

# Wolfhampcote Parish Council Minutes

Flecknoe Village Hall, Flecknoe

8<sup>th</sup> January, 2026

<b>1</b>	<b>PRESENT:</b> Andrew Brown (AB) Acting Chair Claire McGregor (CM) John Lee (JL) Helen King (HK) Karen Payne (KP) Clerk  Apologies: Diane Aldersley (DA) Chair Members of the parish: 7	
<b>2</b>	<b>DECLARATION OF INTEREST:</b> HK and AB in relation to the recreation and cricket field.	
<b>3</b>	<b>MINUTES OF PREVIOUS MEETING</b> The minutes of the 27 <sup>th</sup> November 2025 meeting were agreed and signed by AB.	
<b>4</b>	<b>MATTERS ARISING</b> Village hall scripts for volunteer risk assessment – covered in report.  Verge mowing complaint has been logged with RBC (COMLR2169) and sent to Chief Officer of Leisure and Wellbeing copying in Chief Exec of RBC as advised by Dale Keeling (DK).  Verge mowing – this has been cut by David Thomas. Action closed.  20 mph sign – confirm rules around where these can be placed – KP to chase Dale Keeling for update although the meeting felt a 20mph limit would not reduce road risk, as this speed is still excessive at the high risk points in the village.  Overhanging tree by The Manor House to be checked with Highways on next visit. AB advised that Highways have confirmed it is Di and Neil Aldersley’s tree however he is not sure that this is agreed. AB to confirm status.  Confirmation email from Hugo Fox has confirmed that the WPC were eligible for grant for one year only and that invoices are correct. Action closed.  Tree pruning at back of Rowan House – Forestry/Highways have not agreed whose responsibility this is. AB to document issue for KP to send on the DK asking for advice on next steps.  Implementation of SAPP actions to be added to next meeting’s agenda. Action closed.  Update on when footpath with the two closed bridges will reopen. HK had logged and will chase.  Village hall gutter by the front porch – fixed. Action closed.  Send WPC comments on R25/0967 Manor Farm application – completed. Action closed.  Raise water collection issue on last dip on the road between A425/Flecknoe village (Newbold Farm end) with highways. AB confirmed this has been raised. Action closed.  Organise project team to implement Martyn’s Law relevant suggestions. Project team has been set up comprising of JL, KP, Bob Butcher, Neil Aldersley and Julia Moore. Action closed.	CM  KP   KP  AB   AB/KP   HK

	P026/27 precept – hold further discussions for agreement by WPC. Discussions held and precept agreed for submission tomorrow.	JL
5	<b>OPEN FORUM to members of the public</b> A parishioner commented how neat and tidy the village had looked over Christmas.	
6	<b>COUNCILLOR KEELING UPDATES</b> No update provided.	
7	<b>PLANNING MATTERS</b> <b>R25/0967 Manor Farm, Flecknoe</b> Construction of new annex. Status: Consultation carried out.  <b>R25/1059 Hillcrest House, Flecknoe</b> Single self-build dwelling with ancillary carers accommodation. Status: Consultation carried out (due by 12 <sup>th</sup> January 2026). WPC discussed application, HK/AB to provide words for response on planning application for agreement with WPC.  <b>R25/1092 Bates Farm, Flecknoe</b> Variation of conditions 1 and 2 of R12/0358 (timber cabin) for continued use Status: Application valid (due date by 12 <sup>th</sup> January 2026) DA has raised queries which KP will raise with Planning Officer. These to be circulated to Councillors for decision on response. AB asked for this to be added to next agenda.  <b>R25/0965 1 Old Station Cottages, Flecknoe</b> Proposed construction of agricultural building. Status: Application valid (due date 2 <sup>nd</sup> December 2025). WPC have not been consulted on the application, KP has written to Planning Officer for explanation.	HK/AB            KP    KP
8	<b>VILLAGE HALL UPDATE</b> Current Funds are £8,762. There is a plan to carry out extensive maintenance internally and externally this year. A list of priorities will be made.  Fridays Social/Tea & Chat/Whist bring in regular income of around £30-40 donations.  Gutter was repaired by John Lee and Bob Butcher at end of last year.  Neil has spoken to Bob Butcher about the script for volunteers regarding risk assessments and this is still work in progress.  Mayor's visit was successful and the Xmas lights/decorations erected this year were very much appreciated.  Have reviewed current risk assessment and updated any required changes/actions.  Village hall committee are currently investigating entertainment licence but no information at present time. The licensing was also raised by Flecknoe skittles teams.	
9	<b>RECREATION AND CRICKET FIELD UPDATE</b> Next meeting February. Booking for produce show approved. Sheep will be going into field late February.	
10	<b>HIGHWAYS UPDATE</b> Gritting bins – AB to produce proposal for approval at next meeting.	AB
11	<b>FOOTPATHS UPDATE</b> Steps off old railway line heading down to Staverton need repair. HK to log.	HK
12	<b>ENVIRONMENT</b>	

	<p>Allotments – nothing to report.</p> <p>Martyns Law – covered under matters arising.</p> <p>Neighbourhood Watch – no update. KP to request for next meeting.</p> <p>Events – none planned at present</p>	KP
<b>13</b>	<p><b>PARISH MAINTENANCE</b></p> <p>Street lighting</p> <ul style="list-style-type: none"> <li>- Solar update to be scheduled in the Spring.</li> <li>- Outside light by Pippins. JL to chase for an update.</li> </ul> <p>Verge mowing – this is now completed.</p> <p>Sawbridge and Flecknoe telephone box repairs – to be scheduled in the spring</p> <p>Parish tidy up – it was agreed this should be called a Parish Working Party. DA to liaise with churchyard, recreation field committee and village hall committee to understand what needs doing and to propose a date.</p>	<p>JL</p> <p>DA</p>
<b>14</b>	<p><b>CORRESPONDENCE</b></p> <p>Parishioner complaint re shooting. It was agreed that KP will collate all information and send on to DK and ask for advice on best next steps.</p>	KP
<b>15</b>	<p><b>FINANCE</b></p> <p>Bank reconciliation – this was signed by AB.</p> <p>Expenditure summary report – JL has circulated to the councillors and will be added to the WPC website.</p> <p>2026/2027 precept – this has now been agreed at £6000 and JL will submit tomorrow.</p> <p>Parish bin invoices – invoices for three bins have been received however we were only expecting to pay for one. HK is chasing with RBC.</p> <p>SAPPP report 2025</p> <ul style="list-style-type: none"> <li>- Data Protection Officer – confirmed this is part of Parish Clerk’s responsibility. KP to clarify what this means in practice.</li> <li>- Risk Assessment – JL has circulated to all councillors for review and agreement at next meeting.</li> <li>- Financial audit digital and date compliance – to be moved to next meeting. JL to clarify requirement.</li> </ul> <p>SAPPP/CIPFA joint consultation on proper practices for smaller authorities. JL has submitted feedback.</p>	<p>JL</p> <p>HK</p> <p>KP</p> <p>ALL</p> <p>JL</p>
<b>16</b>	<p><b>AOB</b></p> <p>Councillor vacancy. AB has resigned, KP to let Returning Officer know asap. Expectation is that Returning Officer will issue a Notice of Vacancy and manage the process.</p>	KP
<b>17</b>	<b>ITEMS for next agenda</b>	

Date of next meeting; Thursday 5<sup>th</sup> March at 8pm in Flecknoe Village Hall