

Wolfhampcote Parish Council Minutes  
Flecknoe Village Hall, Flecknoe  
25<sup>th</sup> September 2025

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| <b>1</b> | <p>Present:</p> <p>Diane Aldersley (DA) Chair</p> <p>Andrew Brown (AB)</p> <p>Helen King (HK)</p> <p>John Lee (JL)</p> <p>Karen Payne (KP) Clerk</p> <p>Councilor Keeling (DK)</p> <p>Apologies: Claire McGregor (CM)</p> <p>Members of the Public: 10</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                  |
| <b>2</b> | <p><b>DECLARATION OF INTEREST</b></p> <p>HK in relation to the Recreation and Cricket Field</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                  |
| <b>3</b> | <p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The minutes of the 3<sup>rd</sup> July meeting were agreed and signed by the Chair</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                  |
| <b>4</b> | <p><b>MATTERS ARISING</b></p> <p>All highways actions have been updated following update received from them 1/10/25</p> <p>Parishioner would like to see reflector on new post at Nethercote - Highways advise this has been passed to contractors</p> <p>Signs requested for Boundary Farm – Highways had advised that they will get the sign moved</p> <p>There is a dead bough over the road at Nethercote. Highways have advised this has been passed to Forestry to look at</p> <p>Painted road markings on road have disappeared – Nethercote and Triangle. Highways to examine at next visit</p> <p>Willow tree by stocks is overhanging, this has been resolved, action closed</p> <p>Entrance into the driveway of the recreation field needs to be filled. Highways advise that this has been patched but that the whole area needs resurfacing, timescale to be advised</p> <p>Arnolds Hill bridge is now impassable to vehicles – Highways are chasing for a date for fixing</p> <p>Horse warning signs - Cllr Keeling has agreement for these but needs to know where they should be placed. It was agreed to carry forward this action and all to discuss with horse riders to understand whether these are thought to be worthwhile</p> <p>Village bins – There is still no response from Rugby Borough Council. Agreed not to pursue any further although noted we should expect to pay for one bin emptying going forward. Action closed.</p> | <p>AB</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>ALL</p> |

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|   | <p>Signpost pointing incorrectly on footpath from Vicarage Road to David Thomas' field – this has been resolved. Action closed.</p> <p>Clarify what Certificate of Lawfulness means – this refers to whether or not the works that have started is within a lawful timeframe in connection with The Corn Dryer. Action closed</p> <p>Village Hall Scripts for Volunteer Risk Assessment – this is work in progress and will cover other activities</p> <p>Defibrillator cabinet has been treated for rust and is now ready for painting.</p> <p>IT Policy - AB has documented policy which has been reviewed by all Councillors. Updated version approved at meeting. Action closed</p> <p>Verge mowing – DK waiting to discuss with Richard Haycock who is back in the office on 26/9/25</p> <p>WALC survey – this was completed and submitted on 29/8/25. Action closed</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>CM</p> <p>JL</p> <p>DK</p>                               |
| 5 | <p><b>OPEN FORUM to Members of the Public</b></p> <p>It was reported that just past the farm on Grandborough Fields Road the road is subsiding and dangerous to cars. April Knapp will report but would like others to report too.</p> <p>Neighbourhood Watch (NHW). DA explained that years ago Flecknoe was registered with the NHW scheme. This seems to have lapsed and DA had contacted Edward Palusinski (Rugby area NHW co-ordinator) to understand where our registration had gone. He arranged for Flecknoe to be added back onto the database. There are 12 individuals registered and these people will have received emails inviting them to join the Flecknoe NHW group. Gary Rigby and Mark Jervis were the original NHW Co-ordinators, however Mark Jervis has now resigned. The suggestion is that Gary and April Knapp meet and liaise with Edward with a view to relaunching NHW and involve and liaise with all areas of the community (elderly, boaters, all villages). It may extend to include safety and well-being at home.</p> <p>There was some discussion on what responsibility WPC has in relation to NHW and especially in relation to the implementation of Martyn's Law. DK agreed to investigate the responsibilities of the WPC in relation to NHW. KP to raise ticket with WALC with the same question.</p> <p>DK to mention to other Parish Councils to check if they are still registered with NHW scheme as DA had noticed that a number of local villages are not.</p> <p>Flecknoe Watch WhatsApp group was set up as a private group and run by an individual who has now closed it down.</p> <p>A parishioner raised the question of whether it was possible to have an advisory 20mph sign in Flecknoe, as Barby does. This has been investigated previously when it was determined that from a 60mph you cannot go straight to 20mph ie there needs to be an intermediary limit. DK agreed to follow up to see if this rule still stands.</p> <p>A parishioner raised the condition of the towpath between bridges 101 and 102 which is grossly overgrown and collapsing. KP to raise on CRT site. KP to draft letter for DA to send to CRT.</p> | <p>DK</p> <p>KP</p> <p>DK</p> <p>DK</p> <p>KP</p> <p>KP</p> |

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|   | <p>A parishioner raised concern about the bullrushes in the pond with concern that the pond will get boggy if not removed. DA confirmed the recreation field team have been in touch with Warwickshire Wildlife Trust and have a plan for managing this.</p> <p>A parishioner has read that we will have to start booking to use any of the Warwickshire tips with a suggestion that we might want to think about arranging for a monthly skip to come to the village.</p> <p>Sawbridge telephone box is in need of repair. It was agreed that this is a Parish asset and JL would assess what is required. JL would also look at the one in Flecknoe too.</p> <p>Willow Tree opposite The Old Post Office and tree by The Manor House need to be checked when Highways next tour the village.</p> <p>Question raised at what point WPC get involved regarding the closure of the pub. It was confirmed that whilst it is closed for refurbishment there is no reason to get involved. If the owners were to apply for a change of use then this could be reviewed by the WPC.</p> | <p>JL</p> <p>AB</p> |
| 6 | <p><b>COUNCILLOR KEELING Updates</b></p> <p>DA thanked DK for all his work in repainting 3 of the Parish benches.</p> <p>Apart from the verge mowing covered above there was nothing to report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                     |
| 7 | <p><b>PLANNING MATTERS</b></p> <p><b>R24/0799 Cherry Tree Farm, Nethercote Road, Wolfhampcote</b><br/>Demolition of existing dwelling and construction of a replacement dwelling with carport<br/>Status: CIL required</p> <p><b>R25/0509 The Corn Dryer, Flecknoe</b><br/>Certificate of Lawfulness confirming lawful commencement of development<br/>Application valid</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                     |
| 8 | <p><b>VILLAGE HALL Update</b></p> <p>£7,013 in the bank meaning the accounts are maintaining a healthy financial position</p> <p>Upcoming events:</p> <ul style="list-style-type: none"> <li>- Harvest Supper - October 5<sup>th</sup></li> <li>- Fireworks Night – November 1<sup>st</sup></li> <li>- Comedy Night – November 22<sup>nd</sup></li> <li>- New Years Eve Party – December 31<sup>st</sup></li> <li>- Continuing regular events of whilst and monthly tea and chat</li> </ul> <p>It was agreed that there should be a working party to tidy up the exterior of the hall</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                     |
| 9 | <p><b>RECREATION AND CRICKET FIELD Update</b></p> <p><b><u>Things that have been Achieved:</u></b></p> <ul style="list-style-type: none"> <li>- Meeting held 17<sup>th</sup> September</li> <li>- Pond area continues to be developed.</li> <li>- Meeting with PCSO Banks re vandalism at cricket club pavilion and new security measures installed.</li> <li>- Pétanque area mapped out. Project to be led by Duncan McGregor.</li> <li>- Roast out happened as fund raiser for field activities and equipment.</li> </ul> <p><b><u>Things that require support / response from WPC:</u></b></p> <ul style="list-style-type: none"> <li>- N/A</li> </ul> <p><b><u>Things planned for next period / future:</u></b></p> <ul style="list-style-type: none"> <li>- Autumn working party arranged 26.10.25</li> </ul>                                                                                                                                                                                                                                                                 |                     |

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|           | <ul style="list-style-type: none"> <li>- RA for volunteers to be created in line with the VH volunteer risk assessment.</li> <li>- Field RA to be reviewed.</li> <li>- New hedging whips to be planted</li> <li>- Strimmer to be purchased.</li> <li>- Field vision design to be created.</li> <li>- New sign to be created.</li> </ul> <p>It was noted that yet again dogs were not being kept on a lead on the recreation field with evidence of doo poo seen. DA to put notice on Flecknoe Notice Board reminding people</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | DA       |
| <b>10</b> | <b>HIGHWAYS Update</b><br>Update included under matters arising<br>Visibility at Old Corn Dryer (raised by Parishioner) – this has been raised with highways                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | AB       |
| <b>11</b> | <b>FOOTPATHS</b><br>No new updates to report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |
| <b>12</b> | <b>ENVIRONMENT</b><br>Allotments: <ul style="list-style-type: none"> <li>- One allotment is being given up and a new tenant found</li> <li>- JL to put out message offering the other spare allotment that Jim and Barbara Bentley are caring for on interim basis</li> </ul> Defibrillators: <ul style="list-style-type: none"> <li>- CM to order new pads for Sawbridge defibrillator which need replacing in November</li> </ul> IT Policy: <ul style="list-style-type: none"> <li>- AB had created IT Policy which has been reviewed by all Councillors. All agreed to approve the Policy. Many thanks to AB for his work on this.</li> </ul> Martyn's Law: <ul style="list-style-type: none"> <li>- Presentation booked with Bob for 25thh October.</li> </ul> NHW: <ul style="list-style-type: none"> <li>- Covered under Matters Arising</li> </ul> Events: <ul style="list-style-type: none"> <li>- Fireworks Night – 1<sup>st</sup> November: Councillors agreed approval of Safety Documentation sent through.</li> <li>- Comedy Night – 22<sup>nd</sup> November: Councillors agreed approval of Safety Documentation sent through.</li> </ul> | JL<br>CM |
| <b>13</b> | <b>PARISH MAINTENANCE</b><br>Village bins (litter/poo) – covered in matters arising. No further action required.<br>Solar Street lighting <ul style="list-style-type: none"> <li>- Agreement in principle to proceed with replacement of the 2 street lights for solar lights. It will take approx. 12 weeks from order placement to completion of installation/connection of new lights. There may be a brief period at the changeover time when there will be no lights. WPC agreed to do this in spring after daylight saving to minimise effect of potentially having no lights.</li> </ul> Verge Mowing <ul style="list-style-type: none"> <li>- Covered under matters arising</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |
| <b>14</b> | <b>CORRESPONDENCE</b><br>Devolution survey – JL to submit tomorrow<br>Hugo Fox (HF) Grant – HF have advised we are not on list of confirmed parishes to received grant and are requesting payment. AB has advised that all correct forms were submitted and is looking for confirmation email<br>Indus CC re Cricket Field use – response has been sent<br>Sawbridge sign/poo bin – this has been covered in matters arising<br>RBC correspondence – waiting for further information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | JL<br>AB |

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|           | Tree pruning at back of Rowan House –in gusset of land by Church - AB to get highways to look at on next visit                                                                                                                                                                                                                                                                                         | AB       |
| <b>15</b> | <b>FINANCE</b><br>Bank Reconciliation – this has been reviewed by DA and was signed at the meeting.<br>Expenditure Summary Report – this was issued to the councillors and should be added to the website each month<br>SAPP Practitioner’s Guide – JL has proposed dates for implementation of a number of actions that need implementing from the guide. This will be added to next meeting’s agenda | KP<br>KP |
| <b>16</b> | <b>AOB</b>                                                                                                                                                                                                                                                                                                                                                                                             |          |
| <b>17</b> | <b>For next Agenda</b>                                                                                                                                                                                                                                                                                                                                                                                 |          |

Meeting Closed at 9.10pm

Next Meeting 6<sup>th</sup> November 2025 at 8.00pm – Flecknoe Village Hall