



Blockley Parish Council Minutes

THURSDAY 20TH NOVEMBER 2025, 7PM, PAXFORD VILLAGE HALL

Meeting opened: 7.00pm

Present: Cllr & Chair Jon Bryan (JB), Cllr & District Cllr & Vice Chair Clare Turner (CT), Cllr Chris Leach (CL), Cllr Ellie Thorneycroft (ET), Cllr Andy Turton (AT), Cllr Chris Palengat (CP), Cllr Ian Cook (IC), Cllr Zoey Maull (ZM) County Cllr Tom Bradley (TB)

Apologies: Cllr Jez John (JJ),

Members of public: None

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, IC, CP on SGH Committee. JB consults part time for Gooding Group*
3. Public Participation – None
4. Resolved to approve the minutes of the Extraordinary Parish Council Meeting of 07.10.25 & Parish Council Meeting of 16.10.25. Unanimous
 1. Matters arising. See appendix 1
5. County & District Councillors' updates: see appendices 2&3
6. Finance: Cllr Bryan
 1. Resolved approve Finance Report for 11.10.25 – 13.11.25 including bank reconciliation for October 2025 & detailing all accounts held by the council as circulated and shared prior to meeting. Unanimous
 2. Resolved to approve Transactions for period 11.10.25 – 13.11.25 as shared prior to meeting. Unanimous
 3. Resolved to defer to January approval of contribution towards St George's Terrace handrail repair and replacement (Highways budget) **ACTION:** NH to add to Jan agenda to consider use of reserves
 4. Resolved to approve Budget for 2026-27 as shared prior to meeting including precept at £156,094. Agreed by majority
7. Youth & Recreation: Cllr Leach
 1. Received Youth Club report for October as shared prior to meeting
 2. Resolved to add Cllr Maull onto Y&R working group. Unanimous
8. Community: Cllr Turner
 1. Village Gate & Traffic flow locations discussed and agreed. **ACTION:** JB to share final list with NH to book & liaise with Glos Highways
 2. Section of road along Chapel Lane where water gathers **ACTION:** Set up Working party of volunteer Cllrs to dig out. CT to liaise to confirm date
9. Received an ESWG update: Cllr Turner
10. Received Planning update: Cllr Turton
 1. Received an update on NPS survey results & planning in general as shared prior to meeting. AT plans to progress to 'town halls' to share with residents by end of Jan. **ACTION:** AT to draft a response to CDC re Local plan and share w. council, this includes the mapping and the NPS survey results

21.30 ET left the meeting
11. Website & IT update: Cllr John
 1. Resolved to approve Draft Data Security Policy, as shared prior to meeting. Unanimous
 2. Received an update on progress of new website, training and overtime proposal as shared prior to meeting
 3. Resolved to approve 24hrs overtime for new website population as shared prior to meeting, ratified budget under reserves already allocated. Unanimous
 4. Resolved to approve 2FA and training proposal (included in Data Security Policy) as shared prior to meeting. Unanimous
12. SGH Matters update: Cllr Cook
 1. Received a report on costs associated with commissioning a Buildings Survey for SGH & Jubilee Hall. Council resolved to undertake SGH only at present. Unanimous.
 2. Received a report on costs associated with the commissioning of a Heat Loss Calculation of SGH & Jubilee Hall, resolved to undertake commission. Unanimous
13. Received a St George's Hall Management Committee update: Cllr Turner
14. Clerk's Highlights – as shared prior to meeting.
 1. Resolved to approve new wording for Highways sign for Bell Bank 'Not suitable for motor vehicles' **ACTION:** NH to advise Glos Highways
15. To receive Parish Councillors' reports on matters not on the agenda - None

Meeting Closed 22.00

Date of Next Meeting: Thursday 15th January 2026, Little Village Hall, Blockley 7pm

FINANCE REPORT

Bank: The bank was last reconciled to the 31st October

Current Account Balance: £67,891.34

Instant Access Account Balance: £157,866.75

Total: £225,758.09,

Adjusted Bank Balance considering unrepresented payments and receipts Total: £225,609.49

BPC Transactions Report 11.10.25 -14.11.25

14-Nov-25	B/P to: Stow Active Sports	Youth Club Contract	-£ 1,075.00	£ 52,336.71
14-Nov-25	B/P to: Draycott Mission	BPC Meeting Hall Hire from March 2025	-£ 123.00	
14-Nov-25	B/P to: Mrs NC Scott	Salary inc. backpay		
14-Nov-25	B/P to: Wright Signs	Signage for Bins	-£ 52.00	
14-Nov-25	B/P to: Charlotte Bullock	Salary inc. backpay		
14-Nov-25	B/P to: Mr Steven Woods	Salary inc. backpay		
14-Nov-25	B/P to: Paxford VH	Hall Hire	-£ 20.00	
14-Nov-25	B/P to: GAPTC	CILr Training	-£ 180.00	
14-Nov-25	B/P to: Louise Bowles	SpeedWatch Camera Data (VAT)	-£ 35.80	
14-Nov-25	Direct Debit (GOCARDLESS)	Payroll	-£ 59.94	
10-Nov-25	Direct Debit (NEST)	Staff pensions	-£ 788.16	
05-Nov-25	B/P to: Louise Bowles	SpeedWatch Camera Data 1yr	-£ 179.00	
05-Nov-25	B/P to: Bl LVH	Hall Hire Brownies	-£ 60.00	
05-Nov-25	B/P to: Bl LVH	Hall Hire	-£ 36.00	
05-Nov-25	B/P to: Vision 1 Research	NPS survey	-£ 4,320.00	
05-Nov-25	B/P to: R A Dunn	Paxford War Memorial Maintenance	-£ 45.00	
05-Nov-25	B/P to: Thomas Fox L'scape	Grounds contract	-£ 2,663.40	
05-Nov-25	B/P to: Glos P Fields Assn	Annual Membership	-£ 50.00	
05-Nov-25	B/P to: Cloudy Group Plc	Monthly IT fees Jicences	-£ 191.13	
05-Nov-25	B/P to: Bl Heritage Centre	Toddler Group	-£ 120.00	
05-Nov-25	B/P to: Bl Heritage Centre	Stretch & Balance	-£ 48.00	
05-Nov-25	B/P to: R A Dunn	Paxford War Memorial Maintenance	-£ 45.00	
05-Nov-25	B/P to: NALC		-£ 42.00	
05-Nov-25	Inward Payment - BBC STUDIOS PRODUCTIONS	Reimbursement of post reinstatement	£ 275.00	
31-Oct-25	Service Charge	Bank Fees	-£ 11.25	
30-Oct-25	COTSWOLD DC -AP	CIL payment	£ 163.18	
23-Oct-25	B/P to: Gooding Group Ltd	Report for SGH	-£ 1,500.00	
23-Oct-25	Direct Debit (HMRCSDDS)	PAYE	-£ 2,414.33	
20-Oct-25	Direct Debit (GRUNDON WASTE MANA)	Waste removal	-£ 65.69	
17-Oct-25	B/P to: CHTrust	Community Heartbeat - replacement defib supplies	-£ 318.00	
17-Oct-25	B/P to: Stow Active Sports	Youth Club Contract	-£ 1,177.50	
17-Oct-25	B/P to: NetWise UK	New Website	-£ 1,114.80	
17-Oct-25	B/P to: Mr Steven Woods	Salary		
17-Oct-25	B/P to: Mrs NC Scott	Salary		
17-Oct-25	B/P to: Thomas Fox L'scape	Additional work cemetery tree, stumps	-£ 540.00	
17-Oct-25	B/P to: Bl LVH	Hall Hire	-£ 36.00	
17-Oct-25	B/P to: Charlotte Bullock	Salary		
17-Oct-25	Direct Debit (ICO)	Info. Commissioners office annual fee	-£ 47.00	
17-Oct-25	Direct Debit (NEST)	Pensions	-£ 132.53	
16-Oct-25	Direct Debit (LLOYDS BANK PLC)	Bank charges	-£ 3.00	
14-Oct-25	Direct Debit (GOCARDLESS)	payroll	-£ 59.94	
13-Oct-25	ALLEN & SON LIMITE	Memorial income	£ 300.00	£ 78,150.57

Of note (*allocated to transfer from reserves when required)

Income:

- BBC income – finally reimbursed for the work to the damaged post £275
- CIL income - £163.18
- Allen & Son – Memorial £300

Expenditure:

- Backdated pay adjustments from remuneration and Payroll review
- NPS Survey 2nd Payment issued £4,320*
- SGH Carpark report submission completed, £1500 balance paid*
- Netwise Website Start up cost paid £1,114.80*
- T.Fox Cemetery Tree Stumps ground out £540
- Missing VAT from Speed camera annual service charge (software) expensed £35.80
- ICO annual renewal of £47

Notes on Agenda items:

20.11.25.6.4 - Budget Proposal FY 26-27

Many projects are underway which look set to deplete reserves, these need restoring.

Additional costs and staffing burden with higher amount of councillors achieving more for the Parish.

Increased commitment for infant youth club.

Broader alignment and potential investment in assets such as SGH.

Increased demand for professional fees and development of the Neighbourhood plan to implement guardrails on future development where government funding for such expensive plans have been removed.

Continued commitment to invest in our staff remuneration and pensions where CFY budgeted for 6months only of Administrative assistant vs full year budget.

Gorunds contract locked in.

Father Brown Confirmed £4k Commitment. Other income not budgeted

Expenditure projected to increase 19%. Proposed 18% increase on precept from £132,051 to £156,094.

Impact across ~1600 households, totals additional £15.03/year per household noting District level relief support available for those in need.

Detailed summary by cost centre & budget code included as Excel file with this Finance Report

	Receipts		Payments	
	Budget 25-26 FY	Proposed 26-27	Budget 25-26 FY	Proposed 26-27
01 Income	£ 135,051	£ 160,094		
02 Administration			£ 11,330	£ 22,406
03 Parish Grounds Services			£ 35,112	£ 36,612
04 Youth & Recreation			£ 20,410	£ 30,118
05 Burial Grounds			£ 3,000	£ 3,000
06 S137 Grants			£ 6,000	£ 6,000
07 Staff & Training			£ 58,955	£ 61,958
Totals	£ 135,051	£ 160,094	£ 134,808	£ 160,094

20.11.25.6.3 – St.George’s Terrace Hand rail contribution (corrected should be £5k – defer to January, Agree in principle)

20.11.25.10.3 – Website population, overtime budget up to £1,000, propose to annexe as part of Reserves Personnel fund

20.11.25.11.1 – PPM Survey for Jubilee & St George’s Halls £1,200 net per property

20.11.25.11.2 – Heat Loss Calculation for Jubilee & St George’s Halls £400 net per property

NB: presently circa £2k of professional fees balance across reserves & budget for CFY. For January to consider reallocation of Reserve funds with conclusion on Pension provision review.

CFY Budget Update – Pending reserves transfers:

19 November 2025 (2025-2026)

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

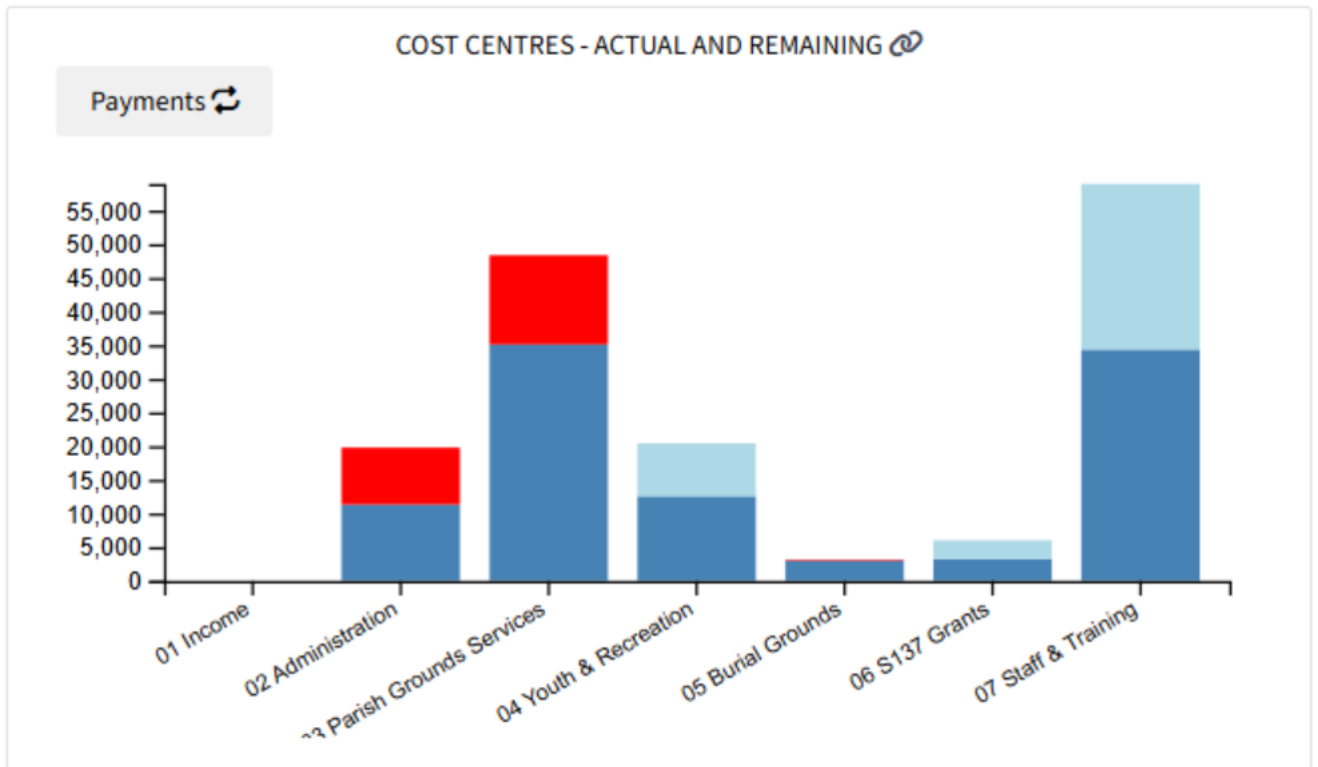
Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
01 Income	135,051.15	160,869.01	25,817.86 (19%)			0.00 (N/A)	25,817.86
02 Administration			0.00 (N/A)	11,330.27	19,783.57	-8,453.30 (-74%)	-8,453.30
03 Parish Grounds Services		360.00	360.00 (36000%)	35,112.40	48,354.11	-13,241.71 (-37%)	-12,881.71
04 Youth & Recreation		271.00	271.00 (27100%)	20,410.00	12,578.95	7,831.05 (38%)	8,102.05
05 Burial Grounds			0.00 (N/A)	3,000.00	3,152.50	-152.50 (-5%)	-152.50
06 S137 Grants			0.00 (N/A)	6,000.00	3,192.00	2,808.00 (46%)	2,808.00
07 Staff & Training			0.00 (N/A)	58,955.00	34,353.69	24,601.31 (41%)	24,601.31
NET TOTAL	135,051.15	161,500.01	26,448.86 (19%)	134,807.67	121,414.82	13,392.85 (9%)	39,841.71
Total for ALL Cost Centres		161,500.01			121,414.82		
V.A.T.					11,793.27		
GROSS TOTAL		161,500.01			133,208.09		

(Transfers from reserves to be itemised as receipts under cost centres to aid end of year reporting)

CFY Budget Update – Pending Voucher allocation review and reserves transfer.

Cost centre overview (pending voucher allocation review and reserves transfer of £25k: £11k

Administration/professional fees, £14k tree works)



Signed Chair : _____ Date: _____