



Blockley Parish Council Minutes

THURSDAY 18TH SEPTEMBER 2025, 7PM, LITTLE 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 Jez John (JJ), Cllr Chris Palengat (CP), Cllr Ian Cook (IC). County Cllr Tom Bradley (TB), Zoey Maull (ZM) co-opted

Apologies: None

Members of public: 3

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 (now IC), CP & ET on SGH Committee*
3. Public Participation – 1. *Resident raised issue of **road by Lower Brook House**; 1 disabled parking space but often cars and vans parking in front creating a safety issue on blind and narrow bend. **ACTION: TB** to discuss with Highways road-marking deterring parking there.* 2. *Resident raised issue of **Russell Spring**; CT has queried with Environment Agency. TB advised it was Glos. County Council who raised the issue due to reports of illness and arranged tests and reported 5 springs lead into aquifer. It is cordoned off with signage warning do not drink. **ACTION: TB** contacting Thames Water to clarify various issues eg when tested, how often? location of aquifer/s. GCC looking at options to treat or looking at heritage style railing to prevent access. BPC preferred aim is to classify as drinking water. Resident had commissioned a report and 3 samples taken on 3rd September, test results showed: generally very good water, no cryptosporidium in the water **ACTION: create a Russell Spring Working Group comprising members TB & CT & CL & CML(resident) to liaise and clarify following; location/s of aquifer/s; was this a contamination event?; is it rectifiable?; establish clarification of ownership and report back. **ACTION: resident** to share report with working group.***
4. Resolved to approve the minutes of the Parish Council Meeting of 17.07.25 by majority
 1. Matters arising see appendix 1
5. County and District Councillors' updates
 1. County Cllr update see appendix 2
 2. District Cllr update see appendix 3
6. Resolved to approve co-option of Zoey Maull as Councillor. Unanimous
7. Finance: Cllr Bryan
 1. Resolved to approve Finance Report for 12.07.25 – 12.09.25 including bank reconciliations for July & August 2025 & detailing all accounts held by the council as circulated and shared prior to meeting. Unanimous
 2. Resolved to approve Transactions for period 12.07.25 – 12.09.25 as shared prior to meeting. Unanimous
 3. Resolved to approve Grant Awarding Policy & Grant Application Form approved and delegated authority to NH to re-word where necessary. Unanimous **ACTION: NH** to review & publish
 4. Resolved to approve Grant Applications from a) LVH for replacement curtains £1000, unanimous, b) Draycott Mission Warm Spaces for £350, unanimous c) Council reviewed reduced cost on steps for Bowls Club and resolved to keep grant at £500, unanimous **ACTION: NH** to advise recipients
 5. Resolved to approve funding LVH Hall Hire for Brownies £740 approved by majority **ACTION: ZM & NH** to liaise re this
8. Youth & Recreation: Cllr Leach
 1. Received Y&R update good start to infant attendance, will have more data for next meeting **ACTION: CL** full report Oct meeting
 2. Received a Summer Camps update & access issue. **ACTION: JB** to set up a meeting with BSSC to discuss
9. Community: Cllr Turner
 1. Received an update on Blockley Fair. Positive feedback on event. Next year date 14th June. £700 profit (equates to similar funding from BPC)
 2. Received a Speed Watch update and ratified joining GCC Community 20s and Safer Roads initiative.
 3. Received an update on Parish Villages entrance gates **ACTION: ALL Cllrs** to feed back to CT potential locations
 4. Received an update on Community Resilience/Emergency Plan (including Martyn's Law) **ACTION: Create working group; NH, IC, ZM, CT** to create provisional plan for Jan 26. **ACTION: NH** will send out information to working group members
 5. Received an update on Councillor Advocacy Scheme (Police update), shared crime prevention tips, Speeding updates, Staffing issues
10. To receive an ESWG update: Cllr Turner

1. Received an update on Russell Spring. c/f Resident participation above
 2. Explore signage on no mow area **ACTION: CT & NH** to liaise
 3. ESWG to meet to discuss Biodiversity consultation and bring back info to Oct Meeting. **ACTION: ESWG** to meet
 4. Water Testing update **ACTION: CT** to liaise with NH to order
11. To receive a St George's Hall Management Committee update: Cllr Turner
1. Resolved to approve Cllr Cook replacing Cllr Bryan as BPC rep on SGH Committee. Unanimous
 2. Received an update on SGH Insurance for hall increased. Admin issues, bank signatories etc. Plan to create a working group for specific for quotes. & grants. There will be some urgent things due to upgrade. This highlights the need to work collaboratively with BPC on significant projects. Building will need some work. Management Cttee, proposed to open to wider population and residents, events group? Specific items needed for SGH mgr. Management Cttee. meeting next week.
- 21.34 ET left the meeting**
12. Received a Burials update: Cllr Leach
13. Received a Personnel update: Cllr Palengat **ACTION: CP** to convene a Personnel meeting next week to finalise and agree outstanding issues
14. Planning: Cllr Turton
1. Received an update on NPS progress, current response rate reasonable although late landing due to PO issues. NH has got agreement from Café & Shop to place some A5 Flyers in there to remind/encourage residents to complete the survey. CP will create flyers and distribute to Northwick Trading Est, Draycott Business Park, The Crown & Gt Western Arms, JB will share at school. **ACTION: CP** to create flyer, **NH** to arrange printing (1500) **ALL** to door drop.
 2. Current planning applications as circulated & shared prior to meeting were reviewed **ACTION: CT** to feedback to CDC thanks that Planning applications are being progressed in a timely manner.
 3. AT is in comms with Tim Gwiliam re affordable housing.
 4. Fire Service College potential relocation option to Paxford Brick Works **ACTION:AT** to investigate further
15. New Website: Cllr John
1. Received an update on progress **ACTION: JJ** to present full update and overtime plan at Oct meeting
16. To receive an update on EV charging: Cllr Cook.
1. Reviewed GCC plans/options for on-street EV charging around the parish 4 chargers **ACTION: IC** to confirm to locate charging points outside Lady Northwick House in Blockley.
17. Clerk's Highlights – as shared prior to meeting.
18. To receive Parish Councillors' reports on matters not on the agenda JB raised approach from owner of Coach House issue to add to agenda for Oct meeting. **ACTION: NH**

Meeting Closed 21.59

Date of Next Meeting: Thursday 16th October, Draycott Mission 7pm

FINANCE REPORT See page 3

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

Current Account Balance: £58,403.41

Instant Access Account Balance: £156,988.76

Total £215,392.17

Adjusted Bank Balance considering unpresented payments and receipts Total: £215,138.57

Transaction report

BPC Transactions 12.07.25-12.09.25

12Sep2025	Direct Debit (NEST)	Pensions	-155.25	49652.28	
11Sep2025	B/P to: PKF Littlejohn	AGAR fees	-504	49807.53	
11Sep2025	B/P to: Bl Heritage Centre	Hall Hire Stretch & Balance	-36	50311.53	
11Sep2025	B/P to: Stow Active Sports	Equipment	-125	50347.53	
11Sep2025	B/P to: BL sport Utilities	Summer Camps Hire	-250	50472.53	
05Sep2025	B/P to: Cotswold Active	Summer Camps	-790	50722.53	
05Sep2025	B/P to: Cloudy Group Plc	Monthly IT Contract	-184.08	51512.53	
05Sep2025	B/P to: Thomas Fox L'scape	Grounds Contract August	-2801.4	51696.61	
05Sep2025	B/P to: Vision 1 Research	Community Engagement Questionnaire	-4140	54498.01	
05Sep2025	B/P to: R A Dunn	Paxford War Memorial	-45	58638.01	
05Sep2025	B/P to: Cotswold Building	Replacement Drain Cover for SGH	-68.24	58683.01	on behalf of SGH
05Sep2025	B/P to: Jon Bryan	STORAGE TRUNKS for Archiving	-86.4	58751.25	
05Sep2025	B/P to: Jack Williams	Replacemnt Fence for Paxford Play area	-560	58837.65	
03Sep2025	St Georges Hall	STGH MP Inv 1977 Credit	360	59397.65	
03Sep2025	St Georges Hall	INV 700BPC Credit	210	59037.65	
03Sep2025	St Georges Hall	STGH MP INV 2070 Credit	205	58827.65	
03Sep2025	St Georges Hall	STGH MP INV 2023 Credit	150	58622.65	
03Sep2025	St Georges Hall	STGH Manhole cover Credit	68.24	58472.65	
01Sep2025	BLOCKLEY HERITAGE SOCIETY	Annual Rent	1	58404.41	
31Aug2025	Service Charge		-10.65	58403.41	
21Aug2025	B/P to: Chris Leach	Churchyard Post repair	-330	58414.06	BBC invoiced
21Aug2025	B/P to: Treteech	Tree works as per Survey	-9972	58744.06	
21Aug2025	B/P to: Chris Leach	Manhole Cover replacement	-210	68716.06	on behalf of SGH
21Aug2025	B/P to: Tree Tech	Tree Works as per Survey	-747	68926.06	
21Aug2025	B/P to: Chris Leach	Cemetery Wall Repair	-300	69673.06	
20Aug2025	Direct Debit (GRUNDON WASTE)	Waste removal	-92.38	69973.06	
18Aug2025	Direct Debit (LLOYDS CORP C)	80000026679111629	-3	70065.44	
14Aug2025	B/P to: Mark Penfold	SGH INV1977	-360	70068.44	on behalf of SGH
14Aug2025	B/P to: Mark Penfold	SGH INV 2023	-150	70428.44	on behalf of SGH
14Aug2025	B/P to: Mark Penfold	SGH INV 2070	-205	70578.44	on behalf of SGH
14Aug2025	B/P to: Charlotte Bullock	SALARY BPC			
14Aug2025	B/P to: Mrs NC Scott	BPC AUGUST SALARY			
14Aug2025	B/P to: Mr Steven Woods	BPC AUGUST SALARY			
14Aug2025	Direct Debit (GOCARDLESS)	Payroll Contract	-59.94	74032.42	
14Aug2025	Direct Debit (NEST)	Pensions	-155.27	74092.36	
12Aug2025	B/P to: Cloudy Group Plc	Monthly IT Contract	-184.08	74247.63	
08Aug2025	B/P to: Bl Heritage Centre	Hall Hire Stretch & Balance	-60	74431.71	
08Aug2025	B/P to: Bl Heritage Centre	Hall Hire Toddler group	-85	74491.71	
08Aug2025	B/P to: Gooding Group Ltd	SGH review of Car Park design and recor	-900	74576.71	
08Aug2025	B/P to: Peridot Digital Lt	Stationery/Printer Paper	-63	75476.71	
08Aug2025	B/P to: Thomas Fox L'scape	Grounds Contract July	-2801.4	75539.71	
08Aug2025	B/P to: Tree Tech	TreeWorks as per Survey	-630	78341.11	
08Aug2025	B/P to: Andy Turton	Expenses for NPSmeetings	-39.39	78971.11	
05Aug2025	BANBURY MEMORIALS	LINGARD	75	79010.5	
31Jul2025	Service Charge		-9.9	78935.5	
30Jul2025	B/P to: Thomas Fox L'scape	Additional Grounds Work cutting Hedge at Paxford for Paxfest	-331.2	78945.4	
30Jul2025	B/P to: Stow Active Sports	Youth Contract July	-726	79276.6	

Of note (*=reserves allocated for xfr when balance required)

- Payments made on behalf of SGH whilst without bank access & now repaid.
- Burial memorial income £285
- T.Fox Paxford green hedge cut £331.20
- Dry stone wall repairs £300 cemetery, £330 Churchyard (BBC recharge)
- Summer camps & facilities hire £1040
- PKF littlejohn AGAR £504
- Survey costs £4140*
- SGH car park works partial payment £900 *
- Tree Tech Survey Works £630*
- Jubilee annual rent income £1

Agenda items:

- 18.9.25.7.3 Grant policy and application form – CT pending
- 18.9.25.7.4a LVH replacement curtains grant £1000 (<33%) – whilst fire safety requirement, considered thermal improvement?
- 18.9.25.7.4b Draycott Mission warm spaces £350 (85%)
- 18.9.25.7.4c Bowls club reduced stair costs, £804 reduced to £665.50 (-17% or £138.5), considered review of July awarded £500?
- 18.9.25.7.5 Ratify BPC funding Brownies (out with of grant ref. July meeting) £740 ad-hoc youth
- 18.9.25.7.13 Personnel – Renumeration preview. Budget committed for cost centre head room to factor in pensions review, pay review (NB NALC is back dated award). Excel overview details budget provision for CFY +extra over for Assistant clerk & MO pensions, consider reserves from PFY allocated for staff not utilised (subject to surplus).

- 18.9.25.7.15 Overtime – requirement not yet calculated to ascertain budget/reserves impact.
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Budget Update:

17 September 2025 (2025-2026)

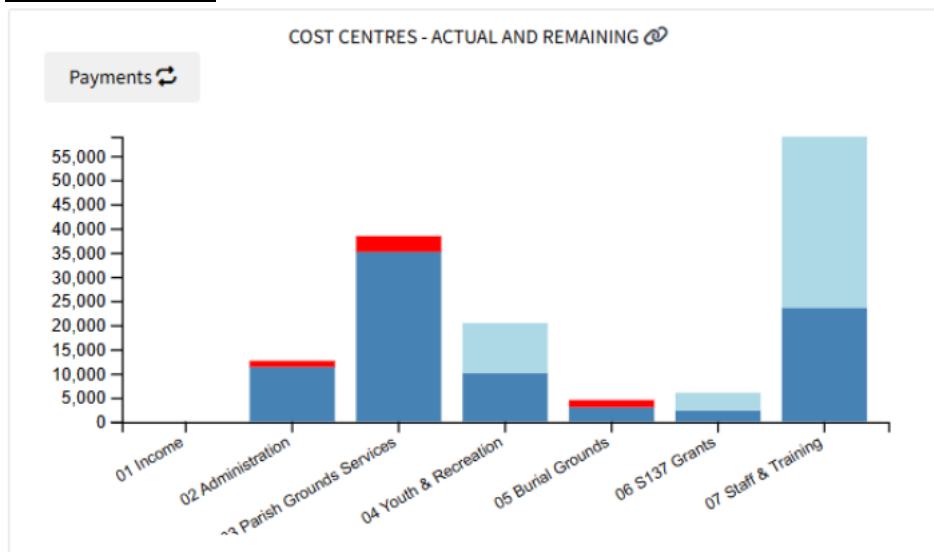
Blockley Parish Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
01 Income	135,051.15	121,910.66	-13,140.49 (-9%)			0.00 (N/A)	-13,140.49
02 Administration			0.00 (N/A)	11,330.27	12,594.38	-1,264.11 (-11%)	-1,264.11
03 Parish Grounds Services			0.00 (N/A)	35,112.40	38,391.52	-3,279.12 (-9%)	-3,279.12
04 Youth & Recreation			0.00 (N/A)	20,410.00	10,061.62	10,348.38 (50%)	10,348.38
05 Burial Grounds			0.00 (N/A)	3,000.00	4,492.50	-1,492.50 (-49%)	-1,492.50
06 S137 Grants			0.00 (N/A)	6,000.00	2,342.00	3,658.00 (60%)	3,658.00
07 Staff & Training			0.00 (N/A)	58,955.00	23,609.44	35,345.56 (59%)	35,345.56
NET TOTAL	135,051.15	121,910.66	-13,140.49 (-9%)	134,807.67	91,491.46	43,316.21 (32%)	30,175.72

Total for ALL Cost Centres	121,910.66	91,491.46
V.A.T.		9,050.54
GROSS TOTAL	121,910.66	100,542.00

Income –£13,140vs budget with 33K of precept left to be issued, NB 7.1k of refunded VAT included.

Cost centre overview



Adjusted net spend position factoring reserves allocation pre-xfr (funds expended from current account position)

Payments	Budgeted	Actual	Variance		Revised actual	Revised variance	
02 Administration	£ 11,330	£ 12,594	-£ 1,264	-11%	£ 8,169	£ 3,161	28%
03 Parish Grounds Services	£ 35,112	£ 38,392	-£ 3,279	-9%	£ 19,290	£ 15,823	45%
04 Youth & Recreation	£ 20,410	£ 10,062	£ 10,348	51%	£ 10,062	£ 10,348	51%
05 Burial Grounds	£ 3,000	£ 4,493	-£ 1,493	-50%	£ 783	£ 2,218	74%
06 S137 Grants	£ 6,000	£ 2,342	£ 3,658	61%	£ 2,342	£ 3,658	61%
07 Staff & Training	£ 58,955	£ 23,609	£ 35,346	60%	£ 23,609	£ 35,346	60%
Totals	£ 134,808	£ 91,491	£ 43,316	32%	£ 64,254	£ 70,553	52%

EARMARKED RESERVES	July 2025 Update	Spent	Balance Sept 25
Churchyard Wall re-build	£20,000		£20,000
Land Acquisition	£32,000		£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	£4,425	£10,575
Infant Youth Club	£8,000		£8,000
SGH	£29,583		£29,583
Tree Survey Works	£16,000	£13,869	£2,131
	£156,989	£18,294	£138,694

Signed Chair : _____ Date: _____