

Innsworth Parish Council
Agenda/summons
For the MEETING OF THE COUNCIL
To be HELD AT 6.30pm ON 24th July 2026
at the Imjin Station Community Centre, Innsworth Lane

1.	<i>Welcome and introductions – by the Chairman</i>
2.	<i>Attendance to be recorded (anticipated as Parish Councillors Graham Bocking, David Hale, Ploy Culley, Rhiannon Evans, Kevin Sherwood and Lel Tyrrell, Dona Jiji John & Julie Evans Borough Councillor Rojina Pradhan Rai Borough and County Councillor Hands and members of the public</i>
3.	<i>Apologies for absence to be received & recorded from Parish Councillors</i>
4.	<i>Council to accept Apologies for absences in accordance with LGA 1972 s85 (eg 6 month rule – Dispensation requests must be received in writing by the Clerk prior to the agenda being prepared for the meeting)</i>
5.	<i>Council to elect a vice-chair of Council and to pause to allow the acceptance of office forms to be signed in front of the Proper Officer</i>
6.	<i>Council to note outcome of notice of vacancy published</i>
7.	<i>Declaration of Interest for matters on the agenda to be invited</i>
8.	<i>Minutes of the previous Parish Council Meeting held on 29th June 2026 to be approved</i>
9.	<i>Council to receive updates and consider /agree matters relating to the ROSPA actions agreed at the EOM</i>
10.	<i>Council to receive updates and consider/agree matters relating to the Risk Assessment actions agreed at the EOM</i>
11.	<i>Council to approve financial reports as attached</i>
12.	<i>Council to consider communication received from members of the public and to agree responses Member of the public requested that this be minuted</i>
13.	<i>Council to invite public participation Public session to be closed</i>
14.	<i>Council to receive verbal reports from Borough and County Councillor Hands and Borough Councillor Rojina Pradhan Rai</i>
15.	<i>Council to receive feedback from T&PC strategic flood risk assessment -Cllr Evans</i>
16.	<i>Council to agree if Gloucester Vineyard Church can display notices on the PC noticeboards</i>
17.	<i>Council to consider update of its communication policy</i>
18.	<i>Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, Council to consider moving into confidential business to discuss employment, legal, commercial sensitivity regarding tendering process and quotations which may prejudice the Council's financial or bargaining position</i>
19.	<i>Close of meeting</i>

Draft minutes of
EXTRA ORDINARY MEETING OF THE COUNCIL
HELD AT 6.45pm ON 29TH June 2026
at the Innsworth Community Hall, Rookery Road, Innsworth

1.	Welcome and introductions – by the Chairman
2.	Attendance recorded as Parish Councillors Graham Bocking, David Hale, Ploy Culley, Rhiannon Evans, Kevin Sherwood and Lel Tyrrell, Dona Jiji John & Julie Evans Borough Councillor Rojina Pradhan Rai /Borough and County Councillor Hands 10 members of the public
3.	No Apologies for absence received & recorded from Parish Councillors
4.	Council noted that a notice of vacancy has been published with regard to LGA 1972 s85 as legally required and following advice from TBC monitoring officer
5.	Declaration of Interest for matters on the agenda were invited = none
6.	Minutes of the previous Parish Council Meeting held on 22nd May 2026 were approved
7.	Council considered the ROSPA inspection report for the playground as attached and agreed actions as per recommendations
8.	Council considered recent communication from members of the public regarding the playground as attached and responses agreed. Member of the public requested that this be minuted
9.	Council invited feedback from Councillors who have recently cleared the playground- They reported litter, bins in brook Council discussed locking the play area and noted that people would climb over the top of the gate and can be counter- productive- Agreed NOT to lock Litter is still on the floor despite bins only being half full and it was felt a lack of respect was being demonstrated Actions can include issuing litter abatement order under Environment protection act. Clerk to advise on legal process at next meeting
10.	Council agreed actions for the playground, having considered the risk assessment distributed via email and attached to these minutes – Clerk to obtain quotes for resurfacing MUGA
11.	Council invited public participation relating to the park area-points raised by the Public and noted by the Council • Member of the public wanted to discuss bus shelters and noticeboards but was informed that the EOM was for playground matters only • Felt that these matters were discussed several years ago and asked how long will it be eg to replace the muga surface • Electricity/water needed for MUGA resurfacing • access for disabled children raised

	• <i>PAYE/Contractor equipment including PPE</i> • <i>Precept and increase of tax base recommended</i> • <i>Christmas party was brilliant and requested a summer fun day</i> <i>Public session closed</i>
12.	<i>Council received verbal reports from Borough and County Councillor Hands-summarised as</i> • <i>Suggestions on play area – grants scheme available for an accessible piece of equipment – see community team at Borough Council for grant funding including for new play area</i> • <i>Investment in the parish to create more pride in the area</i> • <i>TBC heads of depts responding to concerns over public footpath area as highlighted by member of the public</i> <i>Borough Councillor Rojina Pradhan Rai gave a verbal report summarised as:</i> • <i>Have attended several Tewkesbury Borough Council meetings and have continued representing the residents of Innsworth Ward.</i> • <i>the Extraordinary Council Meeting on 11 June 2026, where Members discussed the future of local government in Gloucestershire and considered the Council's response to the Government's proposals for local government reorganisation.</i> • <i>Tomorrow evening, Tewkesbury Borough Council will hold its next Full Council meeting. The agenda includes the adoption of the Council Plan 2026–2028, the Pay Policy Statement 2026/27 and the Audit and Governance Committee Annual Report</i> • <i>I have also reviewed the recent ROSPA playground inspection report. I welcome the work already undertaken by the Parish Council and local volunteers</i> • <i>I support prioritising the recommended repairs and maintenance to ensure the playground remains safe and enjoyable for local children and families.</i>
13.	<i>Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, It was proposed, seconded and agreed to go into confidential business to discuss employment and staffing and commercial sensitivity regarding tender terms and proposals which may prejudice the Council's financial or bargaining position</i> <i>Council agreed to go out to tender for a park area warden</i>
14.	<i>Close of meeting at 20.20 and confirmation of next scheduled meeting is 24th July 2026</i>

Financial reports for July 26 meeting

Cash book

date	payee	chq no	amount	balance
	opening balance			20978.11
28/04/2026	precept	receipt	13500.00	34478.11
28/04/2026	cil	receipt	3181.77	37659.88
24/04/2026	b holder	so	-732.15	36927.73
24/05/2026	b holder	so	-732.15	36195.58
24/06/2026	b holder	so	-732.15	35463.43
28/04/2026	bank charges	dd	-3.00	35460.43
21/04/2026	b holder	961	-19.66	35440.77
20/05/2026	b holder	964	-61.06	35379.71
22/05/2026	p culley xmas	965	-89.86	35289.85
04/06/2026	l selkirk	966	-175.00	35114.85
04/06/2026	chatty café	967	-1500.00	33614.85
04/06/2026	glebe	968	-874.23	32740.62
04/06/2026	parish on line	969	-480.00	32260.62
04/06/2026	galc	970	-837.51	31423.11
24/06/2026	pata	971	-41.35	31381.76
24/06/2026	b holder	972	-60.56	31321.20
24/06/2026	hmrc	973	-1893.30	29427.90
28/06/2026	sportily	974	-24.00	29403.90
02/07/2026	glebe	975	-291.41	29112.49
22/05/2026	vat refund	receipt	1103.98	30216.47
28/04/2026	bank charges	dd	-3.00	30213.47

Reconciliations

bank reconciliation business current account

opening balance 1/4/26	<u>20978.11</u>	
income	17785.75	
transfer from money man		
payments	<u>-8550.39</u>	
closing balance 4/6/26	<u>30213.47</u>	0.00

balance per statement 4/6/26/26 37122.98

less unpresented cheques

so	-732.15
966	-175.00
967	-1500.00
968	-874.23
969	-480.00
970	-837.51
971	-41.35
972	-60.56
973	-1893.30
974	-24.00
975	-291.41

	<u>-6909.51</u>	
reconciled balance	<u>30213.47</u>	
money manager	51,957.00	
total cash at bank	82,170.47	

payroll reconciliation**30/6/26**

	cash book	pata
gross	3702.93	3702.93
ees ni		
ers ni	367.80	367.80
paye/ni	1525.50	1525.50
net	2177.43	2177.43
		0.00

expenses reconciliation

	31/03/2026	31/05/2026	30/06/2026	31/07/2026
mileage	24	24	24	24

use of home

printing	8.6	13.5	16.9	18.9
stationery	10.38			4.8
postage	8.8	3.9		8.8
	51.78	41.4	40.9	56.5
	29.28			
	81.06			

<u>reserves reconciliation</u>		2024	2025	31/03/2026
play parks		20000	24100	29465
street furniture includes defib		20000	18492	15802
grants and donations and community events		5500	8080	3000
contingency		5000	5000	5000
muga		10000	10000	10000
NDP		5000	5000	5000
IT		1000	1000	1000
election		3500	3500	3500
general		17170	6862	0
bank balance at year end		87170	82034	72767

fixed asset register								
					31/03/2026			1st July 2026
	rookery road play area				0			0
	cherry unit				12474			12474
	various other play equipment				9000			9000
	MUGA				113698			113698
	safety surface				6886			6886
	tidy bear				200			200
	pirate ship				24670			24670
	gates and fences				18616			18616
	poppy seats x3				1849			1849
	bus shelters x8 \reduced to 7 in jan 25				16642			16642
	notice boards x5 increased in Jan 25 (1 added one taken away)				3522			3522
	village name plates				1147			1147
	wooden knee railing and posts				6369			6369
	RAF/NHS 1 seat removed jan 25				2820			2820
	dog/litter bins				1000			1000
	lap top				500			500

	defibrillator	10/06/2025		2315			2315
				221708			221708

<u>budget against actual</u>	<u>budget</u>	<u>actual</u>	<u>balance</u>
income			
precept	27000	13500	13500
cil		3182	3182
wayleave		0	0
interest on money manager		168	168
vat refund		0	0
	27000	16850	16850
expenditure			
employment costs	15000	3703	11297
ers ni	1471	368	1103
vat expenditure (claim made)	0	1104	-1104
play area	9000	0	9000
admin costs	0	160	-160
website	700	480	220
training	200	0	200
payroll costs	200	41	159
subscriptions	700	838	-138
bank charges	100	6	94

burial ground	300	0	300
grass cutting	3600	1166	2434
insurance	1200	0	1200
room hire	500	24	476
defibrillator	500	0	500
audit	500	175	325
expenditure funded from precept	33971	8065	25906
general expenditure from reserves (shortfall from precept for general expenditure)			
community events	5000	90	4910
play area floor surface	24000		8000
play equipment		0	0
defibrillator		0	-2315
dog and waste bins	250	0	
grants	1000	1500	-1950
notice boards	625	0	625
bus shelter/ seats	300	0	300
general reserves	6971		
total expenditure from reserves	38146	1590	
total expenditure budgeted	72117	9654	25906