

**Approved minutes
OF MEETING HELD AT 7.00PM ON 6th November 2025
IN THE DOWN HATHERLEY VILLAGE HALL
<https://twigworthparishcouncil.wordpress.com>**

1.	Welcome by Chair of Council
2.	Council noted that following the resignation of Elaine Watson, and the due process being followed, a co-option vacancy now exists and Mr Richard Harris has applied and confirmed that he meets the criteria. Council agreed to co-opt Mr R Harris
3.	Council election of Cllr R Harris as Vice-Chair of Council following resignation of Cllr Redfern from the post
4.	Attendance recorded as Parish Councillors, John Redfern Mike Davies & George Sharpley, Graham Bocking, Rick Harris, Borough Councillor Hands, County Councillor Hands, & 8 Members of the public
5.	Apologies received accepted from Parish Councillors -none Apologies approved where appropriate (LGA 1972 s85 relates to apologies approved) Other Apologies received noted -none Borough Councillor Rojina Pardhan Rai did not attend
6.	Chair of Council explained order of agenda will be changed
7.	Council noted report from County Councillor Hands/Borough Councillor Hands <ul style="list-style-type: none"> • Grass verge on A38 and grass cutting process going forward • Path width policy and cutting back of hedgerow showing cracks and trip hazards and implications for budgets • Grass roots fund /grants • Road closures • Supportive of group for a base • TRO updates through Down Hatherley • Email from Cllr Sharpley STWA submission on brook Lane drainage was raised with Cllr Hands • Cllr Harris raised an issue as stated by National Grid regarding local capacity
8.	Council invited Declaration of Interest for matters on the agenda - none
9.	Council (under closed session) considered if it wishes to investigate the use of the sales office at twigworth green. <ul style="list-style-type: none"> • Costs implications • Staffing implications • Ownership of land • Lifespan of building • Planning permissions <p>Proposal & seconded that the PC is not in a position to take this on at the moment, but there are other possible interested parties that may make approaches. - Agreed</p>
10.	Council approved financial reports as attached Council approved national pay scale increase in line with contract of employment Council discussed a legal/financial matter under closed session -Website issues Council agreed Clerk has undertaken due diligence Clerk to email to try to mitigate- Council agreed to pay via Councillor Sharpley by Tuesday 11 th November Image removed by Cllr Redfern

11.	<p>Council considered advice from Monitoring Office regarding acting on behalf of the Council 14/7/25 (under closed session as Code of Conduct issues)</p> <ul style="list-style-type: none"> Council agreed a process where an individual Councillor can attend meetings but not determine or make decisions on behalf of Council.
12.	Members of the public were invited back in and feedback from item 9 was given
13.	<p>Members of the Public were invited to speak to the Council and then members of the public were invited to observe the remainder of the meeting</p> <ul style="list-style-type: none"> Gutters not being cleared by developers. Recommended to use “fixmystreet” portal <p>Public session closed at 20.17</p>
14.	<p>Council agreed appointment of defibrillator Lead Councillor following resignation of Cllr Redfern from the role- discussion on registering on Circuit and providing monthly feedback – Cllr Mike Davies agreed to take on the role. Cllr Redfern has prepared a handover sheet. Cllr Davies will email Cllr Redfern.</p>
15.	<p>Council agreed appointment of Remembrance Day lead Councillor following resignation of Cllr Redfern from the role- Cllr Sharpley agreed</p>
16.	<p>Minutes of previous meeting held on 3rd July 2025 agreed Clarification added that ASB policy relates to whole of the parish- item 10 of draft minutes. Council noted that once a policy is agreed it is not a draft policy and should be published as agreed in the minutes. Council noted at AGM in May 2026 all policies were agreed to remain as previously agreed</p>
17.	Council approved budget/precept for 2026/27 in sum of £36k
18.	Council approved Iain Selkirk as independent internal auditor for 25/26
19.	<p>Council noted email/correspondence received by Clerk & approved actions taken - Council approved: Litter/dual waste bin at new bus shelter on A38 using s106 monies Council approved the use of website for publicising Community /Charity organisations subject it improves the lives of the residents of Twigworth Email from Jean Smith asking to use notice board – suggestion using website, noticeboards and newsletters via Cllr Redfern.</p>
20.	<p>Council discussed updates on other issues</p> <ul style="list-style-type: none"> Email regarding sharing facilities with IHCAG – discussed in public session Bus shelter at Twigworth Green installed Twigworth Green development cross border with Down Hatherley update noted
21.	<p>Council considered any outstanding planning matters</p> <ul style="list-style-type: none"> Sandhurst Lane – no application received Twigworth Court discussions noted Council discussed drainage/sewage issue
22.	Council received reports from Councillors and to take as read where distributed prior to the meeting
23.	Council noted the year 2 of 4 year plan targets
24.	Date of next meeting confirmed as Thursday 8th January 2026
25.	Close of meeting 20.47

Councillors Report

Councillor Davis

Friars Meadow has been sold

Not yet able to take over Defibrillator

Portaloo site has been cleared

Councillor Harris

BRIEF OVERVIEW OF SEMINARS AND TRAINING

Police and Crime Commissioner

Staffing levels crime stats, future of PCC including pdf slides.

Code of conduct

New proposed regulations, training and process for reporting infractions. Including pdf slides

Parish and community liaison

Overview of future development and affect on infrastructure, proposed changes to Local Planning Authorities, new railway overpass proposal, Garden Community proposals and progress.

NPPF review

Proposed changes to planning permissions and 5 year supply requirements, reclassification of brown and grey sites, rules for the travelling community, Government targets for housing supply. Including pdf slides.

GAPTC AGM

Approval of accounting, delayed from AGM in the summer election of new board and additional board members

Parish and Town Council Seminar

Anticipated changes with proposed devolution and the planning and costing done by TBC in anticipation.

Anticipated changes at Parish council level, responsibilities and possible shifting of assets. Forecasted council tax increases. Presentation of Strategic Local Planning.

Parish Council Report - Nov/Dec 2025 Cllr John Redfern

Twigworth Green

- Gateway have now installed an additional Dog Waste bin (No.6) at the SUDs Pond

- Bus Shelter now installed
- Weaver Crescent Communal Waste Facility on-going abuse by residents; Bromford are monitoring and taking appropriate action - **no further updates**
- Barley Drive property has serious issues with rubbish, bins, vermin.. general appearance of house (since May 2025) - **Two Rivers Housing, the Landlord has again been contacted and awaiting removal of waste/fly-tipping**
- Halfpenny Close ASB on-going situation - a Court Order has been served on offending resident with a view to eviction; this follows other actions which were taken earlier in the year involving another resident
- Waste Bins being left near the roadside along Ironbridge Road have been causing hazards for road users - **issue now appears to have been resolved after discussing with residents and posting an article online and in newsletter**
- Contacted Vistry on a number of issues:
 - On-going manhole (noisy/loose) problems along Ironbridge Road - **the groundworks contractor has confirmed they have done another fix to the manholes and they will be fully secured in the third week of January when the final remedials are completed**
 - Requested clarification on an area of responsibility for the grounds maintenance within the Phase 1 Areas that have been handed to Gateway - the "swales", leading from the Sales Office to the SUDs Pond were cut back last autumn but this year they have been left - **a/w response**
 - Replacement of bench at the rear of the Sales Office - **a/w response**
 - Waste bin for the new Bus Shelter - **a/w response**
 - Replacement of damaged, dead or dying saplings - following the recent storms, those that were already dying, have either been uprooted or broken - **Trees will be planted in the January (this will start with the damaged saplings)**
 - When will the MUGA and Sports Field be complete? - **MUGA will be getting installed in the new year. We plan to complete the sports centre by Feb for handover in March**
 - When does Vistry construction expect to complete ... including house building, roads ready for adoption, outstanding landscaping etc.? - **Vistry expect our last handover to be at the latest June; as for the adoptions this may run on to H2 of 2026; Landscaping, Vistry didn't manage to handover what we wanted to this year, they plan to handover more of phase 1A, and 1C by spring 2026 with the remaining phase 1D by summer 2026**

Twigworth (General)

1. SF Loos have now removed all of their Porta-Loo business from A38 Lay-By site
2. Contacted GCC Highways about the A38 Twigworth Green Roundabout "Keep Left Bollard" being down - **GCC responded promptly and have reinstated bollard**
3. A38 Lay-by large pothole - **Reported to GCC Highways 'fix my street'**
4. December and January Newsletters published and posted on Website

**4 year plan For information
Year 2 targets
as confirmed by Councillors at AGM**

pillar	target	descriptor	notes
1 ENVIRONMENT	4/7	Protect green spaces and promote/instigate environmental enhancement schemes for example tree planting, new ponds, water environments- develop a green infrastructure plan and map	Bfwd from year 1 Cllr Redfern/Sharpley Meeting with vestry re tree planting 8/25
	8	Create a list of sustainable “must haves” for our village	
	9	PC to monitor planning applications to protect the separate identities of the three villages and their environments, for example by: protecting green corridors to prevent coalescence and promoting distinctive characteristics and features of the individual villages	Cllr Bocking
3 AMENITIES	30	Dog waste bins and signage	Bfwd from year 1- TG management company has no plans for installing/facilitation additional bins
	10	Promote and provide opportunities for the reduction of waste and increase of recycling, for example by upgrading litter bins to recycling bins, working with developers	S106/CIL funding Request for bin at bus shelter on A38 9/25
4 HIGHWAYS	36	TG bus shelter	Bfwd from year 1
	38	A38 pavements and kerbs footpath widening –to seek work from Glos Highways to make this area safe	Bfwd from year 1 – additional definition added for year 2 -Cllr Sharpley
	39	Define the A38 entrances to our village by using Village Gates	CIL funding received-priority target – decisions 9/25
	42	Twigworth Green 20 mph speed limit	GCC expression of interest registered 8/25
	43	GCC have responsibility to regularly maintain street furniture i.e. cleaning of signage, removing redundant furniture (Lorry Information sign) etc.	PC to liaise/lobby
5 -PLANNING	48	Promote positive planning and influencing local development, e.g by delivering the Norton, Down Hatherley & Twigworth Development Plan	Cllr Bocking
6 - GOVERNANCE	52	Annual review of 4-Year Plan	