

**DRAFT MINUTES OF THE PARISH COUNCIL TO BE AGREED AT THE NEXT MEETING**

Date: Tuesday 20<sup>th</sup> January 2026

Present: Mr D Hall (DH), Mr M Foster (MF), Mr A Jackson (AJ), Mr F Vickery (FV),  
Mrs S Winship (SW) (Chair), Mr M Watson (MW)

Apologies: Mr A Burbridge (AB), Mr P Drummond (PD), Mr T Worrall (TW)

In Attendance: Mrs L Davies, Parish Council Clerk  
County Cllr Janet Dunton

Members of Public: 2

The Chair opened the meeting at 7.45 pm and welcomed everyone.

1. Apologies for Absence:  
Apologies were received and accepted from Mr Burbridge, Mr Drummond and Mr Worrall.  
Mr Watson advised that he needed to leave shortly after 9 pm.
2. Declaration of Members' Interests:  
Mr Watson advised that he knew the planning agent who was making the presentation. No other interests were declared.
3. Minutes of the Last Meeting:  
The Minutes of the meeting held on Tuesday 16<sup>th</sup> December 2025 were approved as a correct record and signed by the Chair.
4. District/County Councillor Updates:

County Councillor: Cllr Dunton was in attendance from 7.45 pm until 7.50 pm. Her report was circulated at the beginning of the year, summarised below:

- There was uncertainty around devolution and whether West Sussex County Council (WSCC) elections would take place on 7<sup>th</sup> May, with clarity expected next month.
- Scrutiny committees were restarting. Cllr Dunton planned to attend a Health and Adult Social Care (HASC) committee meeting focused on children and young people's mental health, which would help inform her role as Vice Chair of the Children and Young People Scrutiny Committee.
- Highways work continued to be challenging, especially during winter weather, although the situation was currently manageable.
- Fire and Rescue services remained busy, particularly responding to road traffic accidents, and there were hopes to expand the "Safe Drive, Stay Alive" programme in 2026 to educate young people approaching driving age.
- Trading Standards were experiencing increased workloads, ensuring businesses complied with regulations.
- Ofsted inspected in December. While results were not yet available, Cllr Dunton was confident that significant improvements have been made since a poor inspection five or six years ago.

*Cllr Dunton provided the following update at the meeting:*

- *The previously mentioned Ofsted inspection was not a full inspection, and they would be returning in a couple of months.*
- *A budget workshop would be held tomorrow. Details would be presented to Full Council in February. All costs were increasing.*
- *Cllr Duncton highlighted that the South Downs National Park dark skies designation had to be proved and renewed on an annual basis. This had been managed despite being the most populated National Park; the status could be lost with too much light pollution.*
- *Cllr Duncton confirmed that the Mayoral election has been postponed by the Government from May 2026 to May 2028. The local elections had yet to be decided but a swift decision was required due to the purdah period.*

District Councillor: A report had been circulated in advance of the meeting, summarised below. Cllrs Evans and Todhunter had sent their apologies as they were attending a Chichester District Council (CDC) meeting.

#### Local Updates

- Foxbridge Golf Club: The application for the wellbeing and leisure development was now scheduled for the February CDC Planning Committee Meeting (subject to agenda changes). The District Councillors supported the Parish Councils in opposing the application.
- Local Government Reorganisation: The Government confirmed that the mayoral elections were postponed until May 2028 and invited councils due to hold local elections in May 2026 to set out their views on potentially postponing these as well. It was the District Councillors view that the elections should proceed as planned, as they were delayed by one year in 2025. CDC had confirmed the appropriate resources to run the elections while continuing to deliver the Government's Local Government Reorganisation timeline.

#### CDC Wide Updates

- Development Management Team (Planning): Following the 2025 review, work was continuing to implement the resultant action plan which included a Development Management service restructure.
- Household Support Fund: Residents of Chichester had been allocated up to £100k to help vulnerable households struggling with the rising cost of living. For full details of eligibility and to apply, visit the WSCC web page or telephone 0330 222 7980.
- Food Waste Collections: Preparations for the new food waste collection service were well underway, with five new vehicles already delivered. Residents being were kept informed through regular communications.

#### Surgeries

Cllr. Gareth Evans was available to meet residents face to face via one of his regular surgeries, at the following venues from 12pm-2pm, or if these dates and times did not suit it was also possible to arrange home visits, telephone calls or zoom meetings.

January: Saturday 10th, Onslow Arms Loxwood, Saturday 24th, Kirdford Stores

February: Saturday 7th, Northchapel Club, Saturday 28th Stag Inn Ebernoe

March: Saturday 7th Wisborough Green (Old Mill Café)

#### Contact Details:

Cllr. Gareth Evans, email: [gbevans@chichester.gov.uk](mailto:gbevans@chichester.gov.uk) or telephone 07958 918056

Cllr. Charles Todhunter, email: [ctodhunter@chichester.gov.uk](mailto:ctodhunter@chichester.gov.uk) or telephone 07500 577 777

#### 5. Public Questions:

A resident attended the meeting to express concerns regarding vehicle speeds on Kirdford Road within the 40 mph limit. He advised that his property was located at the point where the national speed limit began, resulting in vehicles frequently travelling in excess of 60 mph, and in

some cases 70–80 mph. He reported having witnessed several accidents and stated that he considered the road too dangerous for use of his front gate. Details of previous incidents were provided. In light of the recent speed limit reduction on Skiff Lane, he asked whether an application could be made to reduce the speed limit on this section of Kirdford Road.

The Chair explained that an application would need to demonstrate a speeding concern and community support. She highlighted that with one new development in Kirdford Road and possibly more development in the future, this did provide stronger evidence to support a speed reduction. In the meantime, she provided details of Community Speed Watch and encouraged the resident to join the group as it was a successful campaign. The Clerk advised that a speed reduction could be considered further, particularly once the results of the Neighbourhood Plan consultation were known and would record as a future agenda item for discussion.

6. Pre-application Presentation: An agent had asked to attend the meeting to provide informal details and to get some feedback before submitting a formal planning application in the next few weeks. Details were provided of the proposal to replace an old disused dwelling in Kirdford Road with two dwellings, one being on the footprint of the current dwelling, with a slight realignment and the other as infill. Explanation was given to the need, proposed design, access, tree retention and adjacent ancient woodland. Clarification was given to a few questions asked by members. The Chair thanked the agent for attending the meeting and he left at 8.10 pm.

7. Finance:

- a. Bank Reconciliation: MW confirmed that he had checked and agreed the bank reconciliations for all the Parish Council's accounts for the month ending 31<sup>st</sup> December 2025.
- b. Accounts for Payment:  
The Clerk displayed the Payment List for January 2026 that was approved. To be paid on 20<sup>th</sup> January 2026 unless stated otherwise.

**Online payments for the Barclays Community Account**

Payee	Amount £	Description
Wetton Cleaning Services Ltd	943.46	Public toilet cleaning contract for December
West Sussex County Council	2,368.84	Clerk's salary and oncosts for December
Aubergine 262 Ltd	72.00	Annual email package
Mr C Bryant	30.00	Allotment deposit refund plot 9A
	<b>£3,414.30</b>	

**Payments from the Barclays Community Account**

Date	Amount £	Payee	Description
17.12.25	40.71	EDF Energy	Direct Debit – public toilets monthly electricity
22.12.25	10.80	IONOS Cloud Ltd	Auto Debit Card – monthly website hosting fee
23.12.25	13.49	HP Instant Ink	Auto Debit Card – monthly ink replacement service fee
29.12.25	301.04	NEST	Direct Debit – Clerk's pension for November
05.01.26	12.60	IONOS Cloud Ltd	Auto Debit Card – Monthly email fee

07.01.26	150.53	Helloprint	Debit Card – Neighbourhood Plan Consultation signs
12.01.26	229.81	Scottish Water (Business Stream)	Direct Debit – Public toilets water
14.01.26	197.57	Scottish Water (Business Stream)	Direct Debit – Allotments
20.01.26	41.94	EDF Energy	Direct Debit – public toilets monthly electricity
<b>Total</b>	<b>£998.49</b>		

#### Bank Transfers

Date	Amount £	From	To
16.12.25	5,000.00	Barclays Reserve Account	Barclays Community Account
08.01.26	15,000.00	Barclays Reserve Account	Barclays Community Account for Redwood
12.01.26	15,000.00	Barclays Community Account	Redwood 35-day Notice Account

- c. Monthly Financial Statement: The statement was circulated in advance of the meeting and displayed. There were no significant variances to report and no further questions. The Clerk provided details of discussion at a recent Clerk's meeting regarding interest received on Community Infrastructure Levy (CIL). CDC had advised another Parish Council that the interest could be used for general expenditure rather than ring fenced for CIL expenditure only.
- d. Bank Transfers: The previously agreed transfers had been actioned. Instruction had been issued to Cambridge & Counties to review the Bond that was maturing shortly.
- e. Interim Audit: The report for the audit undertaken on 9<sup>th</sup> December 2025 was circulated; no actions were identified. The final audit would be scheduled for early April.
- f. New Accounts Software: The Clerk provided details of her enquiries, the likely expenditure and discussion with the internal auditor. **Members agreed that with the limited number of transactions, to trial the basic system for one year from 1<sup>st</sup> April 2026 at £15.00 per month and review thereafter.**

#### 8. 2026/2027 Budget:

- a. Grass Cutting Contracts for the 2026 Season: **Members resolved to accept the quotations for the same specifications as 2025 from:**  
**Sussex Land Services - the Green and verges for £5,600 (plus VAT).**  
**JWS Landscapes – Songhurst Meadow for £3,720 (no VAT).**  
**T Stride – Songhurst Meadow road verges for £967.50 (no VAT).**
- b. Public Toilet Cleaning Contract for 2026/2027: **Members resolved to accept the quotation from the existing contractor, Wetton Cleaning Services Ltd, for £813.15 per calendar month/£9,757.80 for the year, including the water test (plus VAT); this represented a 3.43% increase on last year.**
- c. 2026/2027 Budget: The budget was initially considered by the Finance Committee and by full Council in November. The revised budget was circulated in advance of the meeting and displayed. The Clerk gave explanation to the current budget and anticipated year end position. The income and expenditure calculations for the 2026/2027 budget and budget headings were reviewed. Explanation was given to Section 137 with the amount payable per elector (1265 on the 2025 register) being £11.60 or a total of £14,674 for the financial year 2026/2027. Members considered the budget's impact on the Precept. A vote was

taken on whether to raise the Precept to £90,000; result 3 for, and 3 against; the Chair had the casting vote. **It was resolved:**

- **That all planned expenditure under the different budget headings was approved.**
- **To balance the budget, £126.64 to be added to General Maintenance.**
- **To retain the Precept at £89,000. It was noted that the Tax Base had reduced very slightly from 831.1 to 830.5 but would not indicate a rise in Precept.**
- **Reserve transfers and allocations for the current year to be reviewed after the year end.**
- **An explanation article for the newsletter to be prepared. The Precept was increased for the current financial year ending 31<sup>st</sup> March 2026. Although costs had increased, the Precept had not been increased for next year in recognition of the current economic climate and the financial pressures faced by some households.**

9. Report on on-going matters:

- a. Neighbourhood Plan: The Steering Group was now preparing the consultation displays and response booklet, details of which were provided at the December Parish Council meeting. Members were asked to help with the event; set up and attendance at the consultation.
- b. Traffic Management:
  - Traffic Regulation Order - Double Yellow Lines- Butts Meadow and Durbans Road: This was being advertised.
  - Billinghurst Road Speed Indicator Device Site: The S155 license had been advertised and WSCC would complete the process. One quotation for the supply and installation of a post had been received to date; details were provided. **Members approved this maximum expenditure; CIL funding to be used. The Clerk to obtain one further quotation, if possible; decision delegated to the Clerk and Chair.**
- c. Current Pavilion:

The CDC Senior Environmental Health Officer advised on 9<sup>th</sup> December 2025 that they had visited the sports pavilion and met with two Wisborough Green Sports (WGS) representatives. They looked around the building and facilities and discussed the concerns raised by the Parish Council. They confirmed that the holes in the roof had been fixed and there was no further ingress of water close to electrical cables. Ongoing repairs and maintenance would be undertaken as the need arose. CDC did acknowledge that the building was old and would certainly benefit from refurbishment or preferably replacement. They confirmed that the building had current electrical, legionella and asbestos surveys. The Club had been asked to register with CDC regarding food provision. Members were pleased that the building now met the required health and safety standards. **It was agreed that no further action was required.**
- d. Replacement Pavilion:

SW advised that she and the Clerk met informally with WGS representatives on 12<sup>th</sup> January 2026. It was a very positive meeting, at which she had emphasised the need to draw a line under past discussion and to work together going forward in an amicable way. It was destructive to keep referring to old discussion and served no purpose. WGS had worked on a Business Plan which was to be approved at a meeting last Wednesday. It would be provided to Parish Council members to review and discuss further with WGS. SW and the Clerk had highlighted at the meeting the legal significance of a building on the Green, limitations on use and the importance of ensuring that WGS's revenue would support the ongoing running costs of the new building. It would be very naive of both the Parish Council and WGS to allow unlawful use and potentially expose both organisations to any litigation. SW had also raised her thoughts about the use of CIL and that it must benefit Wisborough Green residents. **After some further discussion, it was agreed:**

- **WGS to be contacted to provide the proposed uses for the building. To be advised that legal opinion on the proposed uses would be sought from the Parish Council's solicitor to aid future discussion. This expenditure was authorised.**
  - **The Business Plan to be circulated on receipt.**
  - **A separate meeting to be called to allow time for thorough discussion.**
- e. New Website / Email Account:  
AJ and the Clerk would be meeting online with the provider on Friday to discuss the website design. To meet the government requirements, the website domain would be www.wisboroughgreen-pc.gov.uk which would link to the email address.
- f. Playground Repairs: The Clerk had highlighted that repairs were necessary at the last meeting. Unfortunately, the recent cold weather had caused further splits within the rubber swing seats and wetpour. As such, the cost of repairs had increased. **Members approved the expenditure of £551.80 (plus VAT) to address these identified repairs.**
- g. Clerk's Update
- Tree Work: Unfortunately, the tree surgeon engaged to undertake the maintenance work was not responding to the Clerk; a planning application was required. The Clerk would follow up.
  - Songhurst Meadow Residents Association: SW, MW and the Clerk would be attending a meeting tomorrow morning; brief explanation to the discussion was given.
  - The Three Crowns: An email had been sent to highlight use of the car park for seating outside the licensable area, use and damage of the grass, telephone kiosk sprayed with mud, new lighting and debris along the car park edge.
  - Stable Field: Some levelling work had been undertaken. FV agreed to review and check the ditch in the Green lane. The path through Stable Field was now in use although the bollards had yet to be installed; Clerk to follow up.
  - Skiff Lane Road Signs: The road speed change had resulted in road signs obscuring the Give Way signs; one accident had occurred over the Christmas period. WSCC confirmed that a review would be undertaken.
  - Recent Verge Damage: A Clancy vehicle had recently driven onto the Village Green; they had agreed to pay £100 for the repair.
  - Community Highways Scheme – pavement on the Village Green: The WSCC Project Manager advised that the legal team was providing on-going advice, and he hoped to conclude findings shortly before moving forward.
  - Butts Meadow Drainage Issue: WSCC had not progressed the repair; the Clerk would continue to chase.
  - Other matters to report since the publication of the agenda
    - Christmas Lights: It was noted that lights remained up at several village businesses so reminders to be sent. **This action was supported.**
    - Newpound Lane Ditch: WSCC had recently cleared.
    - Songhurst Meadow Shrub Border: **Members agreed that cutting back should be organised as it was included in budget;** the expenditure was a £10 increase on last year.
    - March Newsletter: Members to give thought to items for inclusion and forward to the Clerk. To be distributed with the March Ad Vincula therefore printed shortly after the next meeting.
    - Annual Parish Meeting: Scheduled for Wednesday 29<sup>th</sup> April. Members were asked to consider the format to encourage public attendance for confirmation at the next meeting.

9.16 pm – MW left the meeting.

#### 10. New Items for Discussion:

a. School Fair – Date Change:

**Members approved the revised date of Saturday 13<sup>th</sup> June 2026.**

- b. Use of a Car Park for The Sussex Peasant: A request to park a horse box to sell farm produce in the village was discussed, the proposed day being either a Wednesday or Saturday morning, leaving by 2 pm. Thought was given to the shop and café, both recently under new ownership, and possible locations. Members felt that it would not conflict with the existing businesses and provided a useful alternative, especially as the village supported a market some years ago. **Members supported use of the Cricketers' Arms car park, noting sufficient space and potential benefit to the public house. The Clerk was asked to inform the Cricketers' Arms before responding to the request.**

c. Road Safety Pavement Figures:

The Clerk reported that the figures had been damaged/removed last week; she had reported to the police. One complete figure now remained. **Members agreed not to replace the figure at the present time.**

KV highlighted that residential parking in Durbans Road was restricting use of the pavement. **It was agreed that the Clerk organise windscreen notices.**

d. Annual Risk Assessments/Inspections:

**It was agreed that the assessments would be completed as detailed below and by the end of February for discussion at the March meeting. Clerk to issue the necessary paperwork.**

Assessment	Inspection By
Village Green & Conservation Area	SW
Allotments	Clerk
Village Pond	MF / FV
Village Hall Car Park	MF / FV
Village Playground	MW
Village Objects	TW
Benches	PD / Clerk
Public Toilets	AJ
Parish Council Paths	AJ
Songhurst Meadow	DH

e. Meeting Start Time:

Although meeting dates for 2026 had been circulated, the Clerk wanted to ensure that the start time was still appropriate, especially for the Planning Committee meeting. **Members agreed that, for consistency, all meetings should start at 7.45 pm.**

#### 11. Correspondence:

A list detailing the correspondence and updates received since the last meeting was circulated and displayed. Members were reminded to request any information of interest if it had not been circulated.

WG School – enquiry into ownership of school boundaries as they had applied to upgrade the fencing. The Clerk had provided information but received no further details. **KV believed that a child had left the school over the gate.**



CDC – Parish newsletter on Devolution and Local Government Reorganisation – circulated.
NALC – Launched with the British Toilets Association, a survey to complete. Completed by the Clerk.
CDC – notification of an online All Parish Meeting on 12 <sup>th</sup> October 2026 at 5 pm.
APCAG – Newsletter – Gatwick expansion plans update – circulated.
SDNPA – Consultation on the technical advice note on Retrofitting Historic Buildings for Energy Efficient and Carbon Reduction.
Open Spaces Society – November newsletter.
CDALC – Draft minutes of the meeting on 10 <sup>th</sup> November 2025.
SDNP – South Downs News December 2025 - circulated
CDC – Confirmation of road sweeping schedule and areas.
WSALC – Winter newsletter – circulated.
GACC Newsletter – 150 – notification of legal challenge against the Secretary of States decision to grant Gatwick permission to develop its emergency runway – circulated.
Keep Kirdford and Wisborough Green Chair – press article to confirm that the Broadford Bridge oil site clean-up was imminent.
WSCC – details of Local Government Reorganisation consultation – circulated.
Sussex Nature Recovery – recent consultation has closed but draft Sussex Nature Recover Strategy can be viewed here <a href="https://sussexnaturerecovery.org.uk/publications">https://sussexnaturerecovery.org.uk/publications</a>
CDC – notification of a planning session to cover the key policies of the new Local Plan and changes to government planning policy. SW and the Clerk to attend on Wednesday 4 <sup>th</sup> February.
Wisborough Green Cricket Club – notification of Annual General Meeting on Sunday 25 <sup>th</sup> January at 10.30 am in the Pavilion.
Petworth Road resident – advising that she had reported the pothole that appeared following a water leak and hoped that this was not the start of further problems.
CAGNE – request for a donation towards the Judicial Review. Advised that donations are considered in February.
CDC – Notification that the Public Space Protection Orders to dog control will be reviewed this year and on consultation in a couple of months.
CDALC – notification of training opportunities – circulated.
NALC - Ppartnered with the Centre for Ageing Better on a new practical guide designed to help parish and town councils create age-friendly communities. <b>DH agreed to review.</b>
Film Maker – looking for a changing room for a short film ‘in-kind donation’. Advised that could forward to WGS but changing rooms not in a good condition; the Pavilion is being replaced. Requested that details be forwarded to WGS.
GACC – newsletter – update on judicial review hearing and funding request.
Kirdford Road resident – concerned about traffic speed and enquiring into process to get the limit changed.
WSALC – latest information on Local Government Reorganization – circulated.
WSCC – Notification of Public Rights of Way Inspection next month – message put up on Facebook to report any issues.
CAGNE – reminder that the deadline for the airspace change consultation is 20 <sup>th</sup> January 2025.
Resident – concerned about the condition and safety of the playground surface – undulations, splits and loose bricks. Clerk advised that the Parish Council had agreed to fund a new surface and the work would hopefully take place early this summer. In the meantime, repairs would be undertaken when the weather allowed.
CDC – All Parishes Meeting on Zoom – 2 <sup>nd</sup> Feb 5 to 7 pm. Devolution Update, Renters Rights Bill and New Food Waste Collection.
CDC – Foxbridge Golf Club - 22/02346/OUT – Following the withdrawal of the Water Neutrality Position Statement, officers are now moving towards being able to make a recommendation to committee. <b>Clerk to contact Plaistow &amp; Ifold Parish Council and to provide an update at the next meeting.</b>



## 12. Planning

- a. New Planning Applications: The following planning applications were reviewed. Application details had been circulated in advance of the meeting and were also displayed:

<b>Application No.</b>	<b>Application Details</b>
WR/25/02504/DOM	Far Meadow Newpound Lane Wisborough Green Billingshurst 2 storey side extension with internal alterations, conservatory to become a sun room with a new roof. <u>Revised Plans</u> O.S. Grid Ref. 505740/126726 <u>No Objection</u>
WR/26/00024/OBG	2 Thornton Meadow Wisborough Green Billingshurst West Sussex Removal of an age related restriction under Section 52 of the Town and Country Planning Act 1971 of planning permission WR/26/88. O.S. Grid Ref. 504766/125980 <u>No Objection</u>

- b. District Council Decisions:

<b>Application Number</b>	<b>Application Details</b>	<b>CDC Decision</b>
WR/25/02182/TPA	22 Carters Way Wisborough Green Reduce height, north and south sectors by up to 2m on 3 no. Acer species (Maple trees) (T1-T3) within Area, A1 subject to WR/68/01110/TPO.	GRANT CONSENT
WR/25/02035/FUL	Land Adjacent To 2 Sweephurst Villas Durbans Road Erection of 1 no. storage barn/shed.	WITHDRAWN
WR/25/02327/TCA	1 White House Cottages School Road Notification of intention to fell 1 no. Conifer tree (T1) and 1 no. Holly tree (T2).	NO TPO
WR/25/02218/FUL	Old Tanyard Farm Petworth Road Conversion of an existing barn and attached stable to form 1 no. residential dwelling, together with single storey linked extension to replace detached stable block. Construction of replacement barn style garage and store.	REFUSE Insufficient evidence about the soundness of the building and that economic and community uses are unviable. Concern over the car port size and contrary to policy.
WR/25/02349/DOM	58 Butts Meadow Wisborough Green Single storey rear extension.	PERMIT Dusk to dawn blinds required.
WR/25/02313/TCA	Crossways Cottage Petworth Road Notification of intention to reduce height by up to 3.5m and reduce south sector by 2m (back to boundary on 1 no. False Acacia tree (quoted as A).	NO TPO

WR/25/02487/DOM	Glanrhyd Durbans Road Wisborough Green Single storey rear and side extensions, front porch extension, hip to gable enlargements and 5 no. dormers.	REFUSE Sprawling development and dominant.
WR/25/01229/FUL	Wharf Farm Newpound Wisborough Green Change of use of former veterinary surgery to a patisserie (Use Class E) and retention of black barn stained, timber clad extension.	PERMIT
WR/25/02392/FUL	Fishers Adventure Farm Park Newpound Lane Retrospective application under s73a for siting of 2 no. glamping pods and associated infrastructure.	WITHDRAWN Further flood report required.
25/02066/DOM	Grange Cottage The Luth Wisborough Green Removal of existing single storey extension and construction of a replacement conservatory	PERMIT Dusk to dawn blinds required.
WR/25/02872/TCA	Old School House School Road Wisborough Green Notification of intention to fell 1 no. Goat Willow tree (T1).	NO TPO

c. Enforcement: The Clerk had noted the following and **it was agreed**:

- 1 Harsfold Cottages, Harsfold Lane: A large shed had been constructed at the front. To seek advice from CDC in the first instance, and report to Enforcement if necessary.
- The Gate House, Newpound Lane: Fence had been erected above the wall in the Conservation Area. Report to Enforcement.

d. Solar Farm Planning Application: SW advised that a Barrister was being funded to allow the action group to undertake a legal challenge. The Barrister had written to the CDC Planning Committee highlighting flaws with the application and to the Secretary of State highlighting the concerns.

13. Other Reports:

a. Village Hall:

- Annual General Meeting: Notification of the meeting on Thursday 12<sup>th</sup> February at 8 pm.
- Porch Damage: Last June the porch had been damaged by a car, requiring an insurance claim and repair. Unfortunately, the upright post had been hit again but could be pushed back into place. The Management Committee was now considering options to prevent this damage reoccurring.
- Building Insurance: The Clerk confirmed renewal for this year, based on the new valuation.

b. Allotments:

- Having written to the tenants, there would be some tenancy changes from 1<sup>st</sup> April. There were currently 3 people on the waiting list.
- **Members approved the greenhouse to replace a shed on plot 9B using the same base.**
- **Members approved the re-location of this shed to plot 4B.**

- c. CDC Devolution Meeting: SW and the Clerk attended the update meeting on 4<sup>th</sup> December 2025. The situation was regularly changing so the most recent circulated notification was the latest position.
- d. Health & Safety: There were no concerns to report.

14. Any Other Matters to Report:

There were no further matters to report.

15. Date of Next Meeting:

Planning Committee – Tuesday 3<sup>rd</sup> February 2026 at 7.45 pm – could be called as Full Council to include the new Pavilion discussion.

Parish Council Meeting – Tuesday 17<sup>th</sup> February 2026 at 7.45 pm.

There being no further business, the meeting closed at 9.47 pm.

Signed by the Chair: ..... Dated: .....