

Up Hatherley Parish Council: Minutes of the Parish Council Meeting

Venue: Village Hall, Cold Pool Lane
Date: Tuesday, 07th July 2026 at 7.30 pm.
Present:

Name	Organisation	Role
S. Bamford	UHPC	Chair
P. Worsley	UHPC	Vice-Chair
A. Bamford	UHPC	Councillor
A. Goldsby	UHPC	Councillor
J. Furley	UHPC	Councillor
D. Willcox	UHPC	Councillor
S. Gutteridge	UHPC	Councillor
J. Sankey	UHPC	Councillor
Y. Doane	UHPC	Councillor

Name	Organisation	Role
VACANT	UHPC	Councillor
VACANT	UHPC	Councillor
VACANT	UHPC	Councillor
VACANT	UHPC	Councillor
K. Oakey	UHPC	Clerk
0 Parishioners		

Apologies:

Name	Organisation	Role
N. Holden	UHPC	Councillor
M. Ede	UHPC	Councillor
R. Whyborn	UHPC	Councillor

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No.	Item / Detail	Action
1.	Welcome The Chair welcomed all to the meeting and noted the apologies. As the weather was very hot the meeting would be kept as short as possible.	
2.	i. Co-options, The person who stood for borough election is still interested but unable to attend today. The Chair will meet with him and provide further information about the parish. ii. Declaration of Members' Interests None.	Chair
3.	Minutes of the last Full Council Meeting and Annual General Meeting held 19th May 2026 Approved, the Chair signed and initialled the pages.	
4.	Planning and Finance Standing Items: 1. Action Tracker, Appendix A Cllr Sankey confirmed that she had spoken to Malcolm about the bench, and he was asking about a contribution from the parish. It was agreed that she should go back and offer 25:75, and be prepared to do 50:50, with maximum cost looking to be around £1,500 making the PC commitment £750. It was suggested that we would want some text on the bench with reference to the parish council The Clerk updated regarding the repointing at the front of the hall. Three builders have been approached but to date none have provided a quote so the Clerk will chase again. Cllr Sankey updated re the community event to say CBC had no objections but had suggested some contacts for bouncy castles so she will follow this up. It was suggested we look at an August date and possibly speak to Charlton Kings PC as they often hold events on Grange Field. Cllr Gutteridge informed the meeting that he may have a buyer for the metal gates, so will come back when he has a firmer price. 2. Planning Tracker There is nothing controversial on the list, attached as Appendix B. 200 Hatherley Road is to demolish a bungalow, however it is not the derelict bungalow next door so uncertain why they want to replace with a house. The house would not be out of keeping with the local area so no grounds to object.	Cllr Sankey Clerk Cllr Sankey Cllr Gutteridge

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	The Chair asked what triggers us getting CIL money as to date we have only received for a development in Sunnyfield Lane. The Clerk will check with the planning team at the borough council. i. Community Governance review The papers have been circulated, and this is Stage 3. The papers show 2 options for the parishes split across Cheltenham and each was discussed and are shown in Appendix C. All were generally happy with either option, and did not have a preference. The area TD was discussed in more detail, and it was suggested our response should be that it makes more sense for this to be part of Up Hatherley rather than Leckhampton for the Option 2 map. There were discussions around the size of parishes and potential new responsibilities such as gully clearing and open spaces. To be able to do these effectively a larger size would be better, or joining up with neighbouring parishes to commission services would be a better option. The Chair circulated a flyer relating to Leckhampton with Warden Hill PC, as they are holding a public meeting on 8th July regarding the options. As this was taking place it didn't seem necessary for us to also hold an event, and all were encouraged to attend tomorrow. It was agreed that Cllr A. Bamford draft our response and circulate prior to the Clerk submitting. All were in agreement with this approach. It should be noted that the deadline is the 31st July, and all were encouraged to also submit an individual response as well. 3. Finance / Governance i. Payments List, attached as Appendix D ii. Q1 report including bank rec, attached as Appendix E	Clerk Cllr A. Bamford / Clerk
5.	Community Engagement 1. Report Cllr Holden was not present, however there was nothing of note. The Chair reported that the 2 o'clock club had been cancelled due to the hot weather, and as a result a communication list had been set up.	
6.	Footpaths and Open Spaces 1. Report Nothing to report other than cars parking on Coney Cree again, and an A board being put out by the car. Cllr A. Bamford will raise with highways. Cllr Doane raised an issue of a camper van being parked inconsiderably and blocking neighbours, and also parking on council owned grassed areas near Rothermere Close, Cllr A. Bamford will follow up with Highways. It was also suggested that this could be a police issue if it is creating an obstruction.	Cllr A.Bamford Cllr A.Bamford

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	2. Damage to trees Long Mynd and Fernleigh The Chair informed members that a roofing company had nailed advertising boards to trees on Long Mynd and Fernleigh. The Clerk had emailed them, and they removed the Fernleigh but have left the nails in the tree. A neighbour removed the Long Mynd sign. The Clerk has sought legal advice from GALC, but nothing has been received back to date. 3. Trees near to Ferndales Close The Chair has been approached about putting some trees on the edge of Salisbury Avenue and Caernarvon Road. There needs to be a site visit, but she is keen to support. Maintenance, especially watering was discussed, and it was suggested some sort of automatic system would be needed or a neighbour to ensure regular watering. Cllr Doane noted that the drainage by the open space near Rothermere was full of weeds and creating issues with seeds blowing onto people's gardens. It is CBC land, so the Chair agreed to speak to Malcolm.	Chair Chair
7.	Police and Community Safety 1. Crime Report, Appendix F Cllr Sankey provided her first report, and it was well received. Details of the local police team are included together with key priorities and actions. Crime stats are shown and a comparison given to neighbouring areas.	
8.	Highways and Transportation 1. Highways Report Cllr A. Bamford presented his report, attached as Appendix G. The use of a mirror opposite Hollis Gardens was discussed, and the possibility of locating on church land, however liability could be an issue. The Chair noted that the footpath to lakeside school is being repaired and it was suggested we request a ramp is installed to make it easier for prams. Danny Taylor is looking into costs and once we have these a contribution could be discussed. The Chair informed members that she and Cllr A. Bamford had been replacing the batteries on the VAS but due to the recent hot weather this has paused for a while.	
9.	Village Hall 1. Report The plumber is due Thursday re the taps in the gents. A new water butt is to be installed in the garden as these are proving very useful and no tapwater has been needed. The new window latches are proving a challenge, and the one window is very stiff and may need replacing at some point.	

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10.	Communications 1. Report Cllr Furley had nothing to report. 2. Record Cllr Worsley informed members that letters are due to go out in September. Other items: • Cllr Sankey asked if air conditioning could be installed at the hall. Cllr Gutteridge agreed to look into options and prices. • Cllr Gutteridge noted that he had spoken with Vision21 about the possibility of installing raised beds on open spaces in the parish, giving locals space to grow vegetables. He will follow up what is involved and options for siting.	Cllr Gutteridge																
11.	Date of next meeting • The meeting closed at 9.05pm and the next meeting will be 1st September 1 September 2026 Chair																	
12.	Appendices: <table><tr><td>A.</td><td>Action Tracker</td><td>E.</td><td>Q1 report including bank rec</td></tr><tr><td>B.</td><td>Planning Tracker</td><td>F.</td><td>Crime Report</td></tr><tr><td>C.</td><td>CGR Parish Maps</td><td>G.</td><td>Highways Report</td></tr><tr><td>D.</td><td>Payments List</td><td></td><td></td></tr></table>	A.	Action Tracker	E.	Q1 report including bank rec	B.	Planning Tracker	F.	Crime Report	C.	CGR Parish Maps	G.	Highways Report	D.	Payments List			
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C.	CGR Parish Maps	G.	Highways Report															
D.	Payments List																	

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Appendix A: Action Tracker:

No.	Meeting Date	Minute ref	Item	Responsible	Status
90	05/09/2023	7.1	Farm Shop Car Wash site	AP	Open
128	06/03/2024	11	Youth Council	JS	Open
136	07/05/2024	14	Community day	JS	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
248	06/01/2026	9.2	Review whether funding for new door - lottery funding claim submitted June 2026	Clerk	Open
255	19/05/2026	5.1	speak to household where inconsiderate parking is taking place on Greatfield Lane	Cllr Whyborn	Open
258	19/05/2026	7.2	Bench, speak to Malcolm	Cllr Sankey	Open
260	19/05/2026	10.1	Bricks repointing - quotes requested	Clerk	Open
262	19/05/2026	11	Community event	Cllr Sankey	Open

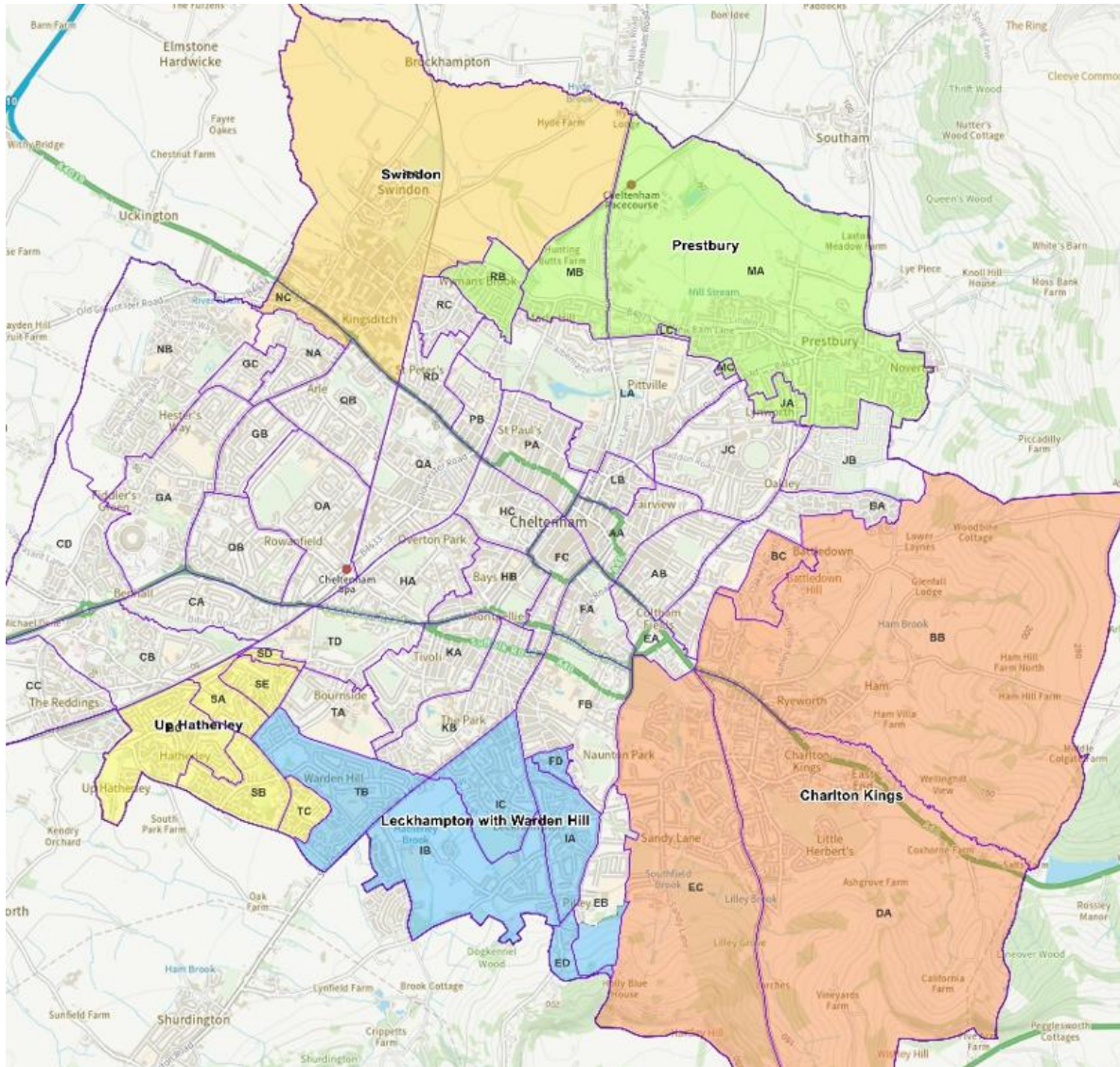
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Appendix B: Planning Tracker:

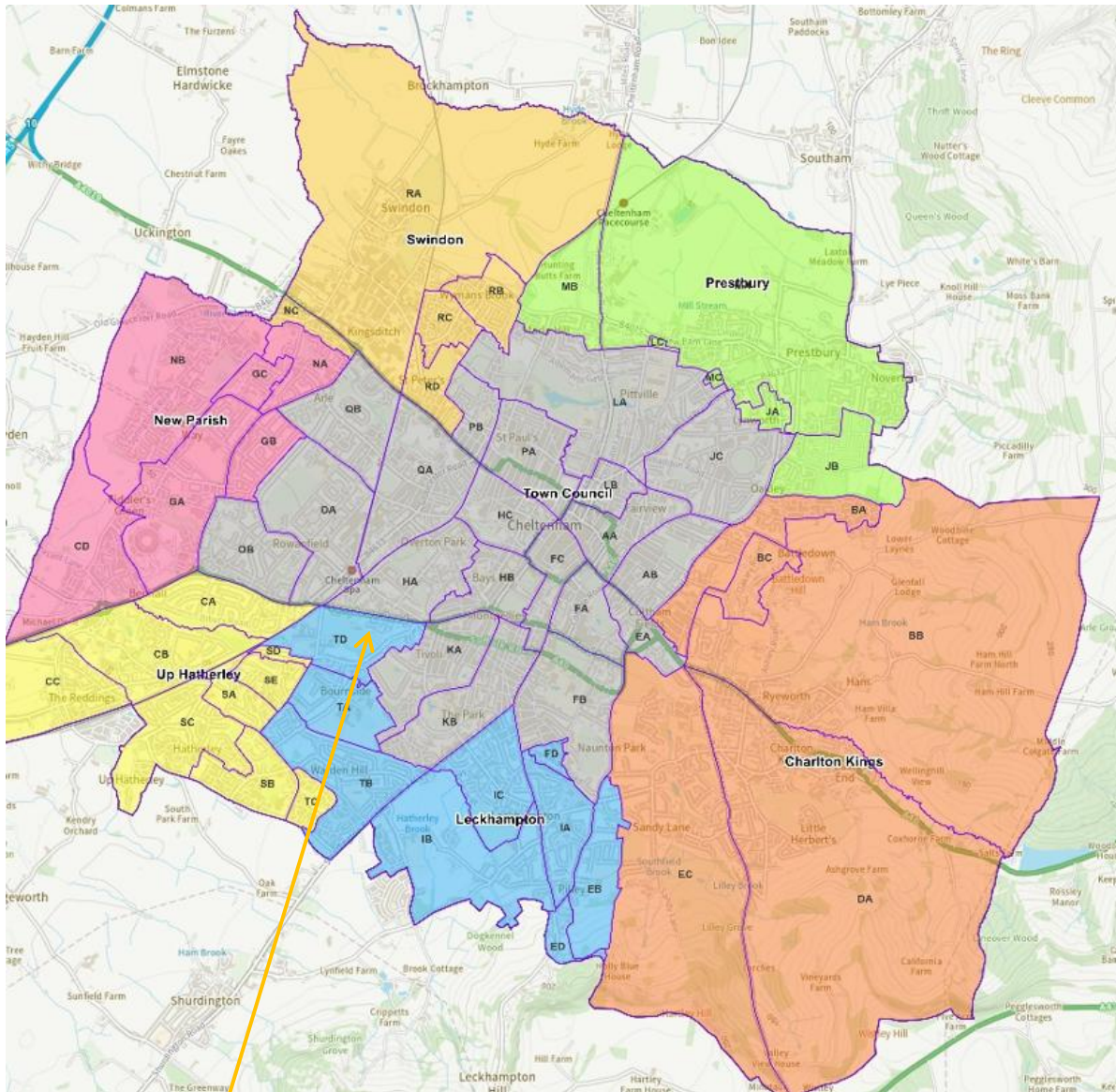
Address	Application Reference	Detail	Validated Applic. Rec'd by CBC	Status
18 Keswick Road	24/02129/FUL	Proposed new self-build dwelling	08/01/2025	Refused
5 The Oaks Up Hatherley	25/00554/FUL	Loft extension comprising rear dormer and raising height of the ridge and garage conversion	04/04/2025	Refused
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	Refused
3 Rothermere Close	26/00426/FUL	Installation of three rooflights in existing roof.	18/03/2026	Granted
7 Ferndales Close	26/00471/FUL	Installation of a conservatory to the rear of the property.	25/03/2026	Granted
1 Croft Thorne Close	26/00501/FUL	Garage conversion and a single storey rear extension. (Part retrospective).	26/03/2026	Granted
Blacketts End 332 Hatherley Road	26/00385/FUL	Replacement of existing porch	07/04/2026	Granted
7 Alma Close Cheltenham	26/00475/FUL	Extend the width of existing drop kerb	21/05/2026	Granted
15 Radnor Road Cheltenham	26/00911/FUL	Two storey side extension and single storey rear extension	08/06/2026	pending
7 Rippledale Close	26/00936/FUL	Erection of a single-storey side extension, associated external alterations and installation of roof-mounted light tubes.	18/06/2026	pending
1 Heron Close Cheltenham	26/00382/FUL	Single storey rear extension, change of use to garage/room into a self contained annex (retrospective)	23/06/2026	pending
200 Hatherley Road Che	26/01004/FUL	Demolition of the existing bungalow and erection of a self-build dwelling.	02/07/2026	pending

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Appendix C: Parish Map Options:



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TD

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Appendix D: Payments List:

Date	Payee	Description	Net
11/05/2026	BRITISH GAS	Utilities VH	- 113.24
13/05/2026	GOCARDLESS	Administration	- 2.49
18/05/2026	GOCARDLESS	Administration	- 19.99
18/05/2026	EVERFLOW LIMITED	Utilities VH	- 61.98
19/05/2026	KATHRYN OAKEY UTILITIES AND MOBI	Utilities Council	- 71.50
21/05/2026	BRITISH GAS	Utilities VH	- 106.13
23/05/2026	A AND S BAMFORD UHPC refund	Miscellaneous	- 14.00
28/05/2026	GWAAC BC 453532	Grants and Donations	- 300.00
01/06/2026	PUBLIC WORKS LOANS	Loan Repayments	- 615.38
01/06/2026	BT GROUP PLC	Utilities VH	- 47.80
02/06/2026	MRS I F REAY UHPC CLEANING	Cleaning	- 245.21
04/06/2026	Lakeside blinds 3551	Hall repairs / works	- 100.00
08/06/2026	FLEXISPOT LIMITED LONDON	Office supplies	- 449.98
08/06/2026	BRITISH GAS	Utilities VH	- 4.52
15/06/2026	GOCARDLESS	Administration	- 2.49
17/06/2026	EVERFLOW LIMITED	Utilities VH	- 67.45
18/06/2026	GOCARDLESS	Administration	- 19.99
19/06/2026	INT'L 0058294739 CBA*malwarebytes.cCologne	Administration	- 52.48
19/06/2026	CBC 1146638X	Election Reserve	- 615.80
19/06/2026	KATHRYN OAKEY UTILITIES AND MOBI	Utilities Council	- 71.50
22/06/2026	HILO WINDOW CLEANING INV 00102763	Cleaning	- 26.40
22/06/2026	BRITISH GAS	Utilities VH	- 77.55
30/06/2026	BT GROUP PLC	Utilities VH	- 43.56

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Appendix E: Q1 report including bank rec

Budget Code	Budget Heading	Approved Budget	YTD Actuals Net	Variance	Forecast Outturn
Income:					
100	CIL	-	-	-	-
101	EV income	100.00	151.50	- 51.50	200.00
102	Grants Received	1,000.00	-	1,000.00	1,000.00
103	Hall Hire Income	16,506.00	5,111.67	11,394.33	16,506.00
104	Interest	500.00	121.30	378.70	500.00
105	Other Income	30.00	-	30.00	30.00
106	Precept Income	37,436.00	37,436.00	-	37,436.00
107	Record Income	290.00	-	290.00	290.00
TOTAL INCOME		55,862.00	42,820.47	13,041.53	55,862.00
Payments:					
211	Loan Repayments	- 6,546.00	- 615.38	- 5,930.62	- 6,546.00
206	Grounds Maintenance	- 3,090.00	-	- 3,090.00	- 3,090.00
300	Projects	- 5,000.00	-	- 5,000.00	- 5,000.00
R&C:					
		- 4,200.00	- 4,198.70	- 1.30	- 5,792.00
Named Items:					
204	Foodbank	- 1,000.00	-	- 1,000.00	- 1,000.00
205	Grants and Donations	- 800.00	- 300.00	- 500.00	- 800.00
208	Holiday Scheme	- 2,500.00	-	- 2,500.00	- 2,500.00
218	Subscriptions	- 2,266.00	- 2,375.31	109.31	- 2,375.31
Running The Council:		- 20,566.00	- 6,104.21	- 14,461.80	- 17,669.19
Village Hall:		- 9,894.00	- 2,413.20	- 7,480.80	- 9,894.00
301	Contingency Reserves	-	- 4,383.80	4,383.80	4,383.80
108	VAT Refund	-	-	-	-
303	Transfer VAT to reclaim	-	- 207.56	-	-
TOTAL SPEND		- 55,862.00	- 20,598.16	- 35,471.41	- 50,282.70
NET		-	22,222.32	- 22,429.88	5,579.30
Summary:					
	Opening		38,800.92		
			22,222.32		
	Closing		61,023.24		
Balance at Bank:					
	Current		5,289.88		
	Deposit		55,733.36		
	Closing		61,023.24		

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Up Hatherley Parish Council Bank Rec

		Jun-26	May-26	Apr-26
HSBC	11376349	7,229.30	8,539.31	3,859.42
Creditors		-	250.00	-974.54
Debtors				4,303.98
		7,229.30	8,289.31	7,188.86
HSBC	51376357	55,674.97	26,641.20	31,612.06
Opening Balance		62,904.27	34,930.51	38,800.92

Receipts		2,012.80	39,932.47	875.20
Payments		- 3,893.83	- 11,958.71	- 4,745.61
Closing balance		61,023.24	62,904.27	34,930.51

Represented by the bank accounts as under:

HSBC	11376349	5,289.88	7,229.30	8,539.31
Creditors			-	250.00
Debtors		-		-
RIA				
		5,289.88	7,229.30	8,289.31
HSBC	51376357	55,733.36	55,674.97	26,641.20
Closing balance		61,023.24	62,904.27	34,930.51

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Appendix F: Crime Report

Local policing team – Up Hatherley and Benhall

- Inspector > Steven Benbow
- Police Sergeant > Sam Ashfield
- Police Constable > Ben Maurice
- Police Constable > Candice Palmer
- Police Constable > Josh Govier
- PCSO > Emily Roberts
- Police Staff > Lucy Yearsley

Policing priorities

Priority	Action taken
Continued Anti-social behaviour from youths in the local area, especially Home Bargains area. Issued 18 April 2026	The team continue to carry out patrols and are working with the local area to identify those carrying out the ASB. Liaising with Schools also as we head to the summer holiday period. Actioned 22 May 2026
ASB and Drug dealing has been highlighted in the Benhall Park area of the Community by those on Motorbikes. Intel gathering and patrols are being carried out to identify these individuals. Issued 18 April 2026	Intelligence gathering at this stage, work continues with the help of the Community to identify and deter the ASB. Different Police tactics are also being used to gain this intelligence. Patrols continue into the Summer months to deter this and to identify those causing the ASB and riding the bikes. Actioned 23 May 2026
Exploitation of a vulnerable young person living within the Community. Local Team have identified this vulnerable person as a concern as it is believed she is potentially being taken advantage of. Issued 18 April 2026	Working with the Youth Offending Officer and the Vulnerability Team to safeguard the vulnerable person. Social Care and Police are meeting to discuss the way forward for this vulnerable member of the Community. Work continues. Actioned 23 May 2026
An increase of reported Shoplifting in the area, partially at Co-op Salisbury Avenue.	Local PCSOs have started the process of liaising with our Crime prevention Team, to carry out a survey and make suggestions to the shops to deter

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Issued 18 April 2026	shoplifting. Local PCSOs are increasing their patrols around the area and try to identify those who are persistent offenders. Actioned 23 May 2026
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Crime statistics for Up Hatherley - includes The Reddings & Warden Hill (source - Gloucestershire Constabulary via POLICE.UK)

Top reported crime during April 2026

Shoplifting > 1 – Selworthy area

Currently waiting for the court outcome

Stop and Search > there is no data available for April 2026

Crimes per month > May 2025 – April 2026

May 2025	84	12.5%
Jun 2025	87	13%
Jul 2025	79	11.8%
Aug 2025	66	9.8%
Sep 2025	57	8.5%
Oct 2025	82	12.2%
Nov 2025	74	11%
Dec 2025	68	10.1%
Jan 2026	73	10.9%
Feb 2026	0	0%
Mar 2026	0	0%
Apr 2026	1	0.1%

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Comparisons with other areas of Cheltenham, for reported crimes in April:

Charlton Kings (including Leckhampton)

- Violence and sexual offences – 1

Location - Beeches Road area.

St Paul's

- No reported crimes

Hesters Way (including Springbank)

- Violence and sexual offences – 1

Location - Princes Elizabeth Way

Town Centre

- Violence and sexual offences - 1

Location - Clarence Street

St Mark's (including Rowanfield)

- No reported crimes

Swindon village and Wymans Brook

- No reported crimes

Prestbury

- No reported crimes

Whaddon, Lynworth and Oakley

- No reported crimes

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Appendix G: Highways Report

HIGHWAYS ISSUES LIST – UP HATHERLEY PARISH COUNCIL – June 2026

Updated at last meeting on 28/5/26 - Present: A Bamford, Danny Taylor (GCC), Liam (GCC) S Bamford, R Whyborn, S Gutteridge

Issues	Planned or proposed action	Timescale
PROJECTS PENDING OR COMPLETE		
Flooding - Ponding at <u>cnr Rippledale Close/Hatherley Road</u> – possible issue also Hatherley Brake. - Windermere Road adj. Buttermere Close and along both sides of W/Rd – This job was done incl. CCTV, but has not worked, and road still ponding after heavy rain.	Investigations ongoing Action - Danny	Possible further CCTV work
Safety signage Caernarvon Rd crossing point with a view to better road markings (for pedestrians) and children crossing triangular signs for motorists. Signs and white lines.	Done but possible ongoing p problems. Are signs correctly located?	
Footway existing/new works completed or pending End of Denbigh Road – wall repair next to footpath between Alma Rd & Lakeside	DT advised work commissioned. Disabled ramp suggested DT to provide costs	Summer 2026
Other Consider land ownership opposite Hollis Rd at junction with Hatherley Rd with a view to potentially siting a mirror on non-highways land	AB to photograph	
Carriageway 2024/25/26 year Priorities – minor works		
- No carriageways money in 2026/27. Investigate whether £10K ' <u>frozen</u> ' <u>HWL</u> money from Caernarvon Rd design work can be used. - Consider Alma Close/Keswick/Kentmere area for patching in 2026/27 - Caernarvon Close deteriorating with many shallow potholes & some loss of surface	Walkover August/ September to review these and consider other issues prior to <u>Sept meeting</u>	

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DYLs and Marked Parking Bays (£5000 from RW's HWL towards TRO cost)		
Work around Hatherley Road/Wards Road (Sth side) & Kingscote Road East/Wards Road (both corners) & Jnct Kingscote Road East with Kingscote Close	All work now complete – review <u>impact</u> in next 12 months	
Footpath priorities		
- Hatherley Road remaining paving stone area opp. Lakeside School - Caernarvon Road pavement deteriorating and breaking up at intervals. But other shorter stretches in other roads may be worse. High footfall in Caernarvon Road. - Look at pavement in UH Way (Cheltenham side, near <u>Chargrove Lane</u>)	Completed No immediate action Some work done to reduce danger of 'proud' drains but still very uneven	Unlikely to get capital funds, Need to do piecemeal
Major works		
- Caernarvon Road & Radnor Road completed. Is it intended to smooth and reduce humps? - Alma Road also now completed - Hatherley Road especially as it passes Paragon Laundry now the priority	DT to review No chance of proper resurfacing until 2028/29	
20 mph scheme(s).		
Hatherley Lane & Hatherley Road from Heron Close to Caernarvon Road complete. Cheltenham wide Community 20s scheme, on consultation till 19/06/2026 and will supersede UHPC planned phase 2	Initial phase completed Await outcome of consultation before considering future phases.	
A.O.B. Lighting Hollis Road Bridge, it is very dark due to existing lamp location. Light now moved	Complete but monitor effectiveness of move	

Date of Next Meet – End September – to be confirmed

