

LITTLE RISSINGTON PARISH COUNCIL

Contact: Clerk@littlerissington.net

Minutes of the Parish Council meeting held on Monday 10th November 2025 at 6.30 p.m.
in Little Rissington Village Hall.

Members of the Council present were:

Cllr Cole (Chairman), Cllr Elkington (Vice Chairman), Cllr MacKenzie-Charrington, Cllr Wilks, Cllr Whittington.
GCC Councillor - Daryl Corps. Parish Clerk - Maxi Freeman.

51. **Welcome and Apologies** Cllr Cole welcomed Councillors, CDC Councillor Maclean and GCC Cllr Corps, the public and members of the Village Hall Management Committee. No apologies were necessary as all Councillors attended.
52. **Declaration of interests.** None.
53. **Representations from the Public:** None.
54. **Minutes** Councillors approved the minutes, which the chairman signed.
55. **Chairman's matters**
The Chairman invited CDC Cllr Andrew Maclean to speak. Cllr Maclean announce that, with regret, he was standing down from his role at CDC due to ill health. Councillors thanked Cllr Maclean for his help and support during his time in the role.
56. **Gloucestershire County Council**
 - a. Cllr Corps informed the meeting that:
 - A full GCC meeting was scheduled for Wednesday 12th at which GCC would discuss the three options for a unitary authority as part of the Local Government Reorganisation process. The most financially prudent option would be to retain the whole of Gloucestershire as a single unitary authority. The Secretary of State will make a final decision in Spring 2026.
 - Cllr Corps had met the head of Highways to express concerns about the service being provided in the North Cotswolds. A temporary replacement for one highways officer had joined the department.
 - The closure for Thames Water to install a new drain had been carried out without any signage.
 - The work to correct the slippage, which GCC stated was due to a drainage issue, at Henever Coppice had been started without signage or notice. Cllr MacKenzie-Charrington noted that new drains were installed several years ago but that had not stopped the road from slipping. In addition the current slippage had taken place during one of the driest springs/summers on record.
 - A new Grass Roots fund, available through Cllr Corps, was available for community health projects.
 - b. GCC Highways had asked the clerk for a formal decision from the PC to install VAS equipment in the village. Cllr Wilks proposed and Cllr Elkington seconded the motion and councillors voted unanimously to request GCC to install the posts. The locations of the posts were agreed as those on the maps provided by Cllr Elkington and submitted to GCC Highways. See locations marked with a cross in the appendix. The PC would fund the equipment. **Action: Clerk to provide a copy of these minutes to GCC Highways.**
 - c. The wall at Wisteria Cottage needed repairs, as noted at the site visit of the Highways officer in May and on Highways land. In August the officer requested a donation towards the work. Despite repeated contact, the amount of the donation has never been specified. **Action: Cllr Cole to contact local drystone waller for a quote. Clerk to notify GCC formally that the PC agrees to making a donation in principle and the request the officer for an estimate of the amount needed.**

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57. **Sweeting Corner**
- a. **Purchase process.** Cllr MacKenzie-Charrington reported that Land Registry was under no obligation to register the land and that the process could take 18 months. He also noted that GCC Highways owns a small %age of the verge adjacent to the pavement on the south side.
 - b. **Plaque** on one of the benches had been proposed by a member of the public in memory of Eliza Sweeting, who contributed so much to village life. Cllr Wilks proposed and Cllr Whittington seconded the motion. Councillors voted unanimously to install a suitable plaque on one of the benches. **Action: Clerk to source plaque providers.**
58. **Flood prevention.** Blocked drains, gullies and ditches had contributed to flooding in winter 2024/5.
- a. **Ditch clearance:** Councillors noted that a ditch alongside Sawpit Lane needed to be cleared with a digger, also a large culvert which skirts Orchard Cottage. **Action: A member of the public offered to find out whether there was a local digger and driver who could carry out the work for the village. Also, Clerk to remind GCC Highways of the need to clear grips and gullies in the village and ask for a copy of the map of the grips and gullies which GCC Highways holds so it could be checked.**
 - b. Cllr Wilks noted that, following a written request, several of the ditches on private land had been cleared over summer. Councillors thanked landowners who had taken action.
59. **Planning Applications**
- a. New applications for comment:
[25/03331/FUL](#) – Revision to Lavender View, Pound Lane extension to rear (25/01009/FUL permitted) to include a further door to the rear. Deadline 24th November 2025. **Action: Clerk to post no objections comment.**
 - b. Updates to previous applications:
[25/01955/FUL](#) Holt Barn, ponds and farm gate. PC posted significant objections re: loss of biodiversity, impact on flooding in the village, lack of environmental information, failure to prove that the new entrance is required, impact on dark skies. File updated with comments from biodiversity officer – still failing to meet targets, adequate information still not provided. New plan provided to show BNG areas. Highways has no objections. **Action: Clerk to re-post previous comments.**
[25/03116/LBC](#) Sams Barn, replacement timber windows. Awaiting decision. PC posted ‘no objections’ comment in October.
60. **Village hall**
- a. **New car park fence** Cllr MacKenzie-Charrington was waiting for the contractor to make contact.
 - b. **Painting** damaged walls and ceilings. This had been completed.
 - c. **Gigaclear service.** Councillors voted unanimously to install Gigaclear broadband at the village hall at a cost of £30 per month for 2 years. A Direct Debit had been set up.
 - d. **Village hall –Maintenance of the village hall electrical services.** Cllr Wilks proposed and Cllr MacKenzie-Charrington seconded the acceptance of the quote from ER Electrical Services priced at £732. **Action: Clerk to accept quote and request a date for the works.**
 - e. **Village Hall – Building maintenance and improvements.** Cllr MacKenzie-Charrington had received a comprehensive report on works required for the safe use of the hall. It included a 7 year plan at a total cost of £48,000. **Action: Clerk to set up payment as part of a grant to the Village Hall Management Committee for hall maintenance and upgrades to meet village needs.** Cllr Wilks emphasised that it would be necessary to agree what the final hall would be used for and the work required to deliver suitable facilities. A designer/architect would be needed for this. **Action: Clerk to identify possible designers/architects who have had experience of working with village halls.**

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Cllrs noted that cars are often parked in front of the defibrillator, blocking access. **Action: Clerk to research appropriate signs to be fixed to the wall. Clerk to ask GCC Highways to repaint the hatched lines by the defibrillator.**

- f. **Village Hall funding** – Councillors agreed to provide grant funding to support the Village Hall Management Committee in refurbishing the hall. The VHMC should also use existing funds for some of the work. Once works had been agreed, the PC and VHMC would also consider fundraising and sourcing external grants for the works.
- g. **Timeline** - Councillors and the VHMC attendees agreed to meet w/c 17th November to review the maintenance programme in detail and agree priority works. **Action: Councillors to report at the next PC meeting.**

61. Governance.

- a. **Grants policy.** Cllr Wilks proposed and Cllr Cole seconded the draft Grants policy. Councillors approved the adoption unanimously. **Action: Clerk to integrate into revised Financial Regulations.**
- b. **IT policy.** All PCs must have an IT policy to encourage greater data security. Councillors noted that the wi-fi at the village hall should have good security. **Action: Cllr Cole to arrange this.** The required direct debit would need to be transferred from the PC account to that of the VHMC. **Action: Clerk and VHMC to carry out transfer.**
- c. **Contract for village strimming.** Councillors agreed to update the contract with additional work. **Action: Clerk to forward updated contract, to include additional vacant allotment plot strimming to the provider and mowing of The Green.**

62. Finance

- a. **Budget v actual to date and expected at year end.** Councillors noted that salary and tax payments were higher than budgeted but that expenditure on maintenance and assets had been lower than budgeted although the bus shelter repairs and new noticeboard had made up for other below budget items. Overall, spend was expected to be appx 5% higher than budgeted by year end, and £621 higher than actual income. CIL funds are in excess of £25,000.
- b. **Budget 2026/27.** Councillors decided to increase the budget for 2026/27 by the expected rate of inflation – 4.5%.
- c. **Receive bank balances.** Councillors noted the current account balance of £20,100.83 and the deposit account balance of £22,771.91.
- d. **Reconciliation.** Councillors reviewed the reconciliation to 4th November, and the chairman agreed to sign the document.

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Little Rissington Parish Council			
Bank Reconciliation			
Period 1 April 2024 to 4 November 2025			
Current account 02503759			
	Balance at 4 November 2025	£20,100.83	
Deposit account 07859616			
	Balance at 4 November 2025	£22,771.91	
Less outstanding cheques			£0.00
Reconciled balance			£42,872.74
Cashbook summary			
Opening balance 1 April 2025		£41,694.00	
Add receipts to date		£11,340.56	
Less payments to date			£10,161.82
Cashbook balance		£42,872.74	
Signed:			
Chairman			
Clerk & RFO			
Date: 10th November 2025			

63. Payments.

- a. Councillors agreed to make the following payments:

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PAYEE	DETAILS	INVOICE NO.	INVOICE TOTAL
Little Rissington Village Hall	Hall hire for November meeting (paid by standing order)		£24.00
Maxi Freeman	Clerk Administration July/August/September/October	See PATA payslips	£on request
HMRC	Employers tax	See PATA payslip	£353.63
PATA	Payroll services Oct, Nov, Dec	0310/PPS	£20.25
Earth Anchors	Noticeboard	EA42300	£550.74
Parish Online	Annual fees for website and emails	23UC064-0003	£420.00
Invoices for Village Hall Grant. fund			
Gooding Group	Project Plan for Village Hall	1187	£1320.00
Gigaclear	Installation of Gigaclear broadband to village hall	£30	£30 p.m.

64. Councillors noted payments between meetings:

Paul Jones	Strimming	Inv 18,21,26,31,36,40,89	£550.00
Lizie Chickering	Defibrillator training	See invoices	£176.84
Bank	Bank charges @£4.25 p mth Aug, Sept, Oct		£12.75
Defib World	Defib battery plus 2x adult pads and 2 x paediatric pads	15311	£532.99
Castle Water	DD Aug, Sept, Oct, Nov @£5 p month		20.00
PATA	Payroll services July, Aug, Sept		28.80

65. Councillors noted receipts between meetings:

Bank	Bank interest Aug/Sept/Oct		£38.20
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The Chairman closed the meeting at 8.10 p.m.

Date of next meeting: Monday 2nd February 2026

Chairman's Signature.....

Date: 2nd February 2026