



Gorsley & Kilcot

Parish Council

Minutes of the Additional Meeting of the Parish Council
Held Monday 9th June 2025 at 7.30pm in Christ Church Gorsley

Present:

Councillors: Malcolm Riggs (MR), Nigel Poole (NP), Mike Howley (MH) & John Barker (JB)

Officers: Charlee Roberts (Clerk & RFO)

Others:

Due to absence of the Chair the Vice Chair MR will Chair the meeting.

32 Apologies for absence

Apologies received and accepted from Nigel Warwick.

33 Declarations of Interest

None

34 Minutes of previous meetings

Council reviewed the draft minutes of the meetings held on **12th May 2025 and 9th June 2025** and approved them as a true record. Minutes signed by MR.

35 Reports

None

36 Financial Matters

Council noted interest received from Lloyds bank of £8.67.

36.1 Council approved payments already made by standing order or bacs

19.5.25	Lloyds	Bank Charges	£4.25
21.5.25	Zurich	Insurance	£241
25.5.25	Clerk	Clerk Salary	£278.20
25.5.25	Clerk	Homeworking	£26
30.5.25	Epson	Ready Print	£2.99
4.6.25	IONOS	Web Hosting	£8.40
17.6.25	Lloyds	Bank Charges	£4.25
25.6.25	Clerk	Clerk Salary	£278.20
25.6.25	Clerk	Homeworking	£26
2.7.25	Epson	Ready Print	£2.99
3.7.25	IONOS	Web Hosting	£8.40

36.2 Council approved list of payments to be made

Clerk	Salary Adjustment	£10.60
HMRC	PAYE	£2.60
PATA	Payroll Costs	£15
Christ Church	Donation	£63
Viking	Office Supplies	£95.95

36.3 Council reviewed the bank reconciliation and had no questions.

37 **Assets**

37.1 Council deferred agenda item to next meeting, awaiting further information on possible repair and requirements for noticeboards.

38 **Policies/Procedures**

Council reviewed draft internal checks(audit) policy and agreed to adopt with immediate effect. Council agreed to amend financial regulation 2.6 to remove stipulations against bank signatories carrying out checks of bank reconciliations/statements and payments, to allow for any councillor other than the Chair to carry out reviews with the Clerk.

39 **Highways / PROW Matters**

Council noted some blockages from overgrowth along footpaths, this will be reported to PROW.

40 **Planning Decisions**

P0537/25/FUL – Boxbush Farm, Oxenhall Lane – Erection of single storey side extension to provide annexe, demolition of existing conservatory and erection of porch – Granted Permission.

41 **Planning Applications**

To review planning applications and agree upon any comments to be made.

P0688/25/LD1 – Boxbush Barn, Oxenhall Lane, Gorsley – Application under section 191 to establish the use as a dwelling – Council discussed the application and agreed to submit a comment as follows

“Gorsley & Kilcot Parish Council would like to note their displeasure with the applications surrounding this property, and that despite denial of planning and failure at appeal that no action has or will be taken.

Please note that all concerns raised in previous comments still stand.

However, the Council understands the current position of planning and have no additional concerns to raise.”

42 **Planning Enforcement**

The Council is continuing with discussions surrounding Boxbush Barn.

No update received from FoDDC planning enforcement about other enforcement cases yet.

43 **Clerks Report**

To note the cancellation of the Hills Ford Stages Rally for 2025.

44 **Meeting Dates**

To note date and time of next meeting as **Monday 1st September 2025**

Signed Date