



Churchdown Parish Council
Minutes of the Finance and Administration
Meeting held on Tuesday 4 November 2025 at
7pm

Venue: Parish Council Chambers, Council Offices, Parton Road, Churchdown, GL3 2JH

Present: Cllrs. J. Attwood, Lt Col B. Barton-Ancliffe, G. Blackwell, W. Hands, A. Porter,
P. Weinzwieg, I. Yates, Mrs L. Yates

Attendees: Clerk N. Paul

04.11.25.1 **To receive and approve apologies for absence and confirm the meeting is quorate**
No apologies received and the meeting was confirmed as quorate

04.11.25.2 **To receive comments from members of the public**
No comments

04.11.25.3 **To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33(b-e)**
Cllr. I. Yates declared an interest in agenda items 5 and 7.11 – planning and Churchdown Methodist Church grant application. Cllr. J. Attwood declared an interest in agenda item 7.5 Churchdown Patchwork and Quilters grant application

04.11.25.4 **To confirm and sign the minutes of the Finance and Administration Committee meeting held on Tuesday 7 October 2025 circulated to Members prior to the meeting**
The Minutes of the Finance and Administration Committee Meeting held on Tuesday 7 October 2025 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman

04.11.25.5 **Planning – to discuss planning applications and agree actions**
[Proposed new garage to replace existing shed.](#)
2 Goodmoor Crescent Churchdown Gloucester Gloucestershire GL3 2DJ
Ref. No: 25/00847/FUL
No Comment

04.11.25.6 **To review and approve Finance and Administration draft Budget for 2026/2027 circulated to Members prior to the meeting**
After a general question and answer session between Members it was **PROPOSED, SECONDED and AGREED** to approve the Finance and Administration draft Budget 26/27 with a caveat that the Youth Provision budget be discussed and agreed at the next Full Council Meeting. A full written report from the chair of the Youth Provision Group has been requested by Members

04.11.25.7 **To consider and agree actions Grant Applications for 2026 – 2027. Details circulated to Members prior to the meeting**

- 1. Great Western Air Ambulance Charity**
Amount requested £2200.00 – the F&A Committee **AGREED** by a majority vote to award £1000.00
- 2. Twynings Court**
Amount requested £760.00 – the F&A Committee **AGREED** by a majority vote to award £1000.00
- 3. Churchdown Male Voice Choir**
Amount requested £500.00 – the F&A Committee **AGREED** by a majority vote to award £500.00
- 4. Churchdown Tennis Club**
After a short discussion the F&A Committee **AGREED** that they would not award a grant as planning permission had not been obtained. Clerk to inform the Tennis Club that they can apply again in the 27/28 applications if planning permission has been received
- 5. Churchdown Patchwork and Quilters** – as per declaration of interest noted Cllr. J. Attwood left the room and returned after voting for this item
Amount requested £250.00 – the F&A Committee **AGREED** by a majority vote to award £500.00
- 6. Friends of Churchdown Hill**
Amount requested £800.00 – the F&A Committee **AGREED** by a majority vote to award £800.00 but the money is to be used for: new strimmer £450.00, PPE £150.00, Equipment Service £120.00, Consumables £40.00, Travel for Training £30.00
- 7. Churchdown Surgery**
Amount requested £2500.00 – the F&A Committee **AGREED** by a majority vote to award £2500.00
- 8. Churchdown Village Bowls Club**
Amount requested £2500.00 – the F&A Committee **AGREED** by a majority vote to award £2500.00
- 9. St John the Evangelist**
Amount requested £1000.00 – the F&A Committee **AGREED** by a majority vote to award £700.00
- 10. Hungry No More**
Amount requested £2500.00 – the F&A Committee **AGREED** by a majority vote to award £1500.00
- 11. Churchdown Methodist Church** – as per declaration of interest noted Cllr. I. Yates left the room and returned after voting for this item
Amount requested £1049.00 – the F&A Committee **AGREED** by a majority vote to award £1049.00

04.11.25.8 **To agree the CPC Internal Controller role**
It was **PROPOSED, SECONDED and AGREED** that Cllr. P. Weinzweig will shadow Cllr. G. Blackwell at the next internal check to decide if this is something he would like to take on

04.11.25.9 **To review and approve the CPC Disciplinary Policy circulated to Members prior to the meeting**
It was **AGREED** by Committee to approve the CPC Disciplinary Policy with the following amendment: to change 'staffing committee to Staff Management Committee'. Policy to be ratified at the next Full Council Meeting

- 04.11.25.10 **To review and approve the CPC Grievance Policy circulated to Members prior to the meeting**
It was **AGREED** by Committee to approve the CPC Grievance Policy with the following amendment: to change 'staffing committee to Staff Management Committee'. Policy to be ratified at the next Full Council Meeting
- 04.11.25.11 **To review and approve the CPC Council Vehicle Use Policy circulated to Members prior to the meeting**
It was **AGREED** by Committee to approve the CPC Vehicle Use Policy with the following amendment: Paragraph 14 change 'himself' to Driver. Policy to be ratified at the next Full Council meeting
- 04.11.25.12 **To review and approve the CPC Press and Media Policy circulated to Members prior to the meeting**
It was **AGREED** by Committee to approve the CPC Press and Media Policy. Policy to be ratified at the next Full Council Meeting
- 04.11.25.13 **To consider matters for the agenda of the next Finance and Administration Committee Meeting**
None
- 04.11.25.14 **Date of Next Meeting** is Tuesday 2 December 2025

MEETING CLOSED AT 20.50