



Blockley Parish Council Minutes

THURSDAY 17TH JULY 2025, 7PM, DRAYCOTT MISSION, DRAYCOTT

Meeting opened: 19.02

Present: Cllr & Chair Jon Bryan (JB), Cllr Chris Leach (CL), Cllr Andy Turton (AT), Cllr Jez John (JJ), Cllr Chris Palengat (CP), Cllr Ian Cook (IC)

Apologies: County Cllr Thomas Bradley (TB), Cllr Eleanor Thorneycroft (CT) Cllr & Vice Chair & District Cllr Clare Turner (CT),

Members of public: Zoey Maull – representing Blockley Brownie Group

Minutes: Nikki Holt (NH), Clerk & RFO

1. Welcome and apologies for absence.
2. Declarations of Interest and Dispensations for items on the agenda – *JB, CT & ET have school age children who could benefit from Youth Club. CT Chair of SGH Committee, JB, CP & ET on SGH Committee, JB has taken on a s/e project management role with GCS*
3. Public Participation – NONE.
4. Resolved to approve Minutes of the Parish Council Meeting of 19.06.25. Unanimous
 1. Matters arising
5. Presentation from Stantonbury Developments 20 minutes maximum – *Deferred as no documentation received*
6. County and District Councillors' updates
 - a) Written update from Cllr Tom Bradley b) Cllr Clare Turner indisposed
7. Finance: Cllr Bryan
 1. Resolved to approve Finance Report for 14.06.25 – 11.07.25 including bank reconciliation for June 2025 & detailing all accounts held by the council as circulated and shared prior to meeting. Unanimous
 2. Resolved to approve Transactions for period 14.06.25 – 11.07.25 as shared prior to meeting. Unanimous
 3. To approve Grant Awarding Policy & Grant Application Form. *CT not present – deferred to Sept*
 4. Resolved to approve GDPR & Data Security policies. Unanimous **ACTION:** Office - Policy onto website
 5. Resolved to approve Grievance Policy. Unanimous **ACTION:** Office - Policy onto website
 6. Resolved to approve GCS quote to commission the proposed survey works of land across the parish for potential burial ground acquisition on the proviso we also factor in identification of potential Residential development plots to support our neighbourhood development plan. Abstention JB. **ACTION:** IC & AT to follow up NH to share contact details with IC&AT
 7. Council considered Grant Applications from a) Blockley Bowls Club for £500, resolved to approve unanimously b) Blockley Brownies for £500 resolved to approve unanimously to cover set up and subsidise subs for those who need support. BPC also resolved to consider funding the annual hall hire for September Agenda **ACTION:** NH to advise recipients & add to September Agenda
8. Youth & Recreation: Cllr Leach
 1. Council received Y&R update
 2. Resolved to approve extending provision to new Infant Youth Club unanimous **ACTION:** CL to advise Younity Youth
 3. Resolved to approve £215 for allowance for new games & equipment for Youth Club unanimous **ACTION:** CL to advise Younity Youth
 4. Resolved to approve new Youth Club SLA unanimous with revision to commit to 3yrs with review **ACTION:** CL & NH to advise Younity Youth. **ACTION:** NH to sign new SLA
9. Community: Cllr Turner *not present deferred to Sept.*
 1. To receive an update on SpeedWatch & Parish Villages entrance gates **ACTION:** JB to contact TB regarding entrance gates
 2. To receive a report on Blockley Fair
10. To receive an ESWG update: Cllr Turner *not present deferred to Sept*
11. To receive a St George's Hall Management Committee update: Cllr Turner *not present deferred to Sept*
12. Council received a Burials update: Cllr Leach
13. Planning: Cllr Turton
 1. Review of current planning applications as circulated & shared prior to meeting
 2. Resolved to approve Consultancy quote for NPS Survey £7600 from reserves unanimous **ACTION:** AT to advise contractor and start process NH to sign contract
14. Contract for website development & hosting reviewed: Cllr John. Council approved to go with Netwise as preferred supplier. Unanimous. **ACTION:** JJ to liaise with supplier & NH to plan implementation schedule
15. Council received a report on car park proposals: Cllr Cook. Council agreed to move forward on project options up to £30knet. **ACTION:** IC to finalise proposal. NH to add to September agenda
16. Council received Clerk's Highlights – as shared prior to meeting.
17. No Parish Councillors' reports on matters not on the agenda were received

Meeting closed 21.53

Date of Next Meeting: Thursday 18th September Little Village Hall, Blockley 7pm

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, religion, age, gender, sexual orientation, political persuasion, profession, education, place or length residence, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

Finance Report 17th July 2025

Bank: The bank was last reconciled to the 30th June 2025

Current Account Balance: £100,445.71

Instant Access Account Balance: £146,988.76

Total £247,434.47

Adjusted Bank Balance considering unrepresented payments and receipts Total: £243,402.29

Transaction report

BPC TRANSACTIONS 14.06.25 - 11.07.25

10Jul2025	B/P to: RA Dunn	Paxford War Memorial mowing	-45	93977.56
10Jul2025	B/P to: Cotswold Active	Monthly Youth Club	-550	
10Jul2025	B/P to: Paxford VH	Hall Hire 3 hr 19.06.25 BPC Meeting, 2hr 25.06.25 for NPS session	-48	
10Jul2025	B/P to: Clare Turner	COCONUT SHY for Blockley Fair	-81.46	
10Jul2025	B/P to: Thomas Fox L'scape	Grounds Contract	-3077.4	
10Jul2025	B/P to: BT	BT Quarterly Bill	-117.48	
10Jul2025	B/P to: Bl Heritage Centre	Hall Hire Toddler Group	-120	
10Jul2025	B/P to: Bl Heritage Centre	Hall Hire Stretch & Balance	-36	
10Jul2025	B/P to: Bl LVH	Hall hire for NPS session on 24-Jun	-36	
10Jul2025	B/P to: Cloudy Group Plc	Monthly IT fees	-184.08	
10Jul2025	B/P to: SLCC	Membership renewal	-300	
10Jul2025	B/P to: Tree Tech	Tree works from survey Churchill Close	-1680	
10Jul2025	B/P to: Treotech	Tree works from survey Blockley Churchyard	-840	
10Jul2025	B/P to: Mrs NC Scott	NOTICEBOARD & SIGN	-52.73	
01Jul2025	J M Sullivan Ltd t	Burial Plot and interment fees	700	
30Jun2025	Service Charge	Bank Charge	-10.35	
30Jun2025	Manual Credit - Handling Charge	Bank Charge	-0.3	
20Jun2025	Direct Debit (GRUNDON WASTE MA	Waste removal fees May	-65.88	
19Jun2025	B/P to: Starboard Systems	Annual Scribe Software	-673.92	
19Jun2025	B/P to: Greenfields Ltd	Bird Spikes for Paxford Play Area	-350.4	
19Jun2025	B/P to: Greenfields Ltd	Spring Rocker replacement Churchill Close	-625.2	
19Jun2025	B/P to: BL sport social cb	May Sports Camps BSSC hire	-250	
19Jun2025	B/P to: Andy Turton	Leaflet for NPS awareness x 350	-96	
19Jun2025	B/P to: Andy Turton	Leaflet for NPS awareness x 320	-90	
19Jun2025	B/P to: Clare Turner	RAFFLETickets for June Fair	-7.06	
16Jun2025	Direct Debit (LLOYDS CORP CARD)	Card fee	-3	
16Jun2025	Direct Debit (GOCARDLESS)	External Payroll Provider monthly fee	-59.94	102617.8

Of note:

- Deposit account Credit interest 30.06.25 £854.78
- Vat refund claim submitted for Apr-Jun £4502.41
- £700 income for Burial plot & interment fees

Committed funds:

Reserves balance: £243,402.29

- NDP consultation budget £6,900 + 10% contingency = £7,600 net (professional Services Reserves)
- GCS professional services for land acquisition = £2,695 net (professional Services Reserves)
- GCS Parking at Churchill close & SGH £4k net (professional Services Reserves)
- GCS/churchyard monuments – pending (£20k monuments reserves pot)
- SGH EV parking – BPC SGH Reserves Fund build, 10k pending xfr + rebalance to deliver phase 1 proposal
 - (subject to SGH Ctee approval)
- Pensions – 10% budget buffer + £15k reserves
- Infant youth club £7k annually (allocate for CFY)
- Website investment £2,250/5yrs, £929 yr one, £330 annually thereafter + £235 for domain via cloudy IT.
- Mar memorial maintenance ('Monuments')

Report: 17.7.2025

EARMARKED RESERVES	May 2025	July 2025 Update
Churchyard Wall re-build	£20,000	£20,000
Land Acquisition	£50,000	£32,000
Churchyard Monuments	£20,000	£20,000
Personnel	£15,000	£15,000
CiL	£1,406	£1,406
Professional Services (NDP, GCS, Website)		£15,000
Infant Youth Club		£8,000

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, religion, age, gender, sexual orientation, political persuasion, profession, education, place or length residence, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

SGH (including pending £10k xfr)		£29,582.76
Tree Survey		£16,000
Total:	£106,406	£156,988.76
Account balance:	£149,431.00	£146,988.76 (NB pending xfr)
May Surplus:	£43,025.29	

Agenda items:

Foreword: Considerable projects and funding in consideration. Proposed to review alongside reserves allocation to limit future commitments and define grant application strategy to support further funding.

- 17.7.25.7.6 – Cemetery research + NDP, plot scoping across Parish £2,695 net (reserves professional services)
- 17.7.25.7.6 Grant applications:
 - Bowls Club £500
 - Brownies £500
- 17.7.25.8.2 Youth Club Provision extension for Infants Revised ~£20k annual including facilities.
- 17.7.25.8.3 Youth Club Games & Equipment fund £215 Considered from Adhoc rec funds
- 17.7.25.8.4 New Youth Club SLA sign off £20k/pa impact – (account for ROY from Reserves +Budget adjustment for FY 26-27)
- 17.7.25.13.2 NPD Survey Consultancy Quotation review £6,900 + 10% contingency = £7,600 (reserves professional services)
- 17.7.25.15 – SGH Car park proposals, consider provisional SGH reserves funds for POW to present to SGH £30k (net) phase 1

Budget Update:

15 July 2025 (2025-2026)

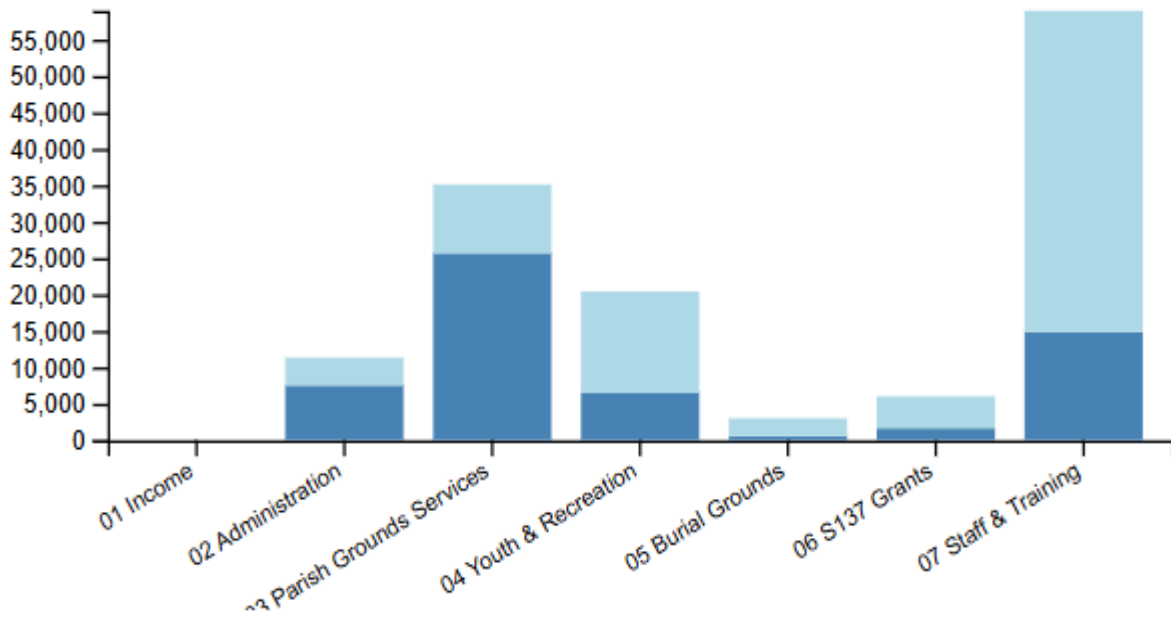
Blockley Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
01 Income	135,051.15	116,423.25	-18,627.90 (-13%)			0.00 (N/A)	-18,627.90
02 Administration			0.00 (N/A)	11,330.27	7,531.55	3,798.72 (33%)	3,798.72
03 Parish Grounds Services			0.00 (N/A)	35,112.40	25,681.39	9,431.01 (26%)	9,431.01
04 Youth & Recreation			0.00 (N/A)	20,410.00	6,541.62	13,868.38 (67%)	13,868.38
05 Burial Grounds			0.00 (N/A)	3,000.00	532.50	2,467.50 (82%)	2,467.50
06 S137 Grants			0.00 (N/A)	6,000.00	1,627.00	4,373.00 (72%)	4,373.00
07 Staff & Training		155.64	155.64 (15564%)	58,955.00	14,859.35	44,095.65 (74%)	44,251.29
NET TOTAL	135,051.15	116,578.89	-18,472.26 (-13%)	134,807.67	56,773.41	78,034.26 (57%)	59,562.00
Total for ALL Cost Centres		116,578.89			56,773.41		
V.A.T.					4,511.20		
GROSS TOTAL		116,578.89			61,284.61		

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, religion, age, gender, sexual orientation, political persuasion, profession, education, place or length residence, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

COST CENTRES - ACTUAL AND REMAINING

Payments ↻



Signed Chair: _____ Date: _____