

Up Hatherley Parish Council: Minutes of the Parish Council Meeting

Venue: Village Hall, Cold Pool Lane
Date: Tuesday, 2nd September 2025 at 7.30 pm.
Present:

Name	Organisation	Role	Name	Organisation	Role
S. Bamford	UHPC	Chair	D. Willcox	UHPC	Councillor
P. Worsley	UHPC	Vice-Chair	S. Gutteridge	UHPC	Councillor
A. Ponting	UHPC	Councillor	A. Duignan	UHPC	Councillor
N. Holden	UHPC	Councillor	A. Goldsby	UHPC	Councillor
R. Whyborn	UHPC	Councillor			
A. Houlton	UHPC	Councillor	4 parishioners were present		
Vacancy	UHPC		K. Oakey	UHPC	Clerk

Apologies:

Name	Organisation	Role
J. Sankey	UHPC	Councillor
M. Ede	UHPC	Councillor
A. Bamford	UHPC	Councillor
J. Furley	UHPC	Councillor

No.	Item / Detail	Action
1.	The Chair welcomed all to the meeting and noted the apologies. The parishioners present raised queries in advance of the meeting, and these will be discussed under the appropriate headings on the agenda.	
2.	Declaration of Members' Interests Standing declaration: Cllr R. Whyborn Highways item due to his position at Gloucestershire CC on the Highways Committee There were no other declarations.	
3.	Minutes of the last Full Council Meeting held 1st July 2025 The minutes of the full meeting held 1 st July 2025 had been circulated. There were no updates needed and were agreed by all present. The Chair signed and initialled the pages.	
4.	Planning and Finance Standing Items: 1. Action Tracker, attached as Appendix A. There were a number of items that would not be discussed on the main agenda so were updated with latest position and updated on the tracker. In particular these included the following items: <ul style="list-style-type: none"> 209, Wall at Morrisons, the Clerk had chased again following the last meeting, however Ember Inns had confirmed it was not their responsibility following a site visit. They have passed to Morrisons so the Clerk will contact Morrisons and ask for an update. 	Clerk

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	<ul style="list-style-type: none"> 206, Crossing Sunnyfield Lane, B&Q have offered materials to refurbish the bench now that the footpath is completed. The Chair will liaise with them and asked for volunteers to assist with the repairs. It was agreed that we will not provide a donation to B&Q as the value of the good to be supplied is low, however we will send a Thank You via the Chair. <p>2. Planning Tracker, attached as Appendix B.</p> <p>i. Chargrove Lane</p> <p>Cllr Ponting informed the meeting that a field next to the cricket pitch along Chargrove Lane appears to have been cleared and so it looks like it is getting ready for building on. There is nothing on the Tewkesbury website to suggest this was the case. The Chair confirmed there was permission for refurbishment of the barns at Southpark, however she was not aware of anything else and this seemed to be in addition. There has also been some works previously by the gas company at the end of Sunnyfield Lane, which could have been related. The Clerk will follow up with Tewkesbury.</p> <p>ii. Lodge View</p> <p>The only application of concern this month is Lodge View, where the new house is looking to extend right up to the boundary. We have objected.</p> <p>3. Finance / Governance</p> <p>i. Payments list since last meeting</p> <p>Attached as Appendix C. The Chair reported that we had paid the contribution to the Youth Scheme at Brizen. Whilst it was going on she had attended and it appeared very well run and did seem to have children from the parish in attendance.</p> <p>ii. 2024/25 Audit Update</p> <p>Nothing received to date due to the additional interim audit taking place.</p>	<p>Chair</p> <p>Clerk</p>
5.	<p>Community Engagement</p> <p>1. Report</p> <p>Cllr Holden had nothing to report, other than to inform members that she will sort a date for the Christmas meal.</p>	
6.	<p>Footpaths and Open Spaces</p> <p>1. Open Spaces Report</p> <p>A walkaround took place on 2nd July with Karen, and the Chair has sent her the actions agreed from that meeting. The priority is the footpaths and a longer-term solution to the weed encroachment in Cheriton and Manor Park.</p> <p>2. Davallia site</p> <p>The plans have been received and circulated so we are just waiting for the works to start.</p> <p>3. Trees Fernleigh and Long Mynd</p> <p>A complaint has been raised by a parishioner again about the leaves and the safety of the trees. The Clerk has spoken to Cheltenham BC tree officers and they have offered</p>	<p>Clerk</p>

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	<p>to do an informal walkabout. The Clerk will email and copy in Cllr Willcox so that a date for this can be agreed.</p> <p>4. E-scooters These are proving a nuisance as they are left all over the place. Cllr Whyborn confirmed that they should be returned as if they aren't the user is billed, however this doesn't seem to be happening so they are just being dumped. It was suggested we write to the Director of Highways at GCC, so the Chair will do so.</p>	Chair
7.	<p>Police and Community Safety</p> <p>1. Crime Report Cllr Ponting presented the latest figures, presented at Appendix D. Cllr Ponting will follow up the situation with the PCSO's and also progress a cybercrime meeting.</p>	Cllr Ponting
8.	<p>Highways and Transportation</p> <p>1. Highways Report A meeting is still to be arranged with Gloucestershire's Highways, and at that point the list of issues will be progressed.</p> <p>2. Bus routes Following the public session on the changes to the bus routes parishioner comments have been mixed. A lot of the confusion seems to stem from poor consultation and information on the new routes from Stagecoach. It was agreed that Cllr Whyborn will provide some information he has which can be placed on the website. Concerns about Salisbury Avenue and lack of stops appears to simply be because the stops haven't yet been installed. The Chair will put together a response to Stagecoach and send around, however it will be clear that this will not take a stance either way.</p> <p>3. VAS Cllr Ponting has now taken over, and confirmed Heron Close had been changed to 20mph. He will liaise with Cllr Furley re the information requirements.</p>	Chair
9.	<p>Village Hall</p> <p>1. Report Cllr Gutteridge has now taken over as Chair of the group. He reported that the main window needs to be resealed and painted before the winter. The Clerk will obtain quotes.</p> <p>2. Charge points It was agreed that we add some information to our website to get these into wider community use. Use by hall users has been low, and so opening up to local neighbours may provide an uplift in income.</p> <p>3. Flagpole A request for the hall to have a flagpole has been received. It was agreed that now wasn't the right time for this, and we put up temporary flags for events such as the</p>	<p>Clerk</p> <p>Clerk</p>

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	<p>Coronation and Jubilee, so a permanent feature wasn't needed. Costs and planning and maintenance were sited as concerns.</p> <p>4. Thriving community's fund</p> <p>Following our unsuccessful bid to the GRCC, it was suggested we bid for funding from the Thriving community's fund. The Clerk will follow up.</p>	Clerk								
10.	<p>Communications</p> <p>1. Report</p> <p>The Clerk confirmed that the application for a gov.uk address, however this had been delayed. She has chased and been assured that it will happen this month.</p> <p>2. Record</p> <p>Cllr Worsley informed members that this was coming on well.</p> <p>3. Grant request</p> <p>A request for £700 has been received from Read with Me, which seemed too high considering our small pot of available funding. Funding 2 or 3 would be acceptable at around £300 limit, however before confirming with Read with Me the Clerk will check whether this covered solely Lakeside School or if it would be subsidising other areas. Once confirmed and all notified the Clerk will inform Read with Me.</p>	Clerk								
11.	<p>Date of next meeting</p> <p>4th November 2025 and C5 event 15th November 2025, the Chair also reminded all that there was a memorial in the hall at 12 on Sunday for Stuart Fowler and all were welcome</p> <p>.....</p> <p>4 November 2025</p> <p>Chair</p>									
12.	<p>Appendices:</p> <table><tr><td>A.</td><td>Action Tracker</td></tr><tr><td>B.</td><td>Planning Tracker</td></tr><tr><td>C.</td><td>Payments List</td></tr><tr><td>D.</td><td>Crime Figures</td></tr></table>	A.	Action Tracker	B.	Planning Tracker	C.	Payments List	D.	Crime Figures	
A.	Action Tracker									
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Appendix A

No.	Meeting Date	Minute ref	Item	Responsible	Progress	Status
90	05/09/2023	7.1	Farm Shop Car Wash site	AP	To maintain a diary of events for TBC	Open
128	06/03/2024	11	Youth Council	JS	JS has contacted the other PC's but no responses. Has followed up with Lakeside so will keep under review	Open
136	07/05/2024	14	Community day	JS		Open
178	07/01/2025	4.2.ii	Cheltenham Tree strategy - open spaces to discuss once received	OS WG	Follow up from meeting on 1st July, meeting to take place shortly	Open
196	04/03/2025	10.2	Provide photos / articles for Record	All		Open
199	06/05/2025	5.3.ii	Future review of AGS	Finance WG	Follow up from meeting on 1st July, meeting to be arranged.	Open
200	06/05/2025	5.3.vii	Future review of risk	Finance WG	Follow up from meeting on 1st July, meeting to be arranged.	Open
204	06/05/2025	7.3	Review results of work at Davalia Drive before making future decision on open spaces works	Chair		Open
210	01/07/2025	4.2.i	Broad Oak Way, how to make Crown more accountable	Cllr Sankey		Open
214	01/07/2025	8.1	Set up Highways Group meeting	Cllr Bamford		Open
216	01/07/2025	8.3	Walking Bus, explore re Lakeside School	Cllr Sankey		Open
217	01/07/2025	9	Source and fit outside tap at hall	Cllr Furley		Open
218	02/09/2025	4.1	Follow up repairs to wall at Morrisons	Clerk	Clerk has emailed Morrisons 03/09/2025	Open
219	02/09/2025	4.1	Bench refurbishment Sunnyfiled Lane	Chair	Chair to liaise with B&Q and councillors to refurbish the bench	Open
220	02/09/2025	4.2	Field along Chargrove Lane being cleared	Clerk		Open
221	02/09/2025	6.3	Trees Fernleigh and Long Mynd, arrange meeting with CBC Tree Officer	Clerk		Open
222	02/09/2025	6.4	E-Scooters, write to Director of Highways re concerns	Chair		Open
223	02/09/2025	7.1	Arrange cyber meeting	Cllr Ponting		Open
224	02/09/2025	8.2	Bus routes, write to Stagecoach with our concerns	Chair		Open
225	02/09/2025	9.1	Hall window, obtain quotes for repaint	Clerk		Open
226	02/09/2025	9.2	Charge points, advertise on website	Clerk		Open
227	02/09/2025	9.4	Submit bid to Thriving Community Fund	Clerk		Open
228	02/09/2025	10.3	Request further information re Read with Me grant application	Clerk		Open

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Appendix B

Address	Application Reference	Detail	Validated Applic. Rec'd by CBC	Status	UHPC Response
23 Justicia Way Up Hatherley	25/00704/FUL	: Proposed single storey rear extension.	06/05/2025	Granted	No obj
3 Barwick Road Up Hatherley	25/00812/FUL	Replacement of existing conservatory with single storey extension	22/05/2025	Granted	No obj
Manor View Chargrove Lane	25/00840/FUL	Single storey extension	30/05/2025	Granted	No obj
248 Hatherley Road Cheltenham	25/00768/FUL	Erection of a 1.90m high fence to the front of the property, on the inside of the existing hedgerow extending the current fencing	06/06/2025	Pending	No obj
304 Hatherley Road	25/00435/FUL	Construction of an outhouse in the rear garden to be used as a self-contained residential unit	10/06/2025	Withdrawn	
29 Timperley Way	25/00942/FUL	Single storey rear extension and front porch infill	18/06/2025	Granted	No obj
69 Wards Road	25/01010/FUL	Proposed single storey rear extension	01/07/2025	Granted	No obj
Lodge View Chargrove Lane	25/01051/FUL	Ground floor single-storey extension to existing dwelling to provide 1no. additional bedroom, bathroom, living room and storage space	09/07/2025	Pending	Objected
8 Meadow Lane	25/01193/FUL	Proposed garage conversion for study and single storey extension to rear of garage for utility space	08/08/2025	Pending	No obj
Hatherley Dental Practice 35	25/01166/FUL	Single storey rear extension.	11/08/2025	Pending	No obj
30 Harrington Drive	25/01298/FUL	Proposed single storey extension	20/08/2025	Pending	No obj
27 Haslette Way	25/01303/FUL	Install a replacement conservatory to rear of property	22/08/2025	Pending	No obj

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Appendix C

Date	Detail of Spend	Payee Name	Budget Area	Net Cost £
24/06/2025	Utilities	Waterplus	Village Hall	51.79
23/06/2025	Utilities	British Gas	Village Hall	62.45
30/06/2025	Utilities	BT	Village Hall	44.51
01/07/2025	Cleaning	Mrs Reay	Village Hall	235.56
07/07/2025	Utilities	British Gas	Village Hall	20.96
18/07/2025	Utilities	Hugofox gocardless	Running The Council	19.99
19/07/2025	Bank Charges	HSBC	Running The Council	5.00
21/07/2025	Loan	PWLB	Loan	2,647.50
22/07/2025	Utilities	British Gas	Village Hall	51.77
23/07/2025	Utilities	Waterplus	Village Hall	50.53
23/07/2025	Consumables	Bunzl	Village Hall	106.99
30/07/2025	Utilities	BT	Village Hall	44.51
02/08/2025	Cleaning	Mrs Reay	Village Hall	242.49
05/08/2025	Consumables	Morrisons	Village Hall	5.47
06/08/2025	Consumables	S. Gutteridge	Village Hall	3.99
09/08/2025	Utilities	British Gas	Village Hall	19.72
18/08/2025	Bank Charges	HSBC	Running The Council	5.00
18/08/2025	Utilities	Hugofox gocardless	Running The Council	19.99
20/08/2025	Contribution Youth	Springbank	R&C	2,000.00
20/08/2025	Cleaning	Hi Lo	Village Hall	21.00

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Appendix D

Monthly Crime Figures for Up Hatherley & Benhall											
	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Anti-social behaviour	18	13	20	21	21		7	16	16		20
Bicycle theft			1	2	3		2				4
Burglary	4	1	4	7	4		4	4	4		3
Criminal damage and arson	8	4	6	8	2		5	2	1		5
Other theft	5	6	3	4	4		8	2	7		4
Public order	3	4	1	5	5			5	2		4
Shoplifting	16	9	10	15	6		16	16	17		13
Vehicle crime	3	1	10	3	4		8	5	4		2
Violence and sexual offences	24	15	20	23	29		19	20	15		28
Other crime	2	2	3	3	2		1	1			1
Drugs			3	1	1		2	1	1		1
Theft from the person											
Robbery									1		2
Possession of weapons								1			
Totals:	83	55	81	92	81	69	72	73	68	84	87
OUTCOMES											
	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Other	18	13	20	21	21		7	16	16		20
Under investigation	30	17	35	34	27		39	30	35		50
Further action is not in the public interest											
Investigation complete No suspect Identified	25	15	14	21	17		16	16	15		7
Offender given a caution											
Unable to prosecute	8	8	7	12	5		7	8	4		8
Local resolution	1	2	3				2				2
Awaiting court outcome			1	2	1		1	1			
Suspect charged as part of another case				1							
Action taken by another organisation	1		1	1	10			2			
	83	55	81	92	81	69	72	73	70	84	87