

**Minutes of the Meeting held on
Tuesday 1st September 2026 at 7:15 p.m.**

Present: Cllr J Hockaday - in the chair, Cllr M Lake, Cllr M Stanley, Cllr D Holmes, Cllr D Jones

In Attendance: I Wibberley (clerk)

Public Participation: 6

Item																															
1.	Acceptance of Apologies – Cllr S Carter, Cllr N Appleton																														
2.	Declarations of Interest – Cllr J Hockaday regarding 26/01674/PIP and 26/00772/PIP																														
3.	Approval of Minutes The minutes of 4 th August 2026 were reviewed and agreed for signature by the Chair Proposed: Cllr J M Stanley Seconded: Cllr D Holmes																														
4.	District & County Councillors’ Report None received																														
5.	Planning 26.01674.PIP - both the applicant and Mr Baggailey spoke regarding this application. Reference was made to a number of matters including the recently issued NPPF (17 August 2026), the reduction in the number of houses, the adjustment of the application/development area, the response of WCC Ecology, the SDC housing supply, and concerns of residents. After discussion the PC agreed to object to the application on the basis of development in the Open Countryside and adverse impact on the PROW (incl views). The previous decision of “no representation” was felt to no longer be appropriate given the new NPPF, concerns about the PROW, residents’ views, and the moving of the development such that it was no longer immediately adjacent to the BuAB.																														
5.1 Report of Planning Notices Received From SDC During August 2026																															
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5.2 Planning Applications Previously Considered (August 2026 Planning Committee)

Reference	Property	Description	Consultation expiry date	PC Decision
26/01497/FUL	Millfield Park Mill Lane Welford-on-Avon	Change of use of land from seasonal (10 months) caravan site for siting of 1 Caravan for permanent (12 month) residential occupation, and the change of use of land from seasonal (10 months) caravan site for the siting of 2 caravans for holiday use occupied throughout the year (12 months).	26/08/2026	Object
26/01517/VARY	Former Flogas Direct Ltd Station Works Binton Stratford-upon-Avon CV37 9UA	Variation of Condition number(s): 1, 3 and 4. of application 24/01765/VARY (Date of decision: 15.04.2025) : Landscaping proposals have been amended to suit as-built footpath alignment and planting with updated plans and references	26/08/2026	Support

5.3 Planning Applications Received From SDC for Consideration at September 2026 Parish Council Meeting

Reference	Property	Description	Consultation Expiry Date	PC Decision
26/01674/PIP	Land South Of Elm Leys Hunt Hall Lane Welford On Avon	Erection of between 2 and 5 dwellings	12/08/2026	Object
26/0114/VARY	Orchard Nurseries, Duck Lane, Welford on Avon	Variation of condition 1		Object

5.4 Planning Enforcement

The matters included in the Planning Report were noted matters. Cllr Appleton was requesting an update on these. **ACTION: Cllr Appleton**

5.5 Other planning matters**5.5.1 South Warwickshire Local Plan – draft PC response & public consultation**

A 2nd draft had been prepared and circulated by Cllr Carter. It was agreed that this should be submitted. Both Long Marston and Bidford had issued information to their residents and it was agreed that the PC should keep the village informed of its own response. It was suggested and agreed that the PC response should be included on the website and a link should be inserted in Welford Matters and on the PC WhatsApp group. **ACTION: Clerk to liaise with Cllr Appleton.**

Cllr Stanley advised that he had been invited to talk to Women in Welford about the local plan. The PC agreed that he could share the PC's view and noted that the information would be included on the website.

5.5.2 26/00772/PIP - Elm Leys, Hunt Hall Lane (Committee date 09.09.26)

The PC agreed to continue with its objection and to make reference to the recent NPPF. Cllr Appleton would represent their views at Committee.

5.5.3 Update of Welford NDP – way forward

A number of councillors had investigated advisers who could provide assistance to the PC in updating the local plan and details had been circulated to the PC. SDC had advised it would take 18 months to review/update the local NDP. SDC had advised that Alcester Town Council were well advanced on their local plan. **ACTION: Cllr Hockaday to speak to Vanessa Lowe about the process.** It was

agreed that Cllrs Lake, Hockaday and Appleton would have discussions with the two identified advisers and that the matter would be discussed further at the next planning committee meeting.

5.5.4 Duchy Homes POS

The clerk reported that Duchy Homes would provide a sum of £20k should the PC wish to take on responsibility for this area. The PC agreed that they did not wish to take on this liability.

6. Finance

6.1 Approval of items requiring payment

Item	Base	VAT	Total
Microsoft (Jul26)	£43.47	£8.69	£52.16
Clerk's salary Aug 2026	£509.35		£509.35
Clerk's salary HMRC tax- Aug 2026	£120.80		£120.80
Welford Memorial Hall	£50.00		£50.00
O2 clerks phone (Jul26)	£8.25	£1.65	£9.90
Millenium Trust	£120.00		£120.00
Taxi Trucks (Synder Meadow furniture removals)	£28.00		£28.00
Three mobile (Synder Meadow internet)	£13.00	£2.60	£15.60
Simon Carter expenses (Synder Meadow)	£39.14	£7.83	£46.97
Moore & Co (audit fee)	£1706.25	£341.25	£2047.50
Clerk's salary HMRC NIC- Aug2026	£28.07		£28.07
TOTALS	£2638.33	£390.02	£3028.35

Receipts – £2248.24

Transfer - £nil

Proposed – Cllr M Stanley Seconded – Cllr D Holmes

6.2 Audit 2025-26 external auditors report

This had been circulated to councillors. The findings were noted and it was agreed that Cllr Lake would report against budget every 3 months. It was also noted that there was a need to tighten up the deadlines for each stage of the audit process, eg internal audit. It was agreed that a formal letter of appointment was required for the internal auditor. **ACTION: I Wibberley**

6.3 Expenditure forecast 2026-27

Cllr Lake requested councillors to advise him of any known expenditure items for the next 12 months. He would prepare an initial budget for 2027-28 for discussion at the next full meeting. He would also review actual performance vs budget. **ACTION: Cllr Lake**

6.4 Any Other Finance Matters

Cllr Lake reported on the HMRC VAT enquiry following the PC's most recent VAT refund claim. The PC had agreed to spend £300 for advice from Parkinson Partnership and prepared, with their help, a response to HMRC. He was pleased to report that the VAT refund had now been paid and the enquiry concluded.

Cllr Lake noted that changes to the rules on Employer NIC meant that the PC owed some money to HMRC. This was being calculated and the arrears would be paid.

The high level of the audit fee was because of higher income/expenditure than in previous years.

7. Synder Meadow Pavilion Project

7.1 Synder Meadow update of current position

Cllr Hockaday gave an update. Discussions with the FA were continuing but it was unlikely that

	they would be able to provide all the necessary funding. 7.2 Synder Meadow land registration & access The clerk to follow up with the lawyers regarding the fixed fee agreement. ACTION: I Wibberley
8.	Project Updates from Parish Councillors <u>Cllr Stanley</u> – reported that the grit bins were in a satisfactory condition and that none currently needed replacing. HCAF funding for road improvements – Cllr Stanley has been following up on when WCC will be able to go ahead with footpath and crossing on Headland/Barton road. He is awaiting the final funding figure of what it will cost the PC. He is also checking if Brockworth Homes are still interested in the footpath as SDC are now ready to do this – this looks unlikely given the time delays and the fact that the developer is no longer building on site. He recently spent some time on Welford Bridge with a person from SDC traffic & safety unit who has advised there is nothing they can do at the present time but has given some suggestions (eg slow signs on road, pedestrians on the road, road narrow signs). He will also find out how much traffic lights will cost to install and operate. There is no form of solar lighting which would be considered acceptable with a dark skies policy, however there are solar powered cats eyes available. Any signage would need to be purchased by the PC. As a result of this time a feasibility study is no longer required. <u>Cllr D Holmes</u> – cycle feasibility study will not report until end of September. He is in process of adding details of PC assets to Parish Online. Limebridge will be coming to do paths in next couple of weeks. Proposal for Cress Hill improvements still outstanding. The steps will be repaired at Cress Hill @ £50 per step. <u>Cllr D Jones</u> – banner ordered £66.93 + VAT. Agreed that OK to pay when invoice received. The clerk reported that she had submitted the stage 1 remembrance day application. Times from 10:45 to 12:15. The PC wondered whether they should we consider putting up the signage in the days before the event. ACTION: Clerk to send Cllr Jones last year's information to check if anything needs to be changed.
9.	Communications 9.1 Welford Matters article(s) – the clerk to follow up to see if we the PC can consistently have a 2 page article. ACTION: I Wibberley 9.2 Publication of questionnaire results Cllr Lake to draft an article ref the village questionnaire results and also a monthly newsletter/standard format. ACTION: Cllr Lake The PC need to formally consider the communication policy that Cllr Stanley has drafted. Cllrs Lake and Carter to follow up with their contacts regarding regular assistance to the PC with communications matters. The clerk to follow up with SDC regarding the timing for the appointment of a new councillor. ACTION: Cllr Lake, Cllr Carter, I Wibberley
10.	Any Other Business 10.1 Phone Boox – way forward The clerk has reverted to those who are interested in looking after it. She was asked to find the cost of restoring/painting. ACTION: I Wibberley 10.2 Action List The clerk to circulate it for comment. ACTION: I Wibberley

11.

Dates of Future Meetings

22nd September 2026 – Planning Committee Meeting – in the church rooms
6th October 2026 – Full Council Meeting

Meeting finished: 21:34