To all Members of the Council

(Councillors:) I Watson (Mayor), Z Baker (Deputy Mayor), J Taylor, R Smith, S Scott, L Farnham, S Sanderson, M Baker, P Burrell, N Ind, K Painter, A Thilthorpe, D Alexander, two vacancies.

You are summoned to attend a Meeting of the Full Council on Monday 16th November 2026 at 7.00 pm for the transaction of the following business. The meeting will be held in Tetbury Library, Close Gardens, Tetbury. All members of the Public and Press are welcome to attend.

Tara Niblett
Chief Executive Officer
9th November 2026

1. To note apologies
2. Declarations of Interest
3. Public consultation (Note fifteen minutes is allowed for public questions or statements. Each person to state name and to be allowed three minutes maximum. Questions may be answered briefly but not debated. Issues may be referred for subsequent response if necessary)
4. To approve minutes of the Extraordinary meeting held on Wednesday 28th October 2026
5. To approve minutes of the meeting held on Monday 19th October 2026
6. To note action points from previous meetings
7. To discuss and note the quarterly financial review (0.2)
8. To discuss and approve the independence of the Internal Auditor (0.2)
9. To discuss business plan
10. To discuss the draft 2027/2028 budget and approve the recommendation from the Finance & Scrutiny Committee (0.2)
11. To discuss public consultation budget meeting (0.10)
12. To discuss town meeting regarding burial ground options (4.2)
13. To consider Service Level Agreement between Tetbury Town Council and the Dolphins Hall (10.1)
14. To consider and provide feedback to the Dolphins Hall regarding their CDC Strategic Community Infrastructure Levy application (10.1)
15. To consider and approve writing to Gloucestershire Highways to resurface Gumstool Hill
16. To note Mayors and CEO reports
17. To note draft minutes of Finance & Scrutiny Committee dated Monday 9th November 2026
18. To note draft minutes of Planning Committee dated Monday 19th October 2026
19. To note working group minutes
20. To note County Councillor Report
21. To note District Councillors Reports
22. To consider Correspondence Received to date
23. To receive members reports
24. Items for next meeting
25. Date of next meeting – Monday 14th December 2026, 7pm, Tetbury Library, Close Gardens

    Closed Session – Exclusion of Public and Press

    To consider the exclusion of public and press in accordance with the Public Bodies

(Admission to meetings) Act 1960 due to the confidential nature of the business to be transacted

26. To approve confidential minutes on Monday 21st September 2026
27. To discuss legal matters
28. To discuss and approve staffing matters (9.1)

Members are reminded that the Council has a general duty to consider the above matters in the exercise of any of its functions: Equality and Diversity, Crime and Disorder, Health & Safety and Human Rights.

Members are also reminded that they are required to comply with the ethical standards laid down in the seven 'Nolan' principles of public life in their conduct within Council meetings at all times when acting as a Councillor.

MINUTES OF THE EXTRAORDINARY MEETING
held at The Old Courthouse, 63 Long Street, Tetbury
7pm Monday 28th October 2026

Present:
Town Councillors: Nikki Ind (Chair) Liz Farnham, Mark Baker, Kevin Painter, Rodney Smith, Patrica Burrell, Judith Taylor and Dave Alexander
Officers: T Niblett (CEO (Chief Executive Officer) V Bolwell (EO (Executive Officer)
Public: 6

CEO advised the Council under Standing Orders 3p, As the Mayor and Deputy Mayor are absent from the meeting, a Councillor as chosen by the Councillors present at the meeting shall preside at the meeting. All Councillors present at the meeting voted unanimously for Councillor Nikki Ind to Chair this meeting.

TC01. 10/26 To receive and accept any apologies for absence:
Councillor I Watson and Z Baker apologies received

TC02. 10/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests:
None.

TC03. 10/26 Public Consultation:
Member of Public (MOP) thanked District Councillor N Ind and L Hall-Wilson for the meeting held yesterday with Gloucestershire County Council and the amendments that have now been made for Silver Street not to be completely closed whilst the work is being carried out.

A statement was read out asking why the meeting was not in an accessible room – CEO advised that due to the timescales given by Gloucestershire County Council to hold a meeting and following the legislation to call an extraordinary meeting, The Old Courthouse was the only room that could be arranged at such short notice, but to note all meetings of the Council are usually held within an accessible building.

MOP advised within the Stonewood Community Infrastructure Levy (CIL) application, £5,000 was allocated for pavements and street lighting, is this included in the proposal being put forward?

MOP advised that the existing pathway is narrow and uneven in places, could this be considered within the proposal.

TC04. 10/26 To discuss and provide comments of support for the updated Tetbury Footway and Street Lighting Improvements along Cirencester Road:
Gloucestershire County Council (GCC) is preparing an updated CIL funding application for the Tetbury Footway and Street Lighting to the new Doctors surgery along Cirencester Road.
Cllr Ind advised that meetings have been held with Gloucestershire Highways to discuss improving the pathway especially from the Army hut to Steepleton as this is very uneven.
It was requested that GCC considers putting a crossing along Cirencester Road to the new surgery. Transport links are very poor, and could GCC consider this within the proposal. Council were advised that there is a possibility that the Robin bus service could be extended.
It was proposed by Councillor N Ind, seconded by Councillor L Farnham that Tetbury Town Council supports the application for the current proposal. Tetbury Town Council would like the Council to consider within the application accessibility for all pathways particularly between Steepleton and

Tetbury Industrial Estate to the new surgery, dropped kerbs, transport routes and a crossing to the new surgery.

Voting record **For 8** **Against 0** **Abstain 0** **Absent 5**

TC05. 10/26 Date of next meeting – Monday 16th November 2026, 7pm, Tetbury Library, Close Gardens: Noted.

Meeting ended at 7.19pm

TC06. 10/26 Closed Session – Exclusion of Public and Press: To consider the exclusion of public and press in accordance with the Public Bodies (Admission to meetings) Act 1960 due to the confidential nature of the business to be transacted:

It was proposed by Cllr M Baker seconded Cllr D Alexander that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following items of business on the grounds they involved the likely disclosure of confidential information (as defined in paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

TC07. 10/26 To discuss and approve legal costs:

EO provided an overview of the legal implications and the potential costs involved. It was proposed by Councillor N Ind, seconded by Councillor R Smith for Councillor M Baker to speak to the legal advisors and provide the Council with an update on Monday 16th November 2026.

Voting record	**For 7**	**Against 0**	**Abstain 1**	**Absent 5**

Meeting ended 7.31pm

Chair …… Dated ……

MINUTES OF THE FULL COUNCIL MEETING
held at Tetbury Library, Close Gardens, Tetbury
7pm Monday 19th October 2026

Present:
Town Councillors: Ian Watson (Mayor) Zowie Baker (Deputy Mayor), Liz Farnham, Nikki Ind, Mark Baker, Kevin Painter, Patrica Burrell, Adam Thilthorpe, Judith Taylor and Dave Alexander
Officers: T Niblett (CEO (Chief Executive Officer) V Bolwell (EO (Executive Officer)
Public: 11

TC01. 10/26 To receive and accept any apologies for absence:
Steve Scott - apologies received – personal.
Suzanne Sanderson – apologies received – personal.
Rodney Smith – apologies received – holiday.

TC02. 10/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests: None.

TC03. 10/26 Public Consultation:
A member of the public (MOP) had raised a complaint with Bristol Water regarding flooding at Anniversary Gardens. Bristol Water donated £100.00 towards rectifying the damage. The member of the public requested that this money be given to Tetbury in Bloom in recognition of its work.
Action The matter will be discussed at the Heritage, Environment and Community Committee meeting on 2nd November.

A MOP expressed serious concerns about the forthcoming closure of Silver Street, which they understood was scheduled to last a minimum of five weeks. They highlighted the potentially significant impact on independent businesses that rely on high street footfall during their busiest trading period of the year. They also raised concerns that a coinciding road closure in Malmesbury would divert traffic through Silver Street while it was closed. The member of the public asked whether temporary traffic lights had been considered as an alternative, why affected businesses had not been consulted, and what arrangements would be made to maintain access to the hospital.
Action Cllr N Ind and Cllr I Watson have been consulting on this matter they will let the businesses know any outcomes immediately. Tetbury Town Council are fully behind the Highstreet businesses and residents.

MOP raised questions regarding burial provision in Tetbury.
They asked why planning permission granted for Plot 8 in 2018–19 had not been acted upon. The Chair suggested that they email the CEO to request a written response.
They also asked whether the landowners of the three proposed burial sites in Tetbury had been contacted. It was explained that, due to commercial confidentiality, details could not be disclosed at this stage.
Finally, they asked how long it would take to develop a cemetery if a site were agreed. An estimated timescale of three years was given.

MOP asked when the planned follow-up to the Council's August Christmas planning meeting would take place. They also raised the Silver Street road closure.

A member of the public asked what funding was available for burial provision and how much remained. The CEO advised that £50,000 had been allocated, of which £18,260.81 remained.

In view of members of the public attending specifically for Agenda Items 6 and 9, the Chair suspended Standing Orders to allow these items to be considered earlier in the meeting. Members agreed, and the items were brought forward accordingly.

TC06. 10/26 To discuss CDS Group burial report to prepare for town meeting in the new year (4.2)
The Chair advised that there were two potential dates for the meeting: 16th February and 23rd February.

Cllr K Painter asked how many burial plots remained available. It was noted, as detailed in the supporting papers, that two plots remain available.

Cllr P Burrell read a statement regarding the statutory requirements placed upon councils that provide burial services.

Cllr L Farnham commented that the CDS report contained a substantial amount of information and that not all councillors had yet had sufficient time to fully consider its contents.

It was proposed by Cllr J Taylor seconded by Cllr N Ind to hold a Town meeting on the 23rd February 2026.

Voting record	**For 9**	**Against 0**	**Abstain 1**	**Absent 3**

TC09. 10/26 To approve the works at St Saviours to increase burial space (4.2):
Cllr P Burrell stated that they believed the decision made by the Heritage, Environment and Community Committee fell outside the committee's delegated powers. Cllr Burrell noted that the committee's remit is limited to the maintenance and upkeep of the new section of St Saviour's Cemetery and questioned whether it had the authority to make the decision concerned.

Cllr J Taylor expressed concerns that narrowing the footpath could create a safety risk, particularly during the hours of darkness. Cllr Taylor noted that the path is extensively used by an estimated one hundred people a week and raised concerns regarding accessibility for pushchairs and people with disabilities.

Cllr L Farnham advised that they had spent time measuring the path and, whilst acknowledging that it is not a formal public footpath, noted that it is heavily used. Cllr Farnham expressed concern that reducing the width of the path and undertaking excavation works for the plot could increase the risk of injury to users. Cllr M Baker responded that all excavated plots are made safe for public use during works.

Cllr K Painter stated that they did not believe this to be a suitable solution and queried what expertise and qualifications did the grave digger had for suggesting this option.

Cllr N Ind noted that the seventeen plots would give TTC time to continue seeking suitable land.

Cllr L Farnham requested a recorded vote.

It was proposed by Cllr Z Baker seconded by Cllr M Baker to reduce the rear path at St Saviours Churchyard to provide extra plots.

Voting record	For 4	Against 4	Abstain 2	Absent 3
	Cllr Z Baker	Cllr K Painter	Cllr D Alexander	
	Cllr N Ind	Cllr P Burrell	Cllr A Thilthorpe	
	Cllr M Baker	Cllr L Farnham		
	Cllr I Watson	Cllr J Taylor		

As it was a joint result the Chair Cllr I Watson had the casting vote and voted in favour.

It was approved to reduce the rear path at St Saviours Church.

TC04. 10/26 To approve the meeting held on the 21st September 2026:
After amendments, it was proposed by Cllr N Ind seconded by Cllr Z Baker to approve the meeting minutes held on the 21st September 2026.

Voting record	For 10	Against 0	Abstain 0	Absent 3

TC05. 1/26 To note actions points:
Cllr N Ind noted that Cirencester Town Council is currently undertaking a town survey and suggested that Tetbury Town Council contact their officers to discuss how the survey was facilitated and managed.

TC07. 10/26 To approve for submission to the CDC Local Plan Consultation the comments of the Local Plan Working Group. (2.1): After a small amendment it was proposed by Cllr N Ind seconded by Cllr J Taylor to approve the working groups submission to the Local Plan Consultation.

Voting record	For 8	Against 0	Abstain 2	Absent 3

TC08. 10/26 To approve Volunteer Policy as recommended by the Finance & Scrutiny Committee (0.2/0.6): It was proposed by Cllr N Ind seconded by Cllr J Taylor to approve the Volunteer Policy as recommended by the Finance & Scrutiny Committee.

Voting record	For 10	Against 0	Abstain 0	Absent 3

TC10. 10/26 To note Mayors and CEO reports: Noted.

TC11. 10/26 To note draft minutes of Heritage, Environment and Community Committee dated Monday 5th October 2026: Cllr N. Ind requested clarification on the ownership of the stop layby located to the rear of the Market House and asked that this information be investigated and reported back to the HEC committee.

TC12. 10/26 To note draft minutes of Finance & Scrutiny Committee dated Monday 12th October 2026: Noted.

TC13. 10/26 To note draft minutes of Planning Committee dated Monday 21st September 2026: Noted.

TC14. 10/26 To note working group minutes:
Parking Working Group – Cllr I. Watson reported that Gloucestershire County Council will be undertaking a parking survey in Tetbury as part of its ongoing review of parking provision and usage within the town.

TC15. 10/26 To note County Councillor Report: Noted.

TC16. 10/26 To note District Councillors Reports: Noted.
Cllr I. Watson noted that there have been recent changes within the planning system and provided an update on planning-related matters.

Cllr N. Ind advised that the Council is still awaiting an announcement regarding Local Government Reorganisation (LGR).

Cllr L. Hall-Wilson apologised for the late submission of her report. She advised that work is currently underway on a project focused on improving maternity services across the county, with progress continuing to be made.

TC17. 10/26 To consider Correspondence Received to date:
Members agreed that the Community Litter Pickers should be nominated for the Cotswold District Council Unsung Hero Award in recognition of their ongoing contribution to the local community.

The Bristol Water donation was referred to the Heritage, Environment and Community (HEC) Committee for consideration.

A request was received from the Tetbury Area Youth and Community Trust (TAYCT) asking whether Tetbury Town Council would consider acting as an interim postal address for the organisation. Members considered the request but declined to offer the Council as an interim postal address.

TC18. 10/26 To receive members reports:
Cllr N Ind –
Cllr K. Painter suggested that the Council make use of Cllr Painter's platform at the Wiltshire and Gloucestershire Standard to help promote Council business and community initiatives.
Cllr M. Baker advised that he will be speaking with judges in Bristol regarding matters relating to the proposed closure of Silver Street.
Cllr Z. Baker encouraged all members to take the time to review the draft budget ahead of the next Council meeting.

Cllr L. Farnham expressed concern that the Council may miss an opportunity to secure funding to replace outdated defibrillators. Cllr I. Watson confirmed that checks had been undertaken and that the Council's current defibrillators remain suitable and fit for purpose.

TC.19 10/26 To note items for next meeting:
Business Plan
Budget Town Meeting
Burial Town Meeting

TC20. 10/26 Date of next meeting – Monday 2026, 7pm, Tetbury Library, Close Gardens: Noted.

Meeting ended at 9pm

TC21. 10/26 Closed Session – Exclusion of Public and Press: To consider the exclusion of public and press in accordance with the Public Bodies (Admission to meetings) Act 1960 due to the confidential nature of the business to be transacted:
It was proposed by Cllr L Farnham, seconded Cllr P Burrell that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following items of business on the grounds they involved the likely disclosure of confidential information (as defined in paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

TC22. 10/26 To approve confidential minutes on Monday 21st September 2026: It was proposed by Cllr N Ind seconded by Cllr J Taylor to approve the Closed Session minutes held on Monday 21st September 2026.

Voting record	**For 8**	**Against 0**	**Abstain 2**	**Absent 3**

TC23. 10/26 To discuss legal matters:
These was resolved for the CEO to contact TTC solicitors.

TC24. 10/26 To discuss staffing matters:
Staffing matters were discussed, and the official process will be followed.

Meeting ended 9.10pm

Chair …… Dated ……

Report to Full Council
Monday 16th November 2026
Agenda Item 06. Action Points from previous meetings

1. Purpose of Report

To note the actions taken on previous decisions of the Committee.

Ref	ACTION	WHO	STATUS
TC11. 01/26 **TC08. 06/26**	To arrange town meeting regarding potential burial sites	CEO	CDS Group have been appointed. Meeting date Thursday 16th July, to ascertain information for town meeting, date to be confirmed. Report from CDS Group will be reviewed at Full Council in October. Following discussions with Cotswold District Council, Town Meeting to be held at the beginning of next year and before the end of February should a parish poll be requested. Agenda item 12.
TC09. 02/26	Speed watch cameras sites	EO	Meeting to be arranged with EO, County Cllr I Watson, Councillors Z Baker, M Baker and Glos Constabulary to discuss VAS and Speed Watch camera positions within the town.
TC26. 03/26	To produce a town survey	CEO	On-going. CEO to contact Cirencester Town Council regarding their recent survey
TC13. 09/26	CIL Application from Tetbury Area Youth and Community Trust (TAYCT)	CEO	Advised TAYCT are not currently in a position to proceed with the CIL application. This to become a Finance & Scrutiny future agenda item.

TC07. 09/26	Allocate two Councillors to sign off October payments	CEO	On-going. Arranging convenient date and time. 12.11.26 Awaiting one Councillor to sign off invoices
TC10. 09/26	SLA Between Tetbury Town Council and The Rail Lands Regeneration Trust (TRLRT)	CEO	Awaiting signed SLA from TRLRT
TC08. 07/26	Car parking signs at the Dolphins Hall	CEO	Awaiting convenient date and time from DRC Trustees to meet with Cllrs N Ind and J Taylor. Agenda 13.
TC03. 10/26	Bristol Water donation of £100 due to leak in Anniversary Gardens	F&S	Resident has written to Bristol Water requesting donation is sent to Tetbury in Bloom as resolved at the F&S meeting on 09.11.26
TC03. 10/26	Closure of Silver Street	GCC Highways	Silver Street re-opened 11.11.26
TC03. 10/26	When will the follow up meeting that was discussed at the August business meeting that TTC arranged be held?	HEC	On-going
TC09. 10/26	Increase the number of burial plots by reducing the width of the path in St Saviours	CEO	Awaiting confirmation date from contractor.
TC17. 10/26	Nominate Community Litter Pickers for CDC Unsung Hero Award	CEO	Written to the resident and have asked them to put the community litter pickers forward for a CDC Unsung Hero Award

Tetbury Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 30/09/2026)

01TTC Income

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1110	Burials		4,570.00	4,570.00				4,570.00	(N/A)
1141	Christmas Market Income		240.00	240.00				240.00	(N/A)
1078	CIL Income								(N/A)
1120	Flat Rent	7,200.00	1,800.00	-5,400.00				-5,400.00	(-75%)
1200	Grants Received		75.00	75.00				75.00	(N/A)
1804	Highfield Allotment Rent		200.00	200.00				200.00	(N/A)
1090	Interest Received		1,191.25	1,191.25				1,191.25	(N/A)
1900	Miscellaneous Income		9.76	9.76				9.76	(N/A)
1076	Precept	532,946.00	133,236.00	-399,710.00				-399,710.00	(-75%)
1121	Room Rental	1,000.00		-1,000.00				-1,000.00	(-100%)
5026	VAT Reclaim								(N/A)
	SUB TOTAL	**541,146.00**	**141,322.01**	**-399,823.99**				**-399,823.99**	**(-73%)**

03 TTC Administration

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
4170	Audit/ Professional Fees				5,000 00	25 00	4,975 00	4,975 00	(99%)
4492	Bank charges				102 00	18 50	83 50	83 50	(81%)
4240	Building Repairs/Maintenance					135 00	135 00	135 00	(N/A)
4070	Business Rates				9,000 00	1,418 00	7,582 00	7,582 00	(84%)
4063	CIL Grant Expenditure								(N/A)
4210	Civic Expenses				800 00		800 00	800 00	(100%)
4135	Defibrillators								(N/A)
4062	Election Costs				25,000 00		25,000 00	25,000 00	(100%)
4996	Grant Expenditure								(N/A)
5021	Grounds Team Mobile Phones				600 00	113 57	486 43	486 43	(81%)
4175	Health & Safety Monthly Contra				5,520 00	200 00	5,320 00	5,320 00	(96%)
4120	Insurance				7,000 00	5,572 21	1,427 79	1,427 79	(20%)
4190	IT				15,000 00	1,835 49	13,164 51	13,164 51	(87%)
4180	Legal Fees				5,000 00		5,000 00	5,000 00	(100%)
4995	Locum Fees								(N/A)
4200	Member's Expenses				250 00		250 00	250 00	(100%)
4130	Office Supplies				3,500 00	830 89	2,669 11	2,669 11	(76%)
5023	Open Spaces 4430								(N/A)
4030	Power of Gen Competence				400 00	68 75	331 25	331 25	(82%)
4140	Publicity				3,500 00		3,500 00	3,500 00	(100%)
4290	PWLB Loan				19,639 00		19,639 00	19,639 00	(100%)
4160	Subscriptions				3,200 00	43 80	3,156 20	3,156 20	(98%)
4080	Telephone				7,600 00	1,934 60	5,665 40	5,665 40	(74%)
4060	Training Costs				6,000 00	213 50	5,786 50	5,786 50	(96%)
4000	TTC Admin Staff				250,864 00	36,115 02	214,748 98	214,748 98	(85%)
4001	TTC Pensions				37,210 00	7,440 27	29,769 73	29,769 73	(80%)
4002	TTC Staff Expenses				1,500 00		1,500 00	1,500 00	(100%)
4090	Utilities				7,500 00	425 14	7,074 86	7,074 86	(94%)
	SUB TOTAL				**414,185.00**	**56,389.74**	**357,795.26**	**357,795.26**	**(86%)**

Tetbury Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 30/09/2026)

04 HEC

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4085	Allotment S106				2,500.00		2,500.00	2,500.00 (100%)
4471	Awards				500.00		500.00	500.00 (100%)
5007	Bunting Installation				1,000.00		1,000.00	1,000.00 (100%)
4451	Christmas				6,000.00	21.00	5,979.00	5,979.00 (99%)
4420	Clothing				660.00	80.97	579.03	579.03 (87%)
4310	Current Youth Services				29,600.00		29,600.00	29,600.00 (100%)
4318	Emergency Fund				250.00		250.00	250.00 (100%)
4400	Equipment & Repairs				3,500.00	300.03	3,199.97	3,199.97 (91%)
4410	Fuel				2,000.00	311.99	1,688.01	1,688.01 (84%)
5025	Highfield Allotments 4475					156.70	-156.70	-156.70 (N/A)
4316	Holiday Youth Provision				2,500.00		2,500.00	2,500.00 (100%)
5006	New Bunting				1,500.00		1,500.00	1,500.00 (100%)
5002	New Van Payments				8,300.00		8,300.00	8,300.00 (100%)
4430	Open Spaces				6,050.00	521.67	5,528.33	5,528.33 (91%)
4317	Organisation Grants				3,000.00		3,000.00	3,000.00 (100%)
4440	Planting				1,900.00		1,900.00	1,900.00 (100%)
4460	Playground Inspection & Repair				2,000.00		2,000.00	2,000.00 (100%)
4470	Projects				1,500.00	50.00	1,450.00	1,450.00 (96%)
4095	St Saviours Water				115.00	56.33	58.67	58.67 (51%)
4476	Town Centre				3,000.00		3,000.00	3,000.00 (100%)
5005	Town Crier				650.00		650.00	650.00 (100%)
4435	Trees / Tree Work				13,000.00		13,000.00	13,000.00 (100%)
4220	Vehicle Costs & Repairs				3,520.00	55.00	3,465.00	3,465.00 (98%)
4230	Vehicle Tax/Insurance				1,100.00		1,100.00	1,100.00 (100%)
	SUB TOTAL				**94,145.00**	**1,553.69**	**92,591.31**	**92,591.31 (98%)**

05 Police Museum

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4491	Bank Charges				102 00	37 81	64 19	64 19 (62%)
5014	Honorarium				4,750 00		4,750 00	4,750 00 (100%)
5011	Misc Expenses				250 00		250 00	250 00 (100%)
1902	Miscellaneous Income	500 00	100 00	400 00				400 00 (-80%)
4482	PM Training and Expenses				300 00		300 00	300 00 (100%)
4481	Police Museum Collections Care				1,000 00	389 46	610 54	610 54 (61%)
1130	Police Museum Donations	1,000 00	1,148 36	148 36				148 36 (14%)
4483	Police Museum Education				500 00	729 51	229 51	229 51 (-45%)
4485	Police Museum Grant Expenditu					2,275 00	2,275 00	2,275 00 (N/A)
1135	Police Museum Grants Receivec	500 00		500 00				500 00 (-100%)
4121	Police Museum Insurance				750 00		750 00	750 00 (100%)
4141	Police Museum Marketing				350 00	305 20	44 80	44 80 (12%)
4161	Police Museum Memberships				250 00		250 00	250 00 (100%)
5012	Remedial Conservation				1,000 00		1,000 00	1,000 00 (100%)
5013	Shop				250 00		250 00	250 00 (100%)
	SUB TOTAL	**2,000.00**	**1,248.36**	**-751.64**	**9,502.00**	**3,736.98**	**5,765.02**	**5,013.38 (43%)**

Tetbury Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 30/09/2026)

07 Visitor Information Centre

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
5022	4985								(N/A)
4801	Banking charges				102.00	33.09	68.91	68.91	(67%)
5010	Card Processing Costs				250.00	31.38	218.62	218.62	(87%)
1897	Cards for Good Causes								(N/A)
1903	Miscellaneous Income								(N/A)
5009	Stock				5,400.00	737.59	4,662.41	4,662.41	(86%)
4935	Ticket Sales Good Shed Arts Ce					219.70	-219.70	-219.70	(N/A)
1840	Ticket Sales Goods Shed								(N/A)
4900	Ticket Sales Nat. Express								(N/A)
1830	Ticket Sales Nat. Express Inc								(N/A)
5008	Trading Income	6,000.00	1,759.01	-4,240.99				-4,240.99	(-70%)
4970	VIC Repairs/IT				1,000.00		1,000.00	1,000.00	(100%)
4940	VIC Staff Costs				24,954.00	6,156.29	18,797.71	18,797.71	(75%)
	SUB TOTAL	**6,000.00**	**1,759.01**	**-4,240.99**	**31,706.00**	**7,178.05**	**24,527.95**	**20,286.96**	**(53%)**

08 Earmarked Reserves

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
5001	Building					485 00	485 00	485 00	(N/A)
4998	Burial Ground					4,400 00	4,400 00	4,400 00	(N/A)
4997	CIL								(N/A)
4999	Contingency								(N/A)
5000	Van Purchase								(N/A)
	SUB TOTAL					**4,885.00**	**-4,885.00**	**-4,885.00**	**(N/A)**

Summary

NET TOTAL	**549,146.00**	**144,329.38**	**-404,816.62**	**549,538.00**	**73,743.46**	**475,794.54**	**70,977.92**
V.A.T.		3,554.20			2,274.57		
GROSS TOTAL		**147,883.58**			**76,018.03**		

Full Council – Monday 16th November 2026
Agenda 08. To discuss and approve the independence of the internal auditor

Accountable Members:
All members

Accountable Officer:
CEO/RFO

Summary/Purpose:
Following the internal auditor report, which was carried out on 23rd October 2026, one of the recommendations included within the medium priority – The independence of the internal auditor should be considered and confirmed annually by the Council and minuted, irrespective of how many years the Council has appointed the internal auditor. This should be done before 31st March 2027.

The internal auditor that we currently use (Bridget Bowen) is bound by the ethical guidelines of the Institute of Chartered Accountants of England and Wales and I can confirm that Bridget Bowen is independent of the Council.

The work that is carried out provides an independent opinion on the control objectives set out in the Annual Internal Auditors Reports for the Annual Governance and Accounts Return.

At the Finance & Scrutiny Committee held on Monday 19th January 2026, the committee resolved to continue on a one-year basis with Bridget Bowen.

Financial Implications:
None

Biodiversity Impact:
None

Business Plan reference:
0.2 Funding

Governance and Legislation:
The Accounts and Audit Regulations 2015 require a relevant authority to undertake an effective internal audit to evaluate risk management, control and governance processes.

Recommendation:
To approve the independence of the Internal Auditor

Report written by:
CEO/RFO

[1]Tetbury Town Council's Business Plan 2024 – 2028

The Town Council's Business Plan is based on the priorities/objectives identified in the Tetbury and Tetbury Upton Neighbourhood Plan 2015-2030. The actions are set out under the Neighbourhood Plan priorities except for the first one which details priorities relating to the running of the town council.

Priorities related to the running of the council

Ref	Topic	Actions	Success criteria	Owner/lead person	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
0.1	Code of conduct	On appointment, and unless done so within the last year, councillors will undertake requisite training (including refresher training) to ensure they know what it means to be a councillor and how to conduct themselves	Training course attendance; attendance at meetings; uphold Civility and respect pledge	Full council CEO	Tetbury residents and business owners, GAPTC, CDC, monitoring officer	On-going	Training		Annually: Sept

[1] Business Plan vs 9, 10th November, 2026

0.2	Funding	Set a balanced budget each year, monitor income & expenditure; ensure vfm in the delivery of services	Review expenditure: General Power of Competence; report to FC including reserves	Full council Chair F&S	Tetbury residents and business owners, CDC, VIC, Police Museum	From April 2024; on-going	-		May, Sept
0.3	Asset Register: to be a standard agenda item on full council agenda	TTC to inspect its assets and review the assets register	Accurate asset register	Full council CEO	Tetbury residents & businesses	Annually, from April 2024			Annually: F&S in May
0.4	Grants	Allocation of grants to local community groups	Grants made in line with TTC Grants Policy	Chair HEC up to £500; Chair F&S >£500	Local groups, societies & charities	On-going	HEC		Feb, May, Sept
0.5	S106 and Community Infrastructure Levy	• Develop and implement policies for allocation of funds; • Ensure effective use of developer contributions	S106 & CIL policies agreed and implemented; CIL to be used within 5 years	Full council Chair F&S CEO	CDC, developers	Policies completed; access to funds needs advertising-from 2026	CIL & S106 funds		Feb, May, Sept
0.6	Communications & engagement	Review effectiveness of communications including police report	Website kept up-to-date; review number of hits etc	Full council CEO	Tetbury & TU residents & businesses	Ongoing	Full council		May & September

Ref	Topic	Actions	Success criteria	Owner/lead person	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
0.10	Communication Use: Carbon-calculator.climatehero.org	Provide guidance to residents and businesses as to how to calculate their carbon footprint, how to calculate and reduce their carbon footprint and action to take to support biodiversity. Include CDC net carbon toolkit.	Information on website used	TTC Chair CSWG	TTC, CDC, GGC		N/A		May
0.11	Transport	Replace current council vehicles with low carbon/carbon neutral vehicle	Replacement in place or additional vehicle acquired	TTC CEO		On hold, pending clarity re: implications of LGR	TTC x £?		September
0.12	Buildings	Oversee and monitor the development of TTC buildings	Work authorised & completed on time	TTC Mayor	TTC	Immediate	Ongoing		May
0.13	Local government re-organisation	Determine, oversee and implement	TTC kept informed of implications	TTC Mayor	TTC, residents, businesses	Immediate	Ongoing		Annual in September

		necessary work related to local government re-organisation	of re-organisation and respond accordingly	Chair of working group on re-orgsnisaion	and stakeholders				
0.14	IT infrastructure	Ensure IT provision fully meets the needs of TTC and its community	Website up-to-date and compliant	TTC CEO Mayor	TTC and residents	Immediate	?	In progress	October '26
0.15	Calendar of events	Put calendar of events of TTC website	Calendar in place	CEO	All residents and Tetbury visitors	Immediate	-		September

Objective 1: The historic fabric and heritage of Tetbury will be conserved, enhanced and celebrated

Ref	Topic	Actions	Success criteria	Owner/Lead	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
1.1	Tourism	Review the effectiveness of the police museum vs costs of running it; Should the police museum be independent of TTC?	Documented evidence of vfm provided by police museum; Review of structure of police museum independent of TTC	Full council Chair HEC	TTC; police museum staff and volunteers; Tetbury residents and businesses	On going	£6022 for 25/26	Orange	September 2026

Objective 2: Tetbury's unique urban and green landscape within the town and beyond will be protected and enhanced in line with the ethos of the Cotswold AONB

Ref	Topic	Actions	Success criteria	Owner/Lead	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
2.1	Neighbourhood Planning and future update of Neighbourhood Plan (NP)	Review all TTC's actions and policies to ensure they are in line with the NP	NP aligned to local plan priorities & reflected in this plan	Full council & Tetbury Upton PC Chairs FC & Planning	TTC, CDC, Tetbury residents & businesses; developers	On-going	N/A		Sept then 3-yearly
2.2	Biodiversity: Working with a range of species; amphibians; bird boxes; bat boxes; external lighting	TTC groundsmen promote biodiversity by: installing bird & bat boxes, owl hotels & hedgehog routes; developing wild flower verges; no mow May. Biodiversity Plan reviewed and action highlighted on TTC website	TTC presented with current status of this on an annual basis	TTC CEO	TTC, residents, businesses including planners and landscapers	Ongoing	CIL	Done	May 2026
2.3	Open spaces (including: Suffolk Close Webb Road Cookspool)	Identify open spaces requiring development; explore options for external funding to support this	Quality green spaces	TTC Chair HEC	TTC, CDC, Tetbury residents & businesses	Ongoing			Sept 2026

Objective 3: The town centre will be rebalanced to honour its historic heritage as well as its crucial shopping and meeting role; and its environmental quality will be improved

Ref	Topic	Actions	Success criteria	Owner/Lead	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
3.1	Implement a strategy for engaging with local shopkeepers and implement	Clarify re-establishment of Chamber of Commerce; seek views of shopkeepers on range of issues	Shopkeepers active participants in Tetbury events; TTC receive quarterly updates from shopkeepers on issues/events	TTC, local businesses Chair HEC	TTC, local businesses	Ongoing	N/A		Sept 2026
3.2	Local business	Consider the impact on local business associated with any planning applications	Impact on local businesses noted in minutes per application	TTC, businesses; Chair Planning	TTC, local businesses	Ongoing	N/A		Sept 2026
3.5	Transport	Increase car parking spaces in the town by at least 60 to offset those lost to GCC's work extending	Plan determined	GGC Mayor with ex-Chair CPWG	Residents, tourists, businesses	asap	GCC		May 2027

		double yellow lines							
3.6	Transport	Identify and introduce areas to be no-idling zones in the town	Consult e.g. through town meeting; put up notices	GGC, CDC, TTC Chair Highways/HEC	Residents, tourists, businesses	April 2026	?		May 2027
3.7	Transport	Reduce the speed limit to 20mph in selected areas of the town	Roads to be designated with 20mph agreed	GT, TTC, CDC, GCC Mayor	Residents, tourists, businesses	On hold pending GCC decision	GCC		September 2026
3.8	Signage	To review the effectiveness of signage in the town	Improved signage of car parks; toilets, open spaces	TTC, CDC, GCC, 20s Plenty Group Chair HEC	Residents, tourists, businesses	Ongoing	GCC CIL?		September

Objective 4: Community facilities will facilitate and encourage community engagement and cohesion

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
4.2	Burial Ground	Determine approach to finding burial space in and around Tetbury	Space identified and communicated to residents	TTC Mayor	Tetbury residents	Sept 2025	TBD		Annually - October 2026
4.4	Civic pride	Seek ways to acknowledge & honour the	Events planned and put on	TTC	Tetbury residents & businesses	Ongoing			May 2027

		contribution of others to the community	calendar; feedback received	Chair HEC					
4.5	Events	Seek ways to partner with other organisations to promote events within Tetbury; list partner organisations on website	Put on calendar of events in Tetbury & involve stakeholders	TTC Chair HEC	Tetbury residents and businesses	From May 2025			Review May 2027

Objective 5: Suitable space for performance arts and other cultural activities will be provided

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
5.1	Promote the arts and culture	Organisations promote themselves e.g. The Goods Shed, Dolphins Hall; TTC put on website and signpost events	Increase in number of events; attendance levels; feedback	Chair HEC	Tetbury residents	Ongoing	Goods Shed		Sept - annually

Objective 6: Safe, direct and enjoyable links for walking and cycling to the town centre and other key attractions will be developed to promote sustainable travel

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
6.2	Walking and cycling (see visit_Tetbury)	Promote walking and cycling routes around the town & identify where improvements needed to make them safer	Publish routes on website; add new routes including walking tours of Tetbury and Malmesbury	TTC Chair HEC EO	Tetbury residents and visitors	Ongoing			Sept 2026

Objective 7: Affordable homes will be provided that offer a range of tenure types to suit evidenced local need and will be well integrated into new housing developments and…

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
7.1	Meeting the needs of house purchasers	TTC to develop “wish list” for developers. Ensure planners are aware of the demand for single storey accommodation & social housing from the HP consultation	More bungalows or single storey accommodation are built	Chair Planning	Tetbury residents	Ongoing	N/A		May 2026

Objective 8: …New housing sites will provide the CDC housing allocation and provision to reflect the type of dwelling in demand

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
8.1	Planning	Ensure all planning applications pay due regard to measures to reduce its carbon footprint, increase biodiversity with appropriate habitats, and landscaped	Specifically ask this of all planning applications at Planning meetings	CDC TTC Chair Planning	Potential residents & businesses	Ongoing	N/A		May, annually

Objective 9: Tetbury will have a flourishing local economy where quality jobs are available locally

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
9.1	Employment	Find ways to encourage and support more employment in the town	Review undertaken; resulting actions scheduled	TTC, CDC Mayor	Tetbury residents & businesses; Chamber of Commerce	Nov 2025			N/A

Objective 10: A high standard of leisure and sport provision will serve the whole community and keep people fit and active into old age

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
10.1	Leisure and Sport facilities	To work with a range of providers in continuing the development of facilities for sport, leisure and recreation; work with the Rugby Club re: future development	New community hall opened; high usage of recreation ground; Leisure centre; Astro turf, Malthouse, outside pitches	TTC DHRT Chair HEC	Tetbury residents	Ongoing			September - annually

Objective 11: The provision of infrastructure including medical and educational provision will be promoted and supported wherever possible so that Tetbury has efficient and caring services to meet the growing modern community

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
11.1	Transport	Support improvements to infrastructure including bus services e.g. 882 service to Cirencester	People enabled to get to work & attend schools & colleges in Cirencester; enable commuters to connect with trains from Kemble	Full council GCC Mayor	Residents and businesses in Tetbury	asap			September 2025

The items below are deemed to have been completed, so will not feature on regular updates, just the final version in April 2027.

Ref	Topic	Actions	Success criteria	Owner	Stakeholders	Start date/due date	Budget	RAG status	Review cycle
0.8	Tourism	Provide good information for town visitors and residents physically as well as on the website	Footfall; increased use of website; positive feedback	Chair HEC	TTC, Tetbury & TU residents, businesses & tourists	Ongoing Website live in July 2026	HEC		September

0.9	Climate training	Provide training for all councillors to ensure climate considerations are taken into account on all relevant decisions.	Noted on minutes of meetings	TTC Chair CSWG	CDC, GT, CDC Wildlife Trust	Feb 2026	Training	Green	April 2027
3.4	Transport	Increase electric charging points in the town including some at 22KW/min	Programme for installation agreed	CDC, TTC	Residents, tourists, businesses		CDC	Green	Sept 2026

The following items have been deleted from the Plan as they are no longer deemed appropriate/relevant.

0.7	Communication & engagement Following discussion with estate agent, it is felt The Advertiser provides sufficient information for new residents	Produce a welcome leaflet for new residents for distribution by estate agents signposting key services	Take-up & feedback	Full council Chair HEC	Tetbury & TU residents & businesses	Sept 2026	Full council		May 2027

3.3	Communication	Create a “green directory” for the town which promotes retailers actively working to reduce their carbon footprint e.g. by not using plastic	Complete and publish directory	TTC GT	Residents	July – October 2026	N/A		May 2027
4.1	Communication & engagement	Hold a public consultation to discuss taking out a Public Works Loan in support of the Dolphins’ Hall phase 2 development	Consultation event held; useful feedback	Full council Mayor	Tetbury residents & businesses; residents in Tetbury Upton	TBD	Room hire; use DH or GS		
4.3	Allotments (this work is now integrated into TCC’s new IT program)	Encourage leaseholders of the Highfield Farm allotments to form an allotment association to take on its management	Allotment association formed; allotment occupancy & payment received; no incidents reported. Less officer time spent dealing with queries.	TTC rep on committee	Allotment leaseholders		N/A		Annually - September

Tetbury Town Council Budget 2027/2028- Summary

	27-28	26-27	Difference	%	Month 12 2025-26
Income	**£578,690**	**£541,146**	**£37,544**	**6.9**	
Expenses					
General Running Costs	£451,889	£442,371	£9,518	2.2	£357,050.00
Building Costs	£10,000	£9,000	£1,000	11.1	£10,463.00
H.E.C Budget	£78,065	£82,545	-£4,480	-5.4	£52,364.00
Borrowing	£19,639	£19,639	£0	0.0	£19,639.00
VIC Budget	£23,852	-£6,000	£29,852	-497.5	
Police Museum Budget	£9,002	-£2,000	£11,002	-550.1	
Total	**£592,447**	**£545,555**	**£46,892**	**8.6**	
Budget Surplus / Deficit	**-£13,757**	**-£4,409**	**-£9,349**	**212.0**	
2025/26 Reserves	**£0**				
Estimated Reserves at end of 24/25	**-£13,757**				
Contingency %	**-2.32**				
This summary is based on an increase in the precept of:	**5.00%**				
This would mean a change of cost to a band D home of:	**£9.51**	**Per Year**			

Income

	27-28	26-27	Difference	%	Month 12 2025-26
Precept					
No Of Paying Homes**	2,853.8	2,803.8	50.0	1.8	£2,753.80
Precept (D)	£199.59	£190.08	£9.51	5.0	£176.00
Total Precept	**£569,590**	**£532,946**	**£36,644**	6.9	**£484,669.00**
Other Income					
Rent from Flat *	£8,100	£7,200	£900	12.5	£6,900.00
Office Rental	£1,000	£1,000	£0	0.0	£1,000.00
Total Other Income	**£9,100**	**£8,200**	**£900**	**11.0**	
Total	**£578,690**	**£541,146**	**£38,444**	**7.1**	**£492,569.00**

***Increase rental by £75 per month**

**These figures will not be confirmed until the end of the year from CDC

General Running

	27-28	26-27	Difference	%		Month 12 2025-26	
All Staff Costs *	311,712	299,723	11,989	4	4% increase	£227,051.00	
Staff Pensions	50,677	48,728	1,949	4		£48,728.00	
Staff Expenses	1,500	1,500	0	0		£1,480.00	
Training Costs	6,000	6,000	0	0		£3,132.00	
Telephone	7,000	4,750	2,250	47		£8,670.00	
Utilities	8,500	7,500	1,000	13		£6,844.00	
Insurance	7,500	7,000	500	7		£9,222.00	TTC and TRLRT
Office Supplies	3,500	3,500	0	0		£3,047.00	
Subscriptions	4,000	3,200	800	25		£3,072.00	
Audit Fees/Professional Fees**	6,000	5,000	1,000	20		£14,772.00	
Legal Fees	5,000	5,000	0	0		£0.00	
IT	20,000	15,000	5,000	33		£18,639.00	
CIVIC Expenses	500	800	-300	-38		£272.00	
Election Costs	13,500	25,000	-11,500	0		£7,972.00	
Publicity	1,500	3,500	-2,000	-57		£2,402.00	
Members Expenses	250	250	0	0		£0.00	
Power of General Competence	750	400	350	88		£547.00	
Heath and Safety Contract?	3,000	5,520	-2,520	-46		£1,200.00	
Local Government Reorganisation	1,000	0	1,000	0		£0.00	
Budget Impact	**451,889**	**442,371**	**9,518**	**2**		**£357,050.00**	

* Increase set nationally

All Staff costs and pension costs includes - Administration and Grounds team

** 2025/26 costs included burial ground information EMR Reserves

Building Costs

	27-28	26-27	Difference	%	Month 12 2025-26	
Building Repairs & Maintenance	£0	£0	£0		£1,855.00	Removed from EMR
Council Tax and Business Rates	£10,000	£9,000	£1,000	3.0	£8,608.00	
Budget Impact	**£10,000**	**£9,000**	**£1,000**	**11.1**	**£10,463.00**	

Heritage Environment & Community

	27-28	26-27	Difference	%	Month 12 2025-26	
Income						
Allotment Grant (S106)	£2,500.00	£2,500.00	£0.00	0	£2,500.00	
Allotment Income	£830.00	£700.00	£0.00	0	£830.00	
Town Centre Grant (S106)	£3,000.00	£3,000.00			£3,000.00	
Total	**£6,330.00**	**£6,200.00**	**£0.00**	**0**	**£6,330.00**	
Expenses						
Youth Services	£29,600.00	£29,600.00	£0.00		£29,600.00	
Defibrilators	£0.00	£0.00	£0.00	0.0	£2,375.00	Removed from CIL
Emergency Fund	£150.00	£250.00	-£100.00	-40.0	£57.00	
Holiday Youth Provision	£2,500.00	£2,500.00	£0.00	0.0	£2,704.00	
Citizens Advice Bureau	£1,500.00	£0.00	£1,500.00	0.0	£1,394.00	
Organisation Grants	£3,000.00	£3,000.00	£0.00	0.0	£0.00	
Christmas	£6,000.00	£6,000.00	£0.00	0	£64.00	
Open Spaces	£6,050.00	£6,050.00	£0.00	0	£4,439.00	
Allotments (SLA)	£2,500.00	£2,500.00	£0.00	0	£280.00	
Awards	£0.00	£500.00	-£500.00	0	£0.00	
St Saviours Water	£115.00	£115.00	£0.00	0.0	£98.00	
Projects	£1,500.00	£1,500.00	£0.00		£3,767.00	
Town Crier	£650.00	£650.00	£0.00	0.0	£650.00	
New Bunting	£0.00	£1,500.00	-£1,500.00		£0.00	
Bunting Installation	£500.00	£1,000.00	-£500.00		£1,000.00	
Vehicle Payments & Repairs	£3,520.00	£3,520.00	£0.00	0.0	£2,078.00	
Vehicle Tax and Insurance	£1,100.00	£1,100.00	£0.00	0.0	£483.00	
Equipment & Repairs	£3,500.00	£3,500.00	£0.00	0.0	£1,879.00	
Fuel	£3,000.00	£2,000.00	£1,000.00	50.0	£1,095.00	
Planting	£1,900.00	£1,900.00	£0.00	0.0	£1,257.00	
Tree Maintenance**	£14,000.00	£10,000.00	£4,000.00	40.0	£5,251.00	
Clothing	£660.00	£660.00	£0.00	0.0	£636.00	
Playground Inspection and Repair*	£2,000.00	£2,000.00	£0.00	0.0	£981.00	
Van		£8,300.00	-£8,300.00		£0.00	
Staff Mobile Phones	£650.00	£600.00	£50.00			Part of telephones
Total Expenses	**£84,395.00**	**£88,745.00**	**-£4,350.00**	**-4.9**		
Budget Impact	**£78,065.00**	**£82,545.00**	**-£4,480.00**		£60,088.00	

*Underspends will be carried forward

** Increased due to Tree Survey being carried out in 2027

All underspends for the vehicle will be transferred to a new EMR for a vehicle in the future

All underspends for the playground will be transferred to a new EMR for new equipment in the future

Borrowing

	27-28	26-27	Difference	%	Month 12 2025-26
PWLB Repayments (Goods Shed)	£19,639	£19,639	£0	0	£19,638.00
Budget Impact	**£19,639**	**£19,639**	**£0**		

Expires 20th June 2041

This will increase considerably should a new burial ground be sought and built

Potential annual costs between £70,000 - £142,993

These figures will need to be factored into the precept request

VIC

	27-28	26-27	Difference	%	Notes	Month 12 2025-26
Income						
Trading Income	6,000	6,000	0	0.0		
Totals	**6,000**	**6,000**	**0**	**0.0**		
Expenditure						
Staff Costs	25,952	24,954	998	4.0	4% increase	£23,944.00
Stock*	3,500	5,400	-1,900	-35.2		
IT	400	1,000	-600	-60.0		
Total Expenditure	**29,852**	**31,354**	**-1,502**	**-4.8**		
Budget Impact	**23,852**	**25,354**	**-1,502**	**-5.9**		

*Some items are sale or return

Police Museum

	27-28	26-27	Difference	%	Month 12 2025-26
Income					
Donations	0	1,000	-1,000		£2,229.00
Grants	0	500	-500		£3,690.00
Other	0	500	-500		£0.00
Totals	**0**	**2,000**	-2,000		**£5,919.00**
Expenditure					
Collections Care / Packaging	1,000	1,000	0	0.0	£0.00
Misc Expenses	750	250	500	200.0	£0.00
Insurance	750	750	0	0.0	£1,281.00
Training	300	300	0	0.0	£169.00
Publicity	350	350	0	0.0	£1,206.00
Outreach / Education	500	500	0	0.0	£1,728.00
Remedial Conservation	1,000	1,000	0	0.0	
Shop	0	250	-250	0.0	
Memberships	250	250	0	0.0	£408.00
Projects	1,000	0	1,000		
Honorarium	3,000	4,750	-1,750	-36.8	£4,853.00
Bank charges*	102	102	0		£111.00
Grant Expenditure		7,317			
Total Expenditure	**9,002**	**16,819**	**-7,817**	**-46.5**	
Budget Impact	**9,002**	**14,819**	**-5,817**	**-39.3**	**£9,756.00**

Reserves

Current Emergency Reserves	**100,691**
Actual % Emergency Reserves	**17**
Expected % Emergency Reserve	**20**
Estimated Free Reserves 04/2027	
Proposed Reserve Transfers	
Building Fund	0
Increase Emergency Reserves	0
Total Transfers	**0**
Excess Reserves Carried into 2027/28	**0**
Optional Reserves	
Burial Fund	
Total Optional Reserves	**0**
Reserves Including Optional Reserves	**0**
Emergency Reserves for 2027/28	**100,691**

Tetbury Town Council Budget 2027/2028- Summary

	27-28	26-27	Difference	%	Month 12 2025-26
Income	**£593,330**	**£541,146**	**£52,184**	**9.6**	
Expenses					
General Running Costs	£451,889	£442,371	£9,518	2.2	£357,050.00
Building Costs	£10,000	£9,000	£1,000	11.1	£10,463.00
H.E.C Budget	£78,065	£82,545	-£4,480	-5.4	£52,364.00
Borrowing	£19,639	£19,639	£0	0.0	£19,639.00
VIC Budget	£23,852	-£6,000	£29,852	-497.5	
Police Museum Budget	£9,002	-£2,000	£11,002	-550.1	
Total	**£592,447**	**£545,555**	**£46,892**	**8.6**	
Budget Surplus / Deficit	**£883**	**-£4,409**	**£5,291**	**-120.0**	
2025/26 Reserves	**£0**				
Estimated Reserves at end of 24/25	**£883**				
Contingency %	**0.15**				
This summary is based on an increase in the precept of:	**7.70%**				
This would mean a change of cost to a band D home of:	**£14.64**	**Per Year**			

THIS BUDGET HAS BEEN RECOMMENDED BY THE FINANCE & SCRUTINY COMMITTEE TO FULL COUNCIL

Income

	27-28	26-27	Difference	%	Month 12 2025-26
Precept					
No Of Paying Homes**	2,853.8	2,803.8			£2,753.80
Precept (D)	£204.72	£190.08	£14.64	7.7	£176.00
Total Precept	**£584,230**	**£532,946**	**£51,284**	9.6	**£484,669.00**
Other Income					
Rent from Flat *	£8,100	£7,200	£900	12.5	£6,900.00
Office Rental	£1,000	£1,000	£0		£1,000.00
Total Other Income	**£9,100**	**£8,200**	**£900**	**11.0**	
Total	**£593,330**	**£541,146**	**£53,084**	**9.8**	**£492,569.00**

***Increase rental by £75 per month**

**These figures will not be confirmed until the end of the year from CDC

General Running

	27-28	26-27	Difference	%		Month 12 2025-26	
All Staff Costs *	311,712	299,723	11,989	4	4% increase	£227,051.00	
Staff Pensions	50,677	48,728	1,949	4		£48,728.00	
Staff Expenses	1,500	1,500	0	0		£1,480.00	
Training Costs	6,000	6,000	0	0		£3,132.00	
Telephone	7,000	4,750	2,250	47		£8,670.00	
Utilities	8,500	7,500	1,000	13		£6,844.00	
Insurance	7,500	7,000	500	7		£9,222.00	TTC and TRLRT
Office Supplies	3,500	3,500	0	0		£3,047.00	
Subscriptions	4,000	3,200	800	25		£3,072.00	
Audit Fees/Professional Fees**	6,000	5,000	1,000	20		£14,772.00	
Legal Fees	5,000	5,000	0	0		£0.00	
IT	20,000	15,000	5,000	33		£18,639.00	
CIVIC Expenses	500	800	-300	-38		£272.00	
Election Costs	13,500	25,000	-11,500	0		£7,972.00	
Publicity	1,500	3,500	-2,000	-57		£2,402.00	
Members Expenses	250	250	0	0		£0.00	
Power of General Competence	750	400	350	88		£547.00	
Heath and Safety Contract?	3,000	5,520	-2,520	-46		£1,200.00	
Local Government Reorganisation	1,000	0	1,000	0		£0.00	
Budget Impact	**451,889**	**442,371**	**9,518**	**2**		**£357,050.00**	

* Increase set nationally

All Staff costs and pension costs includes - Administration and Grounds team

** 2025/26 costs included burial ground information EMR Reserves

Building Costs

	27-28	26-27	Difference	%	Month 12 2025-26	
Building Repairs & Maintenance	£0	£0	£0		£1,855.00	Removed from EMR
Council Tax and Business Rates	£10,000	£9,000	£1,000	3.0	£8,608.00	
Budget Impact	**£10,000**	**£9,000**	**£1,000**	**11.1**	**£10,463.00**	

Heritage Environment & Community

	27-28	26-27	Difference	%	Month 12 2025-26	
Income						
Allotment Grant (S106)	£2,500.00	£2,500.00	£0.00	0	£2,500.00	
Allotment Income	£830.00	£700.00	£0.00	0	£830.00	
Town Centre Grant (S106)	£3,000.00	£3,000.00			£3,000.00	
Total	**£6,330.00**	**£6,200.00**	**£0.00**	**0**	**£6,330.00**	
Expenses						
Youth Services	£29,600.00	£29,600.00	£0.00		£29,600.00	
Defibrilators	£0.00	£0.00	£0.00	0.0	£2,375.00	Removed from CIL
Emergency Fund	£150.00	£250.00	-£100.00	-40.0	£57.00	
Holiday Youth Provision	£2,500.00	£2,500.00	£0.00	0.0	£2,704.00	
Citizens Advice Bureau	£1,500.00	£0.00	£1,500.00	0.0	£1,394.00	
Organisation Grants	£3,000.00	£3,000.00	£0.00	0.0	£0.00	
Christmas	£6,000.00	£6,000.00	£0.00	0	£64.00	
Open Spaces	£6,050.00	£6,050.00	£0.00	0	£4,439.00	
Allotments (SLA)	£2,500.00	£2,500.00	£0.00	0	£280.00	
Awards	£0.00	£500.00	-£500.00	0	£0.00	
St Saviours Water	£115.00	£115.00	£0.00	0.0	£98.00	
Projects	£1,500.00	£1,500.00	£0.00		£3,767.00	
Town Crier	£650.00	£650.00	£0.00	0.0	£650.00	
New Bunting	£0.00	£1,500.00	-£1,500.00		£0.00	
Bunting Installation	£500.00	£1,000.00	-£500.00		£1,000.00	
Vehicle Payments & Repairs	£3,520.00	£3,520.00	£0.00	0.0	£2,078.00	
Vehicle Tax and Insurance	£1,100.00	£1,100.00	£0.00	0.0	£483.00	
Equipment & Repairs	£3,500.00	£3,500.00	£0.00	0.0	£1,879.00	
Fuel	£3,000.00	£2,000.00	£1,000.00	50.0	£1,095.00	
Planting	£1,900.00	£1,900.00	£0.00	0.0	£1,257.00	
Tree Maintenance**	£14,000.00	£10,000.00	£4,000.00	40.0	£5,251.00	
Clothing	£660.00	£660.00	£0.00	0.0	£636.00	
Playground Inspection and Repair*	£2,000.00	£2,000.00	£0.00	0.0	£981.00	
Van		£8,300.00	-£8,300.00		£0.00	
Staff Mobile Phones	£650.00	£600.00	£50.00			Part of telephones
Total Expenses	**£84,395.00**	**£88,745.00**	**-£4,350.00**	**-4.9**		
Budget Impact	**£78,065.00**	**£82,545.00**	**-£4,480.00**		£60,088.00	

*Underspends will be carried forward

** Increased due to Tree Survey being carried out in 2027

All underspends for the vehicle will be transferred to a new EMR for a vehicle in the future

All underspends for the playground will be transferred to a new EMR for new equipment in the future

Borrowing

	27-28	26-27	Difference	%	Month 12 2025-26
PWLB Repayments (Goods Shed)	£19,639	£19,639	£0	0	£19,638.00
Budget Impact	**£19,639**	**£19,639**	**£0**		

Expires 20th June 2041

This will increase considerably should a new burial ground be sought and built

Potential annual costs between £70,000 - £142,993

These figures will need to be factored into the precept request

VIC

	27-28	26-27	Difference	%	Notes	Month 12 2025-26
Income						
Trading Income	6,000	6,000	0	0.0		
Totals	**6,000**	**6,000**	**0**	**0.0**		
Expenditure						
Staff Costs	25,952	24,954	998	4.0	4% increase	£23,944.00
Stock*	3,500	5,400	-1,900	-35.2		
IT	400	1,000	-600	-60.0		
Total Expenditure	**29,852**	**31,354**	**-1,502**	**-4.8**		
Budget Impact	**23,852**	**25,354**	**-1,502**	**-5.9**		

*Some items are sale or return

Police Museum

	27-28	26-27	Difference	%	Month 12 2025-26
Income					
Donations	0	1,000	-1,000		£2,229.00
Grants	0	500	-500		£3,690.00
Other	0	500	-500		£0.00
Totals	**0**	**2,000**	-2,000		**£5,919.00**
Expenditure					
Collections Care / Packaging	1,000	1,000	0	0.0	£0.00
Misc Expenses	750	250	500	200.0	£0.00
Insurance	750	750	0	0.0	£1,281.00
Training	300	300	0	0.0	£169.00
Publicity	350	350	0	0.0	£1,206.00
Outreach / Education	500	500	0	0.0	£1,728.00
Remedial Conservation	1,000	1,000	0	0.0	
Shop	0	250	-250	0.0	
Memberships	250	250	0	0.0	£408.00
Projects	1,000	0	1,000		
Honorarium	3,000	4,750	-1,750	-36.8	£4,853.00
Bank charges*	102	102	0		£111.00
Grant Expenditure		7,317			
Total Expenditure	**9,002**	**16,819**	**-7,817**	**-46.5**	
Budget Impact	**9,002**	**14,819**	**-5,817**	**-39.3**	**£9,756.00**

Reserves

Current Emergency Reserves	**100,691**
Actual % Emergency Reserves	**17**
Expected % Emergency Reserve	**20**
Estimated Free Reserves 04/2027	
Proposed Reserve Transfers	
Building Fund	0
Increase Emergency Reserves	0
Total Transfers	**0**
Excess Reserves Carried into 2027/28	**0**
Optional Reserves	
Burial Fund	
Total Optional Reserves	**0**
Reserves Including Optional Reserves	**0**
Emergency Reserves for 2027/28	**100,691**

Tetbury Town Council Budget 2027/2028- Summary

	27-28	26-27	Difference	%	Month 12 2025-26
Income	**£666,187**	**£541,146**	**£125,041**	**23.1**	
Expenses					
General Running Costs	£453,500	£442,371	£11,129	2.5	£357,050.00
Building Costs	£10,000	£9,000	£1,000	11.1	£10,463.00
H.E.C Budget	£78,065	£82,545	-£4,480	-5.4	£52,364.00
Borrowing	£89,639	£19,639	£70,000	356.4	£19,639.00
VIC Budget	£24,400	-£6,000	£30,400	-506.7	
Police Museum Budget	£9,002	-£2,000	£11,002	-550.1	
Total	**£664,606**	**£545,555**	**£119,051**	**21.8**	
Budget Surplus / Deficit	**£1,581**	**-£4,409**	**£5,990**	**-135.9**	
2025/26 Reserves	**£0**				
Estimated Reserves at end of 24/25	**£1,581**				
Contingency %	**0.24**				
This summary is based on an increase in the precept of:	**21.10%**				
This would mean a change of cost to a band D home of:	**£40.17**	**Per Year**			

Income

	27-28	26-27	Difference	%	Month 12 2025-26
Precept					
No Of Paying Homes**	2,853.8	2,803.8			£2,753.80
Precept (D)	£230.25	£190.08	£40.17	21.1	£176.00
Total Precept	**£657,087**	**£532,946**	**£124,141**	23.3	**£484,669.00**
Other Income					
Rent from Flat *	£8,100	£7,200	£900	12.5	£6,900.00
Office Rental	£1,000	£1,000	£0		£1,000.00
Total Other Income	**£9,100**	**£8,200**	**£900**	**11.0**	
Total	**£666,187**	**£541,146**	**£125,941**	**23.3**	**£492,569.00**

***Increase rental by £75 per month**

**These figures will not be confirmed until the end of the year from CDC

General Running

	27-28	26-27	Difference	%		Month 12 2025-26	
All Staff Costs *	312,000	299,723	12,277		4% increase	£227,051.00	
Staff Pensions	52,000	48,728	3,272	7		£48,728.00	
Staff Expenses	1,500	1,500	0	0		£1,480.00	
Training Costs	6,000	6,000	0	0		£3,132.00	
Telephone	7,000	4,750	2,250	47		£8,670.00	
Utilities	8,500	7,500	1,000	13		£6,844.00	
Insurance	7,500	7,000	500	7		£9,222.00	TTC and TRLRT
Office Supplies	3,500	3,500	0	0		£3,047.00	
Subscriptions	4,000	3,200	800	25		£3,072.00	
Audit Fees/Professional Fees**	6,000	5,000	1,000	20		£14,772.00	
Legal Fees	5,000	5,000	0	0		£0.00	
IT	20,000	15,000	5,000	33		£18,639.00	
CIVIC Expenses	500	800	-300	-38		£272.00	
Election Costs	13,500	25,000	-11,500	0		£7,972.00	
Publicity	1,500	3,500	-2,000	-57		£2,402.00	
Members Expenses	250	250	0	0		£0.00	
Power of General Competence	750	400	350	88		£547.00	
Heath and Safety Contract?	3,000	5,520	-2,520	-46		£1,200.00	
Local Government Reorganisation	1,000	0	1,000	0		£0.00	
Budget Impact	**453,500**	**442,371**	**11,129**	**3**		**£357,050.00**	

* Increase set nationally

All Staff costs and pension costs includes - Administration and Grounds team

** 2025/26 costs included burial ground information EMR Reserves

Building Costs

	27-28	26-27	Difference	%	Month 12 2025-26	
Building Repairs & Maintenance	£0	£0	£0		£1,855.00	Removed from EMR
Council Tax and Business Rates	£10,000	£9,000	£1,000	3.0	£8,608.00	
Budget Impact	**£10,000**	**£9,000**	**£1,000**	**11.1**	**£10,463.00**	

Heritage Environment & Community

	27-28	26-27	Difference	%	Month 12 2025-26	
Income						
Allotment Grant (S106)	£2,500.00	£2,500.00	£0.00	0	£2,500.00	
Allotment Income	£830.00	£700.00	£0.00	0	£830.00	
Town Centre Grant (S106)	£3,000.00	£3,000.00			£3,000.00	
Total	**£6,330.00**	**£6,200.00**	**£0.00**	**0**	**£6,330.00**	
Expenses						
Youth Services	£29,600.00	£29,600.00	£0.00		£29,600.00	
Defibrilators	£0.00	£0.00	£0.00	0.0	£2,375.00	Removed from CIL
Emergency Fund	£150.00	£250.00	-£100.00	-40.0	£57.00	
Holiday Youth Provision	£2,500.00	£2,500.00	£0.00	0.0	£2,704.00	
Citizens Advice Bureau	£1,500.00	£0.00	£1,500.00	0.0	£1,394.00	
Organisation Grants	£3,000.00	£3,000.00	£0.00	0.0	£0.00	
Christmas	£6,000.00	£6,000.00	£0.00	0	£64.00	
Open Spaces	£6,050.00	£6,050.00	£0.00	0	£4,439.00	
Allotments (SLA)	£2,500.00	£2,500.00	£0.00	0	£280.00	
Awards	£0.00	£500.00	-£500.00	0	£0.00	
St Saviours Water	£115.00	£115.00	£0.00	0.0	£98.00	
Projects	£1,500.00	£1,500.00	£0.00		£3,767.00	
Town Crier	£650.00	£650.00	£0.00	0.0	£650.00	
New Bunting	£0.00	£1,500.00	-£1,500.00		£0.00	
Bunting Installation	£500.00	£1,000.00	-£500.00		£1,000.00	
Vehicle Payments & Repairs	£3,520.00	£3,520.00	£0.00	0.0	£2,078.00	
Vehicle Tax and Insurance	£1,100.00	£1,100.00	£0.00	0.0	£483.00	
Equipment & Repairs	£3,500.00	£3,500.00	£0.00	0.0	£1,879.00	
Fuel	£3,000.00	£2,000.00	£1,000.00	50.0	£1,095.00	
Planting	£1,900.00	£1,900.00	£0.00	0.0	£1,257.00	
Tree Maintenance**	£14,000.00	£10,000.00	£4,000.00	40.0	£5,251.00	
Clothing	£660.00	£660.00	£0.00	0.0	£636.00	
Playground Inspection and Repair*	£2,000.00	£2,000.00	£0.00	0.0	£981.00	
Van		£8,300.00	-£8,300.00		£0.00	
Staff Mobile Phones	£650.00	£600.00	£50.00			Part of telephones
Total Expenses	**£84,395.00**	**£88,745.00**	**-£4,350.00**	**-4.9**		
Budget Impact	**£78,065.00**	**£82,545.00**	**-£4,480.00**		£60,088.00	

*Underspends will be carried forward

** Increased due to Tree Survey being carried out in 2027

All underspends for the vehicle will be transferred to a new EMR for a vehicle in the future

All underspends for the playground will be transferred to a new EMR for new equipment in the future

Borrowing

	27-28	26-27	Difference	%	Month 12 2025-26
PWLB Repayments (Goods Shed)	£19,639	£19,639	£0	0	£19,638.00
PWLB Repayments (New Burial Ground)	£70,000	£19,639	£89,639	456.433627	
Budget Impact	**£89,639**	**£39,278**	**£89,639**		

Expires 20th June 2041

This will increase considerably should a new burial ground be sought and built

Potential annual costs between £70,000 - £142,993

These figures will need to be factored into the precept request

VIC

	27-28	26-27	Difference	%	Notes	Month 12 2025-26
Income						
Trading Income	6,000	6,000	0	0.0		
Totals	**6,000**	**6,000**	**0**	**0.0**		
Expenditure						
Staff Costs	26,500	24,954	1,546		4% increase	£23,944.00
Stock*	3,500	5,400	-1,900	-35.2		
IT	400	1,000	-600	-60.0		
Total Expenditure	**30,400**	**31,354**	**-954**	**-3.0**		
Budget Impact	**24,400**	**25,354**	**-954**	**-3.8**		

*Some items are sale or return

Police Museum

	27-28	26-27	Difference	%	Month 12 2025-26
Income					
Donations	0	1,000	-1,000		£2,229.00
Grants	0	500	-500		£3,690.00
Other	0	500	-500		£0.00
Totals	**0**	**2,000**	-2,000		**£5,919.00**
Expenditure					
Collections Care / Packaging	1,000	1,000	0	0.0	£0.00
Misc Expenses	750	250	500	200.0	£0.00
Insurance	750	750	0	0.0	£1,281.00
Training	300	300	0	0.0	£169.00
Publicity	350	350	0	0.0	£1,206.00
Outreach / Education	500	500	0	0.0	£1,728.00
Remedial Conservation	1,000	1,000	0	0.0	
Shop	0	250	-250	0.0	
Memberships	250	250	0	0.0	£408.00
Projects	1,000	0	1,000		
Honorarium	3,000	4,750	-1,750	-36.8	£4,853.00
Bank charges*	102	102	0		£111.00
Grant Expenditure		7,317			
Total Expenditure	**9,002**	**16,819**	**-7,817**	**-46.5**	
Budget Impact	**9,002**	**14,819**	**-5,817**	**-39.3**	**£9,756.00**

Reserves

Current Emergency Reserves	**100,691**
Actual % Emergency Reserves	**15**
Expected % Emergency Reserve	**20**
Estimated Free Reserves 04/2027	
Proposed Reserve Transfers	
Building Fund	0
Increase Emergency Reserves	0
Total Transfers	**0**
Excess Reserves Carried into 2027/28	**0**
Optional Reserves	
Burial Fund	
Total Optional Reserves	**0**
Reserves Including Optional Reserves	**0**
Emergency Reserves for 2027/28	**100,691**

Tetbury Town Council Budget 2027/2028- Summary

	27-28	26-27	Difference	%	Month 12 2025-26
Income	**£738,674**	**£541,146**	**£197,528**	**36.5**	
Expenses					
General Running Costs	£453,500	£442,371	£11,129	2.5	£357,050.00
Building Costs	£10,000	£9,000	£1,000	11.1	£10,463.00
H.E.C Budget	£78,065	£82,545	-£4,480	-5.4	£52,364.00
Borrowing	£162,632	£19,639	£142,993	728.1	£19,639.00
VIC Budget	£24,400	-£6,000	£30,400	-506.7	
Police Museum Budget	£9,002	-£2,000	£11,002	-550.1	
Total	**£737,599**	**£545,555**	**£192,044**	**35.2**	
Budget Surplus / Deficit	**£1,075**	**-£4,409**	**£5,484**	**-124.4**	
2025/26 Reserves	**£0**				
Estimated Reserves at end of 24/25	**£1,075**				
Contingency %	**0.15**				
This summary is based on an increase in the precept of:	**34.50%**				
This would mean a change of cost to a band D home of:	**£65.57**	**Per Year**			

Income

	27-28	26-27	Difference	%	Month 12 2025-26
Precept					
No Of Paying Homes**	2,853.8	2,803.8			£2,753.80
Precept (D)	£255.65	£190.08	£65.57	34.5	£176.00
Total Precept	**£729,574**	**£532,946**	**£196,628**	36.9	**£484,669.00**
Other Income					
Rent from Flat *	£8,100	£7,200	£900	12.5	£6,900.00
Office Rental	£1,000	£1,000	£0		£1,000.00
Total Other Income	**£9,100**	**£8,200**	**£900**	**11.0**	
Total	**£738,674**	**£541,146**	**£198,428**	**36.7**	**£492,569.00**

***Increase rental by £75 per month**

**These figures will not be confirmed until the end of the year from CDC

General Running

	27-28	26-27	Difference	%		Month 12 2025-26	
All Staff Costs *	312,000	299,723	12,277		4% increase	£227,051.00	
Staff Pensions	52,000	48,728	3,272	7		£48,728.00	
Staff Expenses	1,500	1,500	0	0		£1,480.00	
Training Costs	6,000	6,000	0	0		£3,132.00	
Telephone	7,000	4,750	2,250	47		£8,670.00	
Utilities	8,500	7,500	1,000	13		£6,844.00	
Insurance	7,500	7,000	500	7		£9,222.00	TTC and TRLRT
Office Supplies	3,500	3,500	0	0		£3,047.00	
Subscriptions	4,000	3,200	800	25		£3,072.00	
Audit Fees/Professional Fees**	6,000	5,000	1,000	20		£14,772.00	
Legal Fees	5,000	5,000	0	0		£0.00	
IT	20,000	15,000	5,000	33		£18,639.00	
CIVIC Expenses	500	800	-300	-38		£272.00	
Election Costs	13,500	25,000	-11,500	0		£7,972.00	
Publicity	1,500	3,500	-2,000	-57		£2,402.00	
Members Expenses	250	250	0	0		£0.00	
Power of General Competence	750	400	350	88		£547.00	
Heath and Safety Contract?	3,000	5,520	-2,520	-46		£1,200.00	
Local Government Reorganisation	1,000	0	1,000	0		£0.00	
Budget Impact	**453,500**	**442,371**	**11,129**	**3**		**£357,050.00**	

* Increase set nationally

All Staff costs and pension costs includes - Administration and Grounds team

** 2025/26 costs included burial ground information EMR Reserves

Building Costs

	27-28	26-27	Difference	%	Month 12 2025-26	
Building Repairs & Maintenance	£0	£0	£0		£1,855.00	Removed from EMR
Council Tax and Business Rates	£10,000	£9,000	£1,000	3.0	£8,608.00	
Budget Impact	**£10,000**	**£9,000**	**£1,000**	**11.1**	**£10,463.00**	

Heritage Environment & Community

	27-28	26-27	Difference	%	Month 12 2025-26	
Income						
Allotment Grant (S106)	£2,500.00	£2,500.00	£0.00	0	£2,500.00	
Allotment Income	£830.00	£700.00	£180.00	0	£830.00	
Town Centre Grant (S106)	£3,000.00	£3,000.00	£0.00	0	£3,000.00	
Total	**£6,330.00**	**£6,200.00**	**£110.00**	**2**	**£6,330.00**	
Expenses						
Youth Services	£29,600.00	£29,600.00	£0.00	0.0	£29,600.00	
Defibrilators	£0.00	£0.00	£0.00	0.0	£2,375.00	Removed from CIL
Emergency Fund	£150.00	£250.00	-£100.00	-40.0	£57.00	
Holiday Youth Provision	£2,500.00	£2,500.00	£0.00	0.0	£2,704.00	
Citizens Advice Bureau	£1,500.00	£0.00	£1,500.00	0.0	£1,394.00	
Organisation Grants	£3,000.00	£3,000.00	£0.00	0.0	£0.00	
Christmas	£6,000.00	£6,000.00	£0.00	0	£64.00	
Open Spaces	£6,050.00	£6,050.00	£0.00	0	£4,439.00	
Allotments (SLA)	£2,500.00	£2,500.00	£0.00	0	£280.00	
Awards	£0.00	£500.00	-£500.00	0	£0.00	
St Saviours Water	£115.00	£115.00	£0.00	0.0	£98.00	
Projects	£1,500.00	£1,500.00	£0.00	0.0	£3,767.00	
Town Crier	£650.00	£650.00	£0.00	0.0	£650.00	
New Bunting	£0.00	£1,500.00	-£1,500.00	0.0	£0.00	
Bunting Installation	£500.00	£1,000.00	-£500.00	-50.0	£1,000.00	
Vehicle Payments & Repairs	£3,520.00	£3,520.00	£0.00	0.0	£2,078.00	
Vehicle Tax and Insurance	£1,100.00	£1,100.00	£0.00	0.0	£483.00	
Equipment & Repairs	£3,500.00	£3,500.00	£0.00	0.0	£1,879.00	
Fuel	£3,000.00	£2,000.00	£1,000.00	50.0	£1,095.00	
Planting	£1,900.00	£1,900.00	£0.00	0.0	£1,257.00	
Tree Maintenance**	£14,000.00	£10,000.00	£4,000.00	40.0	£5,251.00	
Clothing	£660.00	£660.00	£0.00	0.0	£636.00	
Playground Inspection and Repair*	£2,000.00	£2,000.00	£0.00	0.0	£981.00	
Van	£0.00	£8,300.00	-£8,300.00	-100.0	£0.00	
Staff Mobile Phones	£650.00	£600.00	£50.00			Part of telephones
Total Expenses	**£84,395.00**	**£88,745.00**	**-£4,350.00**	**-4.9**		
Budget Impact	**£78,065.00**	**£82,545.00**	**-£4,480.00**		£60,088.00	

*Underspends will be carried forward

** Increased due to Tree Survey being carried out in 2027

All underspends for the vehicle will be transferred to a new EMR for a vehicle in the future

All underspends for the playground will be transferred to a new EMR for new equipment in the future

Borrowing

	27-28	26-27	Difference	%	Month 12 2025-26
PWLB Repayments (Goods Shed)	£19,639	£19,639	£0	0	£19,638.00
PWLB Repayments (New Burial Ground)	£142,993	£19,639	£162,632	828.107337	
Budget Impact	**£162,632**	**£39,278**	**£162,632**		

Expires 20th June 2041

This will increase considerably should a new burial ground be sought and built

Potential annual costs between £70,000 - £142,993

These figures will need to be factored into the precept request

VIC

	27-28	26-27	Difference	%	Notes	Month 12 2025-26
Income						
Trading Income	6,000	6,000	0	0.0		
Totals	**6,000**	**6,000**	**0**	**0.0**		
Expenditure						
Staff Costs	26,500	24,954	1,546		4% increase	£23,944.00
Stock*	3,500	5,400	-1,900	-35.2		
IT	400	1,000	-600	-60.0		
Total Expenditure	**30,400**	**31,354**	**-954**	**-3.0**		
Budget Impact	**24,400**	**25,354**	**-954**	**-3.8**		

*Some items are sale or return

Police Museum

	27-28	26-27	Difference	%	Month 12 2025-26
Income					
Donations	0	1,000	-1,000		£2,229.00
Grants	0	500	-500		£3,690.00
Other	0	500	-500		£0.00
Totals	**0**	**2,000**	-2,000		**£5,919.00**
Expenditure					
Collections Care / Packaging	1,000	1,000	0	0.0	£0.00
Misc Expenses	750	250	500	200.0	£0.00
Insurance	750	750	0	0.0	£1,281.00
Training	300	300	0	0.0	£169.00
Publicity	350	350	0	0.0	£1,206.00
Outreach / Education	500	500	0	0.0	£1,728.00
Remedial Conservation	1,000	1,000	0	0.0	
Shop	0	250	-250	0.0	
Memberships	250	250	0	0.0	£408.00
Projects	1,000	0	1,000		
Honorarium	3,000	4,750	-1,750	-36.8	£4,853.00
Bank charges*	102	102	0		£111.00
Grant Expenditure		7,317			
Total Expenditure	**9,002**	**16,819**	**-7,817**	**-46.5**	
Budget Impact	**9,002**	**14,819**	**-5,817**	**-39.3**	**£9,756.00**

Reserves

Current Emergency Reserves	**100,691**
Actual % Emergency Reserves	**14**
Expected % Emergency Reserve	**20**
Estimated Free Reserves 04/2027	
Proposed Reserve Transfers	
Building Fund	0
Increase Emergency Reserves	0
Total Transfers	**0**
Excess Reserves Carried into 2027/28	**0**
Optional Reserves	
Burial Fund	
Total Optional Reserves	**0**
Reserves Including Optional Reserves	**0**
Emergency Reserves for 2027/28	**100,691**

2027/28 BUDGET

PUBLIC MEETING

WEDNESDAY 6TH JANUARY 2027
7PM

Stay informed, share your thoughts and views on the draft budget.

Comments will be considered by Full Council on Monday 25th January 2027.

ST MARYS PRIMARY SCHOOL TETBURY

ALL RESIDENTS OF TETBURY ARE WELCOME.

COPIES OF THE DRAFT BUDGET WILL BE AVAILABLE AT THE MEETING, ON OUR WEBSITE AND TOWN COUNCIL OFFICES.

Tetbury Town Council

www.Tetbury.gov.uk

Tetbury Town Council

CDS Cemeteries & Crematoria · Parks & Leisure · Environmental Solutions

TOWN MEETING

Consideration of options for future burial provision in Tetbury

WEDNESDAY 23RD FEBRUARY 2027 | 7.00PM

Tetbury Goods Shed Arts Centre, Old Station Yard, Cirencester Road, Tetbury, GL8 8EY

WHY IS TETBURY TOWN COUNCIL CONSIDERING FUTURE BURIAL PROVISION?

There is no statutory requirement for a Town Council to provide burial ground for its residents. However, the Council is considering options for future local burial provision, as existing capacity at St Saviour's Cemetery is limited to 17–19 plots. Current burial demand is fewer than 7 burials per year, meaning there is only an estimated 3–4 years of capacity remaining.

SCENARIOS CONSIDERED

1. **Do nothing – a new cemetery will not be developed**
2. **Develop a site within or adjoining the settlement boundary**
3. **Develop a site within 2 miles of the settlement boundary**

DEVELOPMENT OPTIONS

A | CEMETERY WITH CHAPEL
A cemetery incorporating a purpose-built chapel.

B | CEMETERY ONLY
A cemetery without a chapel included within the design.

Both options would be inclusive for all members of the community, including faith-specific requirements, where possible, and would accommodate traditional full-body burials and the interment of cremated remains.

INDICATIVE DEVELOPMENT COSTS

DEVELOPMENT OPTION	SCENARIO 2 (Within or Adjoining)	SCENARIO 3 (Within 2 miles)
A – Cemetery with chapel	£1,475,000–£1,675,000	£1,385,000–£1,420,000
B – Cemetery only	£490,000–£690,000	£400,000–£435,000

FUNDING

Public Works Loan Board (PWLB) financing would be available over either a 40-year or 50-year repayment period. However, financing through the PWLB will significantly increase Council Tax for residents over the repayment period.

INDICATIVE PROGRAMME

DEVELOPMENT OPTIONS	BEST CASE	APPROX. PROGRAMME
A – Cemetery with chapel	28–40 months	40–46 months
B – Cemetery only	26–30 months	35–41 months

All residents are invited to attend to hear about the Cemetery Development Options Appraisal and the potential approaches to future burial provision for Tetbury.

Service Level Agreement (SLA)
The trustees welcomed the opportunity to explore a Service Level Agreement with TTC and felt that a meeting would be the most productive way to discuss how we might work together.
We identified a few areas where TTC's support could be particularly valuable, including:

- Regular emptying of bins around the recreation ground.
- Weekly inspections of the children's play park.
- Maintenance of the gardens and flower beds, particularly following the withdrawal of Tetbury in Bloom's involvement at the site.

We would also be happy to explore what DRC could offer in return, including an agreed allocation of complimentary use of the New Pavilion for Town Council meetings, activities or community events. As an initial suggestion, we discussed ten two-hour bookings plus one full-day event each year, perhaps for something like the Wellbeing Expo.
We also noted that the existing access licence relating to the path between Plot 8 and the graveyard should be referenced within our discussions.
Rather than trying to resolve all the detail by email, we'd like to invite TTC representatives to meet with us at the New Pavilion, ideally ahead of one of our forthcoming trustees' meetings. This would give us an opportunity to explore the possibilities together and agree a practical way forward. Our next DRC meeting is scheduled for 18:30, on 12 November if before then would be convenient?

Car park signage
The trustees were also very happy to support TTC's proposal regarding car park signage, so please do go ahead from our perspective.
If there are any practical details that need agreeing, we can either deal with these by email or include them in our meeting about the SLA.

Pavilion energy improvements – solar panels and heat pumps
We also discussed the outstanding energy-efficiency requirements for the New Pavilion, particularly the proposed solar installation and heat pump provision.

Cllr Nikki Ind had kindly offered to connect us with a potentially useful contact who may be able to advise on funding opportunities or practical next steps. Jamie Ponting and Mark Wood have agreed to follow this up, and we would be grateful for that introduction.

We have also included the proposed solar and battery storage installation within our recent Strategic CIL Expression of Interest submitted to Cotswold District Council, as part of a wider programme of improvements across the recreation ground.

We are keen to explore all appropriate funding routes to help complete the Pavilion's energy improvements and secure its long-term sustainability.

We're also keen to strengthen the working relationship between our two organisations and hope that a more coordinated approach will benefit everyone who uses the recreation ground and its facilities.

Cotswold District Council
Community Infrastructure Levy (CIL) Strategic Infrastructure Fund - Expression of Interests (EOIs) Form

This 'Expression of Interests (EOIs) Form' must be used when bidding for CIL funding from Cotswold District Council. To submit your bid, please complete and return this form, and the Validation Checklist, before the deadline set out on the Council's CIL pages.

The Council has produced a Bidding Guidance Note which sets out the criteria your bid needs to meet and also includes some additional information to help you complete this form. The Bidding Guidance Note can be found on Council's CIL pages.

There are two separate CIL funding pots that can be applied for:

- Strategic Infrastructure Fund
- Climate and Ecological Emergencies Infrastructure Fund

Please read the Bidding Guidance Note to check which pot would be best suited to your project, and remember that if your bid involves phasing, you'll need to provide evidence for each phase distinctly so they can be considered on their merits.

If you are successful in your bid, you will need to sign an agreement to ensure the CIL monies are spent in line with your bid.

A. General

1. Name of project:
Dolphins Recreation Centre: A Programme of Improvements for Community Facilities, Sport and Recreation in Tetbury

2. Name of organisation:

Dolphins Recreation Centre

3. Contact person and role within organisation:

Suzie Drye and Alex Evans – DRC trustees and joint application contacts.

4. Contact details (phone / email):

Suzie Drye
Suzie.drye@dolphinshall.org
07704807218

Alex Evans
alex.evans@dolphinshall.org
07368941688

5. Other project partners (please provide a letter of support where possible):

Tetbury Area Youth & Community Trust (TAYCT) (CIO 1211412 and formerly registered charity 1114155) – An established local charity delivering youth services, mentoring, wellbeing activities and community programmes primarily from the DRC site. TAYCT is a key user of the Old Hall and is working with DRC towards a lease arrangement to operate the building as a dedicated community hub for Tetbury. Letter of support enclosed.

Tetbury Cricket Club – Sports partner and user of the recreation ground, contributing to proposals for shared changing facilities and the Sports Block (cowshed). Letter of support enclosed.

Tetbury Rugby Club – Sports partner and user of the recreation ground, contributing to proposals for shared changing facilities. Letter of support enclosed.

6. Is this one of multiple bids from your organisation? If yes, what is its priority ranking?

No

7. Supporting evidence attached (please list them here, this could include Concept Design / Layout Plans, Letters of Support, Cost Estimates / Quantity Surveyor Information, Land Ownership or Lease Information, Consultation Evidence):

DRC Proposals and Indicative Illustrations (ref: DRC EOI Illustrated Appendix FINAL): background, photographs and proposals. This EOI sets out the current scope, costs and qualifications. Final designs and specifications are subject to confirmed funding.

Supporting plans and ownership evidence: DRC site location plan; Old Dolphins Hall plan; "Cow Shed" / Sports Block Plan; recreation-ground layout illustration; and land registry title document supplied by DRC.

Community and councillor evidence: Cllr Laura Hall-Wilson's support letter dated 29 October 2026; Cllr Nikki Ind's email dated 29 October 2026 supporting the application in her capacity as a CDC ward councillor; Tetbury Cricket Club's support letter dated 29 October 2026; Tetbury Area Youth and Community Trust's (TAYCT) support letter dated 30 October 2026; Tetbury Rugby Football Club's support letter dated 31 October 2026; and Tetbury Town Council draft minutes of 21 September 2026, item TC13.09/26, supporting the community hub vision.

B. Project Details

8. Description of the project, including what capital infrastructure will be delivered:

Dolphins Recreation Centre (DRC) is seeking Strategic CIL investment in a coordinated programme of capital improvements to its recreation ground, community buildings and sporting facilities in Tetbury.

The DRC site is an important community asset, bringing together facilities for organised sport, informal recreation, children's play, youth activities and community events. The proposed programme aims to modernise and improve existing infrastructure, expand opportunities for community use, improve accessibility and environmental sustainability, and ensure that the facilities can continue to meet the needs of Tetbury and its surrounding communities as the area grows.

The programme comprises six workstreams.

1. New Hall – The Pavilion: £40,000: £22,000 for solar panels and battery storage and £18,000 for rear garden improvements, including fencing, patio areas, landscaping and seating, to provide additional outdoor space for community activities and events.

2. Old Hall – Proposed Community Hub: £137,000 excluding the separate £20,000 community kitchen: £75,000 for replacement of the existing asbestos-containing roof with a modern insulated roof, £40,000 for energy-efficient windows and doors, and £22,000 for solar panels. DRC is working with TAYCT towards an agreement for TAYCT to operate the building, supporting established youth and community activities and wider community services. The kitchen remains a distinct complementary project for which other funding is being explored.

3. Rugby / Cricket Changing Room Block: £75,000 to refurbish shared facilities for women, girls, men and boys. Proposed improvements include suitable privacy, private shower facilities, toilets and accessibility, alongside building services and finishes, subject to final design. The layout and arrangements for adult and junior use would be developed with the clubs, including women's and girls' representatives.

4. Sports Block (historically "the cowshed"): £125,000 to refurbish the building as a sports and community clubhouse, supporting cricket and other sporting use alongside opportunities for wider community hire. Proposals include a flexible function room, bar and small kitchen, improved toilets including accessible provision, and access and building improvements. Final layouts, toilet numbers, external finishes and structural works remain subject to surveys, design, consents and costs. Refurbishment would provide a dependable clubhouse base for Tetbury Cricket Club and other sporting users, supporting club activities, volunteering, fundraising and social connection alongside opportunities for wider community hire. Tetbury Cricket Club has expressed interest in a longer-term lease. DRC and the club would develop suitable occupancy, booking and financial arrangements to support sustainable operation and community benefit, subject to agreement.

5. Children's Play Park: Proposed replacement and improvement of play provision, £90,000: £60,000 for design, supply, manufacture, delivery and installation of equipment, and £30,000 for landscaping, surfacing and canopy/seating requirements. Inclusive play, accessible routes and safe separation from sporting activity would inform the design. Final location, layout, equipment and materials remain subject to trustee approval, consultation, technical assessment and quotations.

6. Multi-Use Games Area (MUGA): £40,000 for replacement and improvement of the existing deteriorating MUGA to provide more suitable facilities for informal sport, physical activity and recreation, particularly for children and young people.

Together, these projects would strengthen DRC's role as a shared centre for community life, sport and recreation, supporting residents across different ages and backgrounds. Improvements to building fabric and energy efficiency would also help reduce operating costs and support the long-term financial sustainability of affordable community facilities.

DRC proposes to deliver the programme through identifiable projects or phases, allowing individual elements to be considered and progressed according to funding availability, readiness and agreed priorities. Further specifications, costings and delivery arrangements for individual projects are being developed.

9. Please provide any evidence of growth-related needs along with the project objectives:

Tetbury has experienced residential development and continues to face pressure to accommodate growth. This creates increasing demand not only for housing and essential services, but also for the community, sporting and recreational infrastructure that enables a growing town to function well.

Dolphins Recreation Centre is a key shared community asset, serving residents of Tetbury and the surrounding area across different ages, interests and backgrounds. Its facilities support organised sport, children's play, youth activities, community groups and opportunities for social connection. However, increasing demand, alongside the limitations of some ageing facilities, is placing pressure on the site's ability to meet current and future needs.

Sport and recreation: Both the cricket and rugby clubs have identified the need for additional playing space to accommodate multiple teams and age groups. Over the past two years, each has agreed arrangements with DRC for a second pitch. This provides direct evidence of increasing demand for sporting infrastructure. Tetbury Cricket Club has 263 participants and members across its age groups: 38 Tiny Tots aged 3–5 (boys and girls), 28 under-9s (boys and girls), 72 under-11 to under-17s (boys and girls), and 125 senior members (men and women). With Tetbury Rugby Club, approximately 100 young people use the recreation ground for rugby during a typical week in the season, including approximately 60 girls at Wednesday evening training. Suitable private showers and improved toilets are particularly important for

these young users. The condition and capacity of associated facilities, including changing accommodation and the Multi-Use Games Area, need to support this level of participation and future growth. Growth in women's and girls' participation reinforces the need for suitable privacy and inclusive changing facilities. Flexible sports and wider community use of the Sports Block would also help meet demand for shared space.

Children and families: Community survey findings and feedback from families have highlighted concerns about the condition and limited range of equipment in the children's play park. Volunteer-led maintenance and fundraising initiatives demonstrate both the importance of this facility and local demand for improved provision. Free play and movement support children's physical and mental wellbeing, offering opportunities to be active, explore, build confidence and connect with others. Investment would help provide more suitable opportunities for outdoor play as the town grows.

Community facilities, social connection and early intervention: TAYCT's experience provides clear evidence of increasing demand for accessible community facilities and support services in Tetbury. In 2021, its youth provision engaged approximately 20–25 young people each week; this has grown to more than 100 weekly attendances across three youth club sessions, with 170 young people registered. A further 80 pre-school and primary-aged children and carers attend play sessions during school holidays. The Friendship Café, initially launched by Tetbury Town Council and subsequently taken on by TAYCT at the Council's request, has continued to develop with TAYCT funding and now welcomes approximately 50 older residents each week, providing an important opportunity for social connection and reducing isolation.

Alongside this growth in participation, TAYCT's work with local families has highlighted the impact of financial hardship and social isolation, particularly for single-adult and single-parent households. Local toddler groups and schools have also reported concerns about parental isolation and children's readiness for school, reinforcing the need for accessible, welcoming provision that engages families early, builds relationships and helps them access support before difficulties escalate.

These experiences demonstrate the importance of suitable, affordable and flexible community spaces that can accommodate both established activities and emerging needs. The proposed improvements to the Old Hall would help secure and enhance the physical infrastructure required for organisations such as TAYCT and other community partners to expand their reach, develop preventative activities and provide

opportunities for residents of different generations to connect. This is particularly important as Tetbury grows and its community facilities must serve both established and newer households.

Project objectives

The overall objectives of the proposed capital investment programme are to:

1. **Strengthen community infrastructure:** Improve the quality, capacity and accessibility of community, sporting and recreational facilities to meet the needs of Tetbury's growing population and surrounding communities.
2. **Support participation in sport and recreation:** Address limitations in existing facilities and respond to increasing demand from sports clubs, children, young people and families.
3. **Promote health, wellbeing and social connection:** Provide welcoming, affordable and inclusive spaces that bring residents together, reduce isolation and encourage participation across generations.
4. **Enable community-led services and early intervention:** Support the development of the Old Hall as a community hub, providing suitable facilities for established charitable services and new activities responding to emerging community needs.
5. **Improve environmental and financial sustainability:** Invest in energy efficiency and the condition of DRC's buildings to reduce running costs, improve their usability and support their long-term viability.
6. **Safeguard facilities for future generations:** Ensure DRC remains a flexible, accessible and sustainable community asset, capable of responding to changing needs as Tetbury continues to develop.

Together, these improvements would help ensure that housing and population growth in Tetbury is supported by appropriate social, community, sporting and recreational infrastructure.

10. Please provide a project programme and delivery timeline including approximate start and completion dates of both the overall project and key stages in the project (including any phases). Please note that if the project is not delivered within the timeline set out in your application, the CIL funds may have to be returned:

The programme is provisionally intended for delivery during 2027–2028, subject to the funding secured, final scope and specifications, necessary approvals and contractor availability. It will be delivered in phases, with individual workstreams progressing when their funding and delivery arrangements are in place. The workstream order below does not indicate priority or a fixed sequence; some works may overlap.

Before each phase begins, DRC will review quotations and finalise design and scope, obtain necessary permissions, confirm funding, and appoint contractors. Works will then be monitored through construction or installation, completion and handover. If the proposal progresses, an agreed programme with calendar dates and milestones will be developed to reflect the funded package.

1. New Hall – The Pavilion

Indicative works periods: solar panel/battery installation approximately 1 week; rear garden works approximately 2–3 weeks, depending on the size of the team.

2. Old Hall – Proposed Community Hub

Roof replacement approximately 2–3 weeks from commencement, potentially up to a month if additional steel supports are required; windows and doors approximately 1–3 days; solar panels approximately 2 days. Roof works would preferably take place during the summer youth-club break, subject to funding and contractor availability. The separate community kitchen would take approximately 2–3 weeks, allowing for possible rewiring, if complementary funding is secured.

3. Rugby / Cricket Changing Room Block

Indicative works period approximately 8 weeks from the contractor's start date following appointment.

4. Sports Block (existing cowshed)

Indicative works period approximately 16 weeks from the contractor's start date following appointment.

5. Children's Play Park

Indicative delivery period approximately 12 weeks from design sign-off by DRC trustees.

6. Multi-Use Games Area (MUGA)

Indicative works period approximately 3–4 weeks, including removal of the existing facility and installation of suitable drainage.

These periods are indicative estimates for the respective works, rather than guaranteed completion dates or the duration of the whole programme. Design development, surveys, approvals, procurement and lead times will be allowed for before the relevant starting points. Phasing will take account of seasonal sport and community activities. Any programme agreed with the Council will reflect the final funded scope and delivery dependencies.

11. Please identify the principal project risks and explain how they will be managed:

DRC recognises that delivering a programme of capital improvements across an operational community and recreation site presents a number of risks. The principal risks and proposed mitigation measures are outlined below.

1. Funding shortfall and cost increases

The full programme is dependent on securing external capital funding. Construction costs may also increase between initial estimates and procurement.

Mitigation: Each project will be separately specified and costed, allowing DRC to prioritise and phase delivery according to confirmed funding. Updated quotations will be obtained before contracts are awarded, and alternative funding opportunities explored where appropriate.

2. Project readiness and technical requirements

Some projects require further surveys, detailed specifications, technical advice or statutory approvals before work can commence.

Mitigation: DRC will identify the necessary surveys, permissions and technical requirements for each project, with these incorporated into the delivery timetable. Works will not commence until the relevant approvals and funding arrangements are in place.

3. Contractor availability and delivery delays

Procurement, specialist contractor availability, material lead times or unforeseen site conditions could affect delivery timescales.

Mitigation: DRC will establish realistic delivery schedules, obtain appropriate contractor quotations and monitor progress against agreed milestones, allowing sufficient time for procurement and installation.

4. Disruption to existing community and sporting activities

Building works and improvements to outdoor facilities may temporarily restrict access or affect regular users.

Mitigation: Works will be planned in consultation with affected clubs, community groups and hirers, with consideration given to seasonal sporting commitments and alternative arrangements wherever practicable.

5. Long-term operation and maintenance

Improved facilities will create ongoing maintenance and management responsibilities, while energy costs and other operating expenses remain a concern.

Mitigation: DRC will consider maintenance requirements and whole-life costs when developing each project. Energy-efficiency improvements are intended to reduce operating costs, while continued facility hire and community partnerships will support long-term use and sustainability.

6. Partnership and occupancy arrangements

The proposed development of the Old Hall as a community hub involves ongoing discussions with TAYCT regarding future occupancy, management and responsibilities.

Mitigation: DRC and TAYCT will continue working towards appropriate formal arrangements, ensuring that responsibilities for building management, maintenance and community use are agreed before commitments dependent on those arrangements are made.

Detailed design will address safe pedestrian access and any cricket-ball risk near the play park, inclusive access, and privacy and safeguarding in shared changing facilities. Surveys and structural advice may affect the Sports Block scope and cost. Operating and booking arrangements, including any proposed sports-club lease, will be agreed before reliance is placed on future income. The prospective ECB contribution remains subject to written confirmation and is not treated as secured funding.

Please complete either Section C or D depending on which fund you are applying for:

C. Strategic Infrastructure Fund Bids

Please summarise how your project meets the following criteria as set out in the Guidance Note. The Scoring Panel will review the bids in full, but this is your opportunity to guide them through your evidence, signposting to where further information is:

12. Criteria 1: Please summarise your project's alignment with the adopted Local Plan (SA1, SA2, SA3 priorities):

The proposed programme aligns principally with **Policy SA1 (South Cotswold Principal Settlements)** of the adopted Cotswold District Local Plan 2011–2031, under which Tetbury is identified as a principal settlement, and the associated **Policy S9 (Tetbury)**.

DRC provides established community, sporting and recreational infrastructure serving Tetbury and its surrounding rural communities. The proposed investment would support the sustainable growth of the town by improving the quality, accessibility and long-term capacity of facilities available to both existing residents and those moving into new housing developments.

The programme would strengthen social and community infrastructure through the proposed development of the Old Hall as a community hub, alongside improvements to sports facilities, children's play provision and informal recreation opportunities. These improvements would support healthy lifestyles, community participation and social inclusion across different age groups.

Investment in existing facilities would also make more effective use of an established community site, while improvements to building insulation and renewable energy provision would contribute to environmental sustainability and help protect affordable access to community facilities.

The programme therefore supports the Local Plan's wider objectives of ensuring that development is accompanied by appropriate infrastructure and that principal settlements remain sustainable, inclusive and well-served places to live.

13. Criteria 2: Please provide your assessment of the project's strategic importance in Infrastructure Delivery Plan terms - Essential / Desirable:

The proposed DRC investment programme is considered to align most closely with the Infrastructure Delivery Plan's category of **desirable infrastructure**, supporting sustainable growth through improved community, sporting and recreational provision.

The 2016 Infrastructure Delivery Plan recognises recreation and sports facilities as examples of desirable infrastructure: facilities that contribute to sustainable growth, although their provision is not necessarily a prerequisite for development to proceed.

DRC provides an established concentration of community and recreational infrastructure serving Tetbury and its surrounding rural communities. The proposed programme would improve the quality, accessibility, flexibility and long-term sustainability of these facilities, helping to respond to the additional demands associated with housing and population growth.

The programme encompasses community meeting and activity space, children's play, informal recreation and organised sport. In particular, the proposed Old Hall improvements would support the development of a dedicated community hub, while investment in the MUGA, play park and sporting facilities would strengthen opportunities for physical activity and community participation.

Although the individual DRC projects have not been confirmed as specifically identified or prioritised within the adopted Infrastructure Delivery Plan, DRC considers that the programme addresses the wider infrastructure needs associated with sustainable development and supports the Local Plan's objectives for healthy, inclusive and well-served communities.

The proposed investment would also help protect and enhance existing infrastructure, making effective use of an established community site rather than requiring entirely new facilities.

14. Criteria 3: Please describe your assessment of the scale of impact in terms of Criteria 1 above, and in terms of addressing the climate & ecological emergency, and promoting healthy & sustainable communities:

The proposed programme would deliver substantial benefits across Tetbury and its surrounding communities by improving an established, multi-purpose site that supports organised sport, informal recreation, children's play, community activities and social connection. Its impact would extend across generations, benefiting both existing residents and households moving into the town as it grows.

Scale and reach of community benefit

Tetbury has experienced substantial residential growth since 2011. Local planning evidence indicates an increase from approximately 2,700 dwellings in 2011 to around 3,360 in 2024, illustrating the growing number of households requiring access to local community, sporting and recreational infrastructure.

DRC serves the wider Tetbury community, including established and newer households. Increasing participation across local sports clubs, TAYCT's community activities and the recently opened The Pavilion (New Hall) demonstrates growing demand for the facilities and opportunities provided at the recreation ground.

Informal use of the recreation ground for walking, children's play, skateboarding and recreational sport is estimated at approximately **20,000–25,000 visits annually**, alongside organised activities and events. This provides an indication of the site's importance as a freely accessible recreational space for the wider community.

The rugby and cricket clubs provide opportunities for participation across different ages and abilities. Both have identified increasing demand for playing space and agreed arrangements for additional pitches, demonstrating the importance of maintaining suitable supporting facilities as participation grows. Tetbury Cricket Club's current scale illustrates this demand: it fields 17 sides, including two women's sides and three girls' sides, and has 263 participants and members, comprising 38 Tiny Tots aged 3–5, 28 under-9s, 72 under-11 to under-17s (all boys and girls), and 125 senior members (men and women). Investment in suitable supporting facilities would help sustain participation across these age groups and support further growth.

Approximately 100 young people regularly use the recreation ground for rugby matches and training during a typical week in the season, including approximately 60 girls attending Wednesday evening training. Tetbury Rugby Football Club provides rugby for children aged 5–18, with its U14–U18 teams using the recreation ground for matches and younger age groups also using facilities at Sir William Romney's School. This regular use reinforces the need for suitable changing accommodation, private

shower cubicles and improved toilets. The changing block also provides toilet facilities for other community groups holding events on the recreation ground, extending the benefits of refurbishment beyond organised sport.

Community use is also substantial. TAYCT supports more than **350 individual residents annually**, including approximately 200 young people, over 70 older residents and more than 80 other children, parents and carers. Its regular youth clubs, Friendship Café, wellbeing activities and holiday programmes generate thousands of repeat attendances each year, demonstrating sustained demand for accessible local provision.

TAYCT's plans to develop a dedicated community hub within the Old Hall are expected to increase this reach significantly over the next 5–10 years, creating opportunities for expanded activities for older residents, additional support for children and families, and more regular open-access community provision. This growth would be subject to the proposed lease arrangements, suitable facilities and sustainable programme funding.

The recently opened Pavilion (New Hall) has already recorded 91 approved session bookings and approximately **3,000 estimated participant visits** between July and October 2026. Bookings have increased as the programme has developed, with activities including Tai Chi, yoga, Pilates, dance, children's groups and community events. This early uptake demonstrates the value of additional flexible community space and its potential for continued growth.

Together, these activities illustrate the breadth of DRC's reach and the importance of its facilities to the wider community.

Health, wellbeing and sustainable communities

The proposed improvements to the Multi-Use Games Area, children's play park, rugby changing facilities and Sports Block would help sustain and enhance opportunities for physical activity, outdoor recreation and organised sport. Improved facilities would support participation by children, young people and adults, contributing to healthier lifestyles and greater opportunities for social interaction.

The play park improvements would also respond directly to concerns raised through community consultation about the condition and limited range of existing equipment.

Proposed play park improvements include inclusive play opportunities, suitable safety surfacing, accessible paths and seating, subject to the final design and consultation. The detailed survey findings remain to be supplied. Inclusive changing facilities,

particularly privacy and facilities for women and girls, and a flexible Sports Block for sports and wider community hire would broaden the benefits of the sporting investment.

Investment in the Old Hall would help safeguard and improve the premises supporting established community activities and the proposed development of a community hub. TAYCT's ambitions include expanded provision for older residents, early-intervention support for families and opportunities for more regular open-access community activities, subject to funding and partnership arrangements.

The New Hall and proposed improvements to its outdoor areas would further support a growing programme of activities and events, providing welcoming spaces for residents to meet, participate and build connections.

Together, these facilities would strengthen community wellbeing, help reduce social isolation and support opportunities for residents to access activities and support locally.

Climate and ecological benefits

The proposed Old Hall improvements include roof insulation, more energy-efficient windows and doors, and solar panels; solar generation and battery storage are proposed for the Pavilion. These measures would reduce heat loss and reliance on purchased energy and support the long-term environmental and financial sustainability of the buildings.

Project-specific energy savings, renewable generation and carbon reductions have not yet been quantified. These will be assessed using the final solar and battery specifications, building energy use and supplier performance estimates. No numerical savings are assumed in this EOI.

Improvements to the New Hall's outdoor areas also provide opportunities to enhance the surrounding environment.

By improving existing community buildings and recreational facilities, the programme would make more effective use of established infrastructure and help meet growing demand within the town.

Long-term impact

The programme would benefit a broad cross-section of the community, from children and young families to sports participants, young people and older residents. It would

support existing activities while improving the quality, accessibility and sustainability of facilities needed to accommodate future demand.

Overall, the investment would help ensure that Tetbury's continued residential growth is supported by appropriate community, sporting and recreational infrastructure, promoting healthier lifestyles, stronger social connections and a more sustainable community.

15. Criteria 4: Please describe the Readiness & Deliverability of your project, including the timelines, risks & alternatives, and funding availability:

Dolphins Recreation Centre (DRC) is an established charitable organisation responsible for managing and maintaining a significant community and recreation site in Tetbury. The proposed investment programme relates to existing buildings and facilities within the operational DRC site, providing a clear basis for identifying and progressing capital improvements.

The programme comprises six distinct projects, each capable of being developed and delivered as a separate workstream, subject to funding, technical requirements and any necessary approvals. This approach would enable DRC to phase investment according to project readiness and available resources, while maintaining a coordinated approach to improving the wider site.

Initial scopes and indicative costs have been identified across all six workstreams. DRC's project lead reports that full quotations are held for the play park and Sports Block, making these elements more developed than some other phases. Their scope, inclusions, validity and fit with the final designs will be checked before appointment. The programme remains subject to funding, trustee design agreement and further technical and delivery work; possession of a quotation does not establish that all pre-start requirements are complete.

Further preparatory work will be completed for each funded phase, including finalising specifications, reviewing or updating quotations, obtaining necessary surveys and consents, and agreeing procurement and construction milestones. Q10 sets out an indicative 2027–2028 programme and estimated works periods; the final timetable will depend on the funded scope and delivery arrangements.

The Old Hall project is being developed alongside discussions with Tetbury Area Youth & Community Trust (TAYCT) regarding its proposed future use as a dedicated community hub. Any delivery arrangements dependent on the proposed occupancy agreement will need to be resolved before the relevant commitments are made.

DRC would oversee the programme through its trustees, with appropriate professional and contractor support engaged for individual projects. Delivery arrangements, responsibilities and milestones will be confirmed for each project before works commence.

The proposed phased approach is intended to ensure that funding can be directed towards clearly defined, achievable capital improvements, with individual projects progressing when the necessary financial, technical and governance arrangements are in place.

Readiness requirement,	**Current position**
Project specifications,	Partially developed
Professional cost estimates,	Quotations reported held for play park and Sports Block; other estimates to be refined
Planning and other consents,	To be confirmed
Site ownership and permissions,	Land registry evidence supplied
Project management responsibilities,	DRC to confirm
Procurement and delivery timetable,	Indicative 2027–2028 programme in Q10
Old Hall occupancy arrangements,	Discussions ongoing with TAYCT

16. Criteria 5: Please describe how your project secures value for money and is cost effective:

The proposed programme offers value for money by improving existing community, sporting and recreational infrastructure at an established, multi-use site, rather than requiring the creation of equivalent facilities elsewhere.

Maximising the benefit of existing assets

DRC provides facilities for a wide range of users, including sports clubs, community groups, children, young people, families and older residents. Investment in the site would therefore benefit multiple activities and organisations, with improvements supporting both established users and opportunities for increased community participation.

The programme seeks to extend the useful life of existing buildings and facilities, address limitations affecting their use, and make better use of underutilised spaces, including the New Hall garden and the proposed Old Hall community hub.

Reducing long-term costs

Improvements to insulation, windows and doors, together with renewable energy installations, are intended to reduce energy consumption and ongoing operating costs. These savings would help DRC maintain affordable access to facilities and reduce pressure on its charitable resources.

Targeted and phased investment

The programme comprises distinct capital projects, allowing individual elements to be specified, costed and delivered according to available funding and readiness. This provides flexibility to achieve practical community benefits from individual investments, without making the entire programme dependent on funding being secured for every element.

Cost effectiveness and lasting community benefit

DRC operates largely through income generated from facility use and fundraising. Capital investment would help protect and improve infrastructure that delivers ongoing community benefit without requiring the Council to assume responsibility for its day-to-day operation.

The proposed programme therefore represents an opportunity to secure lasting improvements to shared community infrastructure, supporting physical activity, wellbeing, social inclusion and environmental sustainability.

DRC will seek to demonstrate cost effectiveness through appropriate project specifications, up-to-date estimates and competitive procurement arrangements before contracts are awarded.

17. Criteria 6: Please describe what match funding is in place:

No external match funding has been confirmed for the proposed programme at this stage.

DRC intends to explore complementary funding opportunities to support individual elements of the programme, including applications to charitable trusts, grant-making bodies and other appropriate funding sources.

Tetbury Area Youth & Community Trust (TAYCT), as a prospective partner in the development of the Old Hall community hub, intends to explore complementary funding through Tetbury Town Council and Tetbury Upton Parish Council's local Community Infrastructure Levy allocations. TAYCT also intends to apply to the final spring round of Crowdfund Cotswold to support the proposed community kitchen improvements.

Tetbury Cricket Club has identified a potential £15,000 England and Wales Cricket Board (ECB) contribution towards the Sports Block, linked to improving facilities for women and girls through better toilets and a welcoming space.

These funding opportunities remain prospective, with no awards or financial commitments confirmed. Any successful applications would be coordinated with DRC to ensure that funding supports clearly identified elements of the wider capital programme without duplication of costs.

Other sporting and community organisations using the DRC site may also be able to identify relevant funding opportunities for improvements associated with their activities, although no commitments are currently confirmed.

The availability of Strategic CIL funding would provide an important foundation for progressing the proposed capital investment programme and could help DRC and its partners pursue further complementary investment.

18. Criteria 7: Please describe the long-term sustainability of the project, in terms of financial & operational management:

Dolphins Recreation Centre (DRC) is an established charitable organisation responsible for managing and maintaining the recreation ground, community buildings and associated sporting facilities in Tetbury.

DRC generates income through facility hire, sporting and community use, fundraising and other locally generated sources. Its facilities accommodate established clubs, organisations and community activities, providing a continuing user base and a foundation for ongoing income.

DRC has experience of delivering substantial capital improvements through the development of the new pavilion. This experience is relevant to managing the proposed programme. However, the predecessor charity's draft accounts cover a period affected by the building programme and do not yet provide a reconciled separation of recurring operating activity and project expenditure. Long-term affordability will therefore need to be assessed through current operating budgets and project-specific running and maintenance costs.

Financial sustainability

The proposed improvements to insulation, windows and doors, together with renewable energy installations where appropriate, are intended to reduce energy consumption and exposure to energy costs. The resulting savings would support the affordability of community use and help DRC meet the costs of operating and maintaining its facilities. Expected savings and the maintenance and replacement costs of new equipment will need to be assessed as specifications are finalised.

Refurbishing existing facilities would also extend their useful life and address deterioration that could otherwise lead to more costly repairs. Continued hire income, fundraising and income from regular users would support ongoing operation. Any additional income from new activities would be treated cautiously until supported by confirmed bookings or agreements.

Operational sustainability

DRC would retain oversight of the management and maintenance of its facilities. Responsibilities for day-to-day operation, utilities, insurance, routine maintenance and major repairs would be clearly allocated between DRC and relevant occupiers or user organisations.

The proposed development of the Old Hall as a dedicated community hub is being progressed with Tetbury Area Youth & Community Trust (TAYCT), an established local charity delivering youth, wellbeing and community services. Subject to an agreed lease or other occupancy arrangement, TAYCT would provide a dedicated operational

partner and support regular community use. The agreement would define each organisation's responsibilities and financial commitments before occupation.

The Sports Block could provide a dependable base for Tetbury Cricket Club and other sporting users alongside wider community hire. The club has expressed interest in a longer-term lease, with occupancy, bookings, community access, running costs and maintenance responsibilities to be developed with DRC and agreed before occupation. Rental and hire income could support sustainable operation.

Long-term community value and oversight

The programme would improve facilities already serving sporting clubs, community organisations and informal users, while creating opportunities for increased participation and new activities.

To support long-term sustainability, DRC proposes to review operating budgets, income, expenditure and maintenance requirements regularly, and to plan for future repairs and equipment replacement. Each element of the programme would be assessed for its ongoing affordability and management requirements before delivery.

Together, these arrangements would support the continued provision of accessible and affordable community facilities for Tetbury and surrounding communities.

D. Climate & Ecological Emergencies Infrastructure Fund Bids

19. Criteria 1: For bids from the Climate and Ecological Emergencies Infrastructure Fund, please explain how your project contributes to addressing the Climate and Ecological Emergencies within the Cotswold District:

n/a

20. Criteria 2: Please clarify how your project meets the legal requirements in the CIL Regulations - Under Regulation 59 of the Community Infrastructure Levy Regulations 2010 (as amended), CIL funding must be used to support infrastructure that facilitates the development of the area and should not be used to address

existing infrastructure deficiencies unless they are exacerbated by new development:
21. Criteria 3: Please demonstrate your organisation's capacity, governance arrangements and track record in delivering similar projects successfully:
22. Criteria 4: Please explain how your project supports the Gloucestershire Local Nature Recovery Strategy and/or the Council's Climate Emergency Strategy 2020-2030:
23. Criteria 5: Please provide evidence that the project is deliverable and can be completed within the proposed timescale:
24. Criteria 6: Please provide details of any match funding secured or being sought for the project:
25. Criteria 7: What wider benefits will the project deliver for local communities and the environment:

E. CIL Regulation Compliance

26. Please clarify how your project meets the legal requirements in the CIL Regulations - Under Regulation 59 of the Community Infrastructure Levy Regulations 2010 (as amended), CIL funding must be used to support infrastructure that facilitates the development of the area and should not be used to address existing infrastructure deficiencies unless they are exacerbated by new development:

Tetbury has experienced substantial residential development and population growth over recent decades, increasing the importance of community infrastructure that enables residents to connect, participate in local life and access activities and support close to home.

The Tetbury and Tetbury Upton Neighbourhood Plan recognises the importance of maintaining the town's strong sense of community while accommodating growth. The Council's Local Plan evidence also acknowledges that development in larger settlements, including Tetbury, can place additional pressure on existing services and facilities.

DRC provides a particularly important part of this social infrastructure. Its recreation ground, sporting facilities and community buildings bring together residents of different ages, backgrounds and interests, supporting both organised activities and informal opportunities to meet, exercise and develop a sense of belonging.

Through its delivery of youth work, older people's activities and community wellbeing services, Tetbury Area Youth & Community Trust (TAYCT) has direct experience of the importance of accessible local spaces in addressing loneliness, isolation and barriers to participation. This includes the needs of young people, parents and families, and older residents. Other DRC users, including sporting clubs and providers of fitness, wellbeing and children's activities, make complementary contributions to community connection and participation.

The proposed programme would strengthen DRC's ability to respond to these needs as the community grows.

In particular, improvements to the Old Hall would help secure its future as a safe, comfortable and sustainable venue for regular community use. While the replacement roof, improved insulation and windows address deficiencies in the existing building, they are also enabling investments for its proposed development as a community hub. TAYCT has identified opportunities to extend its provision, including a

community kitchen and additional activities that bring residents together, but requires suitable and sustainable premises to develop these services. There is currently no equivalent alternative venue identified for this proposed programme.

The proposed improvements to the New Hall, Multi-Use Games Area, children's play facilities and sporting infrastructure would similarly help accommodate a wider range of activities, increase opportunities for participation and make more effective use of the existing site.

The programme is therefore intended to do more than preserve ageing facilities. It would strengthen the community infrastructure needed to support a growing and changing population, helping established and newer residents alike to participate in local life, build relationships and access opportunities for recreation, wellbeing and mutual support.

DRC considers that this investment would support the development of the area in accordance with Regulation 59 of the Community Infrastructure Levy Regulations 2010 (as amended), by improving the capacity, suitability and sustainability of infrastructure serving existing and future residents.

F. Planning Status

27. Does the project require planning permission?

Yes ☒ **No** ☐

28. Please set out the current position in terms of planning:

Potentially yes, for some elements of the programme.

DRC's preliminary assessment identifies the proposed change of Old Hall roofing material as likely to require planning consideration because of its setting within the conservation area. The proposed larger doors and windows and other external alterations to the Sports Block may also require permission, depending on the final design.

Planning requirements for these and the other workstreams, including solar installations, the MUGA, play provision, landscaping and fencing, will be confirmed

with Cotswold District Council as specifications are developed. No planning exemption is assumed solely on the basis of this preliminary assessment. Necessary permissions and other applicable approvals will be obtained before the relevant works commence.

G. Financial Information

29. Cost of project by phase (please provide a full breakdown of costs (design, land, construction, professional fees…) - contingency costs should not be included within the CIL funding request):

Draft cost breakdown

Project / phase	Proposed works	Indicative cost
1. New Hall – The Pavilion	Solar panels and battery storage	£22,000
	Garden, patio, fencing, landscaping and seating	£18,000
	New Hall subtotal	**£40,000**
2. Old Hall – Proposed Community Hub	Replacement roof and insulation	£75,000
	Energy-efficient windows and doors	£40,000
	Solar panels	£22,000
	Community kitchen improvements	£20,000
	Old Hall subtotal (excluding kitchen)	**£137,000**
3. Rugby / Cricket Changing Rooms	Shared rugby/cricket changing refurbishment, including privacy and inclusive facilities	£75,000
4 Sports Block (existing cowshed)	Flexible sports clubhouse and wider community hire space	£125,000

5. Children's Play Park	Replacement and inclusive play provision; £60,000 equipment package plus £30,000 landscaping, surfacing and canopy/seating requirements	£90,000
6. Multi-Use Games Area	Replacement and upgrading	£40,000
	Total Programme Estimate	**£507,000**

Costs are estimates at this stage and exclude contingency. Final costings will provide a detailed breakdown, including VAT treatment, design and professional fees, surveys and statutory costs, as applicable.

30. Amount of funding committed to the project by applying organisation(s):

£0 – No funding has been formally committed by the applying organisation(s) at this stage. Potential contributions will be reviewed as individual project costs and funding arrangements are confirmed.

31. Details of other match funding secured (amount organisation providing funds). Please specify if any of this funding is dependent on this bid for CIL funds:

No other match funding has been secured or formally committed to the programme at this stage.

DRC and its project partners intend to explore additional funding opportunities as individual project specifications and costs are confirmed.

TAYCT intends to explore applications to Tetbury Town Council and Tetbury Upton Parish Council for contributions from their local CIL allocations, and to apply to the spring round of Crowdfund Cotswold to support the proposed Old Hall community kitchen.

Tetbury Cricket Club has identified a potential £15,000 England and Wales Cricket Board (ECB) contribution towards the Sports Block, linked to improving facilities for women and girls through better toilets and a welcoming space. Written confirmation of an award, eligibility, conditions and availability is still required. This contribution is not counted as secured match funding and has not been deducted from the £507,000

provisional CIL request. Any confirmed contribution would be allocated to the agreed eligible costs and the funding package adjusted to avoid duplication.

Further charitable and sporting grant opportunities may also be pursued by DRC and relevant user organisations.

All these potential funding sources remain unconfirmed. Consequently, there is currently no secured match funding that is dependent on the outcome of this Strategic CIL application.

32. Amount of CIL funding requested by phase (please specify the minimum level of CIL funding required for the project to proceed):

Provisional CIL request by workstream:

1. New Hall – The Pavilion: £40,000

2. Old Hall – Proposed Community Hub: £137,000

3. Rugby / Cricket Changing Room Block: £75,000

4. Sports Block (existing cowshed): £125,000

5. Children's Play Park: £90,000

6. Multi-Use Games Area: £40,000

Total provisional CIL request: £507,000.

The separate £20,000 Old Hall community kitchen is excluded from this request and is intended to be supported through complementary funding. Including the kitchen, identified programme costs total £527,000.

Individual workstreams can be considered for funding independently, subject to a deliverable scope and adequate funding for that workstream. The minimum viable funding requirement for each phase will be established against the final scope and quotations; no unsupported minimum has been assumed. No secured match funding has been deducted. Any subsequent grant or contribution will be allocated to identified eligible costs and the relevant request adjusted to avoid duplication.

H. Project Location / Ownership

33. Please provide the address and a site location plan (1:2500):

Dolphins Recreation Centre
New Church Street
Tetbury
Gloucestershire
GL8 8DS

The site location plan and recreation-ground layout illustration are supplied as supporting evidence.

34. Do you own / lease the land in question? Please confirm how this can evidenced:

Yes. Dolphins Recreation Centre (DRC) owns the land on which the proposed improvements will take place.

A land registry title document supplied by DRC is included as supporting ownership evidence. Any project-specific occupier permissions and lease arrangements will be confirmed before delivery.

35. If you do not own the land, please provide evidence you have permission from the landowner to implement the project and describe how the project is secured over the long term:

n/a

I. Community Engagement & Governance

36. Please provide evidence of ward member consultation:

The proposed programme has been shared with and discussed with Cotswold District Council ward members Cllr Laura Hall-Wilson and Cllr Nikki Ind, who have both expressed support.

Cllr Hall-Wilson's letter dated 29 October 2026 supports the programme across the site, including the proposed community hub, sporting facilities, play provision and environmental improvements. Cllr Ind's email, in her capacity as District Councillor for Tetbury East and Rural, supports the EOI and particularly the proposed Old Hall community hub and TAYCT's role in serving residents of all ages.

37. Please provide evidence of Parish & Town Council consultation:

Tetbury Town Council is aware of DRC's proposed programme. Formal consultation on the complete six-workstream programme has not yet taken place through a Town Council meeting. DRC intends to seek this engagement in November 2026 and to provide the resulting feedback to CDC.

There is recorded Town Council support for the vision of the Old Hall as a community hub. At its meeting on 21 September 2026, item TC13.09/26, the Council voted to support the vision for the Tetbury Area Youth and Community Hub (11 for, none against). The draft minutes are supplied as supporting evidence.

These resolutions relate to the community hub vision and consideration of TAYCT's local CIL application; they do not constitute approval of funding or endorsement of DRC's complete Strategic CIL programme. Further Town and Parish Council engagement will inform development of the proposals and any complementary local CIL funding applications.

38. Please provide evidence of any wider community engagement:

The proposed programme has been informed by ongoing engagement with local residents, sports clubs, community organisations and users of the Dolphins Recreation Centre facilities.

Sports clubs and recreational facilities

DRC maintains regular dialogue with its resident sports clubs, which in turn engage directly with their members across multiple age groups and teams.

Both the rugby and cricket clubs have identified growing demand for playing and training space. Over the past two years, each club has discussed and agreed arrangements with DRC for the installation of a second pitch to help accommodate increasing participation.

Rugby club feedback has also highlighted the poor condition of the existing changing facilities and the need for improvement. The cricket club has been actively involved in discussions about the development of the site and has previously sought Sport England funding towards new changing facilities within the new pavilion building. Tetbury Cricket Club's letter dated 29 October 2026 supports the programme, particularly the Sports Block and shared changing facilities, and describes its 17 sides, including two women's sides and three girls' sides. The club identifies privacy, accessibility and appropriate facilities for women, girls, men and boys as key requirements. Tetbury Rugby Football Club's letter dated 31 October 2026 supports refurbishment of the changing block, which it leases from DRC. Approximately 100 young people use the recreation ground for rugby during a typical week in the season, including approximately 60 girls at Wednesday training. The club identifies individual shower cubicles and improved toilet provision as priorities and confirms that the block also serves other community groups during recreation-ground events. Rugby provision currently serves children and young people aged 5–18; adult use within the shared project also supports cricket.

These discussions provide practical evidence of changing demand, capacity pressures and the need for investment in sporting infrastructure.

Children's play park

The need to improve the children's play park has been highlighted through a community survey and substantial feedback from local families and park users. Concerns include the declining condition of existing equipment, the limited range of facilities and the need for eventual replacement and improvement.

Local families have also demonstrated a willingness to contribute directly to improvements. One volunteer group has raised funds and contributed time to repairing, painting and maintaining existing equipment. A further group has begun fundraising towards the provision of additional play equipment.

Although the funds raised to date are modest, this activity demonstrates strong community interest and a clear desire for better play facilities for local children.

Community facilities and Old Hall hub

DRC has engaged directly with user groups regarding their use of the site, available capacity and requirements for suitable community spaces.

TAYCT brings extensive engagement with young people, families and older residents through its youth clubs, mentoring, Friendship Café and wider community activities. These relationships have helped shape the vision for the Old Hall as an accessible community hub, offering opportunities for social connection, activities and practical support across generations.

Friendship Café members identify strongly with the Old Hall as “a place for us”, expressing a shared sense of ownership and belonging. Attendees recall their parents helping to construct the building in the 1950s, attending its opening with the then primary school, wedding and anniversary celebrations held there over the years, and Friday-night discos. These personal connections reflect the hall’s enduring place in community life and the value of retaining it as a welcoming space for local residents.

For young people, dedicated premises would address a longstanding gap: the youth club has been without a dedicated home since Gloucestershire County Council withdrew statutory funding and sold the former youth club and community building on Chipping Street in 2011. Developing the Old Hall as a community hub would provide a stable base for youth provision alongside wider community activities, subject to the proposed lease arrangements.

User representation and ongoing engagement

DRC's governance arrangements actively encourage participation by the organisations using its facilities. All user groups are invited to nominate a representative to serve as a DRC trustee, providing a direct opportunity to contribute to discussions about the management, development and future priorities of the site.

Current trustee representation includes Tetbury Cricket Club, TAYCT and The Dolphins Dramatic Society, with other user groups, including Tetbury Rugby Club, Tetbury Bowls Club, and Tetbury Film Society, having participated previously. This inclusive approach helps ensure that the needs and experiences of facility users are reflected in DRC's decision-making, alongside wider community feedback.

Together, these established relationships, community feedback, surveys and volunteer initiatives provide a foundation for the proposed improvements. Further engagement, including with children, families and disabled users on the detailed play park design,

will inform final specifications. Proposed future consultation is not presented as completed.

J. Other

39. Please give details of any other information you would like to provide in support of your application:

Dolphins Recreation Centre is an important community asset for Tetbury and the surrounding area, providing a shared location for sport, recreation, children's play, social activities and community services.

This application presents a coordinated programme of improvements to existing infrastructure, rather than a series of unrelated projects. The proposed investment would help DRC respond to increasing demand for facilities, address limitations in ageing buildings and recreational spaces, and support the continued development of a welcoming, accessible and sustainable community resource.

A particular opportunity lies in the proposed development of the Old Hall as a community hub, working in partnership with Tetbury Area Youth & Community Trust (TAYCT). This would build upon established youth and older people's provision, with the potential to introduce further activities and services that support wellbeing, social connection and practical assistance for local residents. The detailed arrangements for this partnership remain under development.

The programme also recognises the importance of sporting and recreational facilities in supporting participation across generations. Investment in the changing facilities, flexible Sports Block, Multi-Use Games Area and children's play park would complement the recently completed Pavilion (New Hall) and help the recreation ground respond to the evolving needs of its users.

DRC is committed to developing the programme in a financially responsible and deliverable manner. Individual projects can be prioritised and progressed in phases, subject to confirmed costs, necessary permissions, available funding and the requirements of the Strategic CIL programme.

As Tetbury continues to grow, investment in shared community infrastructure will be essential to ensuring that established and newer residents alike have opportunities to participate, connect and feel part of their local community.

DRC welcomes the opportunity to work with Cotswold District Council to develop a proportionate and deliverable package of improvements that provides lasting benefit to the town and surrounding communities.

Please refer to DRC Indicative Proposals and Illustrations, the existing illustrated supporting document, and the accompanying plans, ownership evidence and support correspondence. The illustrations show indicative options; this EOI sets out the current scope and funding position. Final designs, materials, programme and occupancy arrangements remain subject to funding and further agreement.

K. Validation Checklist Confirmation

Please complete the Validation Checklist and append it to your submission.

I confirm that the information provided is accurate to the best of my knowledge and that I am authorised to submit this bid on behalf of the organisation.

Signature: 

Date: 31 October 2026

Dolphins Recreation Centre

A Programme of Improvements for Community Facilities, Sport and Recreation

Illustrative supporting appendix. Proposals, layouts, equipment, materials and operating arrangements are indicative and remain subject to funding, surveys, necessary approvals and agreement by DRC. The accompanying EOI sets out the current scope and funding position.
The six workstreams total £507,000, excluding the separate £20,000 Old Hall community kitchen for which complementary funding is being explored (£527,000 including that kitchen). The small kitchen within the Sports Block is included in its £125,000 estimate.

Dolphins Recreation Centre: An Asset for the Town's Future



The Dolphins Recreation Centre (DRC) is a vital shared asset at the heart of the town's community life. As the town grows, its importance will only increase. It provides the town's only recreation ground—bringing together rugby, cricket, bowls, a play park, skate park, sports clubhouses, and community buildings to support sport, recreation, and social connection for residents of all ages. The recreation ground and its facilities provide opportunities for physical activity, wellbeing and social connection across the community.

This immense community dividend is delivered with minimal burden on public finances, as DRC is almost entirely self-funding through fundraising, hire income, and facility use. Investment in improving the site would therefore protect and enhance a vital preventative health asset without creating an equivalent ongoing cost to the Council. The community buildings are central to this role; the New Hall provides affordable space for local groups, while the Old Hall has the potential to extend this provision significantly as a town-wide community hub operated by TAYCT, a highly regarded local charity whose work has been praised by councillors.
TAYCT's proposed community hub would build on existing youth clubs, the Friendship Café and wellbeing activities, with opportunities to develop further projects such as a community

fridge, support groups and mental wellbeing provision in response to local needs, subject to funding and agreed occupancy arrangements. The Old Hall also supports local amateur dramatics, providing affordable entertainment and opportunities for community participation. The proposed improvements would safeguard this community asset and improve its suitability for regular use.

A Flexible Approach to Funding

We recognise that the Council will need to consider the programme against its available budget, funding priorities and eligibility requirements. While we would welcome support for the programme as a whole, we do not expect the Council to fund every project as a single, all-or-nothing package.

Each project is presented as a distinct proposal, with its own purpose, estimated cost and community benefits. The Council could therefore choose to support the entire programme, a selection of projects, or one individual element. We would be grateful for any contribution that helps us progress these improvements and secure the future of DRC.

This approach allows the Council to direct funding towards the projects that best meet its priorities while ensuring that even a partial award can deliver a practical and lasting benefit for local residents.

Proposed Investment at a Glance

1. New Hall — The Pavilion



Install solar panels and battery storage and transform the rear garden into a welcoming outdoor area for community groups, events and private functions. and private functions.



2. Old Hall — Proposed Community Hub
Improve the building's condition, energy efficiency and long-term sustainability to support its proposed future as a community hub operated by TAYCT, subject to an agreed lease.

3. Rugby / Cricket Changing Room Block



Address the condition of the existing changing facilities and improve provision for sports clubs and participants.

4. Sports Block (existing cowshed)



Refurbish the building to support local sport and opportunities for wider community hire, with occupancy, access and operating arrangements to be agreed by DRC.

5. Children's Play Park



Improve play opportunities for children and families through renewed play facilities.

6. Multi-Use Games Area (MUGA)



Replace the existing crumbling and limited facility with a new multi-use games area supporting informal sport, exercise and recreation.

1. New Hall — The Pavilion

Estimated cost of proposed works: £40,000



Why investment is needed

The New Hall already plays an important role in community life by providing affordable, flexible space for a wide range of activities and gatherings. Its users include bridge clubs, yoga and chair yoga groups, toddler groups and other community societies, alongside private hires for weddings, parties and celebrations.

Maintaining affordable hire charges is important to ensuring that the hall remains accessible to local groups and residents. Reducing energy costs would help protect this role, while improvements to the rear garden would allow the building to offer a more versatile indoor and outdoor setting.

1.1 Solar Panels and Battery Storage

Estimated cost: £22,000

We propose installing solar panels and battery storage on the New Hall to generate and store renewable electricity for use by the building.

This investment would help reduce the hall's reliance on purchased electricity, lower ongoing running costs and reduce its environmental impact. Savings on energy could help the centre manage its operating expenses and support the continued provision of affordable community space.

The proposal would also contribute to the wider aim of improving the environmental sustainability of DRC's buildings.

1.2 Rear Garden Improvements

Estimated cost: £18,000

The garden behind the New Hall is currently overgrown and underused. We propose transforming it into a practical, attractive outdoor space that complements the hall's existing facilities.

The work would include fencing along the rear boundary to provide screening and shelter for neighbouring properties, creating a lawn and patio area, landscaping and installing tables, benches and other seating.

The improved garden would provide additional space for community groups and make the hall more attractive and versatile for events, weddings and parties. It would offer users the opportunity to enjoy outdoor space alongside indoor facilities and could support a wider variety of gatherings throughout the year, subject to weather and seasonal conditions.

This is a relatively contained project that could turn an underused area into a valuable extension of an existing community building.

New Hall: Summary of Investment

Proposed work	Estimated cost
Solar panels and battery storage	£22,000
Garden, patio, landscaping and seating	£18,000
Total New Hall	**£40,000**

Community outcome: Lower energy costs and a more attractive, flexible venue for community groups, celebrations and social gatherings.

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2. Old Hall — Proposed Community Hub

Estimated cost of proposed works: £137,000 excluding the separate £20,000 Old Hall community kitchen



Why investment is needed

The Old Hall was built around 1953 and is now in need of substantial improvement. It has a low energy performance rating, very little insulation, an asbestos-containing roof and ageing, single-glazed windows. These shortcomings affect the building's energy efficiency, comfort and long-term suitability for community use.

Improving the Old Hall is particularly important because of the role it is intended to play in the future of the town. With the involvement of TAYCT, the building has the potential to become a welcoming, inclusive hub offering practical support, social connection and activities for people across the community.

Potential activities would build on regular youth clubs, the Friendship Café and existing wellbeing support, with opportunities for a community fridge, support groups, counselling or other mental wellbeing services, and drop-in provision, subject to programme funding, appropriate delivery arrangements and an agreed lease. The building also supports local amateur dramatics, giving residents access to affordable performances and opportunities to take part in community arts.

TAYCT's involvement provides an opportunity to make the Old Hall a valuable, active and well-used community resource. Investment in the building fabric and energy efficiency is essential to help make that vision sustainable.

2.1 Replacement Roof and Thermal Insulation

Estimated cost: £75,000



The existing roof contains asbestos and the building has very limited insulation. We propose removing and replacing the existing roof with modern insulated panels, using an approach similar to that installed on the New Hall.

The work would address the existing roof's condition while improving thermal performance. A better-insulated building should be more comfortable for users and less expensive to heat, helping reduce running costs over time.

This improvement would support the planned expansion of community activity in the Old Hall and help provide a more suitable environment for youth activities, support services, social groups and other community uses.

2.2 Replacement Windows and Doors

Estimated cost: £40,000



The Old Hall's existing single-glazed windows are tired and inefficient. We propose replacing all windows and doors with modern, energy-efficient alternatives.

This work would help reduce heat loss, improve comfort and contribute to lower energy consumption. It would also refresh the building's appearance and improve the environment for the many different groups and individuals expected to use the hub.

Together with the roof replacement, these improvements would make the building better suited to regular, year-round community use.

2.3 Solar Panels

Estimated cost: £22,000

We propose installing solar panels on the Old Hall to help reduce reliance on purchased electricity and lower the building's ongoing energy costs.

This investment would complement the roof, window and door improvements, supporting a more energy-efficient and financially sustainable community building. Reducing running costs is particularly important for a facility intended to accommodate charitable services, community groups and activities that need to remain affordable and accessible.

Old Hall: Summary of Investment

Proposed work	Estimated cost
Insulated roof replacement	£75,000
Energy-efficient windows and doors	£40,000
Solar panels	£22,000
Total Old Hall	**£137,000**

Community outcome: A more comfortable, energy-efficient and sustainable building, better equipped to become a town-wide community hub operated by TAYCT and to continue supporting local community arts.

3. Rugby / Cricket Changing Room Block

Estimated cost: £75,000



Why investment is needed

DRC owns the existing changing block, which is used by Tetbury Cricket Club and Tetbury Rugby Football Club under lease arrangements. The two clubs are working together to improve shared facilities. Rugby currently provides for children and young people aged 5–18; the refurbishment would serve girls and boys playing rugby alongside women, girls, men and boys participating in cricket.

Approximately 100 young people regularly use the recreation ground for rugby matches and training during a typical week in the season, including approximately 60 girls attending Wednesday evening training. Tetbury Rugby Football Club provides rugby for children aged 5–18, with its U14–U18 teams using the recreation ground for matches and younger age groups also using facilities at Sir William Romney's School. This regular use reinforces the need for suitable changing accommodation, private shower cubicles and improved toilets. The changing block also provides toilet facilities for other community groups holding events on the recreation ground, extending the benefits of refurbishment beyond organised sport.

Growing girls' rugby and women's and girls' cricket create a particular need for suitable changing accommodation, while the refurbishment would also improve provision for boys' and men's cricket teams. Appropriate layouts, privacy and coordinated use would help the clubs accommodate their participants.

The existing facilities require substantial refurbishment. Tetbury Rugby Football Club's letter of support dated 31 October 2026 describes shared showers, one toilet cubicle and an open urinal, and identifies private shower cubicles and improved toilet provision as priorities for a more welcoming facility.

Proposed works

The project will refurbish the existing changing block to provide accommodation suitable for cricket and rugby participants of different ages and genders.

Proposed improvements include changing rooms, private shower facilities, toilets, accessibility, ventilation, heating, lighting and internal finishes. The final layout would support appropriate privacy and safeguarding arrangements for adult and junior users, subject to design and cost confirmation.

The clubs will agree arrangements for bookings, access and use during overlapping fixtures and training sessions however due to the seasonal nature of both sports this will be minimal. Consultation with representatives of the women's, girls', men's and boys' teams will inform the final design.

Community benefits

The refurbishment would improve shared sporting infrastructure for Tetbury, support girls' rugby and women's and girls' cricket, and provide better facilities for participants across both sports.

Potential cricket and rugby grant opportunities may complement the changing-room works, but no such contribution is confirmed.

Used by both cricket and rugby will extend the facilities' value across the sporting seasons. The project will support opportunities for physical activity, teamwork, volunteering and social connection, while helping both clubs welcome additional participants.

Outcomes will be measured through team and membership numbers, use of the facilities and participant feedback. The clubs will agree responsibility for cleaning, maintenance, utilities and long-term repairs.

Improving the changing room block would support the sports clubs and participants who use DRC and help ensure that the wider site continues to provide practical facilities for organised sport.

Estimated cost

£75,000



Tetbury shared changing facilities | Exterior concept
Illustrative only — subject to survey and design

Tetbury shared changing facilities

Indicative internal arrangement



Changing room 1 (internal view)

Concept only — not to scale. Layout and capacity subject to measured survey and design.

4. Sports Block (existing cowshed)

Estimated cost: £125,000



Indicative refurbishment of the existing cowshed as a sports and community clubhouse

Why investment is needed

Refurbishment would provide a dependable clubhouse base for Tetbury Cricket Club and other sporting users, supporting club activities, volunteering, fundraising and social connection alongside opportunities for wider community hire. Tetbury Cricket Club has expressed interest in a longer-term lease. DRC and the club would develop suitable occupancy, booking and financial arrangements to support sustainable operation and community benefit, subject to agreement.

Tetbury Cricket Club and other local sports clubs have substantial memberships but lack all year round access to facilities where members can gather, hold club events and generate income to reinvest in their activities and in turn offer funding towards refurbishment of buildings. This limits their ability to develop sustainable operations and support growing participation.

Refurbishing the old cowshed offers an opportunity to address this gap within an existing building on the recreation ground. Its current facilities are outdated: there is no accessible toilet and only one women's toilet. This provision does not adequately support the growing participation of women and girls or provide the inclusive environment needed by the wider sporting community.

Investment is needed to create a welcoming clubhouse for women, girls, men and boys, including disabled members and visitors. The application will support this case with evidence of membership growth, demand for club activities and the additional pressure associated with housing and population growth in Tetbury.

Proposed works

The indicative proposal would remove existing changing accommodation and reconfigure the interior to create a bar, flexible function room and small kitchen. The intention is to support sports-club activities alongside opportunities for wider community use, subject to final design and operating arrangements agreed by DRC.

The proposed refurbishment includes six toilets, incorporating accessible provision, together with improvements to access, heating, ventilation, lighting and internal finishes. The final toilet arrangement will be confirmed through design to meet the needs of the intended users.

Indicative external options include timber cladding, removal of the existing canopy and folding windows overlooking the recreation ground. Materials, openings and structural alterations remain subject to surveys, engineering design, permissions and final specification.

The refurbished building could provide a welcoming base for sports clubs and additional flexible community space, complementing the activities accommodated in the other DRC buildings.

Community benefits and long-term sustainability

A longer-term arrangement with Tetbury Cricket Club could provide dependable access for club activities and a sustainable source of income for DRC, alongside opportunities for wider community hire. Booking, access and operating responsibilities would be developed jointly and agreed by DRC and the club.

For the clubs, a reliable base will support meetings, social activities, volunteering, fundraising and events. Subject to the operating agreement, income generated through clubhouse activities will help clubs reinvest in participation, equipment and future improvements.

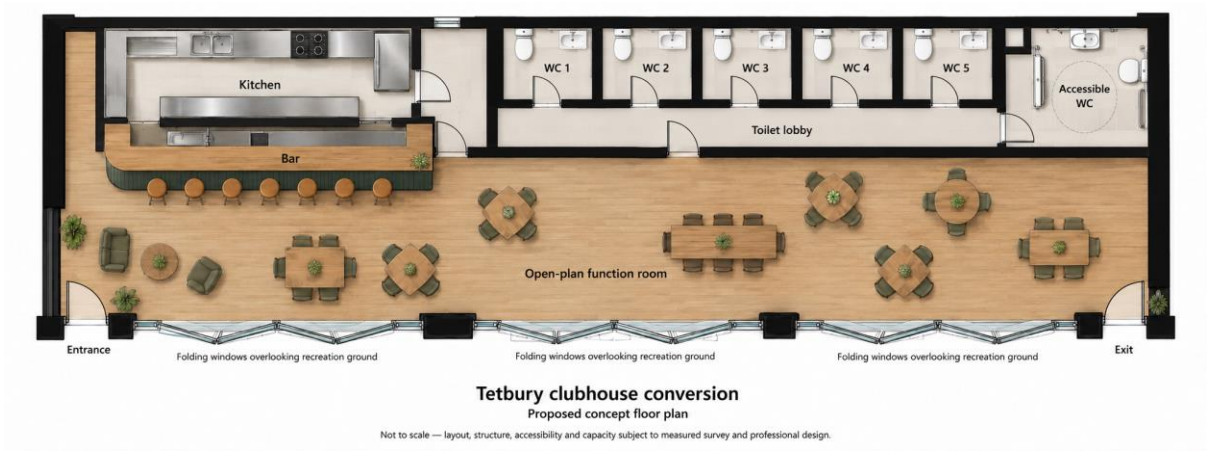
For DRC, rental and hire income could contribute towards sustainable management of the site. Agreed arrangements would establish responsibilities for maintenance, utilities, bookings, community access and income from bar and function activities.

Improved toilets, accessibility and a welcoming social environment will help the facility serve a more diverse sporting community. The clubhouse will support the growth of women's and girls' participation alongside established men's and boys' teams, while providing opportunities for members, families, volunteers and supporters to connect.

Tetbury Cricket Club has identified a potential £15,000 England and Wales Cricket Board contribution towards the Sports Block, linked to improved facilities for women and girls. Written confirmation of an award, conditions and availability is required. This is not secured match funding and has not been deducted from the provisional CIL request; any confirmed contribution would be reflected in the funding package to avoid duplication.

Refurbishing an existing building will bring an outdated facility into more effective use and help secure a lasting home for sport at the recreation ground.





5. Children's Play Park

Estimated cost: £90,000.

£60,000 inclusive of design, supply, manufacture and installation of play equipment and delivery. £30,000 landscaping, surfacing, canopy/seating requirements.



Why investment is needed

We propose improved play provision on the recreation ground to meet the recreational needs of children and families in Tetbury. Plot 8 is an indicative location, subject to final layout, safety assessment and trustee agreement.

The Existing play provision is outdated, it doesn't offer enough play equipment or opportunities for young families to socialise and play. It has archaic equipment and there simply isnt enough equipment for the growing town population. Te location of the recreation ground is perfect for a large play park for all the residents of the town due to being so central. It also isnt linked to a specific housing development, The park isnt maintained or funded by the town council, it's been the responsibilty of the DRC Charity for a number of years and funds are requested to provide a growing town like Tetbury with a play park it can be proud of.

Proposed works and community benefits

The proposal envisages play opportunities for children aged approximately 3–13, including inclusive equipment, appropriate safety surfacing, accessible paths, seating, and fencing and gates where required. Landscaping, shade and biodiversity measures would be considered through design and consultation with children, families and disabled users. Final age provision, equipment, materials and layout remain subject to agreement.

If located beside the cricket ground, the layout will address separation from play, cricket-ball risks and safe pedestrian access. Final equipment and layout will be confirmed through design work and supplier quotations.

The play park will provide free outdoor recreation for local families, encourage physical activity and create opportunities for children and carers to meet. Inclusive design will help reduce barriers to participation.

The facility would serve existing and new residents and support connections between them. Published local evidence identifies 3,257 dwellings in the Tetbury settlement (CDC Preferred Options consultation, November 2025) and 1,083 children aged 0–15 in the Tetbury parish profile, based on Census 2021. Impact would be assessed through usage counts and user

feedback. DRC would plan for inspections, maintenance and future equipment replacement through its operating budget.

Sources: Cotswold District Council, Preferred Options Consultation, November 2025, Table 2 (p21); Gloucestershire County Council, Local Insight profile for Tetbury CP, 31 March 2023 (p4).

The project would form part of the wider commitment to providing safe, welcoming and engaging outdoor recreation opportunities for children and families.





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6. Multi-Use Games Area (MUGA)

Estimated cost: £40,000



Why investment is needed

The existing Multi-Use Games Area at DRC is crumbling and provides only very limited facilities, currently having just one basketball hoop and one goal. Its condition and limited provision restrict the opportunities it offers for informal games, sport and physical activity.

We propose replacing the deteriorating facility with a new, fit-for-purpose MUGA that provides a more usable and welcoming space for outdoor activity.

Proposed works and community benefits

The project would replace the existing failing facility with a new multi-use games area, with the final specification developed to suit the site and the needs of its users.

A renewed MUGA would complement the recreation ground's existing sports facilities, play provision and community buildings. It would offer another place for children, young people and other residents to be physically active, meet friends and enjoy informal recreation without necessarily needing to belong to an organised sports club.

The principal benefits would include:

- Improved opportunities for informal sport and physical activity.
- Additional recreational provision for children and young people.
- A shared outdoor space accessible to a wider range of residents.
- Better use of the wider recreation site and greater variety in its facilities.
- Replacement of a deteriorating asset with a facility intended to serve the community into the future.

Estimated cost

The estimated cost of replacing the existing MUGA is **£40,000**.

Community outcome: A renewed outdoor facility that broadens recreational opportunities and supports the wider aim of maintaining a varied, accessible and welcoming recreation site for a growing town.

Combined Benefits and Long-Term Community Value

Taken together, these proposals would protect and improve a vital community asset, bringing benefits across community support, social activities, sport, play, and outdoor recreation. They would help ensure Dolphins Recreation Centre (DRC) continues to meet the needs of a growing town, providing accessible facilities for residents of all ages and backgrounds.

The building improvements would reduce energy use and running costs, protect existing community provision, and support the development of the Old Hall as a town-wide community hub operated by TAYCT, a highly regarded local charity whose work has been praised by councillors. Improvements to the MUGA, play park, changing room block, and clubhouse would strengthen opportunities for sport, physical activity, and community participation.

DRC is almost entirely self-funding, relying on fundraising, facility hire, and income generated through its use to maintain and operate the site. It provides extensive community benefits while minimising the need for ongoing public financial support. However, the scale of the necessary improvements cannot easily be met from existing income without placing considerable pressure on the centre's finances.

Without external investment, funding essential works from existing income could place pressure on DRC's finances and on hire charges. Maintaining affordability matters for local families, sports clubs and community groups and helps sustain participation in activities that support health, wellbeing and social connection.

Council funding would represent a targeted investment in an established community asset, helping protect a largely self-sustaining service rather than creating a new ongoing financial commitment. By contributing towards essential improvements now, the Council could help prevent further deterioration and the risk of more costly repairs later, reduce future operating costs through improved energy efficiency, and keep facilities affordable for the people who rely on them.

The benefits would extend beyond the physical improvements. Better facilities would support opportunities for exercise, social connection and community-led services, including TAYCT's proposed community hub. Future service development remains subject to programme funding and agreed occupancy arrangements.

The Council can also choose to support individual projects or a combination of proposals according to its priorities and available funding. Each contribution would deliver a defined benefit, without requiring the Council to fund the entire programme.

This is an opportunity to protect an established community asset, reduce pressure on running costs and help DRC and its partners maintain accessible and affordable facilities for a growing town.

Committee and Date	Full Council – Monday 16th November 2026
Agenda Item	15
Subject	Resurfacing on Gumstool Hill
Accountable Members	All
Accountable Officer	EO
Summery/Purpose	Gumstool Hill hosts the annual Tetbury Woolsack races. The Woolsack race has gained fame for the town of Tetbury locally, nationally and indeed internationally. It is part of Tetbury's cultural identity. Unfortunately, Gumstool Hill is not in good condition. This council requests that the CEO/Mayor write to the cabinet member for highways at GCC requesting that Gumstool Hill is given added weight when setting priorities for resurfacing projects.
Recommendations	To approve writing to GCC Highways
Financial Implications	None
Legal Legislation	**None**
Climate impact	None
Report written by	EO

Report to Full Council – Monday 16th November 2026
Agenda 16. CEO Report

Purpose of report
To note works carried out at the Town Council offices, VIC and Grounds Team

Recommendation
For Full Council to note report

Town Council Offices

EO attended the SWR 3G pitch opening.

CEO and EO met with a representative for the Tetbury Police Museum and Courtroom who has provided educational boxes with historic accounts of crimes that took place in and around Tetbury.

EO attended an online webinar for updated Martyn's Law Act.

CEO attended an online meeting with a representative from Tetbury Area Youth and Community Trust along with Councillors from Malmesbury Town Council to provide an overview on the Town Councils involvement with youth provision in the town.

Assisted with the Remembrance Sunday service and afternoon teas.

EO working on activities for Christmas switch on, Tree Festival and Christmas Day lunches.

CEO has been in contact with the Police Museum Society.

CEO, EO and a representative from the VIC will be attending the Southwest Tourism Awards later in the month.

On 10th November 2026, Tetbury was showcased on ITV This Morning for their weekly competition.

VIC

The Visitor Information Centre has continued to experience steady footfall throughout the reporting period, with a consistent flow of visitors seeking information on local attractions, accommodation, events and activities in Tetbury and the surrounding area. The centre remains an important point of contact for both visitors and residents, helping to promote the town and support the local visitor economy.

Retail sales have been particularly strong in recent weeks. Sales of Cards for Good Causes Christmas cards have been excellent, with customers already purchasing significant quantities in preparation for the festive season. This annual initiative continues to be extremely popular, supporting a wide range of charities while also encouraging additional visitors into the centre.

Demand for the Tetbury calendars has also been exceptionally high and stock levels are now very low. We are pleased to report that we have nearly sold out, demonstrating continued support for this popular product.

The team is also looking forward to attending the upcoming Southwest Tourism Excellence Awards. These awards celebrate excellence within the visitor economy and provide an excellent opportunity to network with industry professionals, share best practice and further promote Tetbury as a high-quality visitor destination.

We continue to actively promote local businesses across our social media channels and regularly encourage collaborative posts to help increase their reach and engagement. October saw strong social media performance, with Facebook remaining our most popular platform in terms of views and audience engagement.



Despite wet weather arriving during the final weeks of October, visitor numbers remained encouraging. We continued to welcome a steady flow of customers through the shop, demonstrating the resilience of Tetbury's tourism offers even during less favourable conditions.

Transport continues to be a significant concern for visitors. We received indirect feedback highlighting the difficulties some people experience when travelling to and around Tetbury, suggesting that accessibility remains an area requiring attention.

As we move into the festive season, we are looking forward to welcoming visitors during the Christmas period. The Visitor Information Centre will also be open during Late Night Shopping, providing information, local gift ideas, and support for residents and visitors alike.

Grounds Team

Suffolk Close play area preparing for new play equipment, replacing fence panels.

Cleared allotment at Highfield Farm Development.

Hedge cutting at Cookspool.

Installed poppies at St Saviours and around the town.

Will begin Christmas preparation for St Saviours.

Assisted Tetbury in Bloom with out-of-town troughs.

Removing leaves on Eccles Court, Love Lane and New Church Street.

Helped Men in sheds with transferring compost to the community allotment.

MINUTES OF A MEETING OF THE FINANCE & SCRUTINY COMMITTEE
Held at Tetbury Library, Close Gardens, Tetbury
Monday 9th November 2026 at 7pm

Present
Town Councillors: Z Baker (Chair), J Taylor (Vice Chair), R Smith, D Alexander
Officer T Niblett (CEO/RFO)
Public Cllr I Watson (ex-officio),

FS01. 11/26 To note apologies:
Councillor S Scott – personal reasons
Councillor L Farnham – personal reasons

FS02. 11/26 Declarations of interest:
None

FS03. 11/26 Public Consultation:
None

FS04. 11/26 To approve minutes of the meeting held on Monday 12th October 2026:
It was proposed by Councillor J Taylor seconded by Councillor R Smith to approve the minutes of the meeting held on Monday 12th October 2026.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS05. 11/26 To note action points from previous meetings:
FS12. 03/26 – New Vehicle Requirements – place on hold until we receive confirmation regarding Local Government Reorganisation and how this will affect the Town Council grounds team
FS10. 09/26 – Equality and Diversity Policy – ongoing- awaiting information regarding GCC and CDC training.
FS07. 10/26 – Breakdown of grants received and expenditure - £1000 Tesco Grounds Works for Suffolk Close Play Area, £75 Feoffees (Christmas Grotto), Bristol City Council £3,600 volunteer programme Police Museum, £2,275 Culture Force – Police Museum Volunteer programme
FS09. 10/26 – Advise Valuer that the top floor flat is missing from the report
FS17. 07/26 – Budget Preparations – Telephone 3 quotations have been received.

FS06. 11/26 To note bank reconciliation and financial summary for October:
As of 31st October 2026, it was noted that TTC Current Account held £42,141.84, TTC Deposit Account £345,987.62, VIC Current Account £3,017.23, Police Museum £8,985.93, Contingency £100,691.39, CIL and Buildings Maintenance £104,718.43.

FS07. 11/26 To note Income and Expenditure for Month 7:
Noted.

FS08. 11/26 To note November payments and estimate transfer of funds:
It was noted that Tetbury Town Council November payments totalled £27,283.48, VIC November payments totalled £2,339.97.

MINUTES OF A MEETING OF THE FINANCE & SCRUTINY COMMITTEE
Held at Tetbury Library, Close Gardens, Tetbury
Monday 9th November 2026 at 7pm

Transfer of funds of £2,000.00 from TTC Deposit Account to the VIC Account and £20,000.00 transfer of funds from the TTC Deposit Account to the TTC Current Account.

It was proposed by Councillor Z Baker, seconded by Councillor R Smith to transfer £2,000 from the TTC Deposit Account to the VIC Account and £20,000 from the TTC Deposit Account to the TTC Current Account.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS09. 11/26 To allocate two Councillors to sign off payments:
Councillor J Taylor and Z Baker to sign off November payments.

FS10. 11/26 To discuss and approve the Internal Auditor Report:
Following the internal audit which took place on 23rd October 2026, it was requested that a further 2 Councillors become signatories for the bank, should one of the existing signatories be unavailable.

One member of staff contract should be signed.

Independence of the Internal Auditor should be considered and confirmed annually.

Council must review, update and adopt the Risk Assessment before 31st March.

One Councillor is not listed as a Councillor on the Cotswold District Council website.

It was proposed by Councillor Z Baker, seconded by Councillor R Smith, to note the internal auditor reports. Wait for the new Councillors in May to become signatories. Member of staff has now signed contract.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS11. 11/26 To discuss budget preparations for Full Council to consider 2027/2028:
4 options of the budget have been provided.
Increase the flat rent by £75 per month, reduce election costs to £13,500 due to the Council being warded from May 2027, add £1,000 for a new line of Local Government Reorganisation, reduce expenses with Police Museum. A 5% increase in precept will currently give a deficit of £13,757. 7% increase will provide a surplus of £883. Increasing the Public Works Loan Board (PWLB) by £70,000 for the potential new burial ground will increase by 21.10%. Increasing the PWLB by £143,000 for a potential new burial ground will increase by 34.50%. It was proposed by Councillor J Taylor, seconded by Councillor D Alexander to recommend to Full Council increasing the precept by 7%.

Councillor Z Baker and officers were thanked for preparing the draft budget.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS12. 11/26 To discuss and recommend to Full Council amended burial policy for new plots in St Saviours:

MINUTES OF A MEETING OF THE FINANCE & SCRUTINY COMMITTEE
Held at Tetbury Library, Close Gardens, Tetbury
Monday 9th November 2026 at 7pm

It was proposed by Councillor Z Baker, seconded by Councillor R Smith to recommend the amended burial policy to Full Council.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS13. 11/26 To discuss and recommend to Full Council Grants policy:
It was proposed by Councillor Z Baker, seconded by Councillor J Taylor to recommend to Full Council the Grants policy.

Councillor J Taylor was thanked for proofreading the policies before being discussed at the Finance & Scrutiny Committee.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS14. 11/26 To approve the transfer of compensation funds from Bristol Water to Tetbury in Bloom in respect of the water leak in Anniversary Gardens:
It was proposed by Councillor Z Baker, seconded by Councillor J Taylor to request the compensation from Bristol Water is given to Tetbury in Bloom.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS15. 11/26 Correspondence Received:
A plot holder on the Highfield Farm Allotments have asked whether the Council would contribute to hiring a rotavator due to the time it has taken to dig and turn a one metre square. The Committee have refused this request as this would set a precedent amongst other plot holders.

Grounds Foreman has tried to obtain 3 quotations from local companies to clear the gutters on the Council building due to them being completely blocked. We have received a quotation of £250 and will contact the contractor following this meeting to arrange a convenient date and time for this work to be carried out.

FS16. 11/26 To receive members reports:
Cllr R Smith – will be selling mistletoe under the Market House on 13th December in aid of Tetbury Hospital.

FS17. 11/26 Items for next meeting:
Budget

FS18. 11/26 Date of next meeting – Monday 18th January 2027, 7pm, Tetbury Library, Close Gardens

Meeting closed 7.50pm

Chair ..... Dated .....

MINUTES OF A MEETING OF THE FINANCE & SCRUTINY COMMITTEE
Held at Tetbury Library, Close Gardens, Tetbury
Monday 9th November 2026 at 7pm

FS19. 11/26 Closed Session – Exclusion of Public and Press
To consider the exclusion of public and press in accordance with the Public Bodies (Admissions to meetings) Act 1960 due to the confidential nature of the business to be transacted.
It was proposed by Cllr Z Baker, seconded Cllr R Smith that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following items of business on the grounds they involved the likely disclosure of confidential information (as defined in paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

FS20. 11/26 To approve Confidential minutes held on Monday 12th October 2026:
It was proposed by Cllr Z Baker, seconded by Cllr J Taylor to approve the confidential minutes held on Monday 12th October 2026.

Voting Record: For 4 , Against 0 , Absent 2, Abstentions 0

FS21. 11/26 To receive an update on staffing matters:
CEO advised that a new position for the grounds team has now become available. This will be discussed for approval at Full Council. Interview panel will consist of Mayor, Chair of Finance and Grounds Foreman, should any candidates be known to the panel Councillor D Alexander will become part of the interview panel.

Meeting closed 7.57pm

DRAFT

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
held in Tetbury Library, Close Gardens, Tetbury on Monday 19th October 2026
at 6.30pm

PRESENT:
Councillors: J Taylor (Chair), P Burrell (Vice Chair), M Baker, K Painter (arrived 6.31pm), A Thilthorpe (arrived 6.32pm)
Officer: CEO (T Niblett)
Public: District Councillors I Watson, N Ind

PL01. 10/26 Apologies for absence:
Cllr S Scott – Apologies received – Personal.
Cllr R Smith – Apologies received - Holiday

PL02. 10/26 Declarations of Interest:
None

PL03. 10/26 Public Consultation:
None

PL04. 10/26 To approve the minutes of the meeting held on Monday 21st September 2026
It was proposed by Councillor P Burrell, seconded by Councillor J Taylor to approve the minutes of the meeting held on Monday 21st September 2026.

Voting Record For 2 Against 0 Abstain 3 Absent 2

PL05. 10/26 Consideration of planning, listed building consent, tree work and licensing applications received by 13th October 2026 (refer to attached Schedule link):

26/02668/SPANOT Prior Approval Notification - solar panels for Prior notification for the installation of 55 solar panels in total. 39 panels on the higher roof plus 16 panels on the lower roof Christ Church Tetbury 8 The Chipping **Decision: No objections**	**26/02757/FUL** Full Application for Erection of a two-storey rear extension and single storey rear and front extensions including front porch with associated works 70 Conygar Road **Decision: TTC share the concerns of the neighbours with regards to light**
26/02758/FUL Full Application for Variation of condition 2 (drawing numbers) of permission 26/00720/FUL- Demolition of existing garden store and construction of a detached games room 34 Longfurlong Lane **Decision: No objections**	**26/03055/TCONR** Works to trees in conservation areas for Re-pollard large Weeping Willow to maintain a safe tree Southdown, Charlton Road **Decision: Need more information due to no photograph of the tree and how much the tree will be reduced by.**

DRAFT

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
held in Tetbury Library, Close Gardens, Tetbury on Monday 19th October 2026
at 6.30pm

PL06. 10/26 To note planning applications using Scheme of Delegation:
None

PL07. 10/26 Correspondence:
None

PL08. 10/26 To receive Chairs report:
Nothing to report.

PL09. 10/26 to receive Vice Chairs report:
Nothing to report.

PL10. 10/26 To receive Members report:
Cllr M Baker – Asked if there any updates regarding the fence along The Chipping, advised submitting an endorsement issue which can be found on Cotswold District Councils website.
Cllr N Ind – Advised planning law is changing at the end of the month, Tetbury Town Council are still consultees. District Cllrs are receiving training shortly and hope that this will be circulated throughout the District.

PL11. 10/26 Next scheduled meeting – Monday 16th November 2026, 6.30pm:
Noted.

Meeting closed 6.50pm

Chair ..... Dated .....

DRAFT

Tetbury Division Member Report

Cllr Ian Watson

October 2026 to November 2026

Introduction

Since October I have continued to represent residents across the Tetbury Division, attending meetings of Gloucestershire County Council, engaging with local communities, supporting parish councils and working with officers and partner organisations to address local concerns.

A significant proportion of casework has centred on highways, road safety, public transport, planning-related infrastructure issues, children's services and community wellbeing.

Local Government Reorganisation

One of the most significant issues currently affecting Gloucestershire is the Government's programme of Local Government Reorganisation (LGR), which is expected to reshape the structure of councils across England.

The Government has indicated a preference for larger unitary authorities to replace the existing two-tier system of county and district councils. In Gloucestershire, this would have major implications for the future roles of Gloucestershire County Council and the six district councils, including Cotswold District Council.

Discussions are ongoing between councils, government departments and partner organisations regarding the most appropriate future structure for local government within the county. Whilst

no final decisions have been taken, a number of potential models are being considered, including the creation of a single unitary authority covering the whole of Gloucestershire or alternative arrangements involving multiple unitary councils.

The key issues under consideration include:

- Maintaining high-quality public services.
- Ensuring local democratic accountability.
- Protecting the voice of rural communities.
- Achieving long-term financial sustainability.
- Maximising efficiency and reducing unnecessary duplication.
- Supporting effective partnership working with health services, emergency services and neighbouring authorities.

For communities such as Tetbury and the surrounding villages, it is important that any future arrangements continue to recognise the distinct needs of rural areas. Residents rightly expect local decision-makers to understand the challenges associated with transport, access to services, housing, education and infrastructure in market towns and villages.

Parish and town councils are likely to play an increasingly important role within any future local government structure. As discussions develop, it will be essential that local councils are fully engaged in the process and that community voices are properly represented.

The timetable for reform is expected to become clearer over the coming months as councils submit proposals and engage with Government. Given the scale of these potential changes, Local Government Reorganisation is likely to remain a major area of focus for elected members throughout the coming year.

I will continue to participate in discussions on behalf of Tetbury Division residents and will provide updates as further information becomes available.

Parish Council Engagement

Maintaining strong relationships with parish and town councils remains a key priority.

During this period I have attended or engaged with:

- Tetbury Town Council.
- Parish councils across the division.
- Community groups and resident associations.
- Local policing and community safety representatives where relevant.

These meetings provide valuable opportunities to discuss local concerns, share information about county council services and identify issues requiring escalation.

Children and Families

As a member involved in matters relating to children, families and partnerships, I have continued to monitor the delivery of services supporting vulnerable children and young people.

Areas of focus have included:

- Educational outcomes.
- SEND (Special Educational Needs and Disabilities) provision.
- Early help services.
- Children's safeguarding.
- Support for families experiencing financial hardship.

I have also maintained an interest in ensuring that services remain responsive to the needs of rural communities where access can sometimes be more challenging.

Council Business

Since October I have participated in County Council and committee meetings, considering a range of matters including:

- Budget monitoring and financial performance.
- Adult social care pressures.
- Children's services.
- Highways and transport.
- Climate and environmental issues.
- Economic development and skills.
- Public health.

Particular attention continues to be paid to the Council's financial position and the impact of increasing demand for statutory services.

Community Matters

Residents have contacted me on a wide range of issues, including:

- Highway maintenance.
- Road safety concerns.
- School transport.

- Public rights of way.
- Environmental matters.
- Planning-related infrastructure concerns.
- Access to local services.

I remain committed to working constructively with residents, parish councils and council officers to help resolve concerns and secure improvements wherever possible.

Local Government Reorganisation

The Government's proposals relating to local government reform continue to be monitored closely. Any future changes may have significant implications for the way local services are delivered across Gloucestershire.

I will continue to keep parish councils and residents informed as further details emerge and consultations progress.

Looking Forward

Priorities for the coming months include:

- Continuing to advocate for road safety improvements across the division.
- Supporting parish councils on local priorities.
- Monitoring delivery of children's and family services.
- Ensuring residents' concerns are represented effectively at County Hall.
- Contributing to budget discussions ahead of the next financial year.
- Maintaining regular engagement with community organisations and local stakeholders.

Contact

Cllr Ian Watson
County Councillor for Tetbury Division
Gloucestershire County Council

Residents are always welcome to contact me with concerns, suggestions or matters requiring support.

Ward Councillor Update

Town and Parish Councils

Cllr Nikki Ind

Tetbury East and Rural

November 2026

At the time of writing, LGR continues to be on hold, although news has come through that the minister is 'minded to' approve a single unitary authority for Gloucestershire – we hope to hear a definite decision and plans before Christmas with a timetable of how this will now work for the district following the pause.

The Local Plan Regulation 19 Consultation has now concluded, all responses will be reviewed, and the plan needs to be submitted for independent examination before Christmas.

Tetbury Town Council met to support the strategic CIL application for funding for the Cirencester Road street works, and we await a decision in the new year.

In the last month the main topic of local casework has been around the road closure in Silver Street, where I have worked in partnership with County Councillor and Mayor of Tetbury Ian Watson and District Councillor Laura Hall-Wilson, and has included correspondence and meetings with residents, the hospital, a parish council and officers at Gloucestershire County Council.

I also met with Gloucestershire County Council Highways officers and a representative of the Feoffees of Tetbury, to look at how water run off and silt which is ending up in the pond on the Millennium Green can be managed more effectively.

Finally, I was delighted to be involved in two fundraising events this month. Firstly, I was invited by Luisa Krayem at Cherish to the 20th Anniversary celebration, where over £2,400 was raised for Breast Cancer Now. Secondly, I once again took part in the Royal British Legion Tetbury & District annual Poppy Collection, where it was good to meet friends old and new of all ages and to spread the important message that we must never forget the sacrifices made by others for us all, both historically and currently.

Full details of agenda and backing papers for District Council meetings are available on the Cotswold District Council website – **www.cotswold.gov.uk –** please search Meetings and select the meeting required. To watch the meeting please search Live Council Meetings and Webcasts and select Webcasts.

Forthcoming Meetings –

- **Overview & Scrutiny – 16th November 4.00pm**
- **Cabinet – 19th November 6.00pm**
- **Council – 25th November 2.00pm**
- **Audit & Governance – 3rd December 4.00pm**
- **Planning & Licensing – 9th December 2.00pm**

Keeping Up to Date

Please sign up to the CDC Town and Parish Council mailing list.

COTSWOLD
District Council

Cotswold District Council

Tetbury Town Ward Councillor Report

October 2026 to Date

Introduction

Since October I have continued to represent residents of Tetbury Town Ward on matters affecting our community and to contribute to the work of Cotswold District Council. Alongside formal council meetings, I have been working with residents, local organisations, town councillors and council officers on a range of issues affecting the town.

Much of my casework has focused on planning matters, housing, environmental services, the local economy, community wellbeing and the future organisation of local government in Gloucestershire.

Planning and Development

Planning applications and development proposals continue to generate considerable interest among residents.

I have been engaging with planning matters affecting the town and seeking to ensure that community views are heard throughout the decision-making process. Whilst district councillors must remain mindful of their role within the planning system, it is important that development is supported by appropriate infrastructure and reflects the character and needs of Tetbury.

Particular attention continues to be given to:

- The delivery of suitable housing.
- Protection of the town's historic character.
- Highway and parking implications of new development.
- Environmental considerations.
- Supporting sustainable growth within the community.

Housing and Homelessness

Providing access to safe and affordable housing remains one of the Council's key priorities.

Demand for housing services continues to be significant across the Cotswolds, with increasing pressures arising from housing costs and the availability of suitable accommodation. The Council continues to work with housing providers and partner organisations to address homelessness and support residents facing housing difficulties.

I continue to monitor these issues closely and support residents seeking assistance through the appropriate Council services.

Environment and Climate

Environmental matters remain a significant area of work for the District Council.

This includes:

- Waste and recycling services.
- Biodiversity and nature recovery initiatives.
- Energy efficiency and carbon reduction projects.
- Protection and enhancement of local green spaces.
- Environmental sustainability within Council operations.

Residents frequently raise concerns regarding litter, fly-tipping and environmental maintenance issues and I continue to work with officers to help resolve these where possible.

Supporting the Local Economy

Tetbury benefits from a thriving local economy, supported by independent businesses, tourism, hospitality and a strong community sector.

I have continued to engage with local businesses and organisations to understand the challenges they face, including rising costs, workforce pressures and changing economic conditions.
Ensuring Tetbury remains an attractive place to live, work and visit remains an important priority.

The contribution made by local businesses, voluntary organisations and community groups is invaluable and continues to strengthen the town's resilience and vitality.

Community Engagement

An important part of the role of a district councillor is listening to and responding to local concerns.

During this period I have continued to engage with:

- Tetbury Town Council.
- Community groups and voluntary organisations.
- Local residents.
- Businesses and employers.
- Partner agencies and service providers.

Issues raised have included parking, planning matters, environmental concerns, housing, public realm improvements and wider community wellbeing matters.

Local Government Reorganisation

The most significant strategic issue currently facing local councils is the Government's programme of Local Government Reorganisation (LGR).

The Government has signalled its intention to replace many existing two-tier local government arrangements with larger unitary authorities. This would mean significant changes to the current structure under which Cotswold District Council and Gloucestershire County Council operate as separate authorities.

A number of options are currently being considered across Gloucestershire. While no final decisions have been made, the outcome could result in substantial changes to how local services are delivered, governed and funded.

Key considerations include:

- Maintaining effective local representation.
- Protecting the interests of rural communities.
- Delivering high-quality public services.
- Achieving long-term financial sustainability.
- Reducing duplication between councils.
- Preserving local identity and community engagement.

For towns such as Tetbury, it is particularly important that any future arrangements continue to recognise the needs and priorities of market towns and rural communities. Residents rightly expect local decision-makers to understand local circumstances and to remain accessible and accountable.

Town and parish councils are expected to have an increasingly important role within any new local government structure. As proposals develop, I will continue to follow discussions closely and ensure that the views of Tetbury residents are represented.

Council Business

Since October I have attended Council and committee meetings and have considered a range of issues including:

- Budget and financial planning.
- Housing delivery.
- Community services.
- Environmental priorities.
- Economic development.
- Local Government Reorganisation.
- Corporate and governance matters.

Like councils across the country, Cotswold District Council continues to face financial pressures alongside increasing expectations for service delivery. Careful management of resources remains essential to ensuring that services continue to meet residents' needs.

Looking Forward

Over the coming months my priorities will include:

- Representing the interests of Tetbury residents in Council decision-making.
- Monitoring planning and development issues affecting the town.
- Supporting local businesses and community organisations.
- Engaging with residents on local concerns.
- Contributing to discussions on the future structure of local government.
- Working to ensure that Tetbury continues to thrive as a vibrant market town and community.

Contact

Cllr Ian Watson
District Councillor for Tetbury Town Ward
Cotswold District Council

Residents are always welcome to contact me regarding local concerns, suggestions or matters where I may be able to assist.

Dear Town and Parish Councils,
We would like to invite you to help shape the Neighbourhoods and Communities programme and, importantly, to tell us how you would like to be involved as the work develops.
The programme is focused on strengthening the way councils, communities and partners work together at a neighbourhood level. Town and parish councils are a vital part of this: you bring local democratic leadership, knowledge of your communities and an understanding of what works well locally. We want to work with you as partners, rather than simply consult you once proposals have already been developed.
While implementation of the Government's LGR decision is currently paused during its review, this is a controlled pause rather than a stop to all activity. A significant amount of work is continuing where it is useful regardless of the eventual LGR outcome and does not assume or commit Gloucestershire to a particular structural model. Much of the Neighbourhoods and Communities programme falls into this category and remains valuable whatever the final decision.
The programme brings together five connected areas of work:

- **Town and Parish Partnerships** – developing a flexible, practical partnership framework and strengthening communication, support and relationships with town and parish councils.
- **VCSE Partnerships** – strengthening how councils work with voluntary, community, social enterprise and faith organisations.
- **Participation** – developing inclusive and accessible ways for communities to influence priorities and decisions.
- **Natural Communities** – exploring the places and neighbourhoods that people identify with, informed by community insight and evidence.
- **Structure, Function and Governance** – considering how neighbourhood partnerships could operate, including membership, accountability and ways of working.

There is still a great deal to develop, and we recognise that Gloucestershire's town and parish councils vary considerably in size, capacity, local circumstances and ambition. **One approach will not work for everyone.** We also want to make sure that involvement is proportionate and realistic, particularly given the demands on councillors and clerks.
Alongside this email, we are therefore asking you to complete a short survey. Rather than asking you for detailed views on every aspect of the programme at this stage, the survey is intended to help us understand **how you would like to take part** – for example, the types of engagement that would be most useful, how much involvement you would like to have and how we can make participation manageable and meaningful.
Your responses will help us plan the next stages of engagement across the programme, make best use of existing networks and avoid repeatedly asking councils for the same information.
Please complete the survey here: Neighbourhoods and Communities Programme: Town and Parish Council Interest – Fill in form by 22nd November 2026.
We would really value hearing from councils of all sizes and from different parts of Gloucestershire, including those who may have limited capacity to take part regularly. You do not need to commit to a project group simply by completing the survey – we want to understand the range of ways you might want to contribute.

Thank you for helping us shape an approach that keeps local knowledge, community voice and strong relationships at the heart of the Neighbourhoods and Communities programme.

21.10.26 have registered an interest in this programme and will provide the Council with further updates

Full Council – Monday 16th November 2026

Agenda 22. Correspondence Received – HGV Lorries entering Silver Street due to temporary traffic lights



This has been sent to GCC and District Councillors.

Full Council – Monday 16th November 2026
Agenda 22. Correspondence Received – St Saviours pathway

5th November 2026

Dear members of the Town Council

I am very disappointed to learn of the Council's decision to narrow the path through the Cemetery. I recognise the issue regarding lack of space for burials but the Council has had years to plan for this eventuality. The narrowing of the path is a temporary and ill-considered answer to a long-standing issue. In a few years the grave space problem will remain exactly the same. Meanwhile a permanent change to the path will be irreversible.

I wish to raise the following issues:

- The path is used by probably hundreds of people every day – it is a key walkway into town from Sherwood Road, Linfoot Road and Holder Close (86 houses) and further afield, as well as to and from the recreation ground.
- The path is only wide enough now for people to pass and for buggies, wheelchairs and walking aids and people with dogs.
- Already users have to divert onto the grass to allow others to pass.
- On Friday I crossed with a gentleman escorting what I presume to be his elderly disabled mother who walked with a stick. The path was only just wide enough for them. I had to walk on the grass (which with the narrowing of the path would be a grave!).
- The conifer trees against the wall have been allowed to grow much too tall and wide and obstruct the path. (The recent pruning doesn't go nearly far enough.)
- At night the path is pitch black. Narrowing it is likely to lead to accidents.
- The entrance area from Sherwood Road already gets very muddy when the gravediggers have visited. Digging graves along the area of the existing path will make the path very muddy and possibly dangerous.
- Funeral gatherings at any new graves will severely restrict the path for passers-by and will lead to residents having to a walk through the mourners or divert across existing graves.

I urge the Council to reconsider please.

Thank you.

Yours faithfully

I just wish to say a big thank you to all involved in the 'refreshing' of the Suffolk Chariot play area. I know that it has involved and is still involving much work - but it is really appreciated and has been busy during half-term

With thanks and best wishes

[redacted] on behalf of all the little people who use the play area.

ROYAL BRITISH LEGION

The Royal British Legion
[redacted]

10 November 2026

Tara Niblett
CEO Tetbury Town Council
The Old Court House
63 Long Street
Tetbury
GL8 8AA

Tara & Team.

Once again, many many thanks for all your help and support this year with The Poppy Appeal, you help me out in very many ways, by being on top of things and booking the maroon and road closures for the relevant days. In addition, to booking The Dolphins Hall for our teas, enabling the Grant to cover our expenses including James for the music at St Saviour's Church.

Will you please, also pass on my thanks to Colin and his team for the displays around the Town and also for helping me retrieve the poppies etc from my loft, plus the retrieval of the dais from Chavenage, the cleaning of it, delivery to The Vicarage and the reverse! In addition, please thank Vicki and Roxie for their help with the collection on Sunday afternoon at St Marys' and later at St Saviour's. Although the total from this is much lower than last year, being £43.42 in the buckets and £15.00 on the contactless machines, I believe the church collection was promising.

Once again, I couldn't run the Appeal without all the help I receive.

Many thanks

[redacted]

Full Council – Monday 16th November 2026
Agenda 22. Correspondence Received – Burial Ground/Local Plan

I note that the above 2 matters were discussed, at the October Full Council.

Burial Ground

With fewer than 7 Burials per year, I believe that Tetbury TTC should now stop pursuing the idea of a new Burial Ground. It is not a Statutory requirement. The low level of need, cannot possibly justify, the level of expenditure, to be spread across all about 3,250 households, that are subject to the Precept.

To do so would be unreasonable, it also needing to be a Loan. A significant payment per year, is still being paid, for 20? more years for the Goods Shed refurbishment. Whilst that is a great facility, neither the Goods Shed, nor the car parking, also owned by TTC, provide any income for TTC.

To borrow money, that could be 1.5 to 3 times the annual precept could never be justified, for 7 Burials, not significantly more a year. The Town Council should now decide not to pursue a burial ground for Tetbury.

Cremations, whilst not for all, are now common. 3 Crematoriums are used. CDC, has capacity for Burials, at its site in Cirencester. As part of the Local Plan, Stratton Cemetery, that is also owned/operated by CDC, is due to be expanded.

Local Plan

When the minutes come out, I would like to see a copy. My interest is whether TTC also questioned the delivery ability of the 50 unit proposed allocation adjacent to Highfield Estate. The reason being not about the principle, but no evidence that the indicated means of access could happen. That being as it is over land owned by the owner of Highfield Farm, a probable narrow strip adjacent to Havenhill Road, owned by others, and as I now have learnt Haverhill Road, not being a Public Highway, but within the ownership and control, of whoever owns such parts of the Highfield Estate. I also note the current planning application for 2 residential units, with parking, right where the access is indicated to Join Haverhill Road.

Secondly whether, wrongly in my view, the site for 43 units, opposite SWR was questioned. That site is an existing allocation within the current Local Plan, so not in new. The means of access would work.

Whether it was discussed, that the site adjacent (T76), should at very low density, for Landscape reasons, be supported for residential development, together with the currently allocated site. The access being from Lowfield Road, as it would become a joint development with the adjacent land, that is an existing allocation.

Having seen the existing situation, in Lowfield Road. at what are short busy periods, I am convinced that access via Lowfield Road for the combined site would work. My perspective being that the added increase on traffic, would not cause significant issues, from a traffic and safety perspective. I do consider that there should be measures like a speed table, at the junction with Upton Gardens; double yellowing on the side of the road, of the 4 closest houses to what would be the access; careful design of the actual vehicle access point; 2 flashing lights at school arrival and leaving times: and some traffic calming measure on St Mary's Road, to discourage its use, as the Primary School is on that Road.

I appreciate that many will disagree. However, in reality the key time will be for around 30 minutes in the morning, when there would be the highest number of vehicles leaving the site, at the same time as arrival time at the school. The school manages the 4 coaches, and one mini bus, and dropping off very well within the school grounds, with a one way system. I appreciate that a very small part of what is technically, Blind Lane Public Bridleway, would need to become Public Highway, that only being immediately adjacent to part of what would be the site access.

I would finally add, that 2 significant sites, one of which would be very logical, and easily achievable from a Landscape perspective, did not unfortunately get offered up as potential residential by the land owners. My guess is that 15 years time one of those sites would be offered for review, as a potential residential site.

I would add that I totally get it that there will only be delivery of sufficient affordable housing very locally, if there is residential growth beyond what is currently envisaged. Except for T76, and the 8 residential units now permitted on Bath Road, the other sites considered, but excluded from the Reg. 19, do have very justifiable reasons for being excluded. Within the Plan period, I do expect one more site to change, that being the part of Tetbury Industrial site on Cirencester Road, that mainly not used, and largely derelict. I would expect ultimately that a mixed use residential, and employment redevelopment would come forward, and be accepted, that being a better outcome than all except Eagle Plant, becoming residential.

Full Council – Monday 16th November 2026
Agenda 22. Correspondence Received – burial ground

The report regarding a possible Burial Ground, demonstrates beyond reasonable doubt, why such a prospect should not be pursued by TTC. There can be no justification for such a probable expenditure, for only 7 Burials a year. It is not a Statutory function. Such matters should be the left to the responsibility, of what will be the future Unitary Authority, replacing what CDC already do, and indeed under the Reg.19 Local Plan, CDC intend an extension to their Stratton Cemetery.

TTC in addition still also has a substantial outstanding loan, that paid for something that was then given free. As good as the final product is, that was a very dubious decision, also renting the Car Park free to CDC for 99 years, with no clause that if changes are ever made, TTC starts to receive rent, or part of the income.

I would request that a line in the sand is drawn under TCC, pursuing a costly Burial Ground. Only if carried out as part of a development, probably as a Green Burial site, at no, or minimum cost to the Council should a Burial Ground be pursued.

Unfortunately the logical site, is not achievable due to the totally unrealistic expectations, and intransigence of DRC.

Full Council – Monday 16th November 2026
Agenda 22. Correspondence Received – Invitation Received

Dear All,

As announced a couple of weeks ago, I would like to invite you to our end of year Community Gathering taking place on **Thursday 3rd December from 5pm.**

We will be welcoming Tony Currivan as speaker. Tony is engaged with several community project in the Royal Wooton Bassett area and will be talking about Bioregions and belongings.

Although the concept of a Bioregion has been around for over 40 years, it is having a massive revival in the face of anti-globalisation movements and the desire to reconnect with place.

In this session, we will explore the concept with examples of various bioregional initiatives here in the UK and discuss what form a bioregion might take here in the Cotswolds.

As usual, there will be space for networking with some drinks and nibbles.

Kindly confirm attendance by Wednesday 25th November. Looking forward to seeing you soon.

Dear Victoria,

If I could raise the money via the community or private funders to purchase and install, would the council endorse an LED advisory sign (just like the one on Avening Road) being placed on the westbound carriage way of Charlton Road? Where there is no LED advisory sign currently and huge HGVs and many cars often well exceed 30mph and the pavements are very narrow.

Regards



THE RT HON WES STREETING MP
Secretary of State

MINISTRY OF DEFENCE
FLOOR 5, MAIN BUILDING
WHITEHALL, LONDON SW1A 2HB

Tel: 020 7218 9000 (switchboard)

16 September 2026

Dear Leader,

Request for councils' support in reaching LGBT veterans

As you may be aware, between 1967 and 2000, the Ministry of Defence upheld policy which prohibited LGBT personnel from serving in HM Armed Forces. 'The Ban' not only led to LGBT personnel having their careers cut short through no fault of their own but also led to inexcusable experiences including harassment, invasive investigations, physical or sexual assaults and imprisonment. The Government and HM Armed Forces have apologised for the historic policy and its implementation, and Defence have been providing recognition to those affected through the Financial Recognition Scheme and the Non-Financial Restorative Measures Scheme.

Veterans are able to apply for payments of up to £70,000 through the Financial Recognition Scheme, depending on their experiences, and all veterans affected by the Ban can apply for restorative measures including the return of their beret, the removal of dishonour from administrative discharges and a service ceremony in which restorative measures are presented to them through the Non-Financial Restorative Measures Scheme.

Over 1,700 veterans have applied for Financial Recognition to date and Defence is committed to continuing to ensure it does all it can to reach as many eligible veterans as possible before the Schemes close on **12 December 2026.**

Defence needs your help.

LGBT veterans can be incredibly difficult to identify and reach because many do not consider themselves veterans and do not engage with Defence or Armed Forces communications channels, and some do not engage with LGBT+ organisations either.

Recognising this, Defence have launched a 'final call' communications push which focuses heavily on working with partners who have physical and digital spaces that people aged 40 and over have access to. Partners and allies are asked to download the 'Ally Pack' from the www.GOV.UK/affected-by-the-ban website and use any of

the assets that are suited to their spaces. Assets include posters, leaflets, social media assets, suggested copy for newsletters and much more.

I am reaching out to you to ask you to urge your councils and public spaces such as libraries and leisure centres in your constituency to download these assets and display them in appropriate spaces to help reach these valued veterans.

If you have any questions, please contact the team at: LGBT-restorativeaction@mod.gov.uk

Time is running out and these veterans deserve recognition.

Thank you in advance for your support on this important issue.

Yours sincerely,

[redacted]

THE RT HON WES STREETING MP
Secretary of State for Defence