

Minutes of the Meeting of Meysey Hampton Parish Council held on Wednesday, 4th March 2026

Present:

Councillor Roger Case (Chair)
Councillor Mark Naylor (Vice Chair)
Councillor Margaret Pursch
Councillor Simon Michelson
Councillor Jane O'Dell
Councillor Alison Williamson
Councillor John Donnellan

Clerk: Joan Jenkins

Nine members of the public

Mrs. Davina Clift was invited to address and update the meeting about Meysey Hampton Traffic Safety action group (MHTS) purpose and plans. She explained there were 24 members whose intention is to build on and further the work the PC has already done in this area. A petition form was circulated throughout the village, 217 replied, including Sunhill residents who are concerned about the 5-way crossroad, and the results were as follows:

1. A417 reduce speed limit to 40 mph: 214 in favour with many responses and concerns from Greenacres residents.
2. 20 mph speed limit through the village: 206 in favour.
3. Relocation of signage in the village: 213 in favour. This mainly refers to existing signage entering the village from Down Ampney.
4. Improving Signage throughout the village: 204 in favour. This refers to updating / repainting/replacing existing signage, not introducing extra signs.

Additional comments and suggestions had also been received, for example double yellow lines around the Green to stop parking, which would however need lengthy consultation and be very costly. All comments will be discussed and considered.

Mrs. Clift is having a site meeting with Gill Portlock, Highways Area Manager, and a representative from GCC Road Safety Team, on 24th March 2026, to discuss these issues.

Cllr Case thanked Mrs. Clift for the work of the Group and looked forward to her feedback after the meeting with Gill Portlock.

Cllr Case then officially opened the Parish Council General Meeting at 7.45 pm.

Agenda Item 1 Apologies for Absence

No apologies. CClr Spivey was away and unable to attend.

Agenda Item 2

There were no declarations of interest.

Agenda Item 3: Confirm the Minutes of the Meeting held on 3rd December 2025

The Minutes of 3rd December were approved as being a true reflection of the meeting and signed by Cllr Case.

Agenda Item 4: Confirm the Minutes of the EGM held on 12th January 2026

The Minutes of 3rd December were approved as being a true reflection of the meeting and signed by Cllr Case.

Agenda Item 5: Matters Arising:

Thames Water and Car Park: Cllr Naylor reported that he had finally managed to speak to Julie Moulton, after numerous previous emails and phone calls had been unsuccessful. She confirmed that “Sophie” (surname currently unknown) is now responsible for Customer Liaison, Thames Valley Region and asked Cllr Naylor to send photographs of the car park to her, Julie, then she will forward them to Sophie. Cllrs Naylor and Williamson took photos this week and they have been sent to Julie Moulton with a lengthy email, quoting the written assurances from the contractor that the material used for the car park, Cotswold self-bind gravel, was hard-wearing and suitable for this purpose.

Agenda Item 6: Officers’ Reports

District and County Councillor Lisa Spivey

Cllr Spivey was not in attendance but she had emailed her February report.

Cllr Alison Williamson (Footpaths)

New Gate Poulton Walk: the £200 grant for the cost of the gate was paid into the PC account but no instructions have been received as to which Council department this should be paid to. Frank Dorrington Ward has agreed to make enquiries and arrange an appropriate invoice to be issued.

New footbridge on Poulton walk: a villager has mentioned that it was difficult to step off the bridge on the Poulton side and suggested a handrail might assist the footbridge can be slippery and needs a handrail. Cllr Williamson has discussed this issue with Glos. CC footpaths department and they will look into the possible options eg installing a sturdy post or a handrail.

Strawberry Lane walk: Broken bridge: This has been structurally well-repaired, and Cllr Williamson wishes to thank Mr. Peter Caroe for arranging for this work to be carried out.

The Masons: No Parking lines appear to be working well to discourage illegal parking on a section of public footpath.

Hedges and Vegetation: As spring is now here a polite reminder to all residents to please check their garden boundaries and cut back overhanging bushes and trees so they do not impede passing pedestrians or vehicles.

Councillor Jane O’Dell (School and Hall)

The Village Hall: .

The new committee met in January and new booking contacts have been set up.
Meysey Hampton Memorial Hall: Online Booking Calendar [Meysey Hampton Memorial Hall :
Online Booking Calendar](#)

Gary Haynes is now Chair: gary.haynes0509@hotmail.co.uk 01285 850574

School:

Children activities: Each year the children are walked around the village looking at environmental and road safety issues, and letters are sent to the Chair of the Parish Council and to the relevant departments of Glos County. The feasibility of two proposals are being looked at:

1. Planting of more trees in the village: the school would like to identify areas for tree planting and get relevant permissions.
2. Car Park: the children identified the inefficiency of parking space usage and suggested erecting a short section of fencing at the south border of the car park would encourage parking diagonally along that side of the car park. Councillors agreed with their analysis and will look into their proposal but pointed out Thames Water tanker access needs to be taken into account.

Cllr Williamson expressed her thanks to the school and children for the planting of bulbs which took place several years ago but have now spread around the pond to provide a beautiful display. Cllr Case also wished to thank Trish Dodds for clearing the brash around the pond so that the flowers grow unimpeded and can be seen. Cllr Williamson also suggested the old environment posters on the fences should be removed or replaced with new.

Cllr O'Dell reported that monitoring parent parking on the zig zag lines continues to be challenging but the school do all they can to encourage sensible parking.

Councillor Simon Michelson (Playing Fields)

Cricket: 28 fixtures have been confirmed. The newly named Meysey Hampton Cricket Club, will be playing their first ever match on 6th May 2026. The Meysey Hampton All Stars v Meysey Hampton Cricket Club is on 28th June – which should be an interesting contest. A large area of the pitch has had to be re-seeded and is currently cordoned off, and the public are asked not to walk on this area.

Mrs. Jenkins mentioned that the ground each end of the table tennis table is very muddy and slippery and Cllr Michelson will be looking into laying more matting there.

Councillor Margaret Pursch (Highways)

Potholes: ongoing issue.

Drainage: there is flooding across Church Street from Villers Farm to the Green as the drain is blocked. Cllr Pursch has reported it twice to Highways as have other residents.

John Donnellan (Greenacres)

Flooding on the A417 across the road just passed Greenacres, is still an issue after heavy rain but might be alleviated by digging a new ditch and clearing existing ditches. Cllr. Donnellan will contact Gill Portlock direct.

Councillor Roger Case (Air Base)

U.S. bombers may be here in two or three days.

Councillor Mark Naylor (Police Liaison)

Nothing to report.

Agenda Item 7 Responsible Financial Officer's Report (RFO):

Current account balance in the account is £6,356.06 and Deposit Account £1,982.03 totalling £8,338.09 including £1,470 ring-fenced for car park maintenance. After known liabilities, the balance taken forward to 2026/27 will be in the region of £3,348.09.

Website and email update: <https://meyseyhamptonparishcouncil.gov.uk/>

Website will go live at the end of this week although it is still a work in progress. The statutory documents and other essential policies and information will all be on the website with dates of reviews, approvals / adoption. Councillors details, Agendas, Minutes, financial information, will all be available to view by the public.

There is also a link to Glos County Council including Highways to report potholes and other road issues, and upcoming village events can be uploaded onto the website for easy reference.

Emails

All Councillors have been issued with a gov.uk email domain and all future email correspondence relating to Parish Council business must go through these emails. Details are on the website. In future Roger will not be able to send out Council documents or Council information to village residents from his personal email. A new data-base of residents will be set up, with permissions, to enable the distribution of correspondence and documents of interest. Data Protection and Privacy Policies are in place and can be viewed on the website. All documents of public interest – Minutes, Agendas etc. – will be available on the website. Clerk and Councillors emails are also on the website:

clerk@meyseyhamptonparishcouncil.gov.uk
roger.case@meyseyhamptonparishcouncil.gov.uk
mark.naylor@meyseyhamptonparishcouncil.gov.uk
margaret.pursch@meyseyhamptonparishcouncil.gov.uk
simon.michelson@meyseyhamptonparishcouncil.gov.uk
jane.odell@meyseyhamptonparishcouncil.gov.uk
alison.williamson@meyseyhamptonparishcouncil.gov.uk
john.donnellan@meyseyhamptonparishcouncil.gov.uk

Banking: When the precept for 2026/27 and VAT reimbursement are received in April, the Clerk will begin the process of opening an online banking account with dual authorization with Lloyds Bank.

Agenda 8 Discuss and approve appointment of the Internal Auditor.

Mrs. Dillon has agreed to carry out the internal audit for 2025/26 but as the new regulations increase the areas of scrutiny the time she will need to spend on the internal audit will increase. The Clerk has agreed to increase her fee to £100.

Agenda Item 9: Review and approve Standing Orders 2025 Update.

These were forwarded to all councillors to read and review some weeks ago. No issues were raised and the Standing Orders were approved.

Agenda Item 10 Review and approve Financial Regulations 2024 (minor update)

These were forwarded to all councillors to read and review some weeks ago. No issues were

Agenda Item 11: Review and approve Councillors Code of Conduct 2023

These were forwarded to all councillors to read and review some weeks ago. No issues were raised and the Standing Orders were approved.

Agenda Item 12 Review and adopt the ICO Model publication scheme v 1.2

Cllr Case asked for clarification of its purpose. The Clerk explained it commits an authority to make information available to the public as part of its normal business activities, and according to classes of information contained within the document. After discussion it was unanimously agreed to adopt the ICO Model publication scheme without modification.

Agenda Item 13 Discuss whether to register interest to implement a 20-mile an hour limit within the village.

The Clerk explained that this is part of a Glos County Council scheme to promote 20-mile an hour limit through villages. However, registration of interest should have been made by October 2025. Cllr Spivey has advised that as any roll-out of the scheme will take some time, late registration will not be an issue and she will advise her team accordingly.

Councillors discussed the pros and cons of a 20-mile an hour limit in Meysey Hampton. A decision to register Meysey Hampton's interest was then voted upon and agreed by 5 votes to 2 against. It was also agreed that any speed limit would cover all roads in the village. The Clerk will submit an appropriately worded Resolution of the decision to Gloucester County Council.

Agenda Item 14 Discuss application received for a donation towards the cost of a sound system.

This request had been discussed at the previous Parish Council meeting when the Clerk was instructed to clarify the regulations relating to donations to a church. The Clerk had received and circulated the advice received from GAPTC which confirmed that although a parish council cannot fund religious worship or activities, they can support improvements to church buildings where it is for the benefit of the wider community, and the building is used as a community facility. After some discussion and voting on different sums of money, it was eventually agreed unanimously that the Parish Council would donate £400 towards the installation of a sound system in the Church.

Agenda Item 15: Arrangements to hold a Parish Meeting

After discussion it was agreed the annual Parish Meeting would be held before the May Parish Council Meeting. Wine and nibbles will be served.

Agenda Item 16: Discuss a date for the annual litter-pick

Sunday, 29th March 2026 at 10 am. was proposed and agreed. Limited Hi-viz jackets, gloves and black bags will be supplied BUT it would greatly assist if people could bring their own where possible.

Agenda Item 17. Current Planning Applications

Tree works in a High Street property is the only new application. There are no issues.

Agenda Item 18: Questions from the Public

A417 crossroads road slowing: a resident asked what happened to the red marked areas in the middle of the A417 and High Street roads, which helped slow traffic before turning. Cllr Naylor explained they had deteriorated but were not reinstated after the re-surfacing in February 2020.

Flowering planter: Another resident suggested the old tree stump on the wide verge at the crossroads could be replaced or developed into an attractive raised bed of flowering plants. There was a concern that a large planter might block visibility of drivers whilst turning. However, if this were taken into account, it could be made into a feature at the entrance of the village.

Agenda Item 19 Any Other Business

Village Picnic donation request: Cllr Case explained that the Clerk had apologised to Mrs. Wright for not including this item as a specific Agenda Item as originally requested but that the details had been circulated to the Councillors prior to the meeting for discussion under AOB. A donation of £200 - £220 has been requested to pay for a saxophonist to perform at the picnic on 3rd May. After some discussion, it was apparent that the majority view was against a donation on the grounds of unpredictable weather conditions, unknown participation and the suitability of the proposed type of music at a family picnic event. A donation was therefore not approved.

MHTS Group: the Councillors were asked to confirm whether they support the MHTS Group. After a brief discussion, Cllr O'Dell proposed and Cllr Pursch Seconded a proposal that the Parish Council supports in principle the aims of the MHTS. This was approved unanimously.

Agenda Item 20 Dates of Meetings to be held during 2026/27

The following dates were agreed:

27th May 2026
1ST July
9TH September
2ND December
10TH March 2027

The meeting closed at 21:05