

Highnam Parish Council
Highnam ~ Linton ~ Over ~ Lassington



Dear Councillor / Resident

I hereby give notice of the Annual Parish Council meeting that will be held in **Gambier Parry Hall, on 16th June 2026**

Public Questions a period of no more than 15 minutes will be set aside for public question between 7.30 pm and 7.45 pm.

WM Barnard
Wendy Barnard
Parish Council Clerk & RFO
7th June 2026

Public Forum: A maximum of 15minutes, 3 minutes per resident will be allowed for questions and comments from members of the public.

- 1. To receive apologies for absence.**
- 2. Members of the council are invited to declare any interest they may have in the business set out below.**
- 3. To allow dispensations.**
- 4. To approve minutes of meeting held on 19th May 2026**
- 5. To receive Reports**
 - i. **County Councillor**
 - ii. **Borough Councillor**
 - iii. **Parish Chair**
- 6. To Consider Planning Applications received.**

26/00434/FUL	Parcel 0739 Over Bridge Over Gloucester	Proposed change of use of agricultural land to enclosed dog walking paddock, car parking, access track and associated landscaping
Decisions		
26/00230/FUL	11 West Field Highnam	PERMIT



7. Finances

To approve invoices for payment as per the Payment Schedule. (Circulated beforehand)

8. Contribution to Planning Consultant Invoice

Background: An invoice for **£3,623** (net of VAT) has been received from the commissioned planning consultant.

Initial Payment: Churcham Parish Council have covered the initial payment to ensure the invoice is settled.

Funding Request: Churcham PC is seeking cost-sharing contributions from the other five involved councils.

Current Status: No prior cost-sharing agreement exists among the six councils regarding this project.

Financial Options for Consideration:

- i. *Option A (Equal 6-Way Split):* **£603.83** per council (All 6 councils pay equally). Although we have no say in what other Councils have contributed.
- ii. *Option B (Fixed Contribution):* **£500.00** (A rounded flat-rate contribution).
- iii. *Option C (Token Contribution):* **£250.00** (A minor supporting contribution).

Action Required: To discuss, agree, and resolve the specific sum this Council wishes to contribute toward the total cost.

9. Village Green Application – Letter circulated beforehand

- i. **Withdrawal Request:** Consideration of the formal request submitted by Mark McGillion.
- ii. **Impact & Council Resolution:** Discussion on community impact and a formal vote on whether to withdraw or proceed with the application.

10. Traffic Management and Road Infrastructure Impact

- i. **Major Roadworks & Rat-Running:** Impact of the upcoming 11-month project and potential B4215 diversion via the Spine Road.
- ii. **Spine Road & Lassington Lane Parking:** Review of weekend gridlocks, dog grooming business congestion, and blocked patient access at the surgery.
- iii. **Traffic Calming Infrastructure:** Maintenance and visibility issues regarding the Village Gates and future Traffic Speed Devices.
- iv. **Resident Forum:** Open discussion session with residents regarding these road items.



11. Adoption of Community Emergency Plan

- i. **Document Review:** Final review and discussion of the Community Emergency Plan circulated prior to the meeting.
- ii. **Formal Resolution:** Discussion of roles and a formal vote to adopt the emergency plan.

12. Clerks Correspondence

Date of next meeting 21st July 2026
Gambier Parry Hall @7.30pm