delivered and reported as ready for use. b) Trees and Horse Trough: ok c) Hunters Way fence is in the process of being repaired/replaced by Adam Langsbury. Dales bench will be installed shortly d) Projects to be discussed and approved for the coming year - Councillors were asked for their ideas and will be discussed at the next meeting. e) There was discussion regarding bus stop signs required for Post Office and opposite both of the bus shelters along with an upgrade to the sign outside the Church Centre. Clerk to follow up with Highways. f)
14	<p>Next Meeting: Thursday 11th June 2025 at 7.30pm at Andoversford Village Hall Committee Room. Public forum at 7.30pm.</p>

Meeting concluded at 21.20

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Minutes from
Andoversford Parish Annual Meeting be held on

Thursday 7th May 2026 at 7.30pm at Andoversford Village Hall.

Following on from the Annual Parish Council meeting.

1	Apologies for Absence – all present
2	Introduction by current Chair of Andoversford Parish Council Cllr Haines welcomed everyone to the meeting.
3	<p>Reports from County and District Councillors</p> <p>County Councillor Paul Hodgkinson reported that Central Government will make a decision regarding the reorganisation to a Unitary Council in 4 – 6 weeks.</p> <p>20 mph Speed Limits – PH reported that Andoversford will not be in the first or second year of the scheme as priority has been given to villages with high accident data.</p> <p>He noted that speed initiative conversations have been ongoing on Gloucester Road since 2014 and after discussion with Gloucestershire Highways, he has managed to get new markings and signage to be done over the summer. This will be paid for from his Highways budget. It was noted that the Parish Council will be responsible for paying for the village gates and PH will also be able to pay for the speed cameras. It was hoped that existing posts can be replaced for taller posts (required for speed cameras) whilst work is been done over the summer. Cllr Evans will liaise with Paul Hodgkinson.</p> <p>Cllr Hodgkinson reported that work on the Local Plan is still ongoing at CDC and the housing target for the whole area remains unchanged by Central Government, despite being challenged by local Councils.</p>
4	<ul style="list-style-type: none">• Chairman's Report – attached
5	Annual Reports from village organisations none
6	Open Parish Discussion – a chance for Parishioners to discuss any Council related topics None present
Meeting concluded at 20.15	