

**Minutes of the Meeting held on
Tuesday 2nd December 2025 at 7:15 p.m.**

Present: Cllr N Appleton – in the Chair, Cllr M Stanley, Cllr D Jones, Cllr D Holmes

In Attendance: I Wibberley (clerk)

Public Participation: 3

Item					
1.	Acceptance of Apologies – Cllr J Hockaday, Cllr S Carter, Cllr M Lake				
2.	Declarations of Interest – None				
3.	Approval of Minutes The minutes of 4 th November 2025 were reviewed and amendments agreed. Subject to these changes the Chair was authorised to sign. Proposed: Cllr M Stanley Seconded: Cllr D Jones				
4.	District & County Councillors' Report Cllr Brown had circulated a report. He had identified that he was working on the following projects on behalf of local parishes. <ul style="list-style-type: none"> • Flooding at Luddington – by Shottery Brook – impact of development of Bordon Hill • Negotiation with Director of Education re playing field fencing • Exploring funding options re above item • Speed in villages (meeting arranged for 19 December) • Flooding/Drainage at Chapel Street/Duck Lane • Highways improvements Welford Hill to the Bell PH • Meetings re Local Government Reorganisation and Devolution (application to Minister now submitted) • Meetings re SW Local Plan – to be concluded by 18 December for this phase of implementation plan • 2nd round of councillors grants – sorting out confusion over grant to Welford Memorial Hall • Various planning applications • Budget for 2026/7 Cllr Stanley would attend the meeting on 19 December. Cllr Stanley also reported that plans were being drawn up for matched funding for improvements from Welford Hill to The Bell.				
5.	Planning				
	5.1 Report of Planning Notices Received From SDC During November 2025				
	Item	Reference	Decision Date	SDC Decision	PC Decision
1	4 Barton Croft, Barton Road, Welford on Avon, CV37 8EY Replacement windows and doors with external alterations	25/02257/FUL	05.11.2025	Granted	Support
2	Agricultural Land Binton Road Welford-on-Avon Fodder store with lockable area	25/02558/AGNOT	07.11.2025	Prior approval required	Object
3	Bunkers Hill Farm, Barton Road, Welford on Avon, Stratford Upon Avon CV37 8HQ Construction of self-build dwelling utilising existing agricultural building structure (in lieu existing Class Q consent 25/00763/COUQ)	25/02286/FUL	12.11.2025	Granted	Support
4	Meadow Vale, Barton Road, Welford on Avon, CV37 8EY New treatment to the boundary of the property to include a wall and electric gates, re-paving and	25/01206/FUL	13.11.2025	Granted	Support

		adjustments to parking spaces				
5	Cartref, Headland Road, Welford-on-Avon Stratford-upon-Avon CV37 8ER Variation of condition 2 of planning permission 24/00684/FUL Appeal Ref: APP/J3720/W/24/3351690. Date of Decision: 15/01/2025 for changes to the proposed elevations of the dwellings. Original description of development: Demolition of the existing dwelling and the erection of three new dwellings with parking, landscaping and associated works.	25/02215/VARY	17.11.2025	Granted	Support	
6	Millfield Caravan Site, Mill Lane, Welford on Avon Creation of vehicle access (retrospective) and change of use of land from a seasonal caravan site to a permanently occupied caravan site	25/01868/FUL	21.11.2025	Granted	Support	
7	Orchard Well, Chapel Street, Welford on Avon Proposed outbuildings to include garden office and garden kitchen	25/02227/LDP	28.11.2025	Complies with GDP	Comments only	

5.2 Planning Applications Previously Considered (November 2025 Planning Committee)

Reference	Consultation expiry date	Address	Proposal	PC Response
25/01307/REM	28/11/2025	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) <u>Amendment application</u> 3532-02N Plot Layout Plan 3532-03P Parameters Plan 3532-04H Illustrative Layout 3532-10B Phasing Plan 18135-02a Vehicle Tracking 25018 - Millers Close, Welford-on-Avon - Statement in Response to LLFA Dated 1 st July 2025 - First Issue - 23.10.25	Object
25/02534/FUL	28/11/2025	Land At (Formerly One Acre Now Demolished) Barton Road Welford-on-Avon CV37 8EZ	Installation of brick pillars and metal estate railings.	Support

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

Reference	Property	Detail	Consultation Expiry Date	PC Decision
25/02735/FUL	Land adjacent to Church Bank, Binton Road, Welford on Avon	Self-build dwelling with garage and associated works in lieu of extant permission	10/12/2025	Support
25/02668/FUL	5 Orchard Close, Welford on Avon, Stratford Upon Avon,	Proposed extensions and alterations	05/12/2025	Support

		CV37 8HA			
	25/02773/FUL	4 Barton Fields, Welford on Avon, Stratford Upon Avon, CV37 8HH	Single storey rear extension to create dining area and study	15/12/2025	Support

5.4 Planning Enforcement

The outstanding matters on the Planning Report were noted and the clerk was asked to ascertain if any progress had been made on either.

Cllr Appleton reported that work had recommenced on the development in Mill Lane (22/00149/FUL). Permission to change the type of brick proposed had been refused.

5.5 Other planning matters

Clayton Foster attended to discuss the development proposals on land off Long Marston Road (25/02627/REM). He updated the Councillors on the reasons for the application and his intentions for the site. The PC explained their concerns about the proportions of land use which had changed from the original outline planning application.

Cllr Stanley advised that he had obtained Land Registry plans to try to identify ownership of the Swale at Deerhurst Gardens. Unfortunately those supplied related to the whole of the Kehlstein site, with no indication of the plots that been sold. He would be contacting them again.

6. Finance

6.1 Approval of items requiring payment

Item	Base	VAT	Total	Bdgt
Clerk Salary	£630.15	£0.00	£630.15	7
Clerks Phone O2 (paid by DD)	£13.45	£2.69	£16.14	8
Memorial Hall	£50.00	£0.00	£50.00	20
Microsoft (Nov25)	£43.47	£8.69	£52.16	8
SDC Planning Discharge fee	£298.00	£0.00	£298.00	30
Millenium Trust	£120.00	£0.00	£120.00	15
Hinton Groundworks	£1500.00	£250.00	£1250.00	30
WCC Archaeology	£816.00	£136.00	£680.00	30
Pier Architects	£1200.00	£200.00	£1000.00	30
Limebridge Rural Services	£475.00	£95.00	£570.00	23
Limebridge Rural Services	-£258.00	-£43.00	-£215.00	23
Limebridge Rural Services	£255.00	£51.00	£306.00	22
Limebridge Rural Services	£392.00	£78.40	£470.40	21
Hinton Design & Build	£153,685.73	£25,614.29	£128,071.44	30
TOTALS	£159,456.58	£26,393.07	£133,063.51	

Receipts – £11,557.15

Transfer - £155,000.00

Proposed – Cllr D Holmes

Seconded – Cllr M Stanley

6.2 Any Other Finance Matters

Synder Meadow

The clerk circulated a report of Sum Up receipts relating to Synder Meadow. Cllr Appleton reported that to date around £4k had been raised from the Buy a Brick campaign. He noted that there was currently no expenses fund for the Fund Raising Committee, costs incurred had been met from raffle proceeds. It was agreed that an expense fund of £200 be authorised. The Parish Council requested that a monthly report be received on fundraising so that the PC would know what had been spent and raised. **ACTION: Cllr N Appleton.** They also suggested that it be made clear on the Synder Meadow website that costs were not incurred by the PC if direct bank transfers were made.

	<p>The Synder Meadow cashflow report previously circulated was reviewed. It was noted that the bank balance would be down to £32.5k at the end of February 2026. The Clerk was chasing for the agreed donations from the Sports & Cricket Clubs donations. It was noted that at present there was no money in the budget for the phase 2 development, the fit-out costs being approx. £350k. The following actions were agreed:</p> <ol style="list-style-type: none"> 1. Request Cllr Lake to clarify: <ul style="list-style-type: none"> • outstanding monies expected for the Kehlstein development • the pavilion project cashflow projections 2. Subsequently agree Pavilion Project Phase 2 target/budget and 3. decide whether Hinton will be instructed to carry out any further works. <p>2026/27 Budget</p> <p>The draft budget circulated to councillors does not allow for the additional CiL money which has been notified to WPC on 2.12.25 (approx. £44k). It was agreed that an additional £400 should be included for letter drops throughout the year to keep the village informed. The clerk noted that a request had been made from the Memorial Hall for assistance towards their costs of renovation and this was not included in the budget.</p> <p>Councillors agreed that the draft budget required further discussion when Cllr Lake was in attendance. They were conscious of the need to explain to the village the level of the precept for 2026-27 and also of the demands on the PC's finances in respect of Welford Park playing fields, Synder Meadow Pavilion and traffic management measures.</p> <p>A donation of £2k to the Memorial Hall improvements was agreed from the current year's budget, to be paid once the CiL monies were received. Councillors were minded to support further from next year's budget should funds permit.</p>
7.	<p>Project Updates from Councillors</p> <p>The Synder Meadow building would be going up this week, on budget and on schedule.</p> <p>Welford Park playing fields – Cllr Appleton questioned why the areas of land proposed to be exchanged were not the same as it was his understanding that this was a principle that had previously been agreed, ie why were the school getting more land than they are giving up. Councillors agreed that a definitive detailed map was required (could use Parish Online). The original plan discussed showed a distance of 26m from the boundary for the play area, it appeared that this had now been reduced to 21m.</p>
8.	<p>Communications</p> <p>Not discussed</p>
9.	<p>Any Other Business</p> <p>Cllr Stanley reported that the path that runs parallel to High Street past the graveyard extension was overgrown.</p> <p>Cllr Holmes will circulate the Synder Meadow risk analysis. He also reported that the Feasibility study for the footpath/cycleway path improvement from Weston to Greenway is funded to £15k.</p>
10.	<p>Dates of Future Meetings</p> <p>16th December 2025 – Planning Committee</p> <p>6th January 2026 – Full Parish Council</p>