

**Minutes of the Annual Council Meeting held on Wednesday 13<sup>th</sup> May 2026 at 7.00pm held at Sedbury and Beachley Village Hall, Sedbury.**

**Present:** Councillors: Burgess, Russell, Stead, Swambo, Walsh.  
Officers: Carol Hinton (Clerk), David Stevens (Assistant Clerk)  
County Councillor Chris McFarling.

**1. CHAIRMAN**

**a) To elect** a Chairman for 2026/2027.

Councillor Russell was proposed and with no other proposals was elected as Chairman for 2026/2027.

**b) Chairman to sign** the Declaration of Acceptance of Office.

Declaration of acceptance of office duly signed.

**2. VICE CHAIRMAN**

**a) To elect** a Vice Chairman for 2026/2027.

Councillor Walsh was proposed and with no other proposals was elected as Vice Chairman for 2026/2027.

**b) Vice Chairman to sign** the Declaration of Acceptance of Office.

Declaration of acceptance of office duly signed.

**3. ATTENDANCE**

**a) Resolved to receive** apologies for absence from those councillors unable to attend from Cllrs Allan and Tullett.

**b) Resolved to accept** those apologies received with reasons for absence from Cllrs Allan and Tullett.

**4. DECLARATIONS OF INTEREST**

**a) Resolved to note that all changes to Councillors' Register of Interest have been notified to the Clerk.**

**b) To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

*Interests may be declared at any time during the meeting should they become apparent. None.*

**c) To consider any Dispensation Requests** received by the Parish Clerk and not previously considered. (All councillors appointed to the Mopla Cottages and Sedbury and Beachley Village Hall committees should request a dispensation once appointed, to be considered at the next meeting of the Council.) **None.**

**5. PUBLIC CONSULTATION**

**To receive and consider** any questions from the Public, which may be answered but not debated. **None present.**

**6. REMIT OF COMMITTEES**

**a) Resolved to approve** Planning and Highways business continues as part of the Full Council Meetings.

**b) Resolved to approve for adoption the** Remit of Committees as a) approved.

**7. STANDING COMMITTEES**

**Resolved to Appoint members to** standing committees as approved by the adoption of 'Remit of Committees'  
Amenities Committee – **Cllrs Burgess, Stead, Swambo, Tullett, Chairman and Vice Chairman.**

Finance and Probity Committee )

Mopla Cottages Committee ) **Cllrs Allan, Burgess, Swambo, Tullett, Chairman and**

Sedbury and Beachley Village Hall Committee ) **Vice Chairman.**

**8. PARISH COUNCIL WORKING GROUPS**

Staffing Sub Group – **Cllrs Russell, Stead and Tullett.**

Open Spaces Group – **Cllrs Burgess, Stead, Tullett and Walsh.**

## 9. PUBLIC AND CHARITABLE BODIES

- a) **To consider** appointments to Public and Charitable Bodies  
 Poor's Allotments – **Cllr Russell, Dr Geert-Jan Koning as non-councillor TPC representative, Sara-Jane Gilchrist, Elizabeth O'Toole and Vicar of the Parish as ex-officio Trustee.**  
 Tidenham War Memorial Hall and Recreation Trust – **Cllr Walsh.**  
 Severn Area Rescue Association (SARA) – **Cllr Russell.**  
 Forest Economic Partnership – **Cllr Swambo.**  
 Sedbury Space – **Cllr Swambo.**
- b) **To note** Lead Councillor roles to be nominated as and when required during each year covering the following areas (but not limited to):  
 Climate Emergency (Forest Climate Forum) – **Cllr Walsh.**  
 Partnership Chepstow - **TBC**  
 The River Severn (in combination with SARA) – **Cllr Russell.**  
 Elderly Residents – **Cllr Swambo.**  
 Neighbourhood Watch – **no representative to be put forward as no contact received.**  
 Local Schools – Offa's Mead – **Cllr. Burgess.** Wyedean – **Cllrs. Stead and Tullett.** Tutshill – **Cllr. Walsh.** Dean Close St John's – **Cllr Russell.**  
 GALC Devolution Working Group – **TBC.**  
 Police and Crime Commissioner Councillor Advocacy Scheme. **No representative – PCC due to be phased out.**

## 10. PROVISION OF INFORMATION UNDER FREEDOM OF INFORMATION ACT

**Resolved to approve** adoption of Provision of Information – Model Publication Scheme.

## 11. EMAIL POLICY

**Resolved to approve** adoption of Email Policy.

## 12. MINUTES OF PREVIOUS MEETING

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 15<sup>th</sup> April 2026, subject to noting Cllr Burgess was not in attendance.
- b) **To consider any questions** arising from those minutes. **There were none.**

## 13. TO CONSIDER PLANNING APPLICATIONS RECEIVED

- a. **P0095/26/FUL** – Sheercliffe, Coleford Road, Tidenham.  
 Erection of a two-storey extension and double garage.  
**Tidenham Parish Council does not support this application for the same reasons as previously advised. These comments don't appear to have been addressed in this planning application request.**
- b. **P0453/26/FUL** – Land Adjacent to No 4 (plots1&2), Sedbury Lane, Tutshill, Chepstow.  
 Variation of Condition 1 (Approved Plans) of planning permission P1995/20/FUL to allow minor material amendments to the external appearance of the dwellings, including removal of the brick plinth, changes to window and door detailing, and associated revisions.  
**Tidenham Parish Council supports this application.**
- c. **P0468/26/DEM** – Former Swimming Pool Building St Johns on the Hill School Castleford Hill.  
 Prior notification for the demolition of the existing single-storey swimming pool structure, constructed from timber and glulam framing.  
**Tidenham Parish Council supports this application.**

## 14. TO REPORT ON PLANNING DECISIONS TAKEN UNDER DELEGATED POWERS (s101)

- a. **P0459/26/AG** – Land South East of Severndale Farm, Tidenham..  
 Prior notification for the erection of a general purpose agricultural building.  
**Tidenham Parish Council supports this planning application.**

## 15. TO CONSIDER CORRESPONDENCE RECEIVED RE HIGHWAY ISSUES

None.

16. **POLICING IN THE PARISH**

- a) **Resolved to note** Police crime statistics for Tidenham and Sedbury can be accessed following this link. [Tidenham and Sedbury | Police.uk \(www.police.uk\)](http://www.police.uk) Councillors noted that the stats for Feb/March 2026 were not yet available.

17. **COMMITTEES**

**To receive reports, minutes and recommendations from committees** already circulated, enclosed herewith or to be circulated and to consider any questions arising from them. **None.**

18. **CHAIRMAN'S ANNOUNCEMENTS**

**To receive and note any announcements from the Chairman** of the meeting. **None.**

19. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

**Resolved to note** report from Chris McFarling.

The District Council is still dealing with the Local Plan and the difficulties imposed by the Govt. requirement for 6000 more houses. All of the Districts represented at the County Council are facing the same difficulties and the CC have agreed to write to the minister asking for the targets to be reconsidered. The targets do not take into account the specific difficulties faced by local councils.

Local Govt Re-organisation – still ongoing but should hear from Govt. before the end of the parliamentary session on what the new unitary authority will look like.

Gloucestershire CC have also looked at the increasing rates of male suicide. The CC has also repeated a challenge to the Govt on why it receives £30m less than large urban areas for SEND children. This has been the case for many years and the CC is trying to claim the money back.

Cllr Walsh – from the last meeting, how many empty homes were identified in the Parish – Chris McFarling – not sure the figures can be identified at Parish level. Also – has there been any progress on increasing the frequency of the No. 72 bus? – Chris McFarling – the Council are not minded to do this. Also – very disappointing that Tidenham has not been chosen for the 20mph scheme. Chris McFarling – there were so many applied. He had signed off all of his parishes for the scheme. In reality it is likely to be some time before the scheme comes into effect.

20. **PARISH CLERK'S REPORT**

**Resolved to receive and note** the Parish Clerk's Report. All items requiring the council to make a decision were specified separately on the agenda.

21. **FINANCE**

- a) **Resolved to approve payments** according to the Financial Statement for April 2026.
- b) **Resolved to receive and approve the Financial Statement** for April 2026.
- c) **Resolved to note** receipt of 50% of 2026/27 precept - £75,967.00 - in bank 24 April 2026.
- d) **Resolved to note** invoice payable to WN Adams for the CCTV installation in Pipistrelle Close is £10 plus VAT more than the original quote agreed by the Amenities Committee, this due to the delay in repair of the CCTV and the increase in rates by the contractor. Total cost now £252.00 inc. VAT.
- e) **Resolved to note** Gigaclear have agreed a further year's free internet at S&BVH until March 2027 due the hall being a community hub.
- f) **Resolved to note** an invoice for £200 has been sent to Poor's Allotments for the Clerk's admin time as Hon. Secretary and Hon. Treasurer for 2026/27.

22. **ZOOM RENEWAL**

**Resolved to note** the Zoom Workplace Pro Annual renewal of £155.88 inc. VAT was taken by debit card on 5<sup>th</sup> May 2026 and is noted on the Monthly Financial Statement.

23. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2025/26**

- a) **Resolved to approve** responses to items 1-10 of section 1 of the Annual Governance and Accountability Review (AGAR) 2025/26 should all be 'Yes'.
- b) **Resolved to approve** signing of the Governance Statement, which were duly signed by the Chairman.
- c) **Resolved to approve** the Annual Accounting Statements as shown in the Annual Return and certified and signed by the Clerk, which were duly signed by the Chairman.

d) **Resolved to approve** the dates for the period for exercising of public rights to be set as from Wednesday 3<sup>rd</sup> June to Tuesday 14<sup>th</sup> July 2026.

24. **SEDBURY AND BEACHLEY VILLAGE HALL TODDLER PLAY AREA PICNIC BENCHES**

a) **To consider** quotation from Greenfields Garden Services for the installation of 2 x 2.1m x 1.8m concrete plinth areas for the 2 x new benches (purchase agreed at the April 2026 meeting), including assembly and anchoring down of benches and waste away, for £3186.21 plus VAT. Total cost £3823.45.

b) **To note** it was not possible to obtain quotes from other play equipment installers.

**Resolved – further quotes to be sought – some other contractors suggested by Councillors – for consideration at the June meeting.**

25. **SEDBURY AND BEACHLEY VILLAGE HALL**

a) **To consider** need for two extra CCTV cameras to cover the new toddler play area and end lobby adjacent to the Sheila Bollen Room. **Resolved not to approve pending advice on CCTV on the play area.**

b) **Resolved to approve** quotation for repositioning of the CCTV equipment from the small office to the end storage room from WCCTV (the original suppliers) for cost of repositioning alone £460 plus VAT – total £552.

26. **STAFF ANNUAL LEAVE**

**Resolved to approve** increase in annual leave entitlement of 1 day per annum to 28 days plus bank holidays, full time equivalent, from 1<sup>st</sup> April 2026 as per The National Joint Council for Local Government Services National Agreement on Pay and Conditions for both the Clerk and Assistant Clerk.

27. **CORRESPONDENCE**

**To receive and consider** any other correspondence as detailed in the Clerk's Report. **None.**

28. **COUNCILLORS' REPORTS**

**To receive and note** any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

Cllr Swambo – is it possible for Committee Chairman to have budget for expenditure. Clerk to advise at next meeting.

29. **FUTURE MEETINGS**

**Resolved to note** the dates of future council and committee meetings:

Wednesday 20<sup>th</sup> May 2026 – Amenities Committee meeting.

Wednesday 3<sup>rd</sup> June 2026 – Finance and Probity Committee Meeting, followed by Mopla Cottages and Sedbury and Beachley Village Hall Committee meetings.

Wednesday 17<sup>th</sup> June 2026 – Full Council Meeting.

**The meeting concluded at 2022hrs**