

MINUTES OF A MEETING OF WINCHCOMBE TOWN COUNCIL HELD AT ABBEY FIELDS COMMUNITY CENTRE, BACK LANE, WINCHCOMBE AT 7.30 PM ON WEDNESDAY 6 MAY 2026.

PRESENT:	Mr J Mason (Chair)	Mr M Lennard	Mr D Tarling	
	Ms S Sturgeon (Vice Chair)	Mr S Maughan	Mr R Wakeford	
	Mr D Gray	Mr R Parker		
	Mrs G Madle	Mr B Rose		Clerk /Admin Officer

1. TO RECEIVE NOMINATIONS AND APPOINT A NEW CHAIR OF FULL COUNCIL. Cllr J Mason was thanked for the past years’ service as Chair. Cllr S Sturgeon proposed Cllr J Mason, seconded Cllr D Gray. Carried unanimously.
2. TO RECEIVE NOMINATIONS AND APPOINT A NEW VICE CHAIR OF FULL COUNCIL. Cllr J Mason expressed thanks to Cllr S Sturgeon for her work over the last twelve months. Cllr J Mason proposed Cllr S Sturgeon, seconded Cllr D Gray. Carried unanimously.

PUBLIC PARTICIPATION PRIOR TO MEETING COMMENCING. None.

3. TO NOTE APOLOGIES. Cllrs D Chandler, R Stone and K Woodward.
4. DECLARATIONS OF INTEREST. None.
5. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS;
 - a) PLANNING COMMITTEE HELD ON 1 APRIL 2026. Proposed Cllr S Sturgeon, seconded Cllr S Maughan, carried unanimously.
 - b) FULL COUNCIL HELD ON 1 APRIL 2026. Proposed Cllr J Mason, seconded Cllr D Tarling, carried unanimously.
 - c) PARKS AND CEMETERIES COMMITTEE HELD ON 29 APRIL 2026. Proposed Cllr S Maughan, seconded Cllr S Sturgeon, carried unanimously.
6. TO RECEIVE MATTERS ARISING FROM PREVIOUS MEETING. None.
7. TO RECEIVE AN UPDATE FROM GLOUCESTERSHIRE COUNTY COUNCIL.

‘Stronger Futures’ at Shire Hall

We launched our strategy to modernise, protect vital services and cut costs at the council. The programme will overhaul how the council operates, using new technology, tighter financial controls and a more efficient structure to deliver millions in savings allowing money to be spent where it’s needed most. Communities, roads, health provision, the list goes on. We are incredibly proud of this programme; it’s about doing things differently. We are being proactive, investing in efficiencies and ensuring every pound is spent in the best possible way to support our residents.

Highways

Network safety, potholes and the post-winter backlog

- Safety defect volumes still high but now decreasing and we are around 25-30% down from the peak last month. Teams are working hard to prioritise and get round to repair everything.
- There are now 2 x Dragon Patcher machines working across the network – one on helping to get safety defects fixed, and one on Find and Fix locations. The Roadmender operations also start in early May. Both operations will help to make an impact on the network over the dryer, summer months.
- The Find and Fix operations this year will also include a patching gang to be able to tackle larger repairs alongside the other works.
- AI cameras are being trialled to enhance safety inspections; early results are looking positive for carriageway defects, with an anticipated report back to Highways Board in Summer 2026.

- Grass cutting will be starting in May – programmes being finalised currently but will be published on website as soon as they are available – safety cut will be first (junctions/bends/rbts).
- Support being provided by highways to Police on RAF Fairford traffic management

Resurfacing and planned maintenance

- Resurfacing programme mobilising well, with 188 sites currently programmed for 2026/27, data-led but geographically spread across the county.
- See this webpage for details and map <https://www.gloucestershire.gov.uk/resurfacing/>

Safer Roads and Community 20s programme

We passed a Cabinet report that demonstrates how locations will be prioritised, how communities will be involved and how decisions will be made as the programme is rolled out across the county. We also confirmed the first locations to move into public engagement, starting with Cirencester, Preston and Siddington. Read more about prioritisation and future roll out in the report here -



<https://glostext.gloucestershire.gov.uk/documents/g12175/Public%20reports%20pack%20Wednesday%2022-Apr-2026%2010.00%20Cabinet.pdf?T=10>

This was one of our key manifesto commitments and we are incredibly happy to see it come to fruition. The amount of road casualties our county experiences is far too high and we are fully committed to reducing this through safer roads.

Local Growth Plan

Cabinet passed the Local Growth Plan 2025-2035 on 22 April. It unites all seven councils behind a single economic strategy for the first time ever.

The plan sets out a strategic vision focused on developing sectors where Gloucestershire already has competitive advantages over other counties such as:

- Secure Technologies and Digital
- Agri-Tech
- Advanced Engineering and Manufacturing
- Energy Transition and Low Carbon Innovation

It focuses on growth that people can actually feel rather than just stats that look good on paper, there is a serious delivery plan and clear method of being held to account.

For more information, the Cabinet report can be found here -

<https://glostext.gloucestershire.gov.uk/documents/g12175/Public%20reports%20pack%20Wednesday%2022-Apr-2026%2010.00%20Cabinet.pdf?T=10>

Be Water Aware campaign

Gloucestershire Fire and Rescue Service is running its annual Be Water Aware campaign from Monday 27 April to Sunday 3 May highlighting the ongoing and preventable risk of accidental drowning. Between 2019 and 2024, 1,602 people across the UK lost their lives in accidental drowning incidents. Of these, 56 per cent occurred in inland waters such as rivers, lakes and reservoirs.

We are working with partners across Gloucestershire to promote water safety, including community engagement activities and water safety education.



For more information and advice visit - <https://www.gloucestershire.gov.uk/glosfire/your-safety/safety-outdoors/water-safety/>

Fire and Rescue Service Community Risk Management Plan 2026 2030

We passed our new community risk management plan for the Fire and Rescue Service. This lays out how we will allocate resources and implement strategies to mitigate identified risks effectively. This is a modern, forward-looking plan that sets out how we will prevent emergencies where we can, protect people and places where risks exist, and respond quickly and effectively when incidents do happen.

Primary School Places

98 per cent of pupils have been offered a place at a school of their choice. Parents and carers who applied online should have received an email on 16 April confirming their school place, which they will be invited to accept online.

Those who did not apply online will receive a letter detailing the place offered and the reasons for it. This letter will be specific to each child.

Cotswold canal restoration

We invested £1 million into replacing Walk Bridge near Whitminster as part of a partnership with Stroud District Council. Replacing Walk Bridge will support our wider economic and climate goals by connecting the canal sections, improving active travel routes, strengthening green infrastructure and helping deliver long-term biodiversity and environmental improvements.



Trading Standards enforcement

Gloucestershire Trading Standards have carried out a targeted project over the past month to check whether local shops are following the law on price marking, as set out in the Price Marking Order 2004.

Officers visited 61 stores across Gloucester, Cheltenham, Tewkesbury, Dursley, Stroud, Stonehouse, Cirencester and the Forest of Dean.

Anyone who is concerned about pricing or possible non-compliance can email tradingstandards@gloucestershire.gov.uk or visit the Trading Standards website at <https://www.gloucestershire.gov.uk/trading-standards/>

Lydbrook Bridge

We are working with Herefordshire Council on next steps for Lydbrook Bridge in the Forest of Dean. The bridge remains closed due to safety concerns, as the temporary scaffolding providing pedestrian access since 2016 has now reached the end of its safe working life.

We are working hard to secure funding for a long-term, sustainable solution that balances safety, heritage and value for money. In the meantime, the existing scaffolding will be removed for safety reasons, and options under consideration include retaining and repairing the current structure or potentially delivering a new bridge in keeping with the surrounding area.



ew Assistant Chief Fire Officer

We have appointed Mick Berry as its new Assistant Chief Fire Officer (ACFO). He joins GFRS from Northamptonshire Fire and Rescue Service, where he has spent 28 years working across a wide range of operational and leadership roles.



Cllr D Gray asked if there were further plans for EV Chargers. Public chargers scheme is now complete, private chargers may be introduced at a later date dependant on National Grid capacity.

Cllr J Mason raised Barnmeadow Rd, utilities road repairs have sunk badly. Cllr Agg suggested meeting to review it in person.

Cllr S Maughan asked about drainage on Sudeley Hill, Fix My Street states the issue is resolved but it hasn't been. Cllr Agg will liaise with Highways Officer Jacob Cotterill and arrange a meeting with Cllr S Maughan.

Cllr R Wakeford wished to thank Gloucestershire County Council Highways for recent resurfacing near Stanton.

- 8. TO RECEIVE NOMINATIONS FOR COMMITTEES AND WORKING GROUPS. Councillors to contact the Clerk should they wish to make any changes.

Committees

Community	Finance & Assets	HR	Parks & Cemeteries	Planning & Housing
Matt Lennard	Gemma Madle	Sue Sturgeon	Matt Lennard	Sue Sturgeon
Robert Stone	Darren Tarling	Darren Tarling	Robert Stone	Stuart Maughan
Sue Sturgeon*	Richard Wakeford	Russ Parker	Sue Sturgeon	Richard Wakeford*
Gemma Madle	Jim Mason	Darren Chandler*	Stuart Maughan*	Darren Chandler
Darren Tarling	David Gray*	Jim Mason	Russ Parker	Kiaya Woodward
Richard Wakeford			Jim Mason	Ben Rose
Jim Mason			Ben Rose	
Ben Rose				
David Gray				

Working Groups

Highways					
Darren Chandler*	John Smith				
Darren Tarling	Mike Wynne				
David Gray	Peter O'Sullivan				
Richard Wakeford					
Stuart Maughan					

Other

Community Policing Councillor Advocate		Leisure & Tourism Stakeholders Group (External group)	
Cllrs to be notified of meetings as and when they arise and whoever is available to attend		Rebecca Clay (TBC)*	Mary Powys (Sudeley)
		Richard Wakeford	James Cretney (Sudeley)
		Claire Johnson (Retail Assoc)	Jim Mason
		Ben Rose	Guy Warner (Retail Assoc)
		Sheila Talbot (Walkers are Welc)	Paul Hazel (Town Trust)
		Sue Sturgeon	Ruth Robinson (Museum)

9. TO RECEIVE NOMINATIONS FOR REPRESENTATION ON OUTSIDE ORGANISATIONS.

	Councillor	Councillor	Councillor
Retail & Tourism Association	R Wakeford	S Sturgeon	
Winchcombe Primary School Association of Governors	Confirm with school no longer needed		
Winchcombe Sports Hall Association	G Madle		
Abbeyfields Community Centre Management Committee	S Sturgeon		
Winchcombe Royal British Legion	J Mason	R Parker	
GALC	R Wakeford		
Gloucestershire Market Towns Forum	R Wakeford		
Winchcombe Flood Action/Emergency Plan Action Group	All Members		
Walkers are Welcome	J Mason		
Winchcombe Radio	R Wakeford		
Winchcombe Town Trust	D Gray		
Isbourne Catchment Group	R Wakeford		
Safe Avon	R Wakeford		
Winchcombe Sports Hub	D Tarling		

Cllr M Lennard offered to represent the council at meetings of the Abbeyfield Community Centre Borad of Trustees if required. Clerk to confirm.

10. TO REVIEW AND APPROVE THE INSURANCE RENEWAL DOCUMENTATION FOR 2026-27.

Proposed Cllr R Wakeford, seconded Cllr G Madle, carried unanimously.

11. TO RECEIVE AN UPDATE FROM THE HIGHWAYS WORKING GROUP.

Update from recent meeting:

- 20s Plenty Scheme – as Winchcombe is not included in Gloucestershire County Council first phases, so not for 3-4 years. No consultation will take place on this for now. Community communication to be agreed and shared. Clerk to draft and share plan with Highways Working Group.
- Other actions were discussed including, safety outside Abbey Primary School. Gloucestershire County Council Highways Officer Jacob Cotterill will carry out a site visit to assess. Circa 80 letters have been received from pupils in support of safety measures being introduced.
- HGV signage is now complete.
- Parking enforcement much more visible over last few months.
- TRO work to be completed – Highways Officer to provide update
- VAS data highlights than circa 85% drivers are within speed limit at the Littleworth location.
- Evesham Rd poor quality of resurfacing was raised with Gloucestershire County Council Highways, and this has now been addressed.

12. TO APPROVE THE HEADS OF TERMS FOR THE LEASE OF THE OLD BOYS SCHOOL, 8 GRETTON ROAD, WINCHCOMBE GL54 5EE.

Cllr G Madle stated that the Heads of Terms are not quite at the point of approval yet. Susie provided an update that the delay is that an agreement has to be put in place with Sports Hall and GCC for shared use terms and obligations. A meeting has been held between the parties, a draft agreement is soon to be circulated and then, once confirmed, the HoTs will come before WTC for approval. Cllr J Mason expressed thanks for the work being done by the team.

13. TO CONSIDER THE FINAL INVOICE FROM TEWKESBURY BOROUGH COUNCIL REGARDS TO THE TOURIST INFORMATION CENTRE.

Cllr J Mason explained that the closure of the TIC by Tewkesbury Borough Council, left a final invoice for the last year of trading. WTC has always contributed to the costs of running the TIC and the final year's invoice has been contested due to complications with inclusions that WTC are not responsible for. Andy Saunders of TBC has been investigating and has come back to WTC with a final invoice. Cllr S Maughan proposed that the final figure of £29,333.89 be paid, seconded Cllr D Gray. A vote was held with 4 in favour, 3 against and 2 abstentions. Proposal carried.

14. TO REVIEW AND ADOPT THE FOLLOWING POLICIES:

- a) TREE SAFETY MANAGEMENT POLICY
- b) PUBLIC COMPLAINTS PROCEDURE
- c) SAFEGUARDING POLICY

Cllr G Madle asked that the Old Boys School be included in introductory paragraph once the facility is online for WTC. Proposed Cllr S Maughan, seconded Cllr G Maughan, carried unanimously.

15. CIRCULARS AND CORRESPONDENCE.

NALC	NALC events Chief executive's bulletin - 23 April 2026 NALC events NALC events Chief executive's bulletin - 9 April 2026 Chief executive's bulletin - 2 April 2026
TBC	Celebrated authors and historians to headline first-ever Tewkesbury History Festival Views wanted on draft Film Classification Policy New Cemetery Viewer app helps residents connect with local heritage Mayor's marathon challenge to support local charities Vistry hands over Bishop's Cleeve community centre to Tewkesbury Borough Council Celebrated authors and historians to headline first-ever Tewkesbury History Festival Have your say on a new taxi and private hire penalty points scheme

 --

Dear Members,

You will be pleased to read that the land below has now successfully transferred to Tewkesbury Borough Council from a developer (Taylor Wimpey).

This land known as The Hillcrest development Winchcombe or locally as The Dell has come to us through an existing planning obligation under the planning agreement. This links the other open space land adjacent to the North Pennylands estate which is already in Tewkesbury Borough Councils ownership.

The land consists of mainly trees, hedges, footpaths, balancing pond and a small area of grass.

	<p>Dear Councillors</p> <p>Please find attached a redacted copy of a street trading application that is required for the stalls that undertake street trading as part of the main event.</p> <p>If you have any relevant comments please respond by 20th May 2026.</p> <p>Street Trading Application - Redacted.pdf Site plan - street trading application.docx</p>
GCC	<p>Aspire Foundation, GCC and The Children's Society are hosting 3 events over the next few weeks across the borough - an opportunity for you to learn more about the family and youth hubs commissioned by GCC.</p> <p>The events are also an opportunity for local grassroots organisations to share the amazing work that is delivered for children, young people and families across the borough and provide insight on gaps and challenges to shape priorities for future locality commissioning pots.</p> <p>All events will be the same and you have the option to book and attend the one which is most convenient for you:</p> <ul style="list-style-type: none"> • Wednesday 6 May - Brockworth Community Centre, GL3 4ET (<i>Conference/Training room upstairs</i>) 9:30am-11:30am • Wednesday 13 May - Tewkesbury Youth Hub, Link Rd, Tewkesbury GL20 5JQ 9:30am-11:30am • Monday 1 June - Southam Village Hall, GL52 2NS 9:30am-11.30am <p>Please display a copy of the poster - in your parish offices, community/village hall, sports centre, school, club and community setting.</p> <p>Forward on to organisations that work and or deliver services for children, young people, and families in the borough.</p> <p>And promote on your social media platforms to raise awareness.</p> <p>Book via the QR code on the attached poster or the link provided - Tewkesbury Community Partnership Events – Fill in form</p> <p>If you are unable to attend or would like further information, please email admin@aspirefoundation.org.uk</p>
Rural Services Network	<p>The Rural Bulletin - 28 April 2026 You're Invited! RSN Seminar: Rural Transport The Rural Bulletin - 21 April 2026 The Rural Bulletin - 14 April 2026 The Rural Bulletin - 8 April 2026 RSN Rural Funding Digest - April 2026 Edition</p>
Your Community Alerts	<p>A male dressed all in black wearing a multi-coloured scarf wrapped around his head as a face covering has been seen smashing the rear door of a property to gain access. The male has then been seen leaving the property with a pillowcase and then being picked up by a black Audi A4. It is not known at this time what has been stolen. The Hyde, Winchcombe. At approximately 14:50hrs on 02/04/2026. Incident 243 of 02/04/2026.</p>
GRCC	<p>National Lottery funding for councils Upcoming Events For Councils</p>
Gloucester Constabulary	<p>Public Information Points (PIP)at the Fire station.</p> <ul style="list-style-type: none"> - Sunday May 31st from 12 until 3pm. Hopefully this will catch all the families that are out and about that day as it's not a workday for most of them. - Thursday June 11th from 5-30 until 7-30pm, so I can catch people after work as well and have a good natter with them. I understand that there are Girl Guides, Beavers and Scouts in the Winchcombe area, hopefully I can catch some before they attend their classes/groups.

Benefact Group	2026 Charity Support - Save the dates
Safe Avon	Annual update April 2026 - Safe Avon.docx River Avon CSO spills 2025 (1).docx
Winchcombe Parish	<p>Reminder – Maintenance day (including assistance to EcoChurch churchyard activities) of St Peter’s Church Winchcombe to give it a good scrub up on the morning of Saturday 9 May</p> <p>We shall meet inside St Peter’s from 9.00am onwards for an explanation of the day starting at 9.30am.</p> <p>The aim will be to finish around 1.00pm but clearly if you need to leave earlier, or arrive later, that's fine.</p>

16. ACCOUNTS FOR REPORTING AND SETTLEMENT.

Proposed by Cllr S Maughan, seconded by Cllr D Gray that the accounts be settled and bank reconciliation signed off, carried unanimously.

Winchcombe Town Council

Accounts for Reporting 1-30 Apr 2026

Date	Description	Supplier	Total
INCOME			
09/04/2026	Bank Interest (Gross)	Lloyds Bank - Bus. Bank Instant	303.75
13/04/2026	Winchcombe Park Pump Track Deposit Refund	Clark & Kent Contractors	11,148.00
17/04/2026	HMRC - VAT Repayment	HMRC - VAT	42,161.98
20/04/2026	Memorial Fees	Cleevely Memorials	100.00
20/04/2026	Memorial Fees	Cleevely Memorials	100.00
27/04/2026	HMRC - VAT Repayment	HMRC - VAT	2,684.92
28/04/2026	Precept	TBC - Tewkesbury Borough Council	147,000.00
29/04/2026	Bank Interest (Gross)	Lloyds Bank Fixed Term Deposit Account	1,284.47
30/04/2026	Community Infrastructure Levy (CIL)	TBC - Tewkesbury Borough Council	3,525.75
EXPENDITURE			
01/04/2026	Public Toilet Electricity	Scottish Power	-135.05
02/04/2026	Community Grant	Winchcombe Park Run	-1,000.00
09/04/2026	Play Equipment Safety Inspections	The Play Inspection Company	-540.00
09/04/2026	Scribe Cemetery Subscription (2024)	SCRIBE	-58.80
09/04/2026	HMRC - Tax and NI	HMRC - Tax and NI	-1,235.70
09/04/2026	ReformIT Support	ReformIT	-501.60
09/04/2026	website maintenance	Peter Hampton	-80.00
09/04/2026	Civic.ly Subscription (2026)	Starboard Systems Limited	-121.20
09/04/2026	AFCC Room Hire	AFCC - Abbey Fields Community Centre	-24.50
09/04/2026	Photography	Smart Office Solutions (Cotswold) Ltd	-44.57
10/04/2026	NEST - WTC and Employees' Contributions	NEST Pension	-135.90
10/04/2026	NEST - WTC and Employees' Contributions	NEST Pension	-181.20
10/04/2026	Bank Service Charge	Lloyds Bank - Main Bus. Account	-8.50
13/04/2026	Mini VIPs Rental 2026-2027	AFCC - Abbey Fields Community Centre	-1,430.00
13/04/2026	Greening Group	Winchcombe Greening Group	-82.00
14/04/2026	Boiler Service	Gary Wills Gas Services	-162.00
15/04/2026	Telephone and Internet	Talk Talk (Office 'Phone & Broadband)	-78.79
16/04/2026	Water Supply	Water Plus	-83.60
17/04/2026	Community Grant	Winchcombe Green Town	-400.00
20/04/2026	Winchcombe Park Electricity	British Gas	-112.66
20/04/2026	Bank Service Charge	Lloyds Bank - Internet Bank Account	-8.50
21/04/2026	Grounds Recharge	GCC (Gloucestershire County Council)	-77.86
23/04/2026	CCTV Engineer	Clearway Fire and Security Limited	-268.80
23/04/2026	Boiler Pump Replacement	Gary Wills Gas Services	-380.83
24/04/2026	Staff Salaries		-3,960.60
27/04/2026	Insurance	James Hallam Council Guard	-114.86
27/04/2026	Insurance	James Hallam Council Guard	-13.79
27/04/2026	Office Supplies	Office Depot (Viking Raja Group)	-280.73
27/04/2026	Office Supplies	Office Depot (Viking Raja Group)	-90.27
28/04/2026	ReformIT Support	ReformIT	-148.17
29/04/2026	Photocopier	Tower leasing Ltd	-202.80
30/04/2026	Cemetery and playing fields maintenance	Ian Humphries	-1,200.00
30/04/2026	Cemetery and playing fields maintenance	Ian Humphries	-208.33
30/04/2026	Cemetery and playing fields maintenance	Ian Humphries	-40.00
30/04/2026	Cemetery and playing fields maintenance	Ian Humphries	-428.33
30/04/2026	Cleaning	Donna Clarke - A Star Cleaning	-1,126.67
30/04/2026	Cemetery and playing fields maintenance	Ian Humphries	-195.00
30/04/2026	Winchcombe Park Grounds Maintenance	Glebe Contractors	-1,553.55
30/04/2026	Legal Fees	Loxley Solicitors Limited	-504.00

PUBLIC PARTICIPATION. None.

Cllr J Mason welcomed new staff member Kim Hawley who has joined the team as Admin Support Officer. Kim will be working in the office on Monday, Thursday and Friday.

Meeting closed 8.59pm.