Wolfhampcote Parish Council Minutes

Flecknoe Village Hall – 10th September 2026 at 8pm

1	**PRESENT:** Diane Aldersley (DA) Stephen Heap (SH) Helen King (HK) Claire McGregor (CM) Chair Karen Payne (KP) Clerk Apologies: John Lee (JL), Dale Keeling (DK) Members of the public: Six	
2	**DECLARATION OF INTEREST** HK: Any matters in relation to recreation and cricket field	
3	**MINUTES OF LAST MEETING** Minutes of 16th July 2026 were agreed with one minor amendment (date in section 5 re ACV should have been 11/5 rather than 11/7) and signed by CM	
4	**MATTERS ARISING** Verge mowing complaint (COMPR2169): A response had been received from RBC which has not answered the original complaint regarding the verge cutting opposite the church. It was agreed that SH would discuss with Highways. Ownership of overhanging tree at Manor House: this has been resolved. Action closed. Parish bins invoices: CM reported that another invoice reminder was received on 24/8 which she will send to HK. HK to chase using invoice contact details as email address is being returned as invalid. Data Protection Officer: CM to investigate further – c/f Overflow of water ditch in Bush Hill Lane. SH reported that i) Highways have confirmed that they will contact the landowners re the ditch ii) the drains in Bush Hill Lane are on the schedule to be cleaned, SH to confirm timescales Walk Sawbridge bridge paths to confirm if opened. Not yet completed – c/f Devolution to be added to agenda. Complete and action closed Old Olive Bush – Asset of Community Value. Letter has been received confirming successful application and it is valid for 5 years. KP has diarised for discussion in November 2030. Replacement of two benches. One has been installed outside Church. It is suggested that the second bench replaces the one on Sawbridge. CM to talk to owners of bench and landowner and then to liaise with JL. Set up session to go through setting up gov.email accounts. HK has hers working, will work on others in next few days.	SH CM HK CM SH SH CM KP SH

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	Confirm with WALC responsibility of WPC re parishioner cameras on surrounding property/public roads. WALC have referred parishioners to ICO webpage for further guidance. They have confirmed this is not a parish responsibility as WPC do not have any cameras. Action closed. Submit comment on planning application R25/0452 Bates Farm. Complete and action closed. Produce show risk assessment – notify Bob Butcher of WPC approval. Complete and action closed. Intended expenditure – discuss with JL. Included within the financial pack. Complete and action closed. Diarise discussion with CM in March re annual parish meeting/annual parish council meeting. This has been diarised for March 2027. Complete and action closed. Safeguarding policy review: upload re-approved document to website and diarise one year review. Complete and action closed. Discuss items missing from website with JL. Complete and action closed. Clerk's training (part 3): This was reviewed but only additional action is for Financial Regulations to be reviewed yearly and KP has agreed with JL this will be added to November agenda. Complete and action closed. Update village groups on website. Complete and action closed.	
5	**OPEN FORUM TO MEMBERS OF PUBLIC** A parishioner asked about the planning application for the large barn that was being built at the back of the Murray's land. After reviewing the planning portal it is believed it relates to R18/0119. CM agreed to review the planning application. A parishioner raised a concern over the lack of footpath signs in the village (specifically from the pub to the top of Bush Hill Lane) which walkers with maps unfamiliar with the village find confusing. HK agreed to raise with footpaths officer. A footbridge on the footpath to Staverton (not Miry bridge) has broken over the last couple of days and has been reported. A parishioner reported that 10 telegraph poles are being replaced between Mill Farm and Flecknoe Station Cottages on 14th September by National Grid. KP to send message on whatsapp group so all parishioners aware in case of traffic disruption. A parishioner thanked WPC for raising complaint re missing bin collection with some areas of the parish not being collected for a month. A response had been received which was issued to all parishioners. A parishioner raised a concern that there are a number of overhanging trees which will affect vehicles if not cut back. It was agreed to send out a message to all parishioners reminding them to cut back hedges, overhanging trees, tidy drains etc.	CM HK KP CM

	A parishioner asked whether the "No Through Road" sign by the turn to Nethercote Farm could be moved closer to the junction with the main road. Lorries are getting into the lane before seeing the sign and then have issues backing up. SH to review and action if appropriate.	SH
6	**COUNCILLOR KEELING UPDATE** Councillor Keeling had sent a written report as unable to attend the meeting. Local county casework: Nothing to report Borough Councillor Grants Scheme: Each borough councillor has up to £3,000 to support projects within their wards. Closing date is 31/12/26. There are two grant programmes: 1. Community grants to support community projects, activities and local organisations 2. Direct local action grants to fund practical, one off improvements that benefit from local neighbourhoods RBC Allotment Improvement Grant Scheme: A total of £150,000 is available through the 26/27 scheme and it aims to improve allotment facilities, accessibility, support biodiversity and climate resilience, encourage food growing and strengthen community participation. Closing date is 28/9/26. A parishioner reported that a meeting has been set up with a view to applying for the allotment grant. Local borough casework: email chaser has been sent re litter bin invoice and awaiting a response.	
7	**PLANNING MATTERS**	

Planning Address	Planning Details	Status
R25/1059 Hillcrest House, Flecknoe	Single self-build dwelling with ancillary carers accommodation.	Consultation carried out
R25/0965 1 Old Station Cottages	Proposed construction of an agricultural building	Updates required
R25/0452 Bates Farm, Flecknoe	Certificate of Lawfulness (existing) – continued use of the premises as a residential dwelling. WPC commented on 17/7/26.	Application valid
R26/0517 Nethercote Barn	Erection of a first floor extension. Planning office has agreed WPC response on 17/7/26. WPC responded with comment on 17/7/26.	Updates required

8	**VILLAGE HALL UPDATE** HK reported that • There is a list of prioritised maintenance jobs and these are to be planned • Statement on safe use of electrical equipment to be formalised for future clean up/tidy up events • Shelf racking is being looked at for the shed • External lighting is to be checked later in the year	

	• A risk assessment document has been completed and the actions reviewed/assigned • Successful produce show was held in August. Next village events are the harvest supper and fireworks night. • Next meeting is due to be held 6/10/26	
9	**RECREATION AND CRICKET FIELD UPDATE** Things that have been achieved: • Committee meeting 03/09/26 • Weekly swing inspections. • Separate report sent re status of Flecknoe Cricket Club (FCC). Things that require support / response from WPC: • Future of the recreation field and buildings, currently known as FCC. Things planned for next period / future: • Working party (when conditions right) for pond and field area. Cricket club: DA read an update from WR&CF Committee reporting that the Flecknoe Cricket team had informed the WR&CF committee that it was no longer sustainable for the Flecknoe Cricket team to continue. The report made proposals on various next steps. A discussion had taken place with another cricket team (The Rhinos) who are an active club with 56 members who are looking for a home cricket ground. They visited the recreation field on the previous evening and would like to submit a proposal to the WPC for consideration which the WPC agreed with. There are a number of maintenance jobs that are required to the pavilion / sheds etc prior to the winter. SH agreed to provide a list of urgent jobs needed prior to the winter and longer term. It was agreed that the WPC accept the additional costs of the water supply (currently shared between the cricket club and WPC). Leylandi trees – owner of The Old Pavillion has queried the safety of the trees. DA reported that a safety inspection was carried out in 2023 by Npower with another due in 2025 although she couldn't recall seeing any output from the latter. DA to chase up with JL.	SH DA
10	**HIGHWAYS UPDATE** SH is meeting with Highways w/c 14/9 and will walk down towards Wolfhampcote gate to show state of roadways. SH has received no further contact about speeding in Sawbridge. HK reported that we have lost a number of road markings at junctions which is dangerous and causes confusion. SH agreed to raise with highways. SH encouraged all to report any pot holes. Rowan House tree – SH believes this is not owned by anyone but is still investigating. Owners of property want tree to be cut back/cut down.	SH SH SH
11	**FOOTPATHS UPDATE** Steps by Murrays have now been fixed. Via Beata sign has been reported and acknowledged that it is being looked into.	

	Bridge beyond Staverton is broken and has been reported (as mentioned under matters arising)	
12	**ENVIRONMENT** Allotments: • Some maintenance is being undertaken re the new shed • An allotment group is being set up to identify allotment holder needs • An allotment is likely to be available from next spring • HK mentioned that a number of pieces of equipment appeared to be left in the open and insecure. CM to pick up with JL. 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 confirmed there was nothing to report. Events: Fireworks night risk assessment. This was approved by WPC. KP to confirm to Bob Butcher. DA suggested some minor wording changes to the event plan which she would send on.	CM KP DA
13	**PARISH MAINTENANCE** Street lighting: There has been no further progress on this as we are still waiting on a date from WCC who are apparently waiting on Balfour Beatty. JL has been chasing. It was agreed that we need to understand escalation process as this has been going on for a long period of time and it is now coming up to autumn/winter. KP to contact JL. Telephone box repairs (Sawbridge and Flecknoe): Carried forward Bench outside church: covered under matters arising	KP JL
14	**CORRESPONDENCE** 11/8/26 Letter received from RBC confirming successful application of Old Olive Bush as asset of community value (ACV). Letters are to be sent to all properties adjacent to the recreation field for 2026 confirming field access. KP to diarise for January 2027 to cover access for 2027.	KP
15	**FINANCE** Bank reconciliation – this was signed by CM Expenditure summary report and planned expenditure report provided	
16	**CLERK'S UPDATE** IT Policy review, KP had added amendments to reflect the change to gov.uk email addresses. This was approved with changes. KP to load onto website and diarise for review in one year Clerk's training (part 3): covered under matters arising. An accessibility statement is required to be placed on the website for compliance purposes. KP has drafted one and sent to CM/SH for review.	KP CM / SH

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17	**DEVOLUTION** It had been reported that WPC would be moving into South Warwickshire council rather than the expected North Warwickshire however news this week is that any moves have been put on hold subject to further reviews with the government.	
18	**AOB** Nothing was raised	
19	**ITEMS FOR NEXT AGENDA** Data Protection Financial regulations Solar update Cricket field status and potential new team Telephone boxes	

Meeting closed at 9.39pm

Signed and dated:

Chair, Wolfhampcote Parish Council

Date of next meeting: 12th November 2026.

Signature: CJ McGregor 12/11/26