Randwick and Westrip Parish Council
Minutes of the meeting of the council held at Cashes Green School at 7.15 pm on Thursday June 19th 2025.

Present
Councillors

Rob Davies
Elisabeth Newman
Jo Boldero
Nick Lythgoe
Petronella Tyson (from 7.20)
Alun Davies (from 7.25)

1/6/25 ***Apologies:*** *Cllrs Mike Woods and Barry Chapman: reasons approved by the council. Also County Cllr Patient and District Cllr Edmunds.*

2/6/25 ***Public forum:*** *There were four parishioners present and County Cllr Craig Horrocks. No matters were raised.*
3/6/25 ***Declarations of interest in items on this agenda****: None.*

4/6/25 ***Minutes:*** *The minutes of the annual meeting of the parish council held on May15th were approved and signed by the chairman.*

5/6/25 ***Annual Parish Meeting:*** *Cllrs noted the minutes of the Annual Parish meeting held on May 15th 2025.*
At the meeting parishioners had raised a number of queries about road safety which the council had followed up with GCC Highways:-

20 mph repeater signs in the 20mph zone: A parishioner had asked whether these small signs could be replaced by full-size signs; GCC had explained that repeaters could not be 600mm but had to be smaller.

A parishioner had asked for signs saying "Walkers in the road" to be sited either side of the church gate: GCC considered that the existing pedestrian signs near the church and the SLOW markings highlighted that there were pedestrians in the roadway and would not add more signage.

A parishioner had asked for traffic calming measures such as speed bumps to be placed along Church Road / Gloucester Road: GCC had a dedicated team that looked at data annually and prioritised locations and safety improvements accordingly. Currently GCC policy didn't consider animal injuries and fatalities, and the site didn't score highly enough to receive funding for safety improvements.

6/6/25 ***Co-option:*** *Nobody had put themselves forward for co-option.*
Action: *The Clerk to advertise again in The Randwick Runner.*

7/6/25 ***Report from the Officer of the Council:*** *Cllrs noted the contents of the clerk's report.*
The average band D council tax for England was £92.22, up by 7.4%. The parish band D was £31.81.
Action: *The clerk to compare interest rates for one of the council's investments.*

8/6/25 ***Correspondence****: Cllrs noted the correspondence listed in the clerk's report. A parishioner had asked whether the council would accept a donation from the WI of bleed kits to be placed in the defibrillator cases in the parish. The council agreed to consider this at the next meeting.*
Action *The clerk to ask Randwick School if it would keep a kit in its defibrillator.*

9/6/25 ***Chair & Vice- Chair succession to GCC lease:*** *Cllrs Rob Davies and Jo Boldero confirmed their succession and liability under the lease of part of the playing field from GCC.*

10/6/25 ***Questions from councillors:***
Cllr Rob Davies asked whether the WI were planning to plant vegetables for the community in 'The Little Skylarks Garden' by the village hall and suggested to WI members present that they might qualify for a grant from GCC's Climate Action Fund.

Cllr Tyson spoke about damage caused in Ash Lane by a large vehicle and asked whether a sign warning that the lane was not suitable for wide or heavy lorries.
Action: *The clerk to contact GCC Highways.*

Cllr Alun Davies reported that there was a pile of wood behind the shipping container on Randwick Playing Field used by The Wap Committee.
Action: *The clerk to ask the committee to tidy it.*
Cllr Davies also reported that vehicles were being driven across the village green to park by the picnic tables by the social circle. Cllrs discussed whether notices would be effective.
Action: *The clerk to put a notice in The Randwick Runner and on The Randwick Gateway asking parishioners not to drive over the village green, which was a criminal offence under the 1988 Road Traffic Act.*

11/6/25 ***District and County Councillors' reports****: County Cllrs Patient and Horrocks and District Cllr Edmunds had sent written reports.*
Cllr Horrocks commented on some of the issues in his report. Following the elections councillors were settling into their new roles and there was limited activity to report. He spoke about current plans for local government re-organisation and a new task force for removing debris from roadworks. He explained that debris left after roadworks and uncollected signs and cones could be reported via GCC's 'Fix My Street' web page or via the county councillors. Cllr Horrocks and Patient would send the council joint monthly reports.
Action: *The clerk to put a notice in The Randwick Runner.*

12/6/25 ***Planning:***
a) Planning applications:

S.25/0934/HHOLD - Four Valleys Westrip - Installation of external insulation with timber cladding & erection of side lean-to extension – no comment.

The council had been notified that the planning authority had made a Tree Preservation Order (TPO/0611) at Humphreys End House. The parish council had no comments on this matter.

Noted:
Consent - S.25/0821/TCA – Myrtle Cottage, The Lane - T1 Beech - Fell. T2 Beech Reduce height by 2.5m

Refusal - S.25/0594/TPO – Mallaig - T1 Sycamore – Fell

b) Community Speedwatch: *Following the Annual Parish Meeting there were four volunteers to undertake training to form a group.*
Action: *The clerk to contact GCC to register a group and to advertise for more volunteers.*

13/6/25 ***Finance:***
a) Bank reconciliation: *Cllrs considered the bank reconciliation for May.*

b) Internal Auditor's report: *The auditor had made four recommendations.*

1 ***Code of Conduct*** *- That council's code of conduct should be published on the council's website:* ***actioned.***

2 ***Bank reconciliations:*** *That the bank reconciliations be reformatted to show how the cash book balance was arrived at and opening or closing balances detailed when references were made to bank reconciliations in the minutes.*
Action: *The clerk to do this.*

3 Internal controls: *That it was best practice to publish the policy on the website.*
Action: *The clerk to do this.*

c) Request for funding: *A request for funding had been received from the group which had made the social circle/boules pitch at Randwick Playing Fields to fund a shortfall in costs. The council did not agree that the delayed start to the project was due to the council querying the extent of consultations with parishioners and parish organisations. After discussion the council resolved against funding the shortfall. The chairman suggested that the group could apply for a grant in the autumn.*

d) Defibrillator: *£626 had been raised at a quiz night at The Vine Tree Inn and donated to the council towards the cost of a defibrillator. Cllr Lythgoe would investigate available models of defibrillator and recommend one for the council to buy.*

14/6/25 ***Environment:***
a) Overflow parking area at Randwick Playing Field: *At the Annual Parish Meeting the council had been asked whether it had any plans for repairing or replacing the Bodpave surface. Cllrs discussed the current condition of the surface.*

Action: *The clerk to ask the company which had supplied the surface to send someone to report on its condition and a timescale for replacement.*
Also to ask the contractor who had installed the surface if he had some spare grids.
Cllrs discussed whether the council's reserves should be increased to cover future costs after receiving a report.

15/6/25 ***Annual review of council documents:***

a. *Cllrs reviewed and approved the council's procedures and documents for complying with GDPR.*
b. *Cllrs reviewed and approved the council's arrangements for risk management.*
c. *Cllrs reviewed and approved the council's complaints procedure.*
d. *Cllrs reviewed and approved the council's procedures for handling requests under the FOI Act 2000 and DP Act 1998.*
e. *Cllrs reviewed and approved the council's policy for dealing with the press and media and the protocol on filming and recording meetings.*
f. *Cllrs reviewed and approved the council's code of conduct.*
g. *Cllrs considered the new NALC model standing orders as adapted to the parish council's circumstances.*
   Resolved: *To adopt the new standing orders.*
h. *Cllrs considered the new NALC model financial regulations as adapted to the parish council's circumstances.*
   Resolved: *To adopt the new financial regulations.*
i. *Internal Financial Controls. Cllrs reviewed and approved the revised Internal Financial Controls.*
j. *Cllrs reviewed and approved the council's investment policy.*
k. *Cllrs reviewed and approved the council's policy for financial reserves,*
l. *Delegation arrangements to employees: Cllrs confirmed the powers delegated to the clerk as stated in the Financial Regulations: 'Contracts for works or services or purchases of goods and materials up to £500 excluding VAT may be authorised by the RFO.'*
m. *Grants policy: Cllrs reviewed and approved the policy.*
n. *Committees and working parties: The council had no standing committees. The Council would appoint working parties with specific remits as required.*
o. *Representatives to outside bodies: The council nominates three trustees to The Randwick Charities to serve for four years. Current trustees nominated by the council, Emma Cunningham, Franca Giampa and Elisabeth Newman, would serve until 2026.*
   Cllr Alun Davies to continue to represent the parish council on the Randwick Village Hall &Playing Fields Committee.
p. *Council's and employees' membership of other bodies: The council reaffirmed the necessity of the council's membership of the GAPTC, The Open Spaces Society and the CPRE and the clerk's membership of the SLCC and ALCC.*
q. *Payment of subscriptions falling to be paid annually:*
   Resolved: *To pay the annual subscriptions to GAPTC, The Open Spaces Society, Parish Online, the CPRE, and to pay for the clerk's membership pf the SLCC and ALCC*

r. *Property inventory and asset register: cllrs reviewed and approved the asset register.*
s. *Deeds: The deeds were available for inspection.*
t. *Chairman's Allowance: Cllrs confirmed the allowance for 2025/26 was £100.*
u. *Dates and times of ordinary meetings of the Council for the ensuing year:* ***Resolved:*** *To meet monthly, alternating between Randwick Village Hall and Cashes Green School, if available, on the third Thursday of each month at 7.15 pm.*

16/6/25 ***Items delegated to the Clerk and items for the next agenda:*** *As above.*

17/6/25 ***Orders for payment:***

Stroud Bookshops Ltd	*Prizes for children's competition*
HSBC	*Bank charges to April 29th*
CR Signs Ltd	*Road safety signs*
C Curtis	*June monthly contract payment & expenses*
B Parsons	*June salary less tax due in the 1st quarter*
HMRC	*Tax due in the 1st quarter*
O2	*Mobile phone 12 June – 11 July*

18/6/25 Next meeting: Thursday July 17th at Randwick Village Hall.

The meeting closed at 8.35 pm.