

UPLEADON PARISH COUNCIL

Minutes of a meeting of Upleadon Parish Council held on Thursday 4 December 2025 at Upleadon Village Hall at 7.30 pm.

Present:- Cllr M Manning (Chairman), Cllr Mrs W Fabian, Cllr Mrs P Turner, Cllr H Dunn, Cllr P Dallow

Apologies:- Cllr T Rickard – with accepted reason.

Also in attendance:- County Cllr Mrs G Moseley

Apologies:- District Cllr P Burford

There were no members of the public present

4.0 Declarations of Interest

There were no Declarations of Interest

4.1 Approval of Minutes of Council meeting – 11 September 2025

Approval of the minutes of the Council meeting of 11 September was proposed by Cllr Mrs Fabian, seconded by Cllr Mrs Turner and unanimously approved.

4.2 Matters Arising

P.5 2.4.1 ParkThatBike

Cllr Manning advised that the cycle bars were now in-situ at the Village hall.

P.6 2.5.5 highway signage – Cllr Dunn reported that the red barriers were still in-situ following work at the bridge over the Leadon having taken place. This to be reported.

4.3 Approval of the minutes of the Council meeting – 13 November 2025

Approval of the minutes of the Council meeting of 13 November 2025 was proposed by Cllr Mrs Fabian, seconded by Cllr Mrs Turner and unanimously agreed.

4.4 Matters Arising

There were no matters arising

4.5 Finance/Sundry payments/Bank reconciliation

Finance/sundry payments were unanimously agreed as follows:-

CPRE – subscription £36.00

Royal British Legion – £75 including donation of £55.00

Proposed:by Cllr Manning, seconded by Cllr Dallow and unanimously agreed

4.6 Bank Reconciliation

Members were furnished with a bank reconciliation showing figures to the latest bank statement.

5.0 Correspondence

5.1 NALC – Salary pay scales 2025/2026

Members were furnished with details of the salary payscales for 2025/2026 showing pay increase of 3.20% applicable from 1 April 2025. Spinal col point 13

5.2.1 Atlas Tower Group – feedback re interest in mobile mast

Cllr Manning advised he had highlighted information regarding Atlas Tower Group's interest in the possibility of installing a mobile mast to enhance mobile phone signal in the village and had encouraged participation in the questionnaire in the Village group email in order to gauge public opinion. This information to be put on the Parish Council website and noticeboard in order to reach as many parishioners as possible.

5.3 Business

5.3.1 Casual Vacancy and election of Deputy Chairman

The Clerk advised that due to non attendance to a parish council meeting by Deputy Chair Cllr Wood without apology for a period of six months a casual vacancy had arisen. The matter to be reported to the District Council and advertised for a period of fourteen working days. If a call for an Election is not made the vacancy to be filled by the process of co-option. The Clerk advised that Cllr Wood was aware of the matter and that she would write a letter of thanks to him for his work on the Parish Council for many years on behalf of its parishioners.

In the circumstances Cllr Manning proposed Cllr Dunn as Deputy Chair. This was seconded by Cllr Mrs Fabian and unanimously agreed. Cllr Dunn signed the Declaration of Acceptance of Office

5.3.2 To give consideration to adoption of Council policies – IT and Data Protection

Members unanimously agreed to adopt an IT policy – proposed by Cllr Mrs Fabian, seconded by Cllr Turner and Data Protection policy – proposed by Cllr Dallow, seconded by Cllr Mrs Turner and unanimously agreed.

5.3.3 To give consideration to utilising GAPTC as internal auditor/costings of

Members were furnished prior to the meeting with written information/document submission regarding the process of internal audit by GAPTC together with costings.

Cllr Manning proposed that the Council follow the guidance as shown in the GAPTC internal audit but continue with its present internal auditor. This was seconded by Cllr Mrs Fabian and was unanimously agreed.

5.3.4 To give consideration to Budget 2026/2027 and setting of Precept

Members were furnished with expenditure to date during the present financial year, plus projected figures to cover further expenditure to the end of the financial year at

31 March 2026. Members were mindful of holding adequate reserves for unforeseen expenditure ie elections and agreed to retain the Precept at the present figure of £5000 for the forthcoming period – 1 April 2026 – 31 March 2027.

Cllr Manning proposed a Precept of £5000 which was seconded by Cllr Mrs Turner and unanimously agreed.

5.3.5 To give consideration to Community 20s and Safer Roads initiatives

County Cllr Mrs Moseley spoke about the Community 20s and Safer Roads initiatives which she had raised briefly at the last meeting. She advised that the deadline for response had now passed, however there was to be a rolling programme and the opportunity to put forward an expression of interest.

Cllr Manning proposed the Parish Council submit an expression of interest, via Cllr Mrs Moseley which was seconded by Cllr Mrs Turner and unanimously agreed.

5.3.6 Other Business

Cllr Manning requested that Highways be made aware of blocked drains in Gloucester Road. Cllr Dunn advised of railings that were still on side of road following repairs of the bridge over the Leadon and that there was fly-tipping in Forge lane.

5.3.6 Date of next meeting

It was agreed that the date of the next meeting would be Thurs 12 March 2026.

The meeting was declared closed at 9.05 pm