

**The Bourtons Parish Council**  
**Draft Minutes of the Council meeting held in the Community Centre**  
**Thursday September 10th, 2026, at 7.30 pm**

1. **In attendance:** Cllr Upton, (Chair), Cllr Johnson (Vice-Chair), Cllr Beales, Cllr Martin, Mrs Pheasey (Clerk) and Mr Bowen (Assistant Clerk for planning).
2. **Apologies:** Cllr Duckworth, Cllr Brooks
3. **Declarations of interest** Cllr Johnson confirmed that his term as school governor has ended.
4. **Public Participation session** – 2 members of the public were in attendance.
5. **Minutes** -The Minutes of the previous Council meeting July 2026 were received and approved.
6. **Rights of Way**
  - a. Stanwell Lane footpath – there had been reports of a large branch overhanging the path. This will be investigated and reported.
7. **Highways**
  - a. Speedwatch - five sessions have been completed over the summer with 43 vehicles recorded speeding. The council expressed their thanks to the group for their work.
  - b. Salt bins - new salt is being ordered to fill the bins up ahead of winter.
  - c. The Give Way markings at the Chapel Lane/Spring Lane turn in Little Bourton are no longer visible so will be reported to get them repainted.
8. **Planning**
  - a. New applications – 26/01758/CLUE Barnstones caravan site. The council agreed to send a letter prepared by Mr Bowen for clarification as there were two separate applications.
  - b. Decisions – 26/00519/PIP – Land to the rear of Mole End & 26/00022/REF Land west of Foxden Way – Appeals dismissed against refusal.
9. **Defibrillators**
  - a. Battery replacements. The old units are showing 75% battery life left, new ones will be sought however there was a guarantee on the previous batteries so the suppliers will be contacted to see what they can do.
10. **Playgrounds and public spaces**
  - a. Cllr Martin will discuss the RoSPA yearly report for the Little Bourton Park with Cllr Duckworth to get the repairs actioned.
  - b. GB park lease renewal - we have had confirmation that the lease can be extended by 3 months while a discussion is held with the landlord.
  - c. Garners field monies and transfers are progressing and we are awaiting confirmation of Hayfield House signature and responses to outstanding issues.
  - d. The Little Bourton notice board was repaired as the glass had fallen out of the frame.
11. **Allotments**
  - a. Castle Water – the Chair and Clerk are still trying to arrange a phone call with Castle Water to sort out the historic issues.
12. **Village Hall and Community Hall**
  - a. Village Hall lease – The Chair is still chasing this.
  - b. The front porch of the Community Hall has been repainted. This had been showing wear and tear and had had sticky tape put on there. The council will arrange to have some small hooks put up so balloons etc. can be tied up to avoid anything being taped/stuck to the frame and doors to help keep it in a good condition.
13. **Finance and Admin**
  - a. To receive and RESOLVE to accept the FIN REP and bank recon for the month and authorise the requested payments. The ones in excess of £100 are: August: SW Services (July mowing) £782.75, RoSPA (playground inspections) £285.60. September: Payroll (2 employees) £1,690.50, LB notice board repairs £443.93, external audit fee £283.50 and R Twynham (repainting CH porch) £380.
  - b. External Audit report. This was received and reviewed.
  - c. Mrs Ong was welcomed to the meeting to discuss the ongoing finances for printing the Broadsheet. She highlighted the need for the regular donations and advertising used to cover the monthly printing costs. The council will look out for any grants that are available to help as well as making sure there is a provision for this in next year's budget. The council thanked Mrs Ong for all her hard work in preparing it each month.