

Wolfhampcote Parish Council Minutes

Flecknoe Village Hall – 16th July 2026 at 8pm

1	PRESENT: Diane Aldersley (DA) Helen King (HK) Claire McGregor (CM) Chair Karen Payne (KP) Clerk Apologies: John Lee (JL), Stephen Heap (SH) Members of the public: 4	
2	DECLARATION OF INTEREST HK: Any matters in relation to recreation and cricket field	
3	MINUTES OF LAST MEETING Minutes of 7th May 2026 were agreed and signed by CM	
4	MATTERS ARISING Dark Lane ditching spoil: It was agreed that this was not a parish council issue but the landowners have dealt with the spoil. Action closed Verge mowing complaint (COMPR2169): KP chased again earlier in the week and copied in Dale. KP to diarise for a month and then escalate further to Dale. CM asked whether we should get the verge mowed but it was agreed to leave at present. Ownership of overhanging tree at Manor House: tree has been trimmed by SH/owners. SH awaiting site plan of property to challenge highways who believe it is the landowners' responsibility. Tree pruning at back of Rowan House. This is outside Forestry remit. Action closed. Parish bins invoices: HK reported that she had spoken to RBC and agreed on invoices. They have agreed to delay progressing non-payment whilst credit notes are issued and payment made. Data Protection Officer: KP has been unable to obtain further information on exactly what our responsibilities are without attending a course. CM to investigate further. Overflow of water ditch in Bush Hill Lane. SH was not aware of photos [sent following meeting] and will now send on to Highways. Induction pack for new councillors: will be completed for March meeting for review. Agreed to remove from current action list. Updates to asset register. Complete, action closed. WPC site to be updated with annual accounts. Complete, action closed. Invite highways to tour another area of village. Complete, action closed.	KP SH HK CM SH

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	Walk Sawbridge bridge paths to confirm if opened. Not yet completed. Write to local MP re. agreed neighbourhood governance proposal. Action completed. It was noted that a decision had been issued today confirming that two unitary councils will be created, one serving North Warwickshire and the other South Warwickshire. It is anticipated that we will become part of North Warwickshire. It was agreed that we should have devolution as an agenda item going forward. Submit ACV (Asset of Community Value) nomination for Old Olive Bush. This was submitted on 11/7. KP had chased this week and told it is with estates team and will get back to us with update. Obtain quote for replacing bench outside church. JL has quotes for plastic seats of £500 - £750. He is currently awaiting on a wooden quote. Plan is to replace two benches. Set up session to go through setting up gov.email accounts, to be arranged once SH returns	SH KP KP JL SH									
5	OPEN FORUM TO MEMBERS OF PUBLIC A parishioner pointed out that the drain at the bottom of Bush Hill Lane runs fine, it is the drain head that is incorrect. This is different to the flooding issue. It was noted that this would be covered under SH action above of sending the photos of the icy conditions which result to highways. A parishioner asked whether a village survey had taken place regarding the ACV nomination for the Old Olive Bush. The Parish Council responded to say it was discussed by WPC and agreed to submit the nomination after a number of parishioners had raised it with individual councillors. A parishioner asked what the position was regarding the number of cameras people have surrounding property which are also recording public roads etc. KP agreed to ask WALC (Warwickshire and West Midlands Association of Local Councils) as it is believed this isn't a PC responsibility. A parishioner queried what the problem was with the verge mowing. It was confirmed this is the land on the opposite side of the church going up the hill. It requires specialist equipment and seems to have come off highways land for maintenance. The owner of the Old Olive Bush reported that it was re-opening on 1st August with new tenants who are on a six year lease. The new tenants are keen to keep the skittles table and teams and plan to have a band playing on 30th August.	KP									
6	COUNCILLOR KEELING UPDATE No update received										
7	PLANNING MATTERS <table border="1"> <thead> <tr> <th>Planning Address</th><th>Planning Details</th><th>Status</th></tr> </thead> <tbody> <tr> <td>R25/0967 Manor Farm, Flecknoe</td><td>Construction of a new annex – appeal lodged 13/3/26</td><td>Refused</td></tr> <tr> <td>R25/1059 Hillcrest House, Flecknoe</td><td>Single self-build dwelling with ancillary carers accommodation.</td><td>Consultation carried out</td></tr> </tbody> </table>	Planning Address	Planning Details	Status	R25/0967 Manor Farm, Flecknoe	Construction of a new annex – appeal lodged 13/3/26	Refused	R25/1059 Hillcrest House, Flecknoe	Single self-build dwelling with ancillary carers accommodation.	Consultation carried out	
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	R25/0965 1 Old Station Cottages	Proposed construction of an agricultural building	Application valid (WPC already commented)	
	R26/0274 Bates Farm	Retrospective application for the retention of a mobile home at Bates Farm, for a temporary period of five years	Withdrawn by agent	
	R25/0452 Bates Farm, Flecknoe	Certificate of Lawfulness (existing) – continued use of the premises as a residential dwelling. Planning office has agreed WPC response on 17/7/26. WPC agreed on the following comment “Permission was to allow for supported living. Is this still the case? If not it should be immediately removed”.	Application valid	KP
	R26/0517 Nethercote Barn	Erection of a first floor extension. Planning office has agreed WPC response on 17/7/26. WPC agreed on the following comment “The extension should be ancillary to the existing house. Occupied as part of the house and not as a separate dwelling”		
8	VILLAGE HALL UPDATE			
	HK reported that • Friday night gatherings have moved to the recreation field whilst the weather is good, with pétanque and barbecue • Successful roast out was held in the VH. The next big event is the home produce show on 22nd August • Next meeting is due to be held w/c 20/7			
9	RECREATION AND CRICKET FIELD UPDATE			
	Things that have been achieved: • Maintenance of field and pond area as required. Thanks to EM & PM. • WWT inspection and report for the pond area positive with some minor suggestions. • Weekly swing inspections. Bolts changed as per annual requirement. • Anti bird device put on top of swings. • Rospa report. • Friday night socials and boules. • Litter bin placed in hedge by boules court is used, but still a litter problem from time to time. • Risk assessment updated Things planned for next period / future: • Meeting to discuss recommendations from WWT and Rospa reports			

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10	HIGHWAYS UPDATE A number of potholes have been patched, it seems to take three to six months between reporting and repair and all are encouraged to log on FixMyStreet. Sawbridge speeding: • Children playing signs do not exist • Slow road marking may be possible but this is only advisory and would be subject to a highways assessment. • A community speed watch has been suggested. This would require members of the community to conduct the survey and record speeds. Training and a device can be supplied by the Neighbourhood Team and parishioners are encouraged to contact SH if they would like to pursue this. • Residents should report any antisocial or inappropriate riding to Warwickshire police	
11	FOOTPATHS UPDATE • Steps by Murrays still need fixing • Sawbridge bridge has already been discussed • HK not aware of anything else outstanding	
12	ENVIRONMENT Allotments • one will shortly be coming available as a parishioner is moving from the village • The leaking tap has been fixed Martyn's Law – Bob Butcher is to arrange a meeting when all of the team are available to confirm dates against activities assigned Neighbourhood Watch – April Knapp had sent message to confirm that following the last meeting she had contacted PCSO regarding reports of motorbikes on the Sawbridge roads. He promptly provided signs which were passed to Hope Merritt to put up. If there are any instances of anti-social behaviour they should be reported to the police on 101. Sawbridge green mowing – a contractor has been appointed. It was agreed that it is not yet time to get this cut as it is still green. Events: Home produce risk assessment. This was approved by WPC. KP to confirm to Bob Butcher.	KP
13	PARISH MAINTENANCE Street lighting: JL confirmed that contract has been placed and we await a start date. It was agreed to chase if there was no progress at next meeting. Telephone box repairs (Sawbridge and Flecknoe): No update available Bench outside church: covered under matters arising	
14	CORRESPONDENCE	

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	11/5/26 Letter sent to owners of Old Olive Bush informing them of WPC intent to submit nomination for ACV 13/5/26 Dark Lane drainage 14/5/26 Letter received requesting information from WPC meeting re ACV 2/6/2026 Letter sent providing information requested 19/6/2026 Fly tipping by old railway line 14/7/26 Email received re hedge cutting and response sent 16/7	
15	FINANCE Bank reconciliation – this was signed by CM Expenditure summary report – JL had circulated to the councillors and will be added to the WPC website Discuss intended expenditure with JL as KP thought this was an additional document that the internal audit had advised should be included	KP
16	CLERK'S UPDATE Dropbox subscription has been downgraded to one account Minutes have been updated to include page numbering, signing at end of each page and end of document Agenda to be signed and updated by clerk when issued WPC must hold an annual parish meeting (between 1/3/xx and 1/6/xx) and an annual parish council meeting. KP to diarise for discussion with CM in March Safeguarding policy review: this was approved. KP to load onto website and diarise for review in one year Items missing from website: KP to discuss outstanding items with JL Clerk's training (part 3): KP to write up Update of village groups on website: KP to write to all groups to agree relevance and method of contact	KP KP KP KP KP
17	AOB Nothing was raised	
18	ITEMS FOR NEXT AGENDA Devolution to be standing item on agenda	KP

Meeting closed at 9.11pm

Signed and dated:

Chair, Wolfhampcote Parish Council

Signature:

CJ McGregor