Shipton Parish Council

Serving the Cotswold villages of Shipton Oliffe, Shipton Solars and Hampen

Email: parishcouncil@shipton-village.uk

Website: www.shipton-village.uk

Minutes of Shipton Parish Council Meeting. (V4)

held 15th October 6.30pm in

THE READING ROOM, SHIPTON

251016/1 — Chairman's Opening Remarks and Welcome

The Chair, Cllr David Hellens, welcomed 12 members of the public and reminded attendees that the public consultation section would be held at the end of the meeting, after the official working section had been closed off.

251016/2 — Apologies for Absence

All Parish Councillors were present. Apologies were received from County Cllr Paul Hodgkinson.

Present: Cllrs David Hellens, Claire Gibbs, Jasmina Tyler, Ann Hanagarth, Andy Gibbs.

251016/3 — Declarations of Interests

a. Councillors were reminded to update their registers of interests if circumstances changed. No changes were reported.
b. Cllr Claire Gibbs declared an interest in the planning application in her capacity as a director of the sewage management committee. She did not participate in discussion of the planning item.
c. Cllr Ann Hanagarth declared an interest in the planning application because she is a direct neighbour of the application site. She did not participate in discussion of the planning item.

251016/4 — Approval of Minutes from Previous Meeting

Resolved: The minutes of the previous meeting, held in May 2026, were approved and signed by the Chair.

251016/5 — Village Matters

Septic tank on Council-owned land

It was noted that all four secondary-user households had been notified of the legal position of the tank, and that the Parish Council had now formally placed it on its asset register and had notified insurers of its presence and potential risk to third parties on or downhill of the Green. Insurers had confirmed to the clerk that it was now "on risk".

Resolved: The Parish Council is the owner and the primary operator of the septic tank and is responsible for managing and insuring against third party damage should the tank overflow.
The 4 houses who use the system as secondary operators and users continue with their access rights and the responsibilities to pay for maintenance and repair as per their title deeds unchanged.

When the system was built the users titles deeds clearly state that the owner of the Green would not be responsible financially for any maintenance and or repair/replacement costs , and that all of these would fall to the secondary operatives The situation identified in their deeds remains unchanged.

Charlton Rovers Football Club

Charlton Rovers Football Club requested permission to investigate installing a purpose-built toilet block at the Sports Field, which they hold on a long-term lease from the Parish Council.

Resolved: The Council will contact Charlton Rovers to approve the investigation, provided that the club accepts all administrative and financial responsibility for obtaining any required planning consent.

Royal Mail post box and supporting pillar at Yew Trees House.

The Council issued to the audience a 1-page short summary facts sheet relating to the council's research and recent committee work concluded on 12th Oct (attached document appendix 1 was produced from that committee)

The chair advised the audience that the council had undertaken considerable work on the post box and now believed that it understood the relationship between Royal Mail, (who owns the red post box), and the private landowner of the pillar in which the box resides, vis a vis The PC's own apparent legal position concerning involvement under the 1972 local government act.

The audience expressed considerable interest to debate the subject, but as the council was in working session the chair was obliged to ask the audience to use the remaining working time of the public meeting to read the 1 page document (appendix 1) so that they could be suitably informed for a debate that he was happy to open once the formal work of the council had been closed off.

Stable Cottage

The Council discussed the unauthorised construction of accommodation at Stable Cottage.

Resolved: Follow-up with the Planning Enforcement Department at Cotswold District Council is required.

251016/6 — Finance

The Parish Council approved the six-monthly budget update, which is available on the village website.

Resolved: A separate bank account will be opened for the Parish Council.

Initial discussion took place on the precept for the following year. This will be discussed and approved at the next meeting.

251016/7 — Highways

- A summary was given of the meeting between Parish Councillors and Highways representatives at the Frogmill Inn. The pathway to the village and other road-safety measures were discussed. The report is available on the village website.
- A resident raised concerns about stinging nettles and overgrown verges and was reminded to report issues through FixMyStreet.
- It was noted that Gloucestershire Highways had indicated that parts of the village would be resurfaced during the current financial year, by April 2027.

251016/8 — Planning

Application 26/02583/FUL: The Parish Council has submitted comments concerning the incorrect statement that mains sewage is available in the village.

251016/9 — Communications

It was noted that the village website, www.shipton-village.uk, remains the principal source of local information for residents, alongside the Shipton Village Facebook group. A separate resident-run Facebook group provides more general village information and is not affiliated with the Parish Council.

251016/10 — Future Meetings

Informal Councillors' meeting: 12th January 2027 at 2.30 pm in the Reading Room

Public Parish Council meeting: 14th January 2027 at 6.30 pm, to agree the precept for 2027.

The meeting concluded at 7.30 pm.

Public Forum (Held after the working meeting was closed)

Once the Chair had closed the formal part of the meeting. The Chair opened the floor to an informal discussion forum about the postbox.
The residents present debated the information earlier issued in appendix 1 and decided that they would like to form an independent "Save our Post Box Group"
4 of the people in the meeting agreed that they would serve on this independent group.
Ann Hanagarth, Jasmina Tyler, Helen Cowing and Kate Hathaway

The group will operate independently of the Parish Council which has already contacted Royal Mail and conducted considerable research concerning the rules concerning their involvement.
appendix 1 relates.
The PC has asked RM to keep the PC in the loop on any of their decisions as they emerged, and has advised RM that there was considerable interest among villagers in keeping the service.

Attached appendix 1

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APPENDIX 1 issued during public meeting 15th October

SHIPTON PARISH COUNCIL FACT SHEET

YEW TREES HOUSE POST BOX

1) During 2026 The Parish Council investigated whether it could in some way become involved in refurbishing the dilapidated Royal Mail red post box (which is corroded and has a hole in the top that lets in rain) and the pillar in which the red box resides (which is an advanced state of dilapidation.



2) The Parish Council discovered that Royal Mail owned and operated only the red cast Iron box which they intended to survey in order to decide its viability, both structurally and from the point of view of letter collection service .
Its geographical nearness to the second village post box in Kilham Lane means that Royal Mail's proximity protocols could mean that they might consider closing the collection service.

3) The Parish Council also discovered as Royal Mail had done through their survey and research that the Pillar itself is the property of Yew Trees house and is 100% on their land, and that the responsibility for maintenance and refurbishment of the pillar rested solely with the owner ie: Yew Trees House.

4) The Parish Council research of the 1972 local government act (which lays out the legal frame work within which a Parish Council operates) clearly indicates that it would be unlawful for a Parish Council to fund or be involved in refurbishment of private property they did not own. (ie: The Yew Trees House gateway pillar)

5) These findings of course do not prevent The Parish Council seeking guidance from Royal Mail on behalf of the village about Royal Mail's intentions concerning the Red Box and the associated collection service, and if there was sufficient local interest voicing to Royal Mail villager's desire for service retention.