



**Minutes of Wotton-under-Edge Town Council Meeting
held on Monday 3rd November 2025 at 7.00pm in the Civic Centre**

Present: Cllrs P Smith (Chair), R Claydon, D Thomas, J Cordwell, R Halpin, F Hulls, L Hewish, B Britton-Griffiths, P Underwood, E Edwards, R Greenup

In attendance: A Durn (Town Clerk); Stroud District Cllr G Kitchen; plus 4 members of the public

T.7609 To receive Apologies for absence

Apologies were received and accepted for Cllr J Lewis.

T.7610 To receive Declarations of Interest and requests for Dispensations

There were none received

T.7611 To approve the Minutes of the Extraordinary Town Council meeting of 27th October 2025

It was RESOLVED to approve the Minutes of the Extra Ordinary Town Council meeting of 27th October 2025.

T.7612 Public Forum

Members of the public can make representations, raise questions, or submit comments

The Chair stated that he would take the representations from Wotton in Bloom in the agenda item

T.7613 Wotton in Bloom

Two representatives from Wotton in Bloom (WiB) community group presented their report and request to the Town Council. The WiB group had a funding shortfall despite extensive funding bids. Due to contractual arrangements they needed to ensure the funds were available to contract in services. There had been a significant funding shortfall due to the Wotton Gardens Trail being cancelled. They reported that the arrangements with the Town Council of £2000 started in 2009 which equated to 24% of the costs, in 2025 that now equates to 15% of the cost. The WiB group requested that the agreement was increased to £3000.

There followed a discussion between Councillors and the WiB representatives which included alternative ways of watering, businesses being solely responsible for watering, having less hanging baskets, health and safety implications.

The Chairman reminded Councillors of the Declarations of Interest.

Cllr F Hulls left the meeting

The discussions continued including using the grant application process which is decided in the January 2026 Council meeting, the decision needed to be made now due to contractual arrangements. It was noted that there were Earmarked Reserves of £3000 for flowers and planters which could be used. It was stated that the hanging baskets were of significant importance to the town and community.

It was RESOLVED to utilise £1000 from the Earmarked Reserve for Flowers and Planters to add to the £2000 agreement with Wotton in Bloom thereby having a new agreement of £3000.

The 2 representatives of Wotton in Bloom left the meeting
Cllr F Hulls joined the meeting

T.7614 Accounts

It was RESOLVED:

- a) To note conclusion of external audit for the financial year ending 31st March 2025. The Council thanked the Deputy Clerk for her excellent work in producing the accounts and managing the audit process.
- b) To note bank transfer of £250,000 from current account to savings account following receipt of precept.
- c) To note reduction in bank interest rate from 2.25% to 2.1% gross.
- d) It was noted that the quarterly internal audit for the period April to June inclusive was in progress; and to RESOLVE that Cllrs E Edwards and R Greenup would carry out the July to September quarterly audit.
- e) The 2025/26 budget report was noted.

T.7615 Cemetery Regulations

Thanks were given for the excellent update of the cemetery regulations. There was a lengthy discussion on including clearer specification on whether photos should be allowed. It was RESOLVED to allow photos on memorials. It was RESOLVED to approve the proposed updated Cemetery Regulations and to thank the Deputy Clerk for her hard work on this.

Cllr B Britton-Griffiths left the meeting

T.7616 Public Works Loan

The background to the application was given. It was confirmed that the Council could apply for other funding. It was RESOLVED to approve the Public Works Loan application and required evidence and send to Gloucestershire Association of Town Councils to send to Ministry of Housing, Communities and Local Government (MHCLG).

T.7617 Independent Remuneration Panel Report

This item was deferred

T.7618 Telephone Kiosk

It was noted that the phone has been removed and the adoption of the listed telephone kiosk at the War Memorial has been completed

T.7619 EXEMPT: Prior to consideration of the following agenda items, councillors are invited to pass the following resolution: Pursuant to the provisions of the Public Bodies (admissions to Meetings) Act 1960 (as extended by S100 of the Local Government Act 1972), the Press and Public be

excluded from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information
It was RESOLVED for the Public and Press to leave the meeting

District Cllr G Kitchen, and 2 members of the public left the meeting

T.7620 Bequest

It was RESOLVED to accept the other beneficiaries proposal and seek further professional advice.

T.7621 Staffing Matters

It was noted that the recruitment of staff and locum cover is in progress.

The meeting ended at 08.40pm

Signed:

Date: