

## **Bibury One Stakeholder Group – Meeting Minutes**

19<sup>th</sup> November 2025  
12:00pm – 13:30pm  
The Swan Hotel, Bibury (Library) and Microsoft TEAMS

### **Attendees:**

**Professional Bodies/Local Authority/Police:** Cllr Lisa Spivey (Chair) – Leader of Gloucestershire County Council (GCC) and Member for South Cerney Division, Chloe Warden (Senior Economic Officer - GCC), Dan Tiffney (Local Highway Manager – GCC), John Hindley (Engineer – Parking Projects – GCC), Chris Jackson (Shared Tourism Manager – Cotswold District Council (CDC), Cllr David Fowles (CDC District Councillor), Paul James (Economic Lead – CDC) Gavin Miller (CPT), Philippa Moore (Gloucestershire Police).

**Bibury Business Representatives:** Lady Anne Evans (Eleven Bibury), Gemma (Bibury Trout Farm), Merryn Handley (The Swan Hotel)

**Coach and Tour Operator Representatives:** Tom Benjamin (GoCotswolds), Alex Chutter (Pulhams Coaches), Marcela Aguirre (Miki Travel).

**Bibury Parish Council Representatives:** Cllr Craig Chapman (Chair - Bibury Parish Council), Cllr Brian Skarda (Bibury Parish Council)

**Bibury Heritage Representatives:** Michelle Holt (Bibury Heritage/Bibury Parish Council), Barry Brandon (Bibury Heritage), Kevin Lawrence (Bibury Heritage).

**Apologies:** Andrew Burford (Parking Manager – GCC), Hannah Basset-Louis (TRO Manager), Ben Watts (Planning, Economy and Growth Manager – GCC).

**Chair:** Chloe Warden (on behalf of Cllr Lisa Spivey)

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### **Agenda Items & Key Discussion Points**

#### **1. Welcome & Introductions**

- Lisa Spivey joined online due to prior commitments overrunning; Chloe chaired in person.
- New members introduced (Bibury Heritage, Police, Coach Industry Representatives).

#### **2. Actions from Previous Meeting (16<sup>th</sup> Oct 2025)**

- Group input on plans completed; informal consultation launched.
- School/church parking added to agenda.
- Terms of Reference updated (yellow highlights); confirm feedback post-meeting.

- Clarified group is consultative, not decision-making.
- Public consultation dates adjusted; venues thanked.
- Thames Water community betterment opportunity flagged.
- Coach & tour operator liaison group evolving into Cotswolds coach and tour operators forum.
- Castle Combe case study: visit proposed and contact made.

### 3. Informal Public Consultation Feedback

- High engagement; strong response rate online and in-person.
- Ability for respondents to amend views confirmed – suggested via [BiburyTRO@gloucestershire.gov.uk](mailto:BiburyTRO@gloucestershire.gov.uk)
- Short notice for first event noted; explained that this is why there are three sessions over three weeks and that the timescales are tight if we want to implement measures before the next spring/summer period.
- Discussion around Cemetery Lane and village hall proposals and existing TRO.
- Positive feedback on consultation format (tables, officer presence).

### 4. Project Updates

- **Timelines:**

Discussed the village's requirements and the target for implementing solutions by next spring or summer, if feasible. Timelines are tight, with the earliest realistic target likely being the May Bank Holiday in 2026

Indicative timeline:

**November 2025** - Undertake informal public engagement – due to be held in Bibury on 12<sup>th</sup>, 19<sup>th</sup>, and 27<sup>th</sup> November 2025.

**December 2025** - Informal public engagement closes 3<sup>rd</sup> December 2025  
Analysis of consultation and decisions taken on whether to proceed with scheme, if so, drafting to commence of final design for GCC Traffic Regulation Order team.

**January/February 2026** - Statutory consultation and formal TRO public consultation to be advertised 9<sup>th</sup> February 2025 (proposed date)

**March 2026** - Statutory Consultation and formal TRO public consultation closes 16<sup>th</sup> March 2025 - all representations to be acknowledged, recorded and duly considered

TRO decision report to be drafted and signed off (if no substantiated objections)

**April 2026** Seal order and commence work to deliver scheme on the ground.

- Feedback that the group would rather things were done right instead of being rushed through.

- **Bridge structural concerns:**
  - Swan Bridge (18th-century bridge) under routine inspection and recommendation from findings that this is now every 3 months rather than every 2 years.
  - No structural weight limit currently; environmental weight limit applies. Weight enforcement can only be done by the police and is very challenging.
  - Enforcement challenges discussed; ANPR/camera option raised however, bandwidth and broadband within the village is a challenge.
  - Gavin Miller (CPT) provided technical advice on gross vehicle weight enforcement. **Action: GCC Highways, CPT & Police to discuss offline and feedback.**
- **Pedestrianisation proposal:**
  - Opportunity for Thames Water funding for planters/curbing before works finish. **Action: Parish Council to approach Thames Water urgently.**

## 5. Communications & Engagement

- FAQ document updated on GCC consultation page ([Bibury Traffic Management Plan | Highways/bibury-consultation-faqs.pdf](#))
- Agreement to publish minutes online on the above webpage. **Action: Chloe Warden, GCC.**
- Need for joint press response protocol; press statement to be shared by Swan Hotel. **Action: Merryn, The Swan.**

## 6. Open Discussion: Opportunities & Future Planning

- **Group name:** “Bibury One” acceptable but alternatives invited. **Action: Please email Chloe any suggestions for the group to consider.**
- **Representation:** Suggestions that CDC conservation officer and National Landscapes approached re: involvement. **Action: Chloe Warden.**
- **Long-term sustainability:**
  - Off-street parking explored; Castle Combe/Lacock visits discussed **(Action: Bibury Parish Council Representatives and Chloe/Andy GCC)**
  - Proposal for visitor code of conduct supported by tour operators and CPT.
  - Bibury Heritage to circulate research report when available – application to Historic England for Heritage at Risk status. **Action: Bibury Heritage /Cllr Fowles to chase up contact at CDC.**
- **Innovation & digital tools:**
  - GCC successful in two bids:
    - Rural Mobility Fund (£15k) for traffic sensors/pilot however feasibility for Bibury to be assessed.
    - Cotswolds+ data platform for tourism analytics.

## 7. AOB

- Trout Farm proposed new car park (12 mini-coaches + 70 cars), Swan Hotel exploring similar option; discussion deferred to next meeting.

## Next Meeting

**Proposed:** Mid-December 2025 (date TBC)

**Items for next agenda Items:** Off street parking discussion, visitor code of conduct, heritage at risk update and communications plan (standing agenda items).

Action	Owner	Deadline/Notes
Circulate meeting minutes and publish online	Chloe Warden	ASAP
Review & confirm Terms of Reference	All	Before next meeting
Suggestions for alternative group names	All	Before next meeting
Approach Thames Water re: community betterment/funding	Craig Chapman/Brian Skarda	Pre 4/5 <sup>th</sup> December 25
Share Heritage research/report	Bibury Heritage	As soon as available
Draft communications protocol for media	Merryn Handley (sharing of Swan protocol)	Before next meeting
Communications Plan	All.	Next meeting
Reach out to CDC conservation officer/Cotswolds National Landscapes and explore involvement	Chloe Warden	Before next meeting
Sharing of information/knowledge presented on bridge weight limit enforcement.	Philippa Moore - Gloucestershire Police, Gavin Millar – CPT, GCC Highways	Before next meeting/update if possible.
Chasing conservation team at CDC for Heritage	Cllr Fowles	ASAP
Cotswold Coach/Tour Operators Forum	Chloe Warden/Chris Jackson/Paul James	Ongoing
Confirm next Bibury One meeting date – likely to be mid-December via TEAMS	Chloe Warden	ASAP
Arrange Castle Combe/Lacock visit & invite representatives to share learning	Andy Burford and Parish Council	ASAP
Develop/consider visitor code of conduct idea	All	Next meeting

Business group representatives to consider keeping the existing business liaison group for ongoing communications.	Businesses	Before next meeting
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