**The Duntisbournes Parish Council**

**AGENDA for**

**Parish Council meeting**

To be held at 7pm On 23rd November 2021 at the Village Hall

1. Welcome from Chair of Council
2. **Recording of attendance** (anticipated) Parish Councillors Rupert Lane, Jane Edwards, Eammon Cuthbert, Jamie (W J ) Eykyn, Julian Weston, Richard Bliss,Valerie Dyson and District Councillor Julia Judd and County Councillor Joe Harris.
3. **Apologies for absence to be** recorded
4. **Public session** at the Chair’s discretion (10 minutes at discretion of chair of the meeting).
5. Council to **approve the minutes** of the meeting held on 18th October 2021 (note Standing orders etc to be carried forward to February 22 meeting)
6. Council to receive report from District Councillor Judd
7. Council to receive report from County Councillor Harris and to receive updates on matters that Councillor Harris agreed to follow up
8. Local Signage

 NO LORRIES signs (white signs with black lorries/red cross) are urgently required. DC Judd agreed to forward historical photographs to County Councillor Harris

1. The Grove Culvert - Glos Highways agreed to deal with this during this financial year to avoid flooding downstream, action to inspect took place last year and works had been booked to unblock the culvert. Highways Manager (Dan Tifney) has not responded quickly to emails but promises have been made to unblock the culvert this autumn.
2. Glos Highways and Parish Council liaison
3. Motorcycle Nuisance
4. Grit Bin exact location required
5. Long Ford Collapse /wall- County Councillor Harris offered to be able to contribute some of ‘Highway’s local’ budget ‘(a small pot of money County Councillors have to contribute to highways works) in order to get this off the ground and asked if the Parish Council be able to contribute some money as well.
6. Road at the underpass and the parallel road to A417
7. pot holes and patches which have been reported to Glos Highways. Other roads have been done outside the Village boundaries but not within the village boundaries
8. Council to approve financial reports and payment list (see attached)
9. **Council to agree budget and precept for 2022/23 which must be submitted before next meeting (see attached)**
10. The Parish Council to discuss the financial implications of the Long Ford Collapse
11. Council to receive updates on matters from previous meeting and agree actions going forward
12. Noticeboard in Leer by Cllr Edwards -
13. Police Community Group -Cllr Edwards
14. Highway issues update and Council to agree actions going forward
	1. 20 mph is plenty County Councillor Harris previously gave an update on the practicalities and costs in the region of £20k for a TPO which could be spread amongst smaller parishes (3 or 4) but would take 18 months to 2 years.

Parish Councillors to consider if they would be in favour of providing funding to move the project along faster.

* 1. Alternative schemes such as gates/signs to be considered. Clerk was asked to provide some costings (see attached)
	2. definitive map of PROWS – register of paths (see attached)
1. Planning matters to be considered

|  |  |  |  |
| --- | --- | --- | --- |
| application ref | address | Closing date | PC submission /DC decision |
| 21/04211/FUL | Foxbury Hill Farm House MiddleDuntisbourne | 8/12/21 | Emailed 17/11/21 |
| 21/04196/TCONR | Whiteheads Well, Duntisbourne Leer | 23/11/21 | Emailed 15/11/21 |

1. Correspondence received for Council to consider
2. Stone Walls/Ivy – Cllr Lane responded
3. any other business for information purposes only
4. Date of next meeting (budget/precept) 22nd February 7pm (focus Standing orders/code of conduct policies)

Close of meeting

**The Duntisbournes Parish Council**

**Draft Minutes of the**

**Parish Council meeting**

held at 7pm On 18th October 2021 at the Village Hall

1. Welcome from Chair of Council
2. **Recording of attendance** Parish Councillors **Rupert** Lane, **Jane** Edwards, **Eammon** Cuthbert, **Jamie** (W J ) Eykyn, **Valerie** Dyson and District Councillor **Julia** Judd and County Councillor **Joe** Harris. 6 Members of the public
3. **There were Apologies for absence** recorded from Parish Councillor Julian Weston and Parish Councillor Richard Bliss did not attend.
4. **Public session** at the Chair’s discretion (10 minutes at discretion of chair of the meeting). No comments were made at this point.
5. Council **approved the minutes** of the meeting held on 25th May 2021
6. Council received verbal update from District Councillor Judd- including
* additional interim planning officer and juniors within the District Council planning dept.
* Update on any missed waste collections via on-line.
* Pot hole reporting via Glos Highways report-it portal was also highlighted.
* Cllr Eykyn verbally reported pot holes on the road between Bull Banks and Miserden.
* Cirencester local infrastructure plan (walking/cycling) was also highlighted.
* Developers’ toolkit was also highlighted
* Tree planting project via GCC
* Fly-tipping in locality

Items brought to the attention of DC Judd by Parish Councillors included

* Audley House application withdrawn
* Rubbish left on the Audley House land – DC Judd will report to Environment Officer
* Sewage Treatment Works – Planning update given by DC Judd as delegated authority to permit has been given after changes to the design and slight changes to the location has been achieved. It was stated that there were no conditions (other than re-planting of trees) attached to the approval. The Parish Council stressed that screening planting was required, so neighbouring properties will not see the treatment works. The landscape officer had asked for a plan for the re-purposing of the site, but it does not appear to have been published.
* Smell issues from the Sewage Treatment Plant should be reported to DC Judd
* Ealy Hill residents who were present and expressed their concerns would like to prevent the wood from being removed going forward
* It was suggested to invite the Bromford representatives to discuss the Sewage Treatment Works.
1. Council received report from County Councillor Harris
* Introduction by County Councillor Harris
* Under-passes on A417 maintenance
* Motor-cycle nuisance has been brought to C.C Harris attention and following a meeting with Parish Councillor Jamie Eykyn is seeking to downgrade the road to cycle path/bridleway. A future meeting with the PROW team has been requested to explore further
* Grit bin request received
* Signage at Edgeworth cross roads
* Long Ford has been brought to his attention and County Councillor Harris is willing to put some budget towards this. It is requested that it be downgraded to cycle path/bridleway. A consensus of the whole community to support this idea would be needed
* Road sweeping to be targeted on specific roads
* Highways Local Funding may be available
* Build Back Better Fund is also available £40k over 4 years, with a wide-criteria available including social schemes
* A417 Missing Link update is currently with the planning inspectorate who are now consulting on how to examine the scheme, this stage is anticipated to take approx. 12 months but email updates are available for those who register. The actual project is anticipated to start in 2023 and completed in 2026 and it is felt that the project is at an advanced stage.
* Any traffic accidents by the Centurian Garage should be recorded with the police to enable accurate record keeping to support any future requests for changes.
1. Update regarding correspondence between District and County Councillor: 20/03351/FUL Audley House – now withdrawn.
2. **Council agreed to carry forward to next meeting to review and adopt**
	1. Standing orders and financial regulations as attached
	2. Code of conduct as attached
	3. Parish Emergency plan as attached
3. **Council received updates and agreed actions going forward**
4. Noticeboard in Leer by Cllr Edwards -ordered /delivered and waiting to be installed. A weatherproof metal one has been acquired and will have an oak top. Some further costs will be involved in installation but the final costs will be well under £500 (awaiting invoice).
5. Local Signage-previously discussed and it was noted that the Edgeworth cross roads signs are missing and other signs have been damaged (referred to County Councillor Harris)

Cllr Edwards highlighted the problems of lorry drivers becoming lost due to the missing signs. The lorries are very large and it takes 2 – 4 hours to extract from the situations that they subsequently find themselves in

The **NO LORRIES** signs (white signs with black lorries/red cross) are urgently required. DC Judd will forward historical photographs to County Councillor Harris who willtake this forward

1. The Grove Culvert (referred to County Councillor Harris) as Glos Highways agreed to deal with this during this financial year to avoid flooding downstream, action to inspect took place last year and works had been booked to unblock the culvert.
2. Police Community Group -Cllr Edwards – Communication from PSCO’s have been circulated
3. Motorcycle Nuisance – (referred to County Councillor Harris).
4. Historic England –Cllr Weston – See update from C.C Harris regarding Long Ford cfwd
5. Defibrillator –Cllr Edwards. – update given. The device is checked monthly and batteries have been tested but they are predicted to last 3 to 4 years but the Council is due to have free replacement from GCC
6. New Snow Wardens/plough operator –taken on by Martin Thorne – Contact details (provided since the meeting) maryn@coombe-end.com telephone 07970 898886
7. Grit Bin exact location required (referred to County Councillor Harris **)**
8. **financial matters considered and approved**
9. Financial reports
10. Payment lists
11. **Highway issues** **Council received updates and agreed actions going forward**
	1. Public Rights of Way – Councillor Dyson –Cotswold Volunteers led by Hugh Gladman contacted Cllr Dyson and new signage has been installed.
	2. Long Ford Collapse /wall-referred to County Councillor Harris

email from County Councillor Harris offering to be able to contribute some of ‘Highway’s local’ budget ‘(a small pot of money County Councillors have to contribute to highways works) in order to get this off the ground and asked if the Parish Council be able to contribute some money as well. The Parish Council will discuss the financial implications at its next meeting

* 1. Road at the underpass and the parallel road to A417 referred to County Councillor Harris
	2. Road at the Leer -pot holes and patches has been reported to Glos Highways. Residents have paid for works to be done. Other roads have been done outside the Village boundaries but not within the village boundaries. “GCC Highways Report -it” link to be used. County Councillor Harris will look into it.
	3. Ealy Hill are also suffering from more water cascading down and causing significant wear and tear
	4. 20 mph is plenty correspondence received, seeking PC support. CDC have passed a motion to support this project, making all villages in the Cotswolds 20mph zones. GCC have looked into it but will be a 3-4 year project. Any shorter time frame would necessitate Parish Councils to support with funding. County Councillor Harris gave an update on the practicalities and costs in the region of £20k for a TPO which could be spread amongst smaller parishes (3 or 4) but would take 18months to 2 years. Parish Councillors were asked if they would be in favour of providing funding to move the project along faster. Alternative schemes such as gates/signs were briefly discussed. Clerk to provide some costings
	5. Greenpits and Winstone Lane – Cllr Eykyn – dealt with
1. **Council discussed Chairmanship** of the Parish Council going forward (noting that the current Chair is in post until Annual Meeting of the Council in May 22 unless he/she resigns before that date). The current Chair will stand aside in March 22 and the vice-chair will take the Chair until May 22, when at the annual meeting the Chair /Vice Chair will be elected as per legal requirements
2. **Planning matters** considered
3. **Matters dealt with under the Council** approved delegation to proper officer to respond on Council’s behalf

|  |  |  |  |
| --- | --- | --- | --- |
| **application ref** | **address** | **Closing date** | **PC submission /DC decision** |
| 21/03227/FUL | Christis Barn | 23/9/21 | Comments submitted |
| 21/02967/TCONR | Hailey Hill Cottage | 7/8/21 | No COMMENT |
| 20/03859/LBC | Duntisbourne Lear Farm | 4/8/21 | No COMMENT |
| 20/03858/FUL | Duntisbourne Lear Farm | 4/8/21 | No COMMENT |
| 21/00466/FUL | Duntisbourne House (equestrian) | 28/9/21 | OBJECTIONS (both via portal and to planning officer). DC Judd was asked to support the PC in its objectionsCouncillors spoke of ongoing concerns. Including traffic management |
| 21/02172/FUL | Sewage TW | 28/9/21 | OBJECTION submitted/ permitted |
| 21/03443/FORST | Dartley Farm | 30/9/21 | No COMMENT |

1. Matters outstanding

|  |  |  |  |
| --- | --- | --- | --- |
| application **number** | address | Closing date | Pc submission |
| 21/03447/COMPLYCompliance matters | Foxbury Hill Farm House |  | Not consulted  |
| 21/03372/COMPLYCompliance matters | Rectory Farm  |  | Not consulted |
|  21/02908/COMPLYCompliance matters | Newbold Farm |  | Not consulted |

1. **Correspondence received** which Council considered
2. Monthly parish payment cancellation- possibly a church matter
3. Relocation of a Post Box in Duntisbourne Abbots associated with the renewal of sewage treatment works and site access improvements – Dealt with by District Cllr Judd
4. **any other business** for information purposes only
5. next meeting – definitive map of PROWS – register of paths (to be discussed)
6. defibrillator training update requested by Councillors when appropriate
7. include item 9 at next meeting
8. **Date of next meeting (budget/precept) 23rd November 7pm**
9. Close of meeting 20.36

Financial reports for November 21 meeting

Cash book to 31st October 2021

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| payee | date | CHQ NO | AMOUNT | CURRENT A/C TOTAL FOR YEAR TO DATE |
| opening current account balance | 01/04/2021 |  |  | 2312.59 |
| PRECEPT | 22/04/2021 | RECEIPT | 3713.00 | 6025.59 |
| B HOLDER EXPENSES/SALARY | 27/04/2021 | 197 | -149.89 | 5875.70 |
| TANNERS | 02/05/2021 | 198 | -1174.80 | 4700.90 |
| B HOLDER SALARY | 25/05/2021 | 199 | -119.91 | 4580.99 |
| B HOLDER EXPENSES | 25/05/2021 | 200 | -132.74 | 4448.25 |
| HMRC | 25/05/2021 | 201 | -119.92 | 4328.33 |
| B HOLDER SALARY | 25/06/2021 | 202 | -119.91 | 4208.42 |
| GAPTC | 25/05/2021 | 203 | -77.05 | 4131.37 |
| ZURICH INS | 25/05/2021 | 204 | -140.00 | 3991.37 |
| B HOLDER SALARY | 28/07/2021 | 205 | -119.91 | 3871.46 |
| cdc | 22/04/2021 | RECEIPT | 54.01 | 3925.47 |
| B HOLDER SALARY | 28/08/2021 | SO | -119.91 | 3805.56 |
| B HOLDER SALARY | 28/09/2021 | SO | -119.91 | 3685.65 |
| easement  | 17/08/2021 | RECEIPT | 19.00 | 3704.65 |
| b holder overpayment (refunded) | 01/08/2021 | so | -239.82 | 3464.83 |
| m c & b j holder  | 03/09/2021 | RECEIPT | 239.82 | 3704.65 |
| PRECEPT | 23/09/2021 | RECEIPT | 1237.00 | 4941.65 |
| B HOLDER SALARY | 28/10/2021 | so | -119.91 | 4821.74 |
| b holder | 21/10/2021 | 206 | -76.66 | 4745.08 |
| CIL receipt | 28/10/2021 | RECEIPT | 1066.89 | 5811.97 |

Budget against Actual to 31/10/21

|  |  |  |  |
| --- | --- | --- | --- |
| budget to date | BUDGET | ACUTAL YEAR TO DATE | BALANCE AVAILABLE TO SPEND |
| PRECEPT | 4950.00 | 4950.00 |  |
| CIL RECEIPTS | 0.00 | 1120.90 |  |
| inter account trans | 0.00 | 0.00 |  |
| wayleave | 0.00 | 19.00 |  |
| VAT to be reclaimed | 0.00 | 0.00 |  |
| other receipts | 0.00 | 0.00 |  |
|  | 0.00 | 0.00 |  |
| INCOME | 4950.00 | 6089.90 | 0.00 |
| SALARIES | 1800.00 | 959.29 | 840.71 |
| **ADMIN EXPENSES** | 610.00 | 239.38 | 370.62 |
| **INSURANCE** | 160.00 | 140.00 | 20.00 |
| **GRANTS & DONATIONS** | 600.00 | 0.00 | 600.00 |
| **payroll costs** | 90.00 | 0.00 | 90.00 |
| **SUBSCRIPTIONS** | 100.00 | 77.05 | 22.95 |
| **NOTICE BOARDS** | 1000.00 | 0.00 | 1000.00 |
| **GRASS CUTTING** | 300.00 | 0.00 | 300.00 |
| DEFIBRILLATORS | 0.00 | 0.00 | 0.00 |
| AUDIT & LEGAL FEES | 1200.00 | 1174.80 | 25.20 |
| DOG BINS | 252.00 | 0.00 | 252.00 |
| COMMUNITY PLAN | 1000.00 | 0.00 | 1000.00 |
| FROM RESERVES | -2162.00 |  |  |
| **Expenditure** | 4950.00 | 2590.52 |   |
| contingency/balance |  | 3499.38 |  |

Payment list to be approved

B Holder expenses

J Edwards – notice board reimbursement £161.99

Standing order form to be amended to include £26 per month working from home with effect from 28th December 21.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| BANK RECONCILATION to 31/10/21 |  |  |  |  |
| 01/04/2021 | OPENING BANK BALANCE |  | 2312.59 |
|  | EXPENDITURE FOR PERIOD | 2590.52 |  |
|  | INCOME FOR PERIOD | 6089.90 |  |
|  | NET EXPENDITURE |  |  |
| as at above  | BANK BALANCE AS ABOVE |  | 5811.97 |
|  |  |  |  |  |
| as at 31/10/21 | BAL PER S/M  |  |  | 5931.89 |
|  | LESS U/P CHEQUES |  |  |
|  | hmrc | 201 | 119.92 |  |
|  | reconciled balance |  | 5811.97 |
|  |  |  |  |  |
|  | Total bank balance |  |  | 5811.97 |

 reserves

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **earmarked reserves** |  |  |  |  |
| COMMUNITY PLAN |  | 1000.00 | TO BE MOVED TO LEGAL FEES |
| GENERAL |  |  | 62.59 |  |  |
| DOG WASTE BINS |  | 250.00 |  |  |
| NOTICE BOARD |  | 1000.00 |  |  |
|  |  |  | 2312.59 |  |  |
|  |  |  |  |  |  |
| bank balance at 31/3/21 | 2312.59 |  |  |

Budget /precept for 2022/23

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| budget to date | BUDGET | ACUTAL YEAR TO DATE | Notes to be considered | **22/23** |
| PRECEPT | 4950.00 | 4950.00 | Inflation 5% | 5198 |
| CIL RECEIPTS | 0.00 | 1120.90 | community project 5 year use by date |  |
| inter account trans | 0.00 | 0.00 |  |  |
| wayleave | 0.00 | 19.00 |  | 19 |
| VAT to be reclaimed | 0.00 | 0.00 |  |  |
| other receipts | 0.00 | 0.00 |  |  |
|  | 0.00 | 0.00 |  |  |
| INCOME | 4950.00 | 6089.90 |   | 5217 |
| SALARIES | 1800.00 | 959.29 | 1800+5% | 1890 |
| **ADMIN EXPENSES** | 610.00 | 239.38 | wfh+mileage | 400 |
| **INSURANCE** | 160.00 | 140.00 |  | 160 |
| **GRANTS & DONATIONS** | 600.00 | 0.00 | church/village hall  | 600 |
| **payroll costs** | 90.00 | 0.00 |  | 90 |
| **SUBSCRIPTIONS** | 100.00 | 77.05 |  | 100 |
| **NOTICE BOARDS** | 1000.00 | 0.00 |  |  |
| **GRASS CUTTING** | 300.00 | 0.00 |  | 300 |
| DEFIBRILLATORS | 0.00 | 0.00 |  |  |
| AUDIT & LEGAL FEES | 1200.00 | 1174.80 |  | 150 |
| DOG BINS | 252.00 | 0.00 |  | 250 |
| COMMUNITY PLAN | 1000.00 | 0.00 |  | 1000 |
| FROM RESERVES | -2162.00 |  |  |  |
| **Expenditure** | 4950.00 | 2590.52 |  | 4940 |
| **Balance un allocated**  |  |  |  | 277 |

Council to consider which/if any project funding should be set aside for out of the budget of 2022/23

CIL receipts have a 5 year spend by limit

RFO draws Council’s attention to NALC legal briefing on Parish Council’s donating/financial supporting Churches or its property including open churchyards. Legally the Council does not have a specific Power to support Churches or its property. A council that considers making a financial contribution in these circumstances needs to consider whether it is prudent to take an action that it can not be certain is legally valid

NALC LO1/18 Financial assistance to the Church (as distributed)

“20 is plenty” follow up

Village Gates to reduce Speeding

Some of the findings given are based on a good quality simulator research study into speed reducing treatments (Jamson et al., 2010). The research specifically compared UK treatments on UK style roads. The research findings are considered to be very conservative, as the study only recruited young (19 to 25 years old) male drivers – younger drivers, and specifically young male drivers are most likely to be speeding, therefore research which is found to be effective on this group is thought to be at least equally effective on other motor vehicle users.

Results from this study found speed limit countdown signs to be the most effective treatment at village entries. Compared to other treatments, the countdown signs ensured vehicles had already reached a slower speed for the village entry. Other treatments showed drivers started to reduce their speeds closer to the village, entered the village at a higher speed, and continued to decelerate after the village gateway.

For Dragon’s teeth with speed limit markings on a red background, three good quality studies were used to reach the figure given. A study from Iowa State University introduced this treatment in isolation from any other intervention. It found relatively modest speed reduction of between 1 and 2 mph. The study design is good, assessing vehicle speeds over a long time period using a covert data collection technique, however there were no control points used, and only three instances were analysed. The second study, from the Federal Highway Administration (FHWA) of the United States implemented *only* the speed limit markings with a red background. At a 35 mph speed limit, results showed reductions of 1 to 7 mph in the 85th percentile speed in most situations. This study used three sites for analysis, and the results are based on large sample size, however there were no control points used. The third research piece is the aforementioned study from Jamson et al. It found mean speed reductions of around 6 mph at a 30 mph speed limit village gateway when using dragon’s teeth *only*, in comparison to when there were no dragon’s teeth. Based on these three studies, the range of 1 to 7mph speed reduction is reached.

For crash reduction at village gateways, all information is based on research from the Transportation Research Laboratory (TRL 452). For this study, multiple designs for traffic calming through villages were grouped based on similar characteristics. The study design is strong, with a large selection of sites, and long analysis periods before and after intervention. The research provides evidence that measures which move towards more physical elements are the most effective. The accident reduction figures given can only be used as a rough guide, as the village gateway measures compared on this page differ somewhat from those analysed in the research.

There’s a further noteworthy piece of research not mentioned above. TRL 641 studied ‘psychological traffic calming’. The report highlights traffic calming measures which increase cognitive load; create uncertainty; emphasise a change of environment; and break up linearity. The authors state that these elements reduce vehicle speeds considerably, due to the changes they have on the driver’s thought process. This research only backed up this theory with analysis of one village implementation in the U.K. – measures included; removing the centre line; build-outs with tree planting (to create a chicane effect); stone gateways to the village; and buff coloured road sections in pedestrian heavy areas.

### Recommendation

[Physical measures](https://www.trafficchoices.co.uk/somerset/traffic-schemes/village-gateway-physical-measures.shtml) are more effective than just signs and lines alone. Physical measures are more expensive however, and could be unpopular with some residents and motorists.

The best approach will be to use the signage and road markings recommended above, and to move towards [physical measures](https://www.trafficchoices.co.uk/somerset/traffic-schemes/village-gateway-physical-measures.shtml) if this does not help to cure the issue.

[Speed cameras](https://www.trafficchoices.co.uk/somerset/traffic-schemes/speed-cameras.shtml) can also be very effective at reducing vehicle speeds through a village.

Glasdon Uk - £400 approx with individual designs and specifications available



Speed signs (Vehicle Activated )

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Mains | 6 year warrantyData collectionSlow down traffic at entrance to village | Initial costCost of installationCurrently no mains connection in locationOngoing electricity costs | £2,300 to £2,500 |  |
| Solar | 6 year warrantyData collectionDirect replacement for current deviceSlow down traffic at entrance to village | Initial costSolar panel option will not be as effective in adverse weather conditions and may temporarily shut down. | £3,455 to £3,655 |  |
| **Speed Activated Device (SID) –** measure oncoming vehicles speed and display value to driver |
| **Option** | **Pros** | **Cons** | **Cost** |  |
| Portable battery powered sign | This can be moved to different locations around the village Could possibly be offered for hire to other villages to recoup some of the costs 3 year warranty | CostSomeone would need to be responsible for moving the sign around the villageWould need a contract to loan to other villages, what about damageWarranty does not cover vandalism, impact damage, theft and batteries | £2,625 to £3,175 inclusive of 2 Lead Acid batteriesUpgrade to lithium batteries £200 to £580 |  |
| Portable solar powered signs | This can be moved to different locations around the village Could possibly be offered for hire to other villages to recoup some of the costs 3 year warranty | CostSomeone would need to be responsible for moving the sign around the villageWould need a contract to loan to other villages, what about damageWarranty does not cover vandalism, impact damage, theft and batteries | £3,240 to £3,790 10w solar powered complete with spare acid battery |  |

Our ref: DMMO/2026

Date: February 2021

Dear County Councillors, District Councillors & Clerks to Parish Councils,

Public Rights of Way and the significance of 2026

I am writing to you regarding a change in legislation which means that certain unrecorded rights of

way in your area may shortly be lost.

You may be aware of historic tracks and ways within your parish which are perhaps no longer used

on a daily basis but are considered to be part of your Parish’s history. You should know that if these

ways are not currently shown on the official records of rights of way, they could be permanently

closed off in 2026 by the owner of the land over which they cross. It is important therefore that

these routes are protected now.

The Countryside and Rights of Way Act 2000 introduced a cut-off date for adding historic paths to

the Definitive Map (which is the legal record of rights of way). This means certain routes which

existed before 1949 and which aren’t recorded on the Definitive Map by 1st January 2026 may be

extinguished. The information within this email gives you further information about why.

It is important to note, however, that rights of way already shown on the Definitive Map are

unaffected by this change and will not be extinguished as a result.

In order to protect any currently unrecorded routes, they will need to be identified and claimed

before the 1 January 2026 cut-off. These unrecorded routes exist in law; many exist on the ground

and are in current use, while others could provide useful additional routes and links to the existing

path network.

I have enclosed a document summarising the process for recording a right of way (what is known as

a Definitive Map Modification Order) and also an information sheet suggesting documentary sources

that can be accessed online, given the current restrictions on accessing archives.

However, should your Council have any queries about the “2026 cut-off” or require assistance in

how to research a route or make an application to record a path, then please do not hesitate to

contact me. In the first instance, please email modificationorders@gloucestershire.gov.uk.

Following that initial contact, we can arrange a convenient time to discuss any concerns (whether

via phone, email or by video link).

Yours sincerely,

Andrew Houldey

Engagement Officer (PROW Definitive Map)

Asset Data Team

Gloucestershire County Council

Shire Hall, Gloucester GL1 2TH

E-mail: modificationorders@gloucestershire.gov.uk