

**Clerk's Report for
Monday 6th May 2026**

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Minutes of the Temple Guiting Parish Council Meeting

Held on Wednesday 4th March 2026 at 6.30p.m. in the village hall.

Councillors present: Lorna Eayrs, Jayne Ewart-Perks, Kate Mather
(Chairman)

GCC Cllr Bradley.

Public: Four members of the public attended.

1. **Apologies for absence.** Councillors accepted apologies in advance from Cllrs Krier, Morrissey and Wilson as well as CDC Councillor Wilkins.
2. **Declarations of interest in items on the agenda (Localism Act 2011):** No councillors had declarable interests.
3. **Points from the floor:** One member of the public expressed an interest in item 6 (b).
4. **Minutes of the previous meeting.** Councillors approved the minutes of the previous meeting, and the Chairman signed them in the absence of the Vice Chairman (who chaired the previous meeting). **Action: Clerk to post to the website.**
5. **Chairman's announcements.** The Chairman invited GCC Cllr Bradley to report to the meeting. Cllr Bradley announced:
 - Three upcoming road closures in the parish:
 - Ford Bridge 5 May to 26 June - full closure for bridge maintenance. **Action: Clerk to forward to Oathill quarry manager**
 - Road through Kineton to Barton 24th April - Renew multiple signage.
 - Road from Lyne Barn Cottages to District Boundary 26 – 28 May 8.00 – 16.00. Utility repair and maintenance work
Action: Clerk to inform residents.
 - Cllr Bradley informed the meeting that the Waste and Minerals Strategy would be refreshed later this year and that he was encouraging officers to review North Cotswold quarrying as a whole, not quarry by quarry, and the cumulative effects across the area.
 - GCC's budget did not allow councillors to have individual Highways Local funds. Highways funding was being increased by borrowing.
 - GCC was supporting the local farming community against the Family Farm tax with its local procurement strategy and the 'Made in Gloucestershire' programme.
 - The review of Local Government Reorganisation options was open until 26th March. Residents are invited to comment and make their choices via the <https://futuregloucestershire.org.uk/> . Cllr Bradley's preferred option is for one unitary authority across the County as this would seem to offer integrated services and better cost effectiveness. Cotswold District Council also prefers this option. Information is available and comments can be made at <https://futuregloucestershire.org.uk/> and <https://www.gov.uk/government/consultations/local-government-reorganisation-in-gloucestershire/proposals-for-local-government-reorganisation-in->

[gloucestershire](#)

Action: Clerk to inform local residents.

Residents were reminded to report potholes and other highways issues as often as possible using the 'FixMyStreet' site: www.gloucestershire.gov.uk/fixmystreet. Councillors noted that a gully on the opposite side of Mill Lane would improve drainage. Action: Clerk to contact GCC Highways.

The Chairman then highlighted topics in Cllr Wilkins' report from CDC:

- The Planning Enforcement team was severely under resourced, with 648 outstanding complaints.
- CDC had won the last 5 planning appeals.
- Bank D council tax for CDC properties in FY 2026/27 would be £230, made up of:
 - Parish Council precept of £32.78
 - CDC contribution of £163.93
 - Police contribution of £33.29

6. Planning

a. Planning applications to consider:

[26/00508/CLOPUD](#) Springbank, Colman, Temple Guiting. CLOPUD (Certificate of Lawful Proposed Use or Development under section 192 of the Town and Country Planning Act 1990) for the installation of solar panels on garage roof and extension. Councillors had no objections. Action: Clerk to post comments to the planning portal.

[26/00495/FUL](#) New Barn Farm. Conversion of a traditional barn to residential use and the erection of five new-build residential dwellings, the provision of landscaping, demolition of six existing agricultural barns and associated works - Variation of condition 2 (plans) of permission 25/01431/FUL to enable amendments to design of approved scheme. Deadline 23rd March 2026. Councillors had no objections to the amendments, which were internal changes. Action: Clerk to post comments to the planning portal.

b. Updates to planning applications

[25/03433/COMPLY](#) New Barn Farm. Compliance with conditions 15 (surface water drainage scheme) and 16 (Construction Phase Surface Water Management Plan) of permission [25/01431/FUL](#). Permission included a 'Construction phase surface water management plan' at item 16. N.B. Report from Flood Risk Officer stating that this condition has not been met. Councillors expressed concern at the amount of slippery mud on the road outside the site. Action: Clerk to write to developers and CDC regarding this issue, to include dangers to school traffic and cyclists and in light of the closure of the B4077 at Ford for 6 weeks, resulting in traffic avoiding the works by diverting through Temple Guiting.

[25/03453/FUL](#) Ford Hill Farm. New greenhouse and potting shed. Permitted.

c. Comments between meetings.

[26/00143/CPO](#) Variation of conditions 1(Scope of the development), 2(Duration of Permission), 8(Methods of Workings) and 26(Vehicles) relating to planning consent 19/0035/CWMAJM dated 23.08.2019 and [26/00144/CPO](#) Nayles Barn. Cutsdean Parish Meeting and Cllr Tom Bradley have objected to these applications primarily on the basis of the roads being unsuitable for increased numbers of quarry vehicles. Cllr Bradley also stated that Nayles Barn Quarry had previously been in contravention of planning conditions and that this cast doubt on the current application. TGPC Councillors confirmed the comments submitted between meetings and thanked Cllr Bradley for his support.

7. .gov.uk website

- a. Primary colour.** Councillors chose green with enough contrast for all readers. **Action: Clerk to let Parish Online know.**
- b. Header image.** Councillors asked that the photographer of the existing header images find ways to adapt these into a single graphic for the new site. **Action: Clerk to ask photographer.**
- c. Mailboxes.** Councillors chose the format cldr.surname@templeguiting-pc.gov.uk. **Action: Clerk to let Parish Online know.**

8. Financial position

- a. Current financial position.** Councillors noted the balances on 27th February 2026: Current account £19409.88 and Savings account: £5,426.13.
- b. Reconciliation.** Councillors approved the reconciliation and the Chairman signed the document.
- c. Cheque signing/Epayers** Councillors approved the following payments:

Chq/Epays	Payee	Description	Value
Epays	M Freeman	Clerk's salary February	£198.25
Epays	HMRC	PAYE February	£43.00

Councillors noted the interest payment of £2.76. **Action: Clerk to arrange payments**

There being no further business, the Chairman closed the meeting at 19.05.

Next meeting: The next meeting will be held on 6th May and will include the Annual Parish Council Meeting at which officers will be elected, followed by the Annual Parish Meeting.

Signed

6th May 2026

Chairman

Item 8 – Training available through GALC

<https://www.gloucestershirealc.gov.uk/councillor-training>

- Devolution preparedness
- New Councillor training
- The Effective Chairperson
- Essential HR
- Finance for councillors
- Data Protection
- Social Media skills
- Recruiting and retaining a diverse pool of councillors

Item 10 – Quarry Traffic Monitoring – Grassroots Neighbourhood Fund

<https://www.gloucestershire.gov.uk/grassroots-neighbourhood-fund/>

Draft submission text:

Temple Guiting is one of the North Cotswolds parishes where there is extensive limestone quarrying. The quarries (currently including Guiting, Three Gates, Cotswold Hill, Oathill, Nayles Barn, Tinkers Barn, Naunton and Grange Hill) are located in an area of approx. 3 mile radius and use the same access routes, forming a coherent cluster.

Quarry operations, including quarry vehicles, generate dust and noise especially where limestone dust and aggregate is produced rather than limestone block stone, walling and traditional tiles, which is increasingly the case. Large lorries also pose a threat to vulnerable road users, especially if driven at speed and not sheeted correctly, resulting in trails of dust and stone.

The impact on the mental and physical health of residents in the area and along the main routes taken by quarry lorries is significant.

The following parish organisations share Temple Guiting’s concerns: Lower Slaughter, Upper Slaughter, Naunton, Stanway, Taddington, and the Parish Meetings at Cutsdean and Snowhill

The project would monitor the amount and behaviour of quarry traffic on the roads most used by quarry lorries, including the B4077 and Buckle Street. The data would clarify the major problems and the scale of the threats to health. This will be central to discussions about potential mitigation measures involving planning, road safety and public health.

At a meeting in January 2026 Ian Hunt, principal Development Co-ordinator, GCC Highways, agreed to carry out this work. However, no action has been taken. Temple Guiting PC is now asking for funding to enable this project and to deliver valuable information which could support the health and safety of local residents.

Item 11 – Accidents at Trafalgar Cross

The accident maps used by GCC Highways <https://gloucestershire-collisions.traffweb.app/traffweb/1/PublicMap> and the 'crashmap' site show 6 accidents in over 5 years (only data from 2 Jan 2021 is available) . A further accident occurred on Wednesday 29th April, with one fatality:

?

11 July 2022	Slight
28 Jan 2023	Serious
Thu Mar 23	Slight
Fri June 23	Slight
Sat May 25	Serious
Sun Aug 25	Serious

Plus the most recent:

Weds April 29	Fatal
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Item 13 – AGAR Certificate of Exemption

Click on the icon to see the document:

Certificate of Exemption – AGAR 2025/26 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2026 and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2026 and a completed Certificate of Exemption is submitted no later than **30 June 2026** notifying the external auditor.

Temple Guiting Parish Council

certifies that during the financial year 2025/26, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2025/26: **£9,354** ER AMOUNT £00,000

Total annual gross expenditure for the authority 2025/26: **£9,425** ER AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2022
- In relation to the preceding financial year (2024/25), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2026.

Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:	06/05/2026
SIGNATURE REQUIRED	06/05/2026	as recorded in minute reference:	Pt 13 6.5.26
Signed by Chair	Date	MINUTE REFERENCE	
SIGNATURE REQUIRED	06/05/2026		
Generic email address of Authority	Telephone number		
clerk@templeguiting-pc.gov.uk	07736 706805	ED GENERIC EMAIL ADDRESS NUMBER	
*Published web address			
www.templeguiting-pc.gov.uk	PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS		

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2026. Reminder letters for late submission will incur a charge of £40 + VAT.

Item 14 –Governance and Accountability return

A) Annual accounts -Section 1

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Temple Guiting Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		Yes* means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	<input type="checkbox"/>	<input type="checkbox"/>	responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

06/05/2026

and recorded as minute reference:

Pt. 14 (a) MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website is up to date and the information required by the Transparency Code has been published.

Yes No

www.templeguiting-pc.gov.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

b) Annual accounts – Section 2

Section 2 – Accounting Statements 2025/26 for

Temple Guiting Parish Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	11,338	14,892	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	7,500	7,712	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	7,033	1,642	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	2,302	2,400	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	8,677	7,025	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	14,892	14,821	<i>Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	14,892	14,821	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	18,940	20,411	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	
11. Do the figures in the accounting statements above exclude any Trust transactions?		✓	<i>For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.</i>

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Date 06/05/2026

I confirm that these Accounting Statements were approved by this authority on this date:

06/05/2026

as recorded in minute reference:

Pt. 14 (b)6.5.26 MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Item 15 (b) – reconciliation to 29th April 2026

Temple Guiting Parish Council			
Bank Reconciliation			
Period 1 April 2024 to 29 April 2026			
Current account 02503759			
	Balance at 29 April 2026	15611.83	
Deposit account 07859616			
	Balance at 29 April 2026	5430.52	
Less outstanding transactions			
Reconciled balance		21042.35	
Cashbook summary			
Opening balance 1 April 2026		14981.29	
Add receipts to date		6065.31	
Less payments to date			4.25
Cashbook balance		21042.35	
Signed:			
Chairman			
Clerk & RFO			
29th April 2026			