



# Shipton Parish Council

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

Email: [parishcouncil@shipton-village.uk](mailto:parishcouncil@shipton-village.uk)

Website: [www.shipton-village.uk](http://www.shipton-village.uk)

## Minutes of the ANNUAL Shipton Parish Council Meeting. THURSDAY 14<sup>th</sup> MAY 2026

### THE READING ROOM, SHIPTON

260514/1	<b>To elect the Chair and receive Declaration of Acceptance of Office forms.</b> Proposal to appoint Cllr David Hellens as Chair for 2026/7. Proposed. Seconded. Approved. <b>RESOLVED.</b> Declaration of Acceptance of Office signed and witnessed.
260514/2	<b>To allocate and agree roles and responsibilities in the Parish Council</b> Highways/Trees/Infrastructure – Cllr Jasmina Tyler Planning – Cllr Ann Hanagarth & Clerk Parish Council Reading Room Liaison – Cllr C Gibbs and Cllr D Hellens Communications and IT – Cllr A Gibbs
260514/3	<b>Registration of Interests:</b> All up to date.
260514/4	<b>Declaration of Interests on agenda items:</b> none received
260514/5	<b>Approval of minutes from the previous meetings (22<sup>nd</sup> January 2026)</b> These were signed and approved as previously published
260514/6	<b>Matters arising from the minutes</b> <b>Village Green Updates</b> <ul style="list-style-type: none"> <li>• <b>Septic Tank</b> The subcommittee has worked extensively on the issue of new regulations of the septic tank for nos 1 – 4 The Rise and having obtained legal advice on ownership and responsibilities for the septic tank which is sited beneath the Parish Council's village green opposite the Reading Room, it was <b>resolved</b> that a letter would be sent to all householders on 15 May explaining the Parish Council's legal position and outlining how future maintenance of the septic tank will be managed.</li> </ul> <b>Christmas Lights – update to power supply</b> Cllr A Gibbs has purchased and arranged a solar power supply for the Christmas tree lights this year, to avoid any issues of cables across the road, as this caused a problem last year. Cllr Gibbs has also obtained a quote for the provision of a permanent power supply to the village green with SSE and this will be kept on file for future reference if required. It is hoped that some volunteers may help with the siting of the Christmas tree this year and a call for help will be made nearer the time. Thanks were given to Harvey from North Farm for his invaluable help in removing the tree in the New Year and also to the local builders at The Rise for their help in setting up the tree.
260514/7	<b>Finance.</b> The report from the Internal Auditor was approved. The Annual Governance Statement for 2025-2026 was approved and signed The accounting statements and the Certificate of Exemption was agreed and signed and will be published in accordance with the guidelines. The asset register will be edited to show the septic tank. Advice from the Insurance company has been received. It was <b>resolved</b> to renew the Annual Insurance.



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260514/8	<p><b>Planning</b></p> <p>Cllr Hanagarth and the Clerk continue to monitor planning applications and respond when required. Details of planning applications are available at <a href="https://publicaccess.cotswold.gov.uk/online-applications/searchResultsBack.do?action=back">https://publicaccess.cotswold.gov.uk/online-applications/searchResultsBack.do?action=back</a></p> <p>There was discussion regarding the lack of any planning applications for work being carried out at Stables Cottage and it was agreed that the Clerk will contact County Councillor Paul Hodgkinson as well as asking for any updates from District Councillor Jeremy Theyer.</p>
260514/9	<p><b>Highways</b></p> <p>Cllr Tyler updated the Parish Council on her spreadsheet of reports and repairs to Highways.</p> <p>Required repairs such as blocked drains and laybys on Syreford Road are still being reported by all at <a href="http://www.fixmystreet.com">www.fixmystreet.com</a>.</p> <p>She will forward the email communication she received from Bob Skillern to County Councillor Paul Hodgkinson to follow up as requested.</p>
260514/10	<p><b>Communications &amp; Website</b></p> <p>It was <b>resolved</b> to approve the Data Protection and communication policy. This will be published on the website.</p> <p>The IT policy will be distributed amongst Councillors for approval at the next meeting.</p> <p>The village information flyer has now been printed and will be distributed to each household in the villages.</p>
260514/11	<p><b>Date for next meetings</b> - Parish Council Meeting- <b>Thursday 15th October 2026 at 6.30pm</b>, Parish Councillors to meet informally at 2.30pm on 12<sup>th</sup> October 2026.</p>
	<p>Public Forum – nothing to report</p>