MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 1ST SEPTEMBER 2026 AT 7.00PM

Present:	Cllr Mike Drake	PC Chairman
	Cllr Jenny Barraclough	
	Cllr Peter Shaw	

In attendance: County and District Cllr Gary Luff
1 Member of the Public

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

   The Council accepted apologies from Cllr Steven Bodenham, Cllr Sue Elliott and Cllr Richard Overs.

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 7th July 2026**

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

4. **Approval of the Minutes of the Extraordinary Meeting held on Monday 17th August 2026**

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

5. **a. To receive a report from County/ District Councillor.**

   County and District Cllr Gary Luff presented the following reports**:**

   https://cranhamparishcouncil.gov.uk/wp-content/uploads/2026/09/GCC-Parishes-Report-August-2026.pdf

   https://cranhamparishcouncil.gov.uk/wp-content/uploads/2026/09/SDC-Councillors-Report-August-2026.pdf

   https://cranhamparishcouncil.gov.uk/wp-content/uploads/2026/09/SDC-Councillors-Report-September-2026.pdf

   b. Council Chairman updates.

   The Chairman confirmed that he didn't have many updates, however gave thanks to the Parish Flood Warden Mr Charman for his comprehensive report recently circulated around the village.

   c. Locum Clerk updates.

   The Locum Clerk confirmed that many of her updates would be best delivered in the specific Agenda items however did mention the following:

   - An update on the current archiving project with Cllr Barraclough, noting that the appointment with Gloucester Archives had been moved to the later date of the 6th November (following the recent discovery of extra items).

- Confirmation that she had been contacted regarding parking at Easter Cottage by a prospective purchaser and that the Parish Council could not provide any advice.

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

a. **S.26/1453/FUL:** Cranham Cricket Club; Extension to timber viewing deck, balustrade & access steps.

The Parish Council supported this application, noting that the usual dark skies wording should be added to the comments when submitted.

7. **To discuss and approve the Annual Parish Grant nominations**

Two grant nominations were discussed as follows:

- The Cranham Tennis Club – for the tennis court fence
- Cranham Church – for maintenance of the Churchyard

It was highlighted that finances this year were proving challenging to predict due to the ongoing playing field issues. For this reason it was agreed that reviewing grant applications in September was becoming increasingly difficult. In response to this it was agreed that for future years, grant applications would be reviewed towards the end of the fiscal year in the March meeting. The change would then allow for more accurate cost analysis and could potentially lead to more flexibility in awarding grants.

The Parish Council decided on this occasion (due to limited funds) they must focus on the organisations in the Village which required the greatest support. From the information both applicants provided, it was decided that £1,000 would be awarded to the Church and that unfortunately this year no grant could be awarded to the Tennis Club.

8. **To discuss the Highways Winter 2026-27 Parish Survey.**

The Locum Clerk confirmed that she had not had any contact details for a Snow Warden, or Snow Plough operator and if she did not have these she could not list them as official contacts.

Cllr Mike Drake confirmed that he currently has 125 bags of salt in storage and that there is no requirement to order extra salt, or grit bins.

The current state of the grit bins was also discussed in terms of the requirement to break the solidified grit. The Locum Clerk suggested that if a What3Word location could be provided for the bins she would see if anything could be done.

9. **To discuss future inspection plans for Cranham Parish Council owned trees, including when quotes should be obtained.**

Following deferment from the last meeting, it was concluded that the Parish Council are only responsible for trees on the Playing Field (in the absence of no functioning Playing Field Committee). It was agreed that investigations should now start looking into the work required, in no less than 3 quotes. The Locum Clerk confirmed that she would gather this information for the next meeting, using some suggestions that had been provided during the conversations.

10. **To consider and approve the updated Standing Orders**

The updated Standing Orders were approved on the basis of a majority vote – 2/3 approving.

11. **To agree to suspend 'Standing Order 7a' to consider items 12b on the agenda.**

12. **To receive the following reports/ updates:**

a. Speedwatch

Cllr Jenny Barraclough had provided reports to members before the meeting and concluded:

- More cars passed through the village in July than previous months of the year.
- School holidays has an effect on the amount of traffic.
- The missing link road project has variable effects, for example when the Birdlip closure took place.
- Noting that a neighboring parish is reported to be getting ANPR and CCTV systems which may have an effect on the Cranham statistics.

b. Playing field and Playground: Including approving:

I. The full removal of the Zip Wire frame and cable (retaining the restored platform).

The Locum Clerk highlighted the outstanding costs of renovation and there was a discussion regarding safety concerns. It was also highlighted that the item had been out of action for 2 years already. Considering this information, it was agreed that the zip wire frame should be fully removed.

With the aim to have the item removed by the end of October/ beginning of November, the Locum Clerk did remind everyone that at the same time last year the weather conditions had been poor. She also reiterated that any works completed must have a full risk assessment and those completing the task should be competent.

II. The full removal of the wooden poles on the climbing structure which are deteriorating.

Cllr Barraclough confirmed that the most worn items in the structure had now been removed; however the item still needed looking at. The decision was made that the Playing Field Volunteers should make a decision on the future of this item.

III. **To consider ideas for the incorporation of the zip wire platform as another play item (pending decision for 12b)I.)**

Ideas were discussed and the Locum Clerk had prior to the meeting provided some imagery. Once again it was decided that the Playing Field Volunteers should make the decision on future designs.

IV. Any relevant updates since the Meeting held on the 17th August 2026.

The Locum Clerk confirmed that she was awaiting further instruction from Cllr Sue Elliott regarding the next steps to be taken with the Charity Commission.

The Playing Field condition was also discussed in terms of holes created by vermin and the quality of the recent grass cuts. The Locum Clerk confirmed that she would investigate the matter further.

c. Allotments

The Locum Clerk confirmed that there was still 1 outstanding payment she was chasing and that she had also been approached to investigate EV chargers in Church Close. She confirmed that she had approached SDC in

2025 regarding the query and that they had confirmed there was not enough tenants to warrant the installation.

It was agreed during the meeting that community EV chargers could be a valuable asset in the Parish and that there was potential to use some of the Parish owned land at the edge of the allotment site near the sub station. The Locum Clerk confirmed that she would look into the matter further and see if a solution could be found. It was reiterated that the Parish Council could not fund them; however there may be other routes for supported installment.

d. Highways updates, including:

I. Raised utility iron works at Cranham Corner.

The Locum Clerk confirmed that on her last update from Highways, Severn Trent had accepted ownership of some of the assets but were disputing one of them. Therefore still no progress had been made and the barriers are still in place.

II. The deteriorating road north of the school and the possibility of a speed ramp.

This item was discussed earlier in the meeting with Cllr Gary Luff. Cllr Peter Shaw suggested that a ramp should be installed which would not only slow traffic near the school, but also divert the troublesome water flow that was eroding the road and causing further disruption further down at the entrance of Church Close. Cllr Luff confirmed that unfortunately there was limited funding for the traffic calming (due to the 20mph project), however suggested he may be able to do something. Cllr Luff indicated that after the meeting he would visit the site and view the issue himself. The Locum Clerk also confirmed that she would send her photos from July and Cllr Shaw's from August demonstrating the rapid deterioration.

III. Any other concerns to be investigated.

The ongoing issue of the Manns Court to Suttons Mill road condition was discussed, with serious concern regarding the poor surface and numerous large pot holes. It was noted that work had been scheduled to fill the holes and contractors had been seen marking the areas. Cllr Barraclough thought she had previously read that the road would be resurfaced; however Cllr Luff was not aware of this. Cllr Barraclough suggested that she would try to find the information she was referring to, but indicated her thoughts may have been in relation to another parish road.

13. To approve the Accounts for Payment as per the list circulated prior to the meeting.

Accounts for payment:		**For meeting 1st September 2026**	
Payee	**Cq Number**	**Amount**	**Reason**
Waterplus	DD	£37.10	Invoice wp-INV12761600 (quarterly allotment watet bill)
Greenways	FPO	£147.60	Invoice 1906, playing field grounds maintenance
HMRC	FPO	£62.40	July PAYE tax
T Slator	FPO	£284.40	July Salary £249.60 & expenses £34.80

P S Raine	FPO	£200.00	Essential maintenance to PC owned benches on the Common
M Drake	FPO	£219.30	Essential slide matting as per ROSPA report
Cranham Village Hall	FPO	£15.00	Extraordinary Meeting 17th August room hire
Greenways	FPO	£147.60	Invoice 1940, playing field grounds maintenance
HMRC	FPO	£62.40	August PAYE tax
T Slator	FPO	£284.40	August Salary £249.60 & expenses £34.80
	Total	**£1,460.20**	

Bank Service charges monthly at present £4.25 (unless CQ payments)

The Council agreed that the accounts be accepted for payment and signed by the Vice Chairman on this occasion (one item on the list was a direct payment to the Chairman's account for materials).

14. To confirm the date and time of the next Parish Council Meeting: Tuesday 3rd November, 7.00pm.

THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.30pm

Signature:_____

Date:_____

Initials & date: