

MINUTES OF THE CRANHAM PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON
TUESDAY 2nd SEPTEMBER 2025 AT 7.00 PM

Present: Cllr Mike Drake Chairman
Cllr Jenny Barraclough
Cllr Steven Bodenham
Cllr Sue Elliott
Cllr Richard Overs
Cllr Peter Shaw

- No members of the Public attended.

PUBLIC QUESTIONS

There were no public questions.

1. **Apologies** (To receive apologies for absence).

County Cllr Gary Luff gave his apologies.

2. **Declaration of Interest** (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears.)

There were none.

3. **Approval of the Minutes of the Parish Council Meeting held on Tuesday 1st July 2025**

The minutes were accepted as an accurate record of the meeting and duly signed.

4. a. **To receive a report from County Councillor.**

Prior to the meeting, County Cllr Gary Luff had circulated his reports and in his absence the Cllrs discussed. Cllr Elliott requested that care is taken when including links for e.g. surveys because often by the time the report is circulated some opportunities to participate are closed. Queries were also raised regarding the usage of the Local Pub (The Royal William) and if anyone in the Council knew the owners intentions.

The County Cllr's full reports can be found on the following links:

[Microsoft Word - Sep 2025 GCC report 1](#)

[Microsoft Word - SDC September Report 4](#)

- b. **Council Chairman updates.**

There were no specific updates from the Chariman however he gave his normal individual thanks to the Councillors' that support him.

- c. **Locum Clerk updates.**

The Locum Clerk updated members on her progress with the .gov email setup and the playing field bin, which is still waiting to be delivered and fitted.

5. **Planning matters requiring decisions: Items received with a minimum of 48 hours notice prior to the meeting date, it addition to:**

- a. **S.25/1460/HHOLD: Church Mead; Erection of a two storey side extension, lane pool and detached outbuilding.**

Initials & date:

The Parish Council objected to this application on the grounds that the proposed development is situated too close to the neighbouring property. In addition to the potential reduction of natural light, the development appeared to obstruct the views of adjacent residents and compromise their privacy. It was recommended that the orientation of the extension be reconsidered, with greater consideration given to its impact on the surrounding properties.

As an overriding comment, they also required the Council to question what steps are being taken to ensure that the plans comply with a Dark Skies Policy. Should Officers be minded to grant this application they also requested that conditions are imposed regarding the use of external lighting, as this Council supports the Dark Skies initiative and the proposed site is adjacent to open fields nearby SSS1 and NNR Cranham Common.

6. To adopt the Parish Biodiversity policy and action plan.

Cllr Sue Elliott presented the draft Parish Biodiversity Policy with some amendments discussed amongst the Cllrs. The final policy was approved, taking into consideration the agreed changes and Cllr Elliott confirmed that she would circulate the final version.

7. To decide if the Parish Council would like to borrow the GAPTC Thermal camera to help with identifying heat loss from properties within the village.

After discussion on the potential usage of the camera and responsible parties, it was decided at present there was no requirement to look in to the matter further.

8. To discuss and agree on the annual Parish Grant nominations.

There were 3 applications to discuss from the following applicants:

- Cranham Church – for the maintenance of the Churchyard
- Cranham Tennis Club – for the continued update of the Pavilion and the surrounding grounds.
- Transition Stroud – for a District School Litter Picking project – (including Cranham Primary)

The Locum Clerk reminded the Cllrs that the grants budget this financial year was limited to £600, however after much consideration and analysis of the current financial year spend it was decided to increase this, as all seemed worthy causes. The final grants decided as:

- Cranham Church - £600
- Cranham Tennis Club - £500
- Transition Stroud (Litter picking project) £72

Total grant spend: £1,172.

9. To discuss Cllr Roger Whyborn's email communication 'Community 20s and Safer Road Initiative' and confirm:

- a. **Whether the Parish would like to be considered for Community 20s on some roads within the Parish (yes, or no).**
- b. **Whether there are other (higher speed) roads where there are safety concerns and potentially would benefit from a reduction in speed limit (yes, or no).**

The initiative was discussed with the conclusion that the Parish should confirm its interest in both parts of the initiative. Reasoning as follows:

9a) Not only would a 20mph on some Parish roads increase safety, it would also deter larger unsuitable vehicles from using the dangerous county roads (as advised by satellite navigation systems).

Initials & date:

9b) The A46 was seen as a particular focus where the higher speed could be reduced to reduce accidents.

10. To discuss the historic Cranham PC domain name and if it should be annually paid for after November 2026 to maintain ownership.

The reasoning for the item was explained by the Locum Clerk, confirming that if the Parish Council did not continue its ownership it could be purchased by another party. The Cllrs requested that she investigated the costs to allow for conclusion at the next meeting.

11. To discuss Highway matters within the Parish – including Mill Lane.

The Locum Clerk presented her updates on the Parish roads including:

- Mill Lane: It was confirmed that whilst the bridge had been assessed and recent works completed to improve drainage, County Cll Gary Luff had requested a meeting with the Highways Manager to discuss the state of the lane. Cllr Mike Drake provided an update on this item indicating that some pothole repairs had been completed on 02/09/2025.
- County Cllr Gary Luff had also been in contact with the Community Service Manager to arrange a sweep in the Parish. Cllrs requested the focus areas being school road to Suttons Mill and Mill Lane.
- The strange signs on the A46 were explained by Cllr Peter Shaw, the Locum Clerk confirming that she would look at the items and report back to the County Cllr.
- There was confirmation that the County Cllr understood the difficulty with exiting Mill Lane (Buckholt Rd) however he suspected there were higher priority matters.
- The Locum Clerk also confirmed that she had been in contact with the Cranham Common Trust who had confirmed no further updates on the National Grid road repairs issue. Roads across the common were also discussed; with the Trust reminding the PC that a communication had been issued to the village earlier in the year indicating that the CCT has no repairing/maintenance obligations and encourages houses adjoining to their relevant tracks to maintain them. In terms of the track by the school, it was confirmed that a gully had been created, however may need revisiting. Finally an update on the track leading to the Trout Farm confirmed that this has not yet been renovated, which was expected once the building works on the site next to Hill Cottage had been completed. Cllrs' suggested that some tracks could be improved using hard topped surfacing and with the combination of sleeping policemen to slow traffic this could also limit common roads being eroded so quickly.
- Cllr Jenny Barraclough confirmed that the proposed HGV warning signs had also not been erected in the village. The Locum Clerk suggested she would wait until halfway into the financial year (end of September) and then chase.

12. To discuss the Parish Defibrillator (and CPR) training and an appropriate plan for advertisement and delivery.

The Locum Clerk confirmed that she had been in contact with the South Western Ambulance Service who had kindly offered free training to the Parish with the understanding that donations would be encouraged. As dates were still being finalized, the final details would be discussed in the next meeting (Spring 2026 dates looking likely). Cllr Barraclough confirmed that there was interest from Parish residents and she could contact them once a date had been confirmed.

13. To consider an adjustment to the dates and times of the bi monthly Parish Council Meetings (last discussed on Agenda November 2025)

The item was discussed with no changes to be made. Meetings will remain on the first Tuesday of the month, for the following months: January, March, May, July, September, November.

14. To receive the following reports/ updates:

Initials & date:

a. Speedwatch

Cllr Jenny Barraclough presented her Speedwatch updates, once again indicating improvement. It was also noted that during the summer holidays levels of speeding were improved, highlighting the reduction in urgency for people to reach their destination.

b. Playing field and Playground: Including any appropriate quotes.

Cllr Steven Bodenham circulated his report prior to the meeting with further discussion at the meeting. Highlights included:

- An update following the working party on the 3rd August, with disappointment that there was no further support from village residents.
- Confirmation that the working party spend was £240.80 and that the receipts for payment would be sent to the Locum Clerk.
- An extra mini work party was also held on 31st August 2025 to finish outstanding items.
- A conclusion on the investigations into the replacement swing. Cllr Bodenham suggested that the most appropriate supplier would be Kompan, who would supply the swing, allow volunteers to fit it and then complete a post installation inspection to protect the warranty. The Cllrs agreed for Cllr Bodenham to order the item with the Locum Clerk requesting the PC directly pays the supplier via invoice. The Locum Clerk also confirmed that the volunteers were happy to fit the swing using their appropriate skills.
- Once again the topic of winter inspections was raised by the Clerk. No future plans were concluded however the Locum Clerk was uncertain if the current contractors would continue checks over the winter if there was no grass to cut.

c. Allotments

The Locum Clerk confirmed that there were still 5 contracts outstanding and 2 payments, with reminders sent over the summer. She reiterated the importance of the contracts and the protection it offered to allotment holders. She also confirmed that the available plot had been allocated.

15. Accounts:**a. To approve the Accounts for Payment as per the list circulated prior to the meeting.**

Accounts for payment:		For meeting 2nd September 2025	
Payee	Cq Number	Amount	Reason
Greenways Grounds Maintenance	FP	£123.00	Invoice 643 (Grass cut 11/6/25)
HMRC	FP	£58.80	July PAYE tax
T Slator	FP	£269.25	July Salary & expenses (Salary £235.87 & expenses £33.38)
Greenways Grounds Maintenance	FP	£133.00	Invoice 656 (Grasscut 12/7/25 & 2 x monthly playground checks)
Greenways Grounds Maintenance	FP	£128.00	Invoice 710 (Grasscut 13/08/25 & monthly playground check)
HMRC	FP	£59.00	August PAYE tax
T Slator	FP	£261.67	August Salary & expenses (salary £235.67 & expenses £26)
Total		£1,032.72	

The Council agreed that the accounts be accepted for payment and signed by the Chairman.

16. To confirm the date and time of the next Parish Council Meeting: Tuesday 4th November; start 7.00pm (pending decision on item 11).

Initials & date:

With no changes to item 11 – the next meeting was confirmed as Tuesday 4th November at 7pm in the Village Hall.

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.34**

Signature:_____

Date:_____

Initials & date: