

**Acton Turville Parish Council Meeting
Monday 08 June 2026 at 7.00 p.m.**

Venue: Trinity School, Acton Turville

Councillors Present: Mr I Carter (Chair)
Mrs S Haddrell (Vice Chair)
Mrs S Smith
Mr M Studden (7-8.05 pm)

Parish Clerk: Mrs S Radford-Hancock

The Chair welcomed everyone to the meeting.

1. **APOLOGIES** – Cllr M Greggain, Becky Romaine (South Glos District Councillor)
Avon & Som Police

2. **DECLARATIONS OF INTEREST** – None

The meeting was suspended to hear from those present / or items received

3. **ITEMS FROM PARISHIONERS** –

- a. Parish Council copied into an email to SGC re potholes in village. Noted.

The meeting then resumed

4. **APPROVAL OF MINUTES OF MEETING 13 April 2026**

Minutes of the previous Meeting 13th April were proposed as correct by Mr Studden seconded by Mrs Smith and signed by the Chair.

5. **MATTERS ARISING (13.04.26)**

5:2a Website - Clerk to ask Mr Hutton Head Teacher for the password to use the school Wi-fi. Information received and noted.

5:2a GDPR - File version for website to be uploaded. ***Action: Clerk***

5:2b Councillors emails – has been resolved Mrs Smith can access her emails.

5:2c Policies – main Policies uploaded. Playing Field Policy to be added if not included. (Clerk)

6 Reports – Cotswold Warden. 4 people have applied – no results to date. Warden Hugo Thorman had been sent a list of Acton Turville Footpaths as requested.

7:g Playing Field Bin – details sent to Cllr Romaine but no response to date.

7:2d Playing Field Springy Animal – Moose to be painted. ***Action: I Carter***

7:2i Gate Catch – A new spring has been tried but we are still looking into this. ***Action: I Carter***

6. **REPORTS**

- o **SOUTH GLOS DISTRICT COUNCILLORS** – No Councillor present.

Special Expenses – Councillors are concerned and will be discussing this further. The introduction of the Special Expenses proposal would see responsibility for services currently undertaken by South Glos being delegated to Parish Councils with the precept increased to cover the cost. Being a small village the impact for Acton Turville will be minimal. Primarily being grass cutting and litter picking, but for larger parishes such as Kingswood the effect will be highly significant. Update next meeting. Parish Council awaits details on the Walk & Talk with the High Sheriff.

- **COTSWOLD WARDEN** – No representative present.

Hugo Thorman was helpful re an incident with a fallen tree over a footpath at Viners Lane which SGC has now cleared. Item closed.

- **WERN VILLAGE AGENT** – No representative present.

Article relating to hearing loss received.

Date of next WERN Meeting 14th July @ 14:00 location to be advised.

- **ACTON TURVILLE TENNIS CLUB** – No representative present.

No details received re proposed re-surfacing of the Tennis Court.

- **AVON & SOMERSET POLICE** –

Report received. Two more reports of Violence Against The Person in AT.

Another recent case of vehicle theft (not in the report)

Do we need a Neighbourhood Watch Scheme? Discussed. This had been proposed some years earlier but did not take off. Suggest and agreed we float the idea on the Website and also in Local Talk Back to see what response we get. The Chair added we need to look out for one another. Actions: M Studden I Carter

7. PLAYING FIELD

7:1 Monthly Inspection – carried out by Chris Bennett – No major issues.

“It was noticed one of the ‘stepping stone’ wooden blocks have a part broken off it. Not a problem at the moment but it will leave a gap when more breaks off. Looking at some of the other stepping stones it is clear that the wood is deteriorating and not last much longer.”

Also, benches and seats need cleaning, moose needs a new coat of paint, surface compacted and latch on gate broken.

7:2 Equipment

- a. Rota Bounce Balance – Agreed to continue to monitor unit such time as the equipment was deemed to be unsafe and consider making arrangements for removal.
- b. Bolts on the swings – monitor chains during the monthly inspection.
- c. Goal Posts – rub down and painted with Hammerite.
- d. Springy Animals – Moose paint in spring. Action: IC
- e. Hedges, Vegetation & Strimming – on-going
- f. Matting – leave in situ for the time being.
- g. Playing Field Bin – details sent to Cllr Romaine. Still pending.
- h. Mower Annual Service – completed. Order raised & Invoice received. Item closed.
- i. Broken Catch – currently being resolved. Action: IC

8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

8:26 Community Speed Watch (CSW) – Recent report circulated for information.

8:29 Request for extended footpath – still on the Task Register - pending.

8:33 Overgrown Footpath - Burton Road – This has been cleared by SG. Item closed.

8:34 Speed of Farm Vehicles through the village – Email to Estate to be clarified and sent by the Clerk.

Action: IC

8:35 Fallen Tree – Viners Lane – actioned and resolved.

8:36 Railway Work – Letter sent by Network Rail to all residents informing them of forthcoming engineering works. There will be an opportunity to discuss the plans in more detail at an open meeting on Wednesday 10th June 4.30 to 6.30pm at Trinity School

8:37 Castle Combe – disruption from events. Action required? Draft to be sent to Clerk to forward
Action: IC

- 8:38 M4 Bridge – opening 19th June to pedestrians 20th June to cars
 8:39 Note: Burton Road will be closed for 1 day from Sunday 14 June.

9. PLANNING

9:1 APPLICATIONS – none

9:3 OTHER –

- a. Section 106 Notes/suggestions to be kept on file for future use.
- b. Meeting with Estate 22 June at 10:30 am. Venue to be confirmed. 3 Councillors attending.
- c. S106 and CIL proposals – outlined in email. Options to be discussed at a later date
- d. Meeting to be held and agree Local Plan. Pending.

10 FINANCE & ASSOCIATED ITEMS

10:1 ACCOUNTS

- a. Bank Statement – 2 cheques outstanding at end of month. No other issues.
- b. Payments – Waiting on GPFA Annual Subscription £50.
- c. VAT – New claim on-going
- d. Finance Report – due July 2026
- e. Bank Mandate – to be amended. Briefly discussed. It was explained more information was needed from Cllr Greggain. Changes had to be made firstly ‘on line’ then following any other updates / corrections it will be printed, signed by the Parish Council and then scanned and returned to the bank. Also noted to include new email contact address. Action: Clerk

10:2 ANNUAL AUDIT (AGAR)

- a. Audit documents – had been completed and uploaded to the website. The appropriate notice had also been drafted and displayed.

11. CORRESPONDENCE

Emails (briefly discussed) - majority already dealt with

- o Meeting with Badminton Estate – in hand
- o Fallen Tree Viners Lane – resolved
- o Special Expenses – various workshops etc – item to be discussed further.
- o Network Rail – work in Acton Turville – meeting at Trinity School 10 June – noted.

12. ANY OTHER BUSINESS

- a. Local Talk Back – Draft to be circulated.

13. AUTHORISED PURCHASES & SERVICES (over £50.00+) None

14. AUTHORISED PAYMENTS – (Under £50)

14:1 Mrs S Smith Plants for Notice Board & Thank you to T Tripp (Audit) Total: £49.63

(All Payments are approved by the Council at each meeting. Two signatures are required on all cheques. Two Councillors are required to authorise BACS payments on-line)

Payment method	Payee	Description	Amount
Chq. 300097	Mrs S Smith	Plants & Thank you for T Tripp (audit)	£49.63

15. DATE & TIME OF NEXT MEETING

**The next meeting of the Parish Council will be Monday 13 July 2026
Time: 7 pm Venue: Trinity School Acton Turville**

There being no further business the meeting closed @ 8.30 pm

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Councillors wishing to raise any particular issues at a meeting should, out of courtesy to other Councillors, kindly notify the Clerk seven days in advance of the Meeting in order that provision can be made on the published Agenda or included in the appropriate section of the published Agenda. Thank you
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Copy: Avon & Somerset Police

Signed

Dated