



**COTSWOLD**  
District Council

Tuesday, 8 July 2025

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## **COUNCIL**

A meeting of the Council will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Wednesday, 16 July 2025 at 6.00 pm.**

Jane Portman  
Chief Executive

To: Members of the Council

(Councillors Mark Harris, Ray Brassington, Nikki Ind, Gina Blomefield, Claire Bloomer, Nick Bridges, Patrick Coleman, Daryl Corps, David Cunningham, Tony Dale, Mike Every, David Fowles, Laura Hall-Wilson, Joe Harris, Paul Hodgkinson, Andrea Pellegram, Angus Jenkinson, Julia Judd, Juliet Layton, Andrew Maclean, Helene Mansilla, Mike McKeown, Dilys Neill, Nigel Robbins, Tony Slater, Lisa Spivey, Tom Stowe, Jeremy Theyer, Clare Turner, Michael Vann, Jon Wareing, Ian Watson, Len Wilkins and Tristan Wilkinson)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

# AGENDA

1. **Apologies**

To receive any apologies for absence. The quorum for Council is 9 members.

2. **Declarations of Interest**

To receive any declarations of interest from Members relating to items to be considered at the meeting.

3. **Minutes**

Purpose

To confirm the minutes of the meeting of Full Council held on

a) 19 March 2025

b) 21 May 2025

c) and the minutes of Extraordinary Council of 26 June 2025.

3.a Minutes of Full Council 19 March 2025

9 - 24

Purpose

To confirm the minutes of the meeting of Full Council held on 19 March 2025.

3.b Minutes of Full Council 21 May 2025

25 - 38

Purpose

To confirm the minutes of the meeting of Full Council held on 21 May 2025.

3.c Minutes of Extraordinary Council 26 June 2025

39 - 44

Purpose

To confirm the minutes of the Extraordinary meeting of Full Council held on 26 June 2025.

4. **Announcements from the Chair, Leader or Chief Executive**

To receive any announcements from the Chair of the Council, the Leader of the Council and the Chief Executive.

5. **Unsung Heroes Awards July 2025**

For the Chair to declare the winners of the Unsung Heroes awards for July 2025.

6. **Public Questions**

To deal with questions from the public within the open forum question and answer session of fifteen minutes in total. Questions from each member of the public should be no longer than one minute each and relate to issues under the

Council's remit. At any one meeting no person may submit more than two questions and no more than two such questions may be asked on behalf of one organisation.

The Chair will ask whether any members of the public present at the meeting wish to ask a question and will decide on the order of questioners.

The response may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

## **7. Member Questions**

A Member of the Council may ask the Chair, the Leader, a Cabinet Member or the Chair of any Committee a question on any matter in relation to which the Council has powers or duties or which affects the Cotswold District. A maximum period of fifteen minutes shall be allowed at any such meeting for Member questions.

A Member may only ask a question if:

- a) the question has been delivered in writing or by electronic mail to the Chief Executive no later than 5.00 p.m. on the working day before the day of the meeting; or
- b) the question relates to an urgent matter, they have the consent of the Chair to whom the question is to be put and the content of the question is given to the Chief Executive by 9.30 a.m. on the day of the meeting.

An answer may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

The following member questions have been submitted for response:

### **Question 1:**

#### **Cllr Gina Blomefield to Cllr Mike Evemy, Leader of the Council**

As the second phase of the transition from Publica to CDC was completed earlier this month it would be useful to have an organogram showing the different officers, their roles and lines of command so that as members we can better understand the shape and staffing of the new CDC.

When I first became a District Councillor I was given printed organograms of both

Publica and CDC which were enormously helpful. Why can these not be provided now preferably in an online format which can be accessed through the CDC portal and can be updated when required?

**Question 2:**

**Cllr Julia Judd to Cllr Mike McKeown, Cabinet Member for Climate Change & Digital**

I attended the excellent Retrofit Roadshow on 22 May, held in Kemble Village Hall where I met Justine Mallinson, a talented CDC officer to be proud of, she has extensive knowledge and expertise on retrofit and climate change mitigation for housing. Back-up support from Redbridge was also illuminating. Retrofit in the Cotswolds is a subject for the whole district. We have already corresponded on this subject, but I would like to expand the proposal. Please could district-wide presentations be held in CDC Council Offices in Cirencester and in Moreton-in-Marsh and streamed to make it available to all Members and residents in both the North and South of the district? Furthermore, could such a roadshow be extended to other corners of the Cotswolds such as Chipping Campden, Tetbury and Stow-on-the-Wold?

**Question 3:**

**Cllr Gina Blomefield to Cllr Patrick Coleman, Cabinet Member for Finance**

From my observations the take up of tenants in the space at Trinity Road managed by Watermoor Point is still very poor measured against the capacity available.

Now that it is highly likely that CDC will be dissolved and its functions moved to a new Unitary in the next few years, how is this affecting the appeal of the location as well as the terms and conditions of the letting arrangements of these office facilities at Trinity Road bearing in mind that new tenants will be aware that the future of the building has not yet been decided and so they may only have use of these offices on a relatively short term basis?

**Question 4:**

**Cllr Laura Hall-Wilson to**

**Cllr Tristan Wilkinson, Cabinet Member for Economy and Council Transformation**

Following the recent announcement regarding the £120k UKSPF grant awards across the district. Please can you confirm whether the scheme was oversubscribed and if so, what was the total value of the applications received, and how many applications missed out on funding?

**Question 5**

**Cllr Len Wilkins to Cllr Mike Evemy, Leader of the Council**

Now that the Publica Phase 2 transition is complete, it is a good time to reflect on our agile working arrangements. Please could you confirm what percentage of overall staff time is spent in the office or on site versus working from home?

**Question 6:**

**Cllr Tony Slater Cllr Tristan Wilkins Cabinet Member for Economy and Council Transformation**

Following the completion of the second phase of the Publica transition, can the member confirm that no further integration work (phase 3) will be undertaken on this project until the outcomes of the local government reforms (LGR) have become clearer, and that there is ongoing discussion between the partner councils to this effect?

**Question 7:**

**Cllr Corps to Cllr Juliet Layton, Deputy Leader and Cabinet Member for Housing and Planning**

The Moreton-in-Marsh working group has now been postponed twice and most recently cancelled on 10th June without any notice to members, residents, or local Town and Parish councils.

Can you give the residents of Moreton and the surrounding villages a new confirmed date for the first meeting — and ensure that all relevant parties are properly informed this time?

**Question 8:**

**Cllr David Fowles to Cllr Andrea Pellegram, Cabinet Member for Environment and Regulatory Services**

Several years ago the Lib Dem administration made the decision to remove waste bins in lay-bys across the district to save money

The rationale was twofold. Firstly, it was cheaper for Ubico to periodically remove discarded litter left in lay-bys and secondly, people would take their waste home rather than throw it out of a car window.

The neighbourhood watch group which operates across the Coln valley and Chedworth/ Churn valley wards either side of the Fosseway monitor the road and report that waste is regularly strewn across lay-bys and in fields. This they feel is a poor advertisement for visitors to the Cotswolds.

Could you confirm how regularly the lay-bys are swept and whether this approach is saving money?

**8. Recommendations from Constitution Working Group (Pages 45 - 50)**

Purpose

To present recommendations from the Constitution Working Group arising from a meeting on 24 June 2025 in relation to:

- Appeals Committee
- Representations to the Planning and Licensing Committee

Recommendation(s)

That Council resolves to:

1. AGREE to the establishment of an Appeals Committee with responsibility

for considering appeals by the Council's statutory officers about disciplinary action taken against them, in accordance with the Local Government Association's Model Procedure;

2. AGREE that the Appeals Committee will be a politically balanced committee comprising 5 Members, including one Member of Cabinet, who are not members of the Performance and Appointments Committee, with a quorum of 3 Members;
3. APPOINT Members (named in Annex A) to the Appeals Committee based on political proportionality (3 Liberal Democrats, 2 Conservative);
4. AUTHORISE the Director of Governance, in consultation with the Chair of the Constitution Working Group, to include the Appeals Committee within the Constitution;
5. NOTE that further proposals relating to Statutory Officer employment rules will be considered by the Constitution Working Group.
6. AUTHORISE the Director of Governance and Development, in consultation with the Chair of the Constitution Working Group, to include within the Planning Protocol a deadline for representations to the Planning and Licensing Committee of 2.00pm two working days before a meeting.

9. **LGA Corporate Peer Challenge Progress Review** (Pages 51 - 78)

Purpose

To consider the Local Government Association Corporate Peer Challenge Progress Report 2024

Recommendation(s)

That Council resolves to NOTE the report at Annex A

10. **Appointment of Independent Remuneration Panel Member(s)** (Pages 79 - 84)

Purpose

To seek approval to appoint members of the public to the Council's Independent Remuneration Panel, which is responsible for assessing and making recommendations on the allowances paid to councillors.

Recommendation(s)

That Council resolves to:

Approve the appointment of Nikki Clark, Nick Craxton, David Hindle and Graham Russell to the Council's Independent Remuneration Panel.

11. **Overview and Scrutiny Committee Annual Report for 2024/25** (Pages 85 - 114)

Purpose

To receive the annual report from Overview and Scrutiny for 2024/2025.

Recommendation(s)

That Council NOTES the report from the Overview and Scrutiny Committee for 2024/25.

12. **Report Back from British Farming Motion Task and Finish Group** (Pages 115 - 132)

Purpose

To report back from the Task & Finish Group on the evidence they received from stakeholders during their inquiry into the proposed changes to Inheritance Tax (IHT) for farmers and the messages they recommend are included in the Council's representations to Government.

Recommendation(s)

That Council resolves to:

REQUEST that the Leader writes to the Chancellor of the Exchequer expressing concerns that the proposed changes to Inheritance Tax rules as they relate to farms will have unintended consequences that could have far reaching implications for the viability of the farming sector of the Cotswolds.

13. **Local Plan Update Report** (Pages 133 - 170)

Purpose

To confirm the way forward for the Local Plan Update

Recommendation(s)

Subject to the resolutions of Cabinet on 10 July 2025, Council is recommended to: AGREE to merge the two ongoing Local Plan projects:

1. the partial update of the adopted Cotswold District Local Plan (2011-2031); and
2. the Development Strategy and Site Allocations Plan, into a single comprehensive Full Local Plan Update in conjunction with incorporating work of the Gloucestershire Strategic Plan, where appropriate, with a view to submission in 2026 and adoption in 2027.

14. **Notice of Motions**

In accordance with Council Procedure Rule 12, the following Motions have been received:-

15. **Next meeting**

The next meeting of Council will be held on 24 September 2025.

(END)