

Welford-on-Avon Parish Council

**Minutes of the Meeting held on
Tuesday 5th August 2025 at 7:15 p.m.**

Present: Cllr S Carter – in the Chair, Cllr D Holmes, Cllr N Appleton, Cllr M Stanley, Cllr J Hockaday
Cllr D Jones

In Attendance: I Wibberley (clerk), Cllr Cliff Brown

Public Participation: 2

Item		Action
1.	Acceptance of Apologies – Cllr M Lake	
2.	Declarations of Interest – Cllr J Hockaday (ref planning applications for Elm Leys & Rainier proposed development)	
3.	Approval of Minutes – The minutes of 1 st July 2025 were accepted and signed by the Chair. Proposed: Cllr J Hockaday Seconded: Cllr M Stanley	
4.	<p>District & County Councillors' Report</p> <p>Cllr Brown reported that Reform were now in charge of the County Council. They had appointed have a leader in place and Cabinet appointed. A shadow cabinet was also in place. Cllr Brown was a member of this. He noted that most of the Cabinet were from North Warwickshire. As a result much work carried out to date related to North Warwickshire and knowledge of South Warwickshire was limited. A series of meetings would take place throughout the next few months.</p> <p>Cllr Brown confirmed that he was aware of the issues associated with the Headland Road playing fields. Cllr Michael Bannister was the councillor with authority to deal with this matter and Cllr Brown would be meeting him to discuss financing amongst other issues.</p> <p>Cllr Brown advised that his inbox was full of speeding/traffic issues. He would be meeting the highways department to try to make some progress on this. As Councillor he had available a budget of £38k budget pa. plus a small amount left over from his predecessor. Cllrs Carter and Stanley reported that they had been working on traffic issues in the village for a number of years. Cllr Brown advised that there was insufficient money in the budget to install traffic lights on the bridge in Welford. He would be meeting with Manuela Perteghella, Council officials and representatives of the affected local villages to see whether a comprehensive traffic solution could be found.</p> <p>The timetable for local government reorganisation had been received. May 2027 council elections have been cancelled. During April 2027 the district and county councils will be combined. The new combined council will commence in April 2028. Cllr Brown will therefore stay in post until April 2028. Cllr Brown observed that the driving force behind these reforms was the Deputy Prime Minister. Consultations would start in the next few weeks and would include the Parish Council. Cllr Brown observed that much of Warwickshire had no parishes and there was a power to create neighbourhood parishes. There would also be an opportunity for parishes to enter into joint ventures.</p>	

Cllr Holmes enquired what would happen to funds currently allocated to SDC. It was noted that the Council were spending funds where possible but it was uncertain what would be available until there was clarity about the nature of the new Unitary Authority. Cllr Hockaday enquired whether funds might be available for Synder Meadow. Cllr Brown indicated that this could be a possibility and that the Parish Council would need to move swiftly to secure any monies if this were the case.

5. Planning

5.1 Report of Planning Notices Received From SDC During July 2025

	Item	Reference	Decision Date	SDC Decision	PC Decision
1	Wyndrushe Long Marston Road Welford-on-Avon Stratford-upon-Avon CV37 8EG - Proposed single storey garden room	25/01229/FUL	27/06/2025	Granted	Support
2	1 Chapel Close Welford-on-Avon Stratford-upon-Avon CV37 8QJ - T1 Robinia - reduce crown by reducing overall height by 3 metres and shortening back lateral limbs by 1.5 metres.	25/01268/TREE	02/07/2025	Application Withdrawn	Support
3	Bedford Greys Church Lane Welford-on-Avon Stratford-upon-Avon CV37 8EL - T1 cherry plum - fell.	25/01399/TREE	16/07/2025	No objection	Support
4	Orchard Well, Chapel Street, Welford-on-Avon Stratford-upon-Avon CV37 8QE - Proposed outbuildings to include, garage, garden office and garden kitchen	25/01354/LDP	24/07/2025	Not satisfied	Object
5	Murten, Duck Lane, Welford-on-Avon, Stratford-upon-Avon CV37 8QD - Proposed extensions and iterations including a replacement roof to create first floor accommodation	25/00814/FUL	30/07/2025	Granted	Support

5.2 Planning Applications Previously Considered (July 2025 Planning Committee)

Reference	Consultation Expiry	Address	Proposal	PC Decision
25/01699/TREE	04/08/2025	East View, Barton Road, Welford-on-Avon, Stratford-upon-Avon CV37	T1 common lilac - fell	Support
25/01619/TREE	30/07/2025	The Barn House, Chapel Street, Welford-on-Avon, Stratford-upon-Avon CV37 8PX	T1 willow - fell	Support
25/00626/FUL	22/07/2025	One Acre, Barton Road, Welford-on-Avon, Stratford-upon-Avon CV37 8EZ	Installation of brick pillars, a post and rail fence and hedge (amendment removing the gates from the plans)	Object
25/01355/FUL	29/07/2025	Orchard Well, Chapel Street, Welford-on-Avon, Stratford-upon-Avon CV37 8QE	Two storey rear extension, extended existing roof to provide covered area at ground floor to front of dwelling, first	Object

			floor gabled roof extension to front over existing orangery	
25/01551/TREE	23/07/2025	4 Barton Croft, Barton Road, Welford-on-Avon, Stratford-upon-Avon CV37 8EY	T1 conifer – fell	Support
25/01458/VARY	22/07/2025	Deerhurst, Mill Lane, Welford-on-Avon, Stratford-upon-Avon CV37 8EW	Variation of condition 3 (External Materials) of 25/00798/VARY dated 03/06/25 to change the external materials in respect of the Brick, Mortar and Roofing material(s) as approved from BEA Old Henley Red brick with lime mortar and Marley Ashdowne Ashurst roof tiles to Oast Russett Sovereign (Weinerberger) brick with sand and cement mortar and Fired Sienna (Marley Eternit) Roof tiles. 25/00798/VARY is an approved variation of 22/00149/FUL. Original description of development: Erection of two detached dwellings and all associated works	Object
25/01379/FUL	24/07/2025	Cedar Hurst Chapel Street Welford-on-Avon Stratford-upon-Avon CV37 8PX	Extension of existing dry stone wall to front garden. New stone posts and gates. Removal of leylandii heose	Object

5.3 Planning Applications Received From SDC for Consideration at August 2025 Parish Council Meeting

Reference	Consultation Expiry	Address	Proposal	PC Decision
25/01307/REM	12/08/2025	Land North Of Millers Close Welford-on-Avon	Application for approval of Reserved Matters relating to layout, scale, appearance and landscaping for the laying out of public open space and site infrastructure pursuant to conditions 1, 4 and 5 of approved outline Planning Permission 21/01195/OUT Original application: Outline application for the construction of up to ten self-build/custom-build dwellings, alterations to access and laying out of public open space (approval sought for access at outline stage)	Object
25/01753/TREE	11/08/2025	Laurel House Church Street Welford-on-Avon Stratford-upon-Avon CV37 8EJ	- 1 yew hedge – fell	Support
25/01800/TREE	18/08/2025	Three Acres, High Street, Welford-on-Avon, Stratford-upon-Avon CV37 8EA	- T1 holly - reduce height to approximately 2.7 metres (9 feet), bringing it down to the same height as the adjacent hedgerow, as indicated the submitted, annotated photograph	Comment only
25/01788/FUL	20/08/2025	Elm Leys, Hunt Hall Lane, Welford-on-Avon Stratford-upon-Avon CV37 8HE	Erection of extension to detached garage	Support

	25/01789/FUL	20/08/2025	Elm Leys, Hunt Hall Lane, Welford-on-Avon Stratford-upon-Avon CV37 8HE	Erection of extension to house to create home office and covered seating area	Support	
	25/01808/TREE	19/08/2025	Avon House High Str Welford-on-Avon Stratford-upon-Avon CV37 8EA	T1, T2 Betula pendula - fell and replace	Comment only	
	5.4 Planning Enforcement <ul style="list-style-type: none"> Barton Road (foot of Cress Hill) caravans – the 4 August deadline for removal of the vehicles has now passed and they are still in place. The clerk to contact Enforcement. Summer house on paddocks in village centre – Enforcement notified. Councillors to consider contacting the owner. The White House, High street – been putting in pillars/close boarding fencing in the Conservation Area without consent. Cllr Appleton to consider if notification to Enforcement is required. Coppers – Cllr Appleton to check that construction is in compliance with the approved plans. Looks incongruous. May not be in accordance with the approved landscaping. Binton Road – camper vans by Four Alls. Not got permission for this. NA to monitor. Binton Road – field by bridge, there is an appeal about the building. The road hardcore has been put in (probably under PD rights). Monitor. 					IW NA NA NA NA NA
	5.5 Other planning matters <p>5 Orchard Close – presentation to be made at next PC meeting</p> <p>Rainier proposed development of 39 houses on Milcote Road</p> <ul style="list-style-type: none"> there was selective circulation of a leaflet to some residents A number of the villagers are retired (50% estimate) so possibly not online. Very selective consultation Land was previously targeted for development (Gladman) which was rejected. There has been surveying of the whole area. This seems quite speculative. Milcote Close adjacent has 10 properties. Likely that developer will “listen” to the community and come back with fewer houses. No new links of footpaths etc – very self contained. Councillors felt this was a fishing exercise to gather information. There are a number of issues of concern but limited response required by the PC until an application is submitted. <p>One Acre - pillars at site entrance</p> <ul style="list-style-type: none"> Proposal divides the wildflower meadow approved under the landscape plan PC want the site to be open, not closed off. Closing it off will confuse what is public/private domain. Case officer previously agreed to remove PD rights. 					

6. Finance**6.1 Approval of items requiring payment**

Item	Base	VAT	Total	Bdgt
Clerk Salary	£611.41	£0.00	£611.41	7
Clerks Phone O2 (paid by DD)	£13.45	£2.69	£16.14	8
Neal Appleton (expenses)	£83.33	£16.66	£99.99	30
Clerks Salary (underpayment 24/25)	£837.71	£0.00	£837.71	7
Limebridge Rural Services	£1,122.00	£224.40	£1,346.40	21,22,23
123 Reg – Welfordward.org.uk	£13.39	£2.50	£15.99	17
Microsoft (Jul25)	£38.64	£7.73	£46.37	8
Occys (internal audit)	£175.00	£0.00	£175.00	11
Memorial Hall	£50.00	£0.00	£50.00	8
BMJ Landscaping	£300.00	£0.00	£300.00	24
Wright Hassell Solicitors	£1,570.00	£350.00	£1,920.00	12
Parkinson Partnership	£1,300.00	£260.00	£1,560.00	12
TOTALS	£6,088.93	£864.08	£6,953.01	

Receipts – £ nil**Transfer** - £7,000.00

Proposed – Cllr D Holmes

Seconded – Cllr M Stanley

6.2 Any Other Finance Matters

AGAR submission – the clerk reported that a number of additional questions had been asked by the auditors and responses had been provided.

The clerk reported that the pay increase agreed by NALC was 3.2%. Councillors agreed to implement this.

The Welfordward website seems to be down – Cllr Carter to follow up. It was noted that there needed to be a back up for this information. Cllrs Carter and Appleton to agree a solution.

IW

SC

SC/
NA**7. Project Updates from Councillors****Synder Meadow Sports Pavilion**

Cllr Hockaday gave an update. He and Cllr Carter had met Hintons (the preferred contractor) the previous week. They had received prices for the building only, and for various stages of fitting out. Some final clarifications were still required and more information had been provided by Hintons earlier in the day. There was a 4 week lead in time and a 15 week construction period for the building (19 weeks total). Costs ranged from a minimum Shell cost of £583k to a maximum of £626k (incl fees). Price for fitting out community element increased costs up to £793k and extended the contract period to 20 weeks. This additional work would need to be instructed within 11 weeks of first instruction if progressing to the full fitted out sports pavilion. He would circulate to councillors the information received from Hintons which set out the details of what would be provided at each price point.

The project team were going through the Public Procurement Process and advertising the project. The PC will need to employ a H&S adviser to make sure building regs are complied with; 2 quotations had been received and costs were included in the total figures.

<p>Cllr Hockaday would obtain a procurement summary and recommendation from Trinity Management who are helping to project manage this process. The completed quotation information would be presented to councillors for a decision at the next meeting on 19th August.</p> <p>Cllr Lake would circulate an update on the current financial position based on the budget and what money is available from the grant, precept, S106 monies to meet this. He would also prepare a cash flow. Cllr Hockaday reported that £610k of funding was available. He reported that there was a meeting scheduled with the Sports Club on 18th August to discuss what funds they have available.</p> <p>Cllr Hockaday reported that there was a meeting on 12 August with the Fundraising Committee.</p> <p>Written advice had been received from the Parkinson Partnership regarding the appropriate treatment of VAT. This had been circulated to Councillors.</p> <p>Cllr Holmes queried the possibility of taking out a loan and whether if this was done it would be possible to pay it back early. Cllr Lake to advise should this be considered.</p> <p>Cllr Jones requested information regarding the numbers of cricket & football club members and how many live in Welford. She also asked for information about the finances of the clubs and their ability to look after the pavilion once it was constructed. Cllr Carter would request details of membership numbers.</p> <p>The PC agreed that how the club is run was very important and that they needed to make a decision on this. One possibility was a charitable trust, possibly in association with the Memorial Hall. Cllr Holmes would investigate how Great Alne run their similar club.</p> <p><u>Cllr Holmes - Cress Hill and footpath maintenance</u> Cllr Holmes reported that there would be a delay to Cress Hill mowing as the contractor was injured. Limebridge had started work on clearing paths. Cllr Holmes asked if he could purchase a bristle brush attachment to help clear paths at a cost of c£200. This was agreed.</p> <p><u>Cllr Stanley - Traffic and S106</u> Cllr Stanley reported on the latest position. Approval had been received for some works under the Highways Community Action Fund matched funding scheme. The Parish Council thanked Cllr Stanley for his persistence in following through with this matter.</p> <p>Cllr Stanley was obtaining details of S106 monies received by WCC relating to developments in Welford. A Council Officer had agreed to come and talk to the PC and this would be arranged for September. It was agreed that the Clerk would ask SDC if they were able to provide similar information.</p> <p><u>Cllr Appleton – fishing</u> Cllr Appleton reported that there were a number of places where it was not possible to access the river bank on the way to Cress Hill and some tipping of waste had occurred. Cllr Carter has been/will be discussing the ownership of the fishing rights with Russell Hawkins and Joe de Marco who are the relevant landowners. Only some of the land is registered with the Land Registry and ownership of the river frontage is not always registered at the same time. Joe de Marco has given the fishing club permission to fish on his land but there is some dispute as to whether he owns the fishing rights.</p>	<p>ML</p> <p>SC</p> <p>DH</p> <p>MS/ IW</p> <p>SC</p>
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8.	Communications The PC noted that they need to find a better way of informing the local community/parishoners of work that they were doing. Articles were included in Welford Matters however social media presence was also required. It was agreed that the Clerk request publication dates for Welford Matters and a draft standard format be prepared identifying subject headings. The Clerk was setting up a Facebook page with Cllr Appleton. The PC agreed that they would benefit from a Councillor with good communications experience.	IW
9.	Any Other Business The Millenium Project had provided the PC with a list of their equipment. The PC needed to decide on whether to continue its donation at their next meeting.	IW
10.	Dates of Future Meetings	
	<ul style="list-style-type: none"> • 19th August 2025 – Planning Committee Meeting, Memorial Hall • 2nd September 2025 - Full Parish Council Meeting, Memorial Hall 	

Meeting finished 21:58