

NOTICE OF PARISH COUNCIL MEETINGS 2025

The Members of Hunts Grove Parish Council are hereby summoned to attend the following meeting:

Meeting: Hunts Grove Parish Council
Date and time: Second Monday of every month at 6.30pm to 8.30pm
Venue: Hunts Grove Primary Academy, Harrier Way, Hunts Grove, GL2 4EP

Mrs. Sarah Bodmer, Parish Clerk

PUBLIC PARTICIPATION

The Parish Councilors very much welcome members of the public to attend Council meetings. Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we are unable to we will provide a written response as soon as possible. We are grateful for your attendance and input.

AGENDA

1. **APOLOGIES FOR ABSENCE** – 5 mins (Schedule 12 of the Local Government Act 1972)
2. **DECLARATIONS OF INTEREST** – 5 mins (Under the Localism Act 2011 sections 26-37)
3. **MINUTES** – 5 mins (Accept previous months minutes)
4. **PUBLIC PARTICIPATION** – 5 mins
To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3e to 3
5. **DEVELOPMENT SITE UPDATES** – 20 mins



6. **GROUPS, EVENTS & PROJECTS** – 20 mins
7. **PLANNING** – 5 mins
8. **FINANCE AND PROCEDURES** – 10 mins
9. **TO RECEIVE THE CLERK REPORT** – 5 mins
10. **REPORTS FROM PARISH COUNCILLORS** – 5 mins – circulated prior to the meeting.
11. **COMMUNICATION** – 5 mins
12. **OTHER REPORTS AND UPDATES** – 20 mins
 - Recruitment (when relevant)
 - Gloucestershire Constabulary (when relevant)
 - Highways Update (when relevant)
 - Hunts Grove Litter Pick (when relevant)
 - Youth Provision (when relevant)
 - Village Maintenance (when relevant)
13. **CLOSE**



MINUTES

Meeting: Hunts Grove Parish Council – Full Council Meeting

Date and time: 11th August 2025 at 6.30 pm

Venue: Hunts Grove Primary Academy

Present:

Cllr Matthew Thomas (Chair)
Cllr Demelza Turner-Wilkes (Vice Chair)
Cllr Kevin Thorne
Cllr Sunny Anyanwu
Cllr N Hussein

Also In Attendance:

Sam Goold (Priem)
Niki Lathwell (Crest)

1. APOLOGIES FOR ABSENCE – 854

Apologies for absence were received from: Mrs S Bodmer (Clerk) : Cllr Adam Hampson

2. DECLARATIONS OF INTEREST – 855

There were none received

3. MINUTES – 856

To accept as a true record the Minutes of the meeting held on 14th July 2025 - Changes suggested by Cllr Thorne, these will be circulated after the meeting to all Councillors.

4. PUBLIC PARTICIPATION – 857

No members of the public wished to speak but there was one potential Councillor present

5. DEVELOPMENT SITE UPDATES - 858

Nikki (Crest) has provided an update. There were some questions from Cllr Thorne which were passed back to Nikki via HGPC Chair.

Sam has provided an update as well.

Questions

1. Planting – soft planting for Phase 3 will be after the first frost, likely November
2. Fence on Phase 3 (Farley Way are) – Due to be open from Haresfield Lane end is in the remit for landscape contractor and as soon as the area is seeded and the plants are in the fences will come down. At least 2/2.5 months before opening.
3. Tarmac on HG Drive and Farley Way – Andrew is walking through this week. Likely to be completed in the next 2 weeks.
4. Haresfield Lane Open South – Surfacing likely to be done at the same time as the A38. But the area of old Haresfield Lane is still tied up with GCC.
5. Path on the top of Phase 3 – this will go in as part of the Phase 3 POS.
6. Phase 2 Resin – Planned for 18th August, potential 2 week process.
7. Limetree Playground – Anything safety wise will still be done prior to handover. Some of the April walkthrough issues are yet to be completed.
8. Shorn Brook is looking very overgrown and messy, some fly-tipping, please could this be looked at.
9. Opening of Limetree to Harrier Way – scheduled for opening 18th August. White lining on HG Drive to the school and the opening of Limetree.
10. Communications – Crest have supplied an update to the A38 works, HGPC will share this with the community.
11. Can Tetrattech confirm the route from traffic from Quedgeley, HGPC understanding was that this would filter out and onto the duel carriageway, a Bristol Road resident was advised at the A38 event this traffic would instead go past their property. Andrew confirmed that Quedgeley will access the A38 and not go down past Costa.
12. Community building – Simon is meeting this week regarding the community building. Working party will involve Nikki and Andrew as well.

PREIM

1. The closure on Pine Martin gate has been changed out.
2. Oak Tree on Siskin Way – At this point it is being monitored.
3. Phase 1 Data Held – Data is held because of selling. All names, contact phone numbers, emails etc, have all been removed. Sometimes it could cause an issue with selling but this is the only way of overriding the opportunity for this to happen again. A blank letter will be going out imminently. Not contact details will be on this letter. Sam will respond with information on how we can speed up the process of selling by 15th August 2025.

6. RECRUITMENT - 859

Discussion with prospective councillor. Souroni Hazra attended. She was unanimously elected to the council by all councillors in attendance.

7. GROUPS, EVENTS & PROJECTS - 860

Events:

Pied Piper Appeal – Santa Run in Hunts Grove. Preferred date is 7th December.

Halloween Event – Do all online, suggest a route.

Advent Window Competition

Festival of Light – Jan/Feb 2026, do from the POS

Easter options – but not to compete with the PTA

8. PLANNING - 861

HGPC – will offer a no objection to the two storey building on Bristol Road, opposite Wynnstay.

9. TO RECEIVE UPDATES FROM GLOUCESTERSHIRE CONSTABULARY - 862

Great meeting with Cllr Thorne and Cllr Turner-Wilkes. Lots of discussion on sports options for children, Amy (Inspector will speak to the Stonehouse counterpart) on the option for Gloucester to take the whole of HG.

10. FINANCE AND PROCEDURES - 863

Approve with the exception of the school for Wednesday 6th as we did not receive confirmation of the booking so the school was not used. Cllr Thorne and Cllr Turner-Wilkes to approve in the app.

Council also approved the additional hours worked by the Clerk over the period when the AGAR was being undertaken, together with the backdated NALC pay increase backdated to 1.4.25.

11. YOUTH PROVISION - 864

None to add.

12. TO RECEIVE THE CLERK REPORT - 865

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13. TO RECEIVE REPORTS FROM PARISH COUNCIL - 866

Deadline of middle of September for the 20mph interest. The Council cannot do much given it is not adopted but can express our interest.

14. COMMUNICATION - 867

ACTIONS –

DTW – To pick up with SDC on the adoption

Sam – To look further into the PREIM link to Phase 1. Sending out a letter to

Sarah – To investigate the option for name badges and polo shirts for councillors

Saran – To express an interest to GCC on the requirement to have 20mph in the development.

Close of meeting 8.00 pm

Next Full Council Meeting Monday 8th September 2025

Hunts Grove Planning Applications

| Date | Application Number | Address | Application Details | Parish Council Comments | Stroud District Council Planning Decision |
|------------|--------------------|---|---|-------------------------------------|---|
| 16/01/2020 | S.20/0103/REM | Hunts Grove Phase 4 | Reserved matters community building, grass playing pitches, artificial pitch, tennis courts, local equipped area of play, car parking and associated infrastructure | 04/02/20 OBJECT | Application Approved |
| 17/01/2020 | S.20/0104/REM | Parcels R1 & R3 Hunts Grove Phase 4 | Reserved matters for Neighbourhood Centre including 38 dwellings | 05/02/20 OBJECT | Awaiting decision |
| 27/02/2020 | S.20/0471/DISCON | Public Open Space Hunts Grove Phase 3 | Discharge of conditions 6, 12 & 38 of S.19/1925/VAR | Not consulted | Split decision for Consent and Refusal |
| 24/09/2021 | S.21/00317/REM | Land Adjoining Naas Lane, Naas Lane, Quedgeley | Reserved matters application for approval of Appearance, Landscaping, Layout and Scale for the erection of 97 dwellings provision of Green Infrastructure including surface water attenuation and play space and other related infrastructure including foul water pumping station (pursuant to outline planning permission ref. 18/01228/OUT) | 11/10/21 No objection plus comments | No objection |
| 16/11/2021 | S.21/2579/OUT | Javelin Park, Bath Road, Haresfield | Hybrid planning application for employment development for B8 (Storage or Distribution) Uses, ancillary offices, energy centre, landscaping, fitness trail and amenity areas and new access. i) Outline for whole site (with all matters reserved except access) ii) Full application for Units 1, 2 for B8 (Storage or Distribution) Uses and the energy centre (all matters submitted). | 13/12/21 Objection | Permitted |
| 23/12/2021 | S.21/2881/REM | Land At Quedgeley Trading Estate East, Haresfield | Reserved Matters (appearance, layout, landscaping and scale) for the erection of 5 no. industrial units for light industrial (E(g)(iii)) general industrial (B2) & storage & distribution use (B8) with ancillary office & associated infrastructure pursuant to outline planning application (ref. S.16/1724/OUT & S.19/2744/VAR) | 17/01/22 No objection | Approved |
| 10/01/2023 | S.23/0001/FUL | Unit 4A Gateway 12 Business Park Davy Way | Installation of extraction ductwork | Support 13/02/23 | Permitted |

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|------------|------------------|--|---|----------------------------|---------------------------|
| 24/03/2023 | 2023/0130/EIAS | Land South Of, Haresfield Lane | Environmental Impact Assessment | Missed deadline | EIA Required |
| 26/04/2023 | S.23/0764/OUT | Land At Quadrant Distribution Centre, Quadrant Way | Outline application for up to 27,871sqm of unit space (up to 19 units) under the use classes B2, B8, Eg(ii) and Eg(iii) with associated office spaces, parking, services and landscaping - all matters reserved except for access | Comments submitted | Permitted |
| 02/08/2023 | S.23/1384/OUT | Land At Green Lane, Hardwicke | Development of up to 1350 dwellings together with a primary school and associated playing fields, a local centre, community uses, highway improvements and associated ancillary uses including open space, green infrastructure and drainage attenuation (outline all matters reserved except access) | Comments submitted | Awaiting Decision |
| 23/08/2023 | S.23/1661/FUL | Elm Farm, Bristol Road, Hardwicke | Change of use from C3 (dwelling) to C2 (residential institution) & minor alterations. | No objection 11/09/23 | Permitted |
| 06/11/2023 | S.23/2167/HHOLD | 5 Tawney Close | Single storey rear extension | No objection - 13/11/23 | Permitted |
| 10/11/2023 | S.23/2236/DISCON | Land at Colethrop Farm Bath Rd, Hardwicke, Gloucester, Gloucestershire | Partial discharge of condition 12 Part 17.5 (contamination) - in respect part partial R15 only from application S.19/1925/VAR(variation of condition 10 (noise) from the application S.15/1498/VAR to permit external noise levels above 50 dB(380402-211349) | | Permitted |
| 12/01/2024 | S.24/0078/FUL | Unit 3 & 4 The Perry Centre Davy Way Hardwicke Gloucester Gloucestershire GL2 2AD | Erection of a single storey extension to the east of building 4 and a single storey extension to the west of building 3 | | Permitted |
| 02/01/2024 | S.24/0017/CPL | Springfield Bath Road Hardwicke Gloucester Gloucestershire GL2 2RG | Erection of a single storey side extension. | | Permitted |
| 31/01/2024 | S.24/0203/P14J | Unit Q1 (MG Markey Group Ltd) Quadrant Distribution Centre Quadrant Way Hardwicke Gloucester Gloucestershire GL2 2RN | Installation of 325kWp of additional solar panels | | Prior Approval Granted |
| 25/01/2024 | S.24/0163/FUL | Elm Farm Bristol Road Hardwicke Gloucester Gloucestershire GL2 4RF | Increase height to front boundary wall | | Permitted |
| 02/01/2024 | S.24/0017/CPL | Springfield Bath Road Hardwicke Gloucester Gloucestershire GL2 2RG | Erection of a single storey side extension | | Permitted |

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| 09/04/ 2024 | S.24/0225/FUL | 24 Knotgrass Way Hardwicke Gloucester Gloucestershire GL2 4DY | Change of use of land in the applicant's ownership from public open space to residential use and erection of fencing. | | Refusal |
| 09/05/2024 | S.24/0558/MINAM | Parcel R2, R6, R8 And R10B Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Minor Amendment to permitted Reserved matters S.19/2622/REM (for 138 dwellings (Phase 4) from S.15/1498/VAR) - Substitution of approved plans identified on Condition 1 to substitute housetypes, minor adjustments to siting of houses, garages and parking, minor adjustments to landscaping and site boundaries. | | Application Approved |
| 23/05/2024 | S.24/0225/FUL | 24 Knotgrass Way Hardwicke Gloucester Gloucestershire GL2 4DY | (Retrospective) Change of use of land in the applicant's ownership from public open space to residential use and erection of close boarded fencing. | | Refusal |
| 10/06/2024 | S.24/1067/NEWTPO | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | New Tree Preservation Order - TPO/0600 - Colethrop Farm, Haresfield, Stonehouse, Gloucestershire, 2024 | | Application Approved |
| 09/07/2024 | S.24/1253/DISCON | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 12 (Contaminated land) from permitted application S.15/1498/VAR for Parcel R2 only (part of S.19/2622/REM) | | Refused |
| 27/08/2024 | S.24/1534/HHOLD | 24 Lime Tree Avenue Hardwicke Gloucester Gloucestershire GL2 4AU | Installation of air source heat pump | | Permitted |
| 21/08/2024 | S.24/1514/DISCON | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 23 (CEMP) from the application S.15/1498/VAR for Parcel R2 only | | Withdrawn |
| 13/08/2024 | S.24/1463/DISCON | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 38 (trees) from S.15/1498/VAR for Parcel R2 only | | Permitted |
| 09/08/2024 | S.24/1449/DISCON | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 10 (noise report) from S.15/1498/VAR for Parcel R2 only | | Refused |
| 23/09/2024 | S.24/1701/DISCON | Land At Colethrop Farm Bath Road Hardwicke Gloucester Gloucestershire | Discharge of Condition 36 from S.15/1498/VAR - Fire Hydrants Plan/Water Design from S.15/1498/VAR Parcel R2 only | | Permitted |
| 04/09/2024 | S.24/1318/DISCON | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 37 (Sustainable Design) from permission S.15/1498/VAR | | Permitted |
| 23/10/ 2024 | S.24/1922/DISCON | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | Discharge of condition 12 (contaminated land) for Parcel R2 from S.15/1498/VAR | | Permitted |
| 23/10/2024 | S.24/1921/DISCON | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | Discharge of condition 4 (LEMP) from the application S.19/2622/REM Parcel R2 only | | Permitted |

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| 07/11/2024 | S.24/2024/OUT | Land South Of Haresfield Lane Hardwicke Gloucester Gloucestersh | Development comprising up to 620 dwellings, land for a primary school and all associated landscaping and infrastructure. All matters are reserved for future determination with the exception of the accesses from Haresfield Lane. | | Awaiting decision |
| 10/12/2024 | S.24/2234/MINAM | Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Minor amendment to S.19/2352/REM - Alterations to vehicular access, fencing, internal parking/circulation and planting schedule for the allotments | | Approved |
| 02/12/2024 | S.24/2179/DISCON | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | Discharge of Condition 23 (CEMP) from S.15/1498/VAR for parcel R2 only | | Refused |
| 02/12/2024 | S.24/2178/MINAM | Parcels R3 R3EL R5 And R7 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Minor amendment to permitted Reserved matters S.19/2622/REM (for 138 dwellings (Phase 4) from S.15/1498/VAR) - Substitution of approved plans identified on Condition 1 - Substitution of house types and associated adjustments to layout | | Approved |
| 28/01/ 2025 | S.25/0174/DISCON | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | Part discharge of condition 23 (CEMP) from the application S.15/1498/VAR (Parcel R2 only) | | Permitted |
| 13/12/2024 | S.24/2252/DISCON | Land At Colethrop Farm Bath Road Hardwicke Gloucester Gloucestershire | Discharge of condition 6 (archaeology) for Parcels R2, R6, R8 and R10B from S.15/1498/VAR | | Refused |
| 18/03/ 2025 | S.25/0524/DISCON | Unit 4 The Perry Centre Davy Way Hardwicke Gloucester Gloucestershire GL2 2AD | Discharge of condition 3 (materials) from S.24/0078/FUL (Erection of a single storey extension to unit 3 and unit 4) | | Permitted |
| 11/03/ 2025 | S.25/0470/DISCON | Parcels R3 R3EL R5 And R7 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 4 (LEMP) from S.19/2621/REM (Reserved matters submission for 163 dwellings from S.15/1498/VAR) | | Permitted |
| 11/02/2025 | S.25/0273/FUL | Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ | Full planning permission for 9 new residential dwellings (Use Class C3), conversion of existing farmhouse into a new community hub (Use Class E), local retail and commercial space (Use Class E) & associated landscape and infrastructure works | | Awaiting decision |
| 09/05/2025 | S.25/0889/MINAM | Parcel R2 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Non-material amendment to S.19/2658/REM (An area of Public Open Space at Phase 4 of Hunts Grove, pursuant to planning permission S.19/1925/VAR) - Change of play equipment supplier and specification. | | Application approved |
| 06/05/2025 | S.25/0860/DISCON | Parcel R5 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 23 (CEMP) for Parcel R5 from S.15/1498/VAR. | | Permitted |
| 04/06/2025 | S.25/0640/DISCON | Parcel R5 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 12 (contaminated land) for Parcel R5 from S.15/1498/VAR | | Refused |
| 30/06/2025 | S.25/1245/MINAM | Parcels R3 R3EL R5 And R7 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Non-material amendment to S.19/2621/REM - to substitute house types and associated adjustments to the layout of Parcel R7. | | Application Approved |

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| 06/06/2025 | S.25/1055/CPL | The Former Telephone Exchange Bath Road Hardwicke Gloucester Gloucestershire GL2 2RG | Proposed conversion of the existing loft space to form a new bedroom and living space, creating a new first floor within the existing structure. It is proposed to construct 4 No new dormer windows in accordance with permitted development rights under Class B as detailed on drawing number 65/02 | | Application Withdrawn |
| 17/06/2025 | S.25/1144/MINAM | Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Non-material amendment to S.20/0103/REM (Reserved Matters application for a community building, grass playing pitches, an artificial pitch, tennis courts, a local equipped area of play (LEAP), car parking and associated infrastructure) - Change of play equipment supplier and specification | | Application Approved |
| 14/07/ 2025 | S.25/1328/HHOLD | The Former Telephone Exchange Bath Road Hardwicke Gloucester Gloucestershire GL2 2RG | Proposed loft conversion including installation of dormer windows | | Awaiting Decision |
| 18/08/2025 | S.25/1572/DISCON | Parcel R5 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire | Discharge of condition 24 (surface water drainage) and 36 (fire hydrants) from S.15/1498/VAR | | Awaiting Decision |

HUNTS GROVE PC BANK RECONCILIATION 2025-2026

| | |
|-------------------------------------|--------------------|
| BANK BALANCES 31 AUGUST 2025 | |
| Unity Trust Bank | £137,838.63 |
| Unity Trust Savings | £36,176.16 |
| TOTAL MONIES IN BANK | £174,014.79 |
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| LESS OUTSTANDING PAYMENTS | |
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| TOTAL OUTSTANDING PAYMENTS | £0.00 |
| TRUE BALANCE AT 31/08/25 | £174,014.79 |
| | |
| Opening Balance at 01/04/24 | £153,145.34 |
| Receipts year to date | £28,020.38 |
| Sub-total | £181,165.72 |
| Expenditure year to date | £7,150.93 |
| TRUE BALANCE AT 31/08/25 | £174,014.79 |
| | |

Signed Clerk Date.....

Name

Signed Chairman Date.....

Name

| | | | | |
|---|-----------------------|--------------------------------|------------------------|--------------|
| HUNTS GROVE PARISH COUNCIL | | | | |
| BUDGET COMPARISON REPORT 2025-26 | | | | |
| | | £ | | |
| INCOME | 2025-26 Budget | Received as at 31/08/25 | 2025/26 Balance | Notes |
| Precept | 55620 | 27810 | 27810.00 | |
| VAT reclaim | 2500 | 0 | 2500.00 | |
| Event Grants | 0 | 0 | 0.00 | |
| Other Grants | 0 | 0.00 | 0.00 | |
| Other Income | 0 | 0.00 | 0.00 | |
| CIL | 0 | 0 | 0.00 | |
| Interest | 500 | 210.38 | 289.62 | |
| Total Income | 58620 | 28020.38 | | |
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| EXPENDITURE | 2025/26 Budget | Spend as at 31/08/25 | 2025/26 Balance | |
| Staff costs (net / paye / pension) | 12967 | 4585.54 | 8381.46 | |
| Chairman's Allowance | 250 | 0.00 | 250.00 | |
| General Admin/expenses | 2400 | 1384.33 | 1015.67 | |
| Subscriptions | 800 | 0.00 | 800.00 | |
| Insurance | 1000 | 0.00 | 1000.00 | |
| Donations | | 0.00 | 0.00 | |
| Training | 1000 | 225.00 | 775.00 | |
| IT / Website / Newsletter | 3100 | 458.50 | 2641.50 | |
| New equipment | 3000 | 0.00 | 3000.00 | |
| Community Events | 10000 | 0.00 | 10000.00 | |
| Professional fees | 2600 | 285.00 | 2315.00 | |
| Youth projects | 8000 | 0.00 | 8000.00 | |
| Earmarked Reserves contribution | 12750 | 0.00 | 12750.00 | |
| Total Expenditure | 57867 | 6938.37 | 50928.63 | |
| | | | | |
| EARMARKED RESERVES | £ | | | |
| Community events | 3990.01 | | | |
| CIL | 17044.01 | (Plus £22725.34 Unused) | | |
| Professional Fees | 8100.00 | | | |
| Maintenance contingency | 32750.00 | | | |
| Grants/donations | 1500.00 | | | |
| Youth projects | 3594.04 | | | |
| TOTAL EMR | 66978.06 | | | |

Report

Clerk Sarah Bodmer

Meeting: Full Council
Agenda Item: Payment Schedule
Date and time: 8th September 2025 at 6.30pm

SUMMARY

To provide Council with the list of accounts for payment.

MATTERS FOR VOTING

To approve the payment schedule.

1. PAYMENT SCHEDULE

| Invoice Date | Payee | Net | VAT | Gross |
|--------------|--|-----------------|----------------|-----------------|
| 20.09.2025 | Clerk Salary – including backdated change of pay scale & overtime hours work to finalise AGAR return | £1280.99 | £0 | £1748.45 |
| 01.09.2025 | Cloudy IT | £93.16 | £18.63 | £111.79 |
| 31.08.2025 | Pensions (D/D) | £152.10 | £0.00 | £152.10 |
| 04.09.2025 | PATA – Payroll services – July / Aug / Sept | £62.46 | £0.00 | £62.46 |
| 01.09.2025 | Space Centre Self Storage (D/D) | £73.13 | £14.62 | £87.75 |
| 01.09.2025 | Mailchimp - Estimate | £19.70 | £3.94 | £23.64 |
| 02.08.2025 | HMRC – Tax due from 06/07/2025 to 05/10/2025 | £1029.64 | £0.00 | £1029.64 |
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| | | | | |
| | TOTALS: | £2711.18 | £327.49 | £3215.83 |

Report

Clerk

Meeting: Full Council

Agenda Item: Clerk's Report

Date and time: 8th September 2025 at 6.30pm

MATTERS FOR VOTING

Report for information only.

RESIDENT QUERIES

- In the process of reviewing all resident queries received whilst Clerk on holiday

OTHER MATTERS

- Clerk catching up following return from holiday on emails, actions from August meeting, papers created ahead of September meeting and review with Electoral services around co-option options in September / October.