

## NOTICE OF PARISH COUNCIL MEETINGS 2026

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

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### **PUBLIC PARTICIPATION**

The Parish Councilor's 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.

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### **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**



[www.huntsgrove-pc.gov.uk](http://www.huntsgrove-pc.gov.uk)

# Hunts Grove Parish Council – Meeting Minutes

Date: 8 December 2025

Time: 6:36 PM

Chair: Matthew Thomas

Clerk: Sarah Bodmer

## 1. Attendance

Present: Cllr Thomas (Chair), Cllr Turner-Wilkes, Cllr Hampson, Cllr Thorne, Cllr Anyanwu, Cllr Hazra, Cllr Wells, Andrew Johnson, Niki Lathwell, Cllr John Patient, Sam Goold

Apologies: Cllr Hussein

## 2. Declarations of Interest

None declared.

## 3. Approval of Previous Minutes

Minutes from the last meeting approved with minor clarification on development site update wording.

## 4. Public Participation

A member of the public attended the meeting to re-emphasise concerns raised at the previous meeting that the POS remains below the expected standard. In particular, a steep downward drop presents a potential danger, especially to children and pets.

Path infill lifting and separating, especially on zigzag sections.

Wooden edging too high, creating trip hazards.

Repairs failing within weeks, unsafe for children (e.g., cycling).

Drainage ditches adjacent to paths pose risk; signage inadequate for children.

Signs and fencing installed, but effectiveness questioned.

Andrew Johnson confirmed contractor inspection following heavy rain; report awaited.

## 5. Development Site Updates

SDC adoption process under Section 106 deemed complete due to non-response; enforcement concerns noted.

Warranty clarification: paths generally have 12-month contractual warranty; current defects outside warranty period.

**Actions:**

Andrew Johnson: Chase contractor report on path repairs and share findings.

Cllr Thomas: Escalate drainage and adoption concerns to SDC; request site inspection.

Sam Goold: Draft permissible route plan for maintenance vehicles; liaise with Whitings and share with Council.

Andrew Johnson & Sam Goold: Investigate damage caused by contractors; confirm liability and mitigation steps.

Haresfield Lane & A38 Access: Opening scheduled for 19 December; bus route unchanged until next phase complete.

Neighbourhood Centre: Arbitration resolved; legal completion expected early 2026. Design revisions planned; community engagement to follow.

Allotments: 103 applications received; 93 valid after removing duplicates. 52 plots available; raised bed demand noted. Business plan required for handover.

**Actions:**

Niki Lathwell: Provide options letter for allotments; confirm requirements for Parish Council business plan.

Cllr Thomas & Working Group: Prepare draft business plan for allotments; include costings and management proposals.

Sam Goold: Schedule January meeting with Parish reps to discuss allotment management and waiting list.

## 6. Local Government Reorganisation

Gloucestershire councils submitted proposals for unitary authority models; decision pending from Secretary of State.

Public consultation expected early 2026.

**Action:**

All Councillors: Encourage residents to participate in consultation when announced.

## 7. Finance

Routine payments approved (salaries, pensions, subscriptions, website costs).

Bank account restructuring underway to maintain deposit protection limits.

Precept discussion deferred to January; tax base confirmed at 996 Band D equivalents.

**Action:**

Clerk: Circulate draft budget and precept options before January meeting.

## 8. Events & Community Engagement

Festival of Light proposed for 17 January 2026; estimated budget £350.

Hall hire and vendor arrangements under review; weather contingency discussed.

**Action:**

Events Group - Cllr Hussein - Provide detailed event plan within 7-10 days for approval.

Council - Approve £350 budget subject to receipt of plan.

## 9. Communications

Draft schedule for seasonal and cultural posts to be circulated.

Website build progressing; new IT and privacy policies to be adopted in January.

**Action:**

Clerk: Share draft policies for review before next meeting.

Council: Approve and implement communication plan for major festivals and updates.

10. AOB

Police reported anti-social behaviour in woodland; tent and drug paraphernalia found. Crest instructed to clear site; joint patrol planned.

Orange netting on seeded areas to remain until grass thickens; monitor traffic ingress.

**Action:**

Andrew Johnson: Confirm clearance of woodland and removal of tent; update Council.

Meeting Closed: 8:50 PM

Next Meeting: 12 January 2026

## Action Tracker

Action Item	Owner	Deadline
Chase contractor report on path repairs and share findings.	Andrew Johnson	Dec 2025
Escalate drainage and adoption concerns to STC; request site inspection.	Matthew Thomas	Dec 2025
Draft permissible route plan for maintenance vehicles; liaise with Whitings and share with Council.	Sam Goold	Dec 2025
Investigate damage caused by contractors; confirm liability and mitigation steps.	Andrew Johnson & Sam Goold	Dec 2025
Provide options letter for allotments; confirm requirements for Parish Council business plan.	Niki Lathwell	Dec 2025
Prepare draft business plan for allotments; include costings and management proposals.	Matthew Thomas & Working Group	Jan 2026
Schedule January meeting with Parish reps to discuss	Sam Goold	Jan 2026

allotment management and waiting list.		
Encourage residents to participate in consultation when announced.	All Councillors	Early 2026
Circulate draft budget and precept options before January meeting.	Clerk	Jan 2026
Provide detailed event plan within 7–10 days for approval.	Cllr Hussein	Jan 2026
Share draft policies for review before next meeting.	Clerk	Jan 2026
Confirm clearance of woodland and removal of tent; update Council.	Andrew Johnson	Dec 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

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

		24 Knotgrass Way Hardwicke Gloucester Gloucestershire GL2 4DY			
09/04/ 2024	S.24/0225/FUL		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

07/11/2024	S.24/2024/OUT	Land South Of Haresfield Lane Hardwicke Gloucester Gloucestershire	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

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		Refused
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		Permitted
09/10/ 2025	S.25/1966/DISCON	Parcel R7 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire	Discharge of condition 24 (SUDS) and 36 (fire hydrants) from S.15/1498/VAR		Awaiting Decision
09/10/ 2025	S.25/1967/DISCON	Parcel R7 Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire	Discharge of condition 4 (LEMP) from S.19/2621/REM for Parcel R7		Permitted
09/10/2025	S.25/1964/DISCON	Land At Colethrop Farm Bath Road Hardwicke Gloucester Gloucestershire	Discharge of condition 12 (contaminated land), 21 (accessibility), 23 (CEMP), 26 (access details) and 38 (trees) from S.19/1925/VAR.		Permitted
09/10/2025	S.25/1965/DISCON	Hunts Grove Phase 4 Hunts Grove Drive Hardwicke Gloucester Gloucestershire	Discharge of condition 6 (district licence) from S.20/0103/REM		Permitted
06/10/2025	S.25/1938/DISCON	Colethrop Farm Haresfield Stonehouse Gloucestershire GL10 3EJ	Discharge of condition 12 (contaminated land) from S.15/1498/VAR for Parcel R5		Permitted

<b>BANK BALANCES 31 December 2025</b>	
Unity Trust Bank	£153,228.44
Unity Trust Savings	£36,581.82
<b>TOTAL MONIES IN BANK</b>	<b>£189,810.26</b>
<b>LESS OUTSTANDING PAYMENTS</b>	
<b>TOTAL OUTSTANDING PAYMENTS</b>	<b>£0.00</b>
<b>TRUE BALANCE AT 31/12/25</b>	<b>£189,810.26</b>
Opening Balance at 01/04/25	£153,145.34
Receipts year to date	£56,236.04 X
Sub-total	£209,381.38
Expenditure year to date	£19,571.12 X
<b>TRUE BALANCE AT 31/12/25</b>	<b>£189,810.26</b>
	0.00

Signed Clerk ..... Date.....  
Name

Signed Chairman ..... Date.....  
Name

**HUNTS GROVE PARISH COUNCIL**  
**BUDGET COMPARISON REPORT 2025-26**

<b>INCOME</b>	<b>2025-26 Budget</b>	<b>Received as 2025/26</b>		
		<b>at 31/12/25</b>	<b>Balance</b>	<b>Notes</b>
Precept	55620	55620	0.00	
VAT reclaim	2500	0	0.00	
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	626.04	-126.04	
<b>Total Income</b>	<b>58620</b>	<b>56246.04</b>		

<b>EXPENDITURE</b>	<b>2025/26 Budget</b>	<b>Spend as at 2025/26</b>		
		<b>31/12/25</b>	<b>Balance</b>	
Staff costs (net / paye / pension)	12967	9650.08	3316.92	
Chairman's Allowance	250	0.00	250.00	
General Admin/expenses	2400	3197.40	-797.40	
Subscriptions	800	201.00	599.00	
Insurance	1000	0.00	1000.00	
Donations		0.00	0.00	
Training	1000	1023.65	-23.65	
IT / Website / Newsletter	3100	3467.64	-367.64	
New equipment	3000	0.00	3000.00	
Community Events	10000	0.00	10000.00	
Professional fees	2600	600.00	2000.00	
Youth projects	8000	0.00	8000.00	
Earmarked Reserves contribution	12750	0.00	12750.00	
<b>Total Expenditure</b>	<b>57867</b>	<b>18139.77</b>	<b>39727.23</b>	

<b>EARMARKED RESERVES</b>	<b>£</b>
Community events	3990.01
CIL	17044.01 (Plus £22725.34 Unused)
Professional Fees	8450.00
Maintenance contingency	32750.00
Grants/donations	1000.00
Youth projects	8000.00
<b>TOTAL EMR</b>	<b>63234.02</b>

# Report

**Clerk Sarah Bodmer**

**Meeting:** Full Council  
**Agenda Item:** Payment Schedule  
**Date and time:** 12th January 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
31.01.2026	Clerk Salary – January (including home office allowance)	£653.52	£0	£851.75
01.01.2026	Cloudy IT	£111.79	£18.63	£93.16
31.01.2026	Pensions (D/D)	£156.89	£0.00	£156.89
01.01.2026	Space Centre Self Storage (D/D)	£73.13	£14.62	£87.75
01.01.2026	Mailchimp - Estimate	£19.88	£3.98	£23.86
<b>04.01.2026</b>	<b>DPD – Courier for 2 x iPads to Cloudy IT – set up for Councillors – ALREADY PAID</b>	<b>£8.38</b>	<b>£1.68</b>	<b>£10.06</b>
02.01.2026	Scribe Allotments - Set Up	£158.00	£31.60	£189.60
01.01.2026	Scribe – Subscription	£37.00	£7.40	£44.40
01.01.2026	Scribe Allotments - Subscription	£19.00	£3.80	£22.80
<b>06.01.2026</b>	<b>Festival of Lights - Heart Stained Glass Lantern Kits (Pack of 16) – ALREADY PAID AS APPROVED</b>	<b>£110.49</b>	<b>£22.11</b>	<b>£132.60</b>
<b>06.01.2026</b>	<b>Amazon - 100 Pack Lasts 2X Longer White Realistic Battery Operated Flameless Flickering Tealight Candles &amp; 35pcs Lantern Handle Electronic Accessories Wooden Lantern Sticks Handheld Lantern Poles Cane Accessories Making Kit - ALREADY PAID AS APPROVED</b>	<b>£90.82</b>	<b>£18.15</b>	<b>£108.97</b>
<b>05.01.2026</b>	<b>Canva – Annual Subscription – ALREADY PAID</b>	<b>£225.00</b>	<b>£45.00</b>	<b>£270.00</b>

<b>07.01.2025</b>	<b>Schoolhire – Hire of Hall for Festival of Lights - ALREADY PAID AS APPROVED</b>	<b>£75.00</b>	<b>£0.00</b>	<b>£75.00</b>
	<b>TOTALS:</b>	<b>£1,738.90</b>	<b>£166.97</b>	<b>£2,066.84</b>

## Report

### Clerk

**Meeting:** Full Council

**Agenda Item:** Clerk's Report

**Date and time:** 12th January 2026 at 6.30pm

### MATTERS FOR VOTING

Report for information only.

### RESIDENT QUERIES

- Ongoing allotment queries
- Continued issues around A38 delays

### OTHER MATTERS

- Aubergine – ongoing activity around initial set up
- Scribe – set up complete & up to end of December – working with Scribe to resolve reconciliation issues
- Budget setting review in preparation for submission of Precept for next financial year
- Liaising with Hinkley & Rugby Building Society & Unity around account set up & transfer of funds
- Support for Festival of Lights – ordering supplies

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