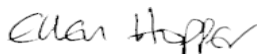


ST BRIAVELS PARISH COUNCIL

Clerk Ellen Hopper
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T 01454 631457 (+ answerphone)
E clerk@stbriavels-pc.gov.uk
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To all members of the Parish Council:

You are summoned to attend the Parish Council meeting to be held on Monday 13th July 2026 at 19:00, at St Briavels Assembly Rooms for the transaction of business on the following Agenda.



ELLEN HOPPER, CLERK & RFO TO THE COUNCIL

7th July 2026

Members of the public who wish to attend to observe council business may only comment in the public participation agenda items (Councils Standing Orders). The maximum total time designated for public participation at this evening's meeting is 15 minutes, maximum 3 minutes each (numbers permitting and Chairmans discretion) per Councils Standing Orders.

Councillors and members of the public are reminded that the meeting may be filmed and / or recorded.

COUNCIL MEETING AGENDA for 13th July 2026

1 APOLOGIES

To receive apologies from members for absence.

2 DECLARATIONS OF INTEREST

To receive declarations of interest from members in relation to matters on this Agenda as per Councillors Code of Conduct

3 DISPENSATION REQUESTS

To note any dispensation requests received by the Clerk in respect of interests declared

4 MINUTES OF PREVIOUS MEETING

4.1 To approve the minutes of the last meeting – the Extra Council Meeting re the AGAR - held 23rd June 2026

4.2 To amend the previously approved June 8th minutes to correctly reference timing of deferral and add a post meeting note:
>

From “1736 noted INTERNAL AUDITORS REPORT 2025/26 – *deferred to next month's meeting as report not received*”
To “1736 noted INTERNAL AUDITORS REPORT 2025/26 – *deferred to extra meeting as report not received (post meeting note - later deferred to July meeting)*”

5 CLERK'S REPORT

To receive Clerk's update.

6 REPORT FROM DISTRICT COUNCILLOR – Cllr Chris McFarling (*circulated report to be available on the web*)

7 REPORT FROM COUNTY COUNCILLOR – Cllr Chris McFarling (*circulated report to be available on the web*)

8 PUBLIC PARTICIPATION

To invite members of the public to make representations, answer questions or give evidence in respect of the business on the agenda or ask questions of the council.

9 PLANNING

9.1 FOREST OF DEAN DISTRICT COUNCIL – APPLICATIONS RECEIVED REQUIRING RESPONSE:

[To view all the documents relating to an application go to www.fdean.gov.uk, then click on the following in turn – 'Planning and building' / 'View planning applications' / 'Search' / 'Planning' / 'Simple Search'. Then enter the reference number (upper case letters only). Click 'Search' and then select the documents you want to read.]

	Reference	Location	Proposal
9.1.1	P0748/26/TCA	Green Meadows High Street St Briavels	Lift crown of Sweet Chestnut to 5 metres above ground level over the roadside and to 3 metres above ground level over the adjacent footpath and garden areas. Remove all dead wood throughout the crown.
9.1.2	P0697/26/FUL	The Bungalow, Little Hoggins, The Bearse, St Briavels	Removal of occupation condition from F.3504/c
9.1.3	P0671/26/FUL	Wathen Cottage, Lower Meend, St Briavels	Erection of single storey extension and associated works

7th July 2026

10 GLOUCESTERSHIRE COUNTY COUNCIL – PROPOSED CHANGES TO PUBLIC FOOTPATHS:

Location	
10.1	<p>Proposed diversion of part of FSB 116, extinguishment of FSB 23 and creation of new footpaths at Close Turf Farm, St Briavels</p> <p>Glos CC's statement of reasons relates to an application made by the owners of Close Turf Farm, St Briavels and Gloucestershire County Council under Sections 118, 119 and 26 of the Highways Act 1980 ("HA80") and the Wildlife and Countryside Act 1981 section 53A(2) to divert part of public footpath FSB 116, extinguish footpath FSB 23 and create a new footpath to replace FSB 23 and create a new additional footpath connecting with FSB 116 in the parish of St Briavels.</p> <p>The application is made in the interest of the owners of the land crossed by the footpaths, FSB 116 and FSB 23 to move the footpaths as shown on the Definitive Map away from the immediate vicinity of the farmyard and fields. Close Turf Farm is a busy mixed farm with frequent movement of farm machinery, vehicles, and livestock, particularly within and around the farmyard.</p> <p>Individual responses also to be encouraged and submitted direct to Glos CC. To be advertised accordingly.</p>

11 FINANCE – INCOME & EXPENDITURE

11.1 INCOME RECEIVED: **Total £20,786.95** 30/6/2026 (being £19,925 50% Precept + £730 BA + £131.95 interest)

11.2 ACCOUNTS FOR PAYMENT: To authorise payments to include the following schedule:

Ref	Payee	Purpose	Auth (LGA 1972, or)	Net £	VAT £	Payment £
26/028	E Hopper	June pay + Allowances + Reimburse Norton Licence	s.112 (2), LG(FP)A1963s.5	654.10 27.33 79.99		761.42
26/029	HMRC	Tax & NI (incl NEW 'ers NIC)	s.112 (2)	223.47		223.47
26/030	Handyman Contractor – Chris Nichols	Handyman inv re June 26	LG(MP)A1953 s.4/PCA 1957 s.1, OSA 1906 s.9(b)	472.50 29.99		502.49
26/031	Complete Landscape Gardeners	Grass contract Inv-0281 re June 26	HA 1980 s.96	700.00	140.00	840.00
26/032	GALC (prev GAPTC)	Inv 1748 2025/26 Internal Audit fee	s.111	250.00		250.00
			Subtotal	2,437.38	140.00	2,577.38
26/033	SBAR	Inv 313 re extra 23/6 + inv 317 re 13/7/26 mtg	s.134 (4), s.150(2)	13.00 36.00		49.00
			TOTAL TO PAY	2,486.38	140.00	2,626.38

11.3 FINANCIAL CONTROLS: to note 2 Cllrs to approve the above bank transactions ASAP (*Cllrs Watson & Stuart TBC*)

11.4 FINANCIAL CONTROLS: to note verification of the June monthly reconciliation by Lead Cllr Finance

12 QUARTERLY FINANCE REPORT

To receive Quarter 1 income & expenditure budget variations for consideration and comment.

13 INTERNAL AUDITORS REPORT 2025/26

To receive the Internal Auditors report for year ending 31st March 2026, to note any comments and recommendations made and resolve to take appropriate action to address them.

14 VILLAGE GATEWAYS & PLANTERS UPDATE – (Cllr Beard)

To receive an update and proposed actions re specification sourcing and proposals to take the project forward.

15 FOREST OF DEAN BIOSPHERE CONSULTATION – (Cllr McFarling)

To receive a briefing of the deeper engagement plans to better inform communities and further consultation now being carried out by FODDC for the biosphere initiative.

16 COUNCILLOR UPDATE REPORTS

PORTFOLIO LEAD:	LEAD COUNCILLOR:
FINANCE –	Cllr Andy Watson
STAFFING & GOVERNANCE –	Cllr Chris McFarling
HIGHWAYS & FOOTPATHS –	Joint Cllr Andy Watson & Cllr Neil Denison
PLANNING –	Cllr Neil Denison
AMENITIES – ASSETS, GRASS CUTTING, CEMETERY, HANDYMEN –	Cllr Dot Burley
SNOW WARDEN –	Cllr Rose Collins

DEFIBRILLATORS -	Cllr Roger Stuart plus Cllr Phil Beard as 2nd Guardian
WM & PLAYING FIELDS COMMITTEE –	Cllr Hazel Parry-Watson
DEMENTIA ACTION ALLIANCE –	Cllr Rose Collins
GLOUCESTERSHIRE POLICE & CRIME COMMISSIONER – COUNCILLOR ADVOCACY –	Cllr Roger Stuart
BIODIVERSITY WORKING GROUP PROJECT -	Cllr Chris McFarling
ARMED FORCES NETWORK -	Cllr Roger Stuart
20mph PROJECT -	Cllr Andy Watson

17 ITEMS FOR FUTURE MEETINGS – (updated by Clerk post meeting to include latest information – subject to change)
To progress to Agenda, Cllrs contact the Clerk. Fully formed motions must be agreed with Clerk by strict Agenda deadlines.

- Financial Checks – September
- Asset Checks - September
- Review Emergency Planning documents and arrangements
- 20mph Working Group & GCC Initiative response update
- Review Parish Priorities Plan
- Community Asset Working Group Update
- Investigate PC Payment Card for Purchasing
- Grass Tender Procurement
- Insurance Renewal Comparison Exercise

18 DATES FOR FUTURE MEETINGS:

2026/27 Schedule - Any changes will be advertised.

Dates 2025/26 Electoral Year	Time	Meeting	Venue
14 th September	19.00	Parish Council Meeting	Assembly Rooms
12 th October	19.00	Parish Council Meeting	Assembly Rooms
9 th November	19.00	Parish Council Meeting	Assembly Rooms
11 th January	19.00	Parish Council Meeting	Assembly Rooms
8 th February	19.00	Parish Council Meeting	Assembly Rooms
8 th March	19.00	Parish Council Meeting	Assembly Rooms
12 th April	19.00	Parish Council Meeting	Assembly Rooms
10 th May	19.00	Parish Council Meeting	Assembly Rooms

Request to Councillors to Please adhere to necessary strict deadlines:

Agenda Items - Initial draft requests to Clerk no later than midweek prior to the fixed deadline of 10 days prior to meeting

Written Reports for circulation - 10 days prior to meeting

Requests for Amendments to Previous Minutes – Friday prior to the meeting

Dispensation requests - ideally 3 days before meeting please

19 DATES & ROTA RE IN HOUSE CONTROLS AND CHECKS 2026/27

Councillors Checking	Meeting to Report	Period Covered
FINANCIAL TRANSACTIONS:		
Cllrs Watson and Parry Watson	Sept	April, May, June, July
Cllrs McFarling and Stuart	Jan	August, September, October, November
Cllrs Beard and Denison	April	December, January, February, March
ASSETS INSPECTION:		
TBC – need volunteers able to do this?	Sept	Biannual Review
TBC	March	Biannual Review

IMPORTANT - Any Councillors unable to conduct their checking should arrange a swap with another Councillor and advise the Clerk.