



5.	<b>To Approve the Minutes of the Parish Council Meetings held on 9<sup>th</sup> September 2025</b>	
	Proposed by: Cllr Honess, Seconded by: Cllr Sheppard. <b><i>It was resolved that the minutes of the Parish Council meeting held on 9<sup>th</sup> September 2025 be approved.</i></b>	
6.	<b>To receive Progress Reports on Outstanding Items not covered later on the agenda</b>	
6.1	<u>Reporting of narrowing path along the A45 to WCC Highways</u> WCC Highways confirmed they are aware of the narrowing path and will be carrying out the necessary work.	
6.2	<u>Reporting of the cracks on the Woolscott Road from Willowbrook Barn to Olde Farm to WCC Highways</u> These were reported to WCC Highways, along with the breaking up on the road surface from the junction of Lower Street and Woolscott Road to Pye Court, opposite “Annescope”, who have confirmed they will inspect the roads. Cllr Honess reported that yellow paint marks have been put on part of the road surface but not all of it. <b>ACTION: WCC Highways to be notified that the area outside “Annescope” has not been marked for repair; two cracks within 100 yards east of Olde Farm also need repairing.</b>	Clerk
6.3	<u>Annual grant of £450 to be paid to the Village Hall</u> The grant was paid on 10 <sup>th</sup> September 2025.	
7.	<b>Planning</b>	
7.1	<u>Planning reference: R25/0731 – Hay Loft, Manor Farm Barns, Brooks Close – Certificate of Lawfulness for a proposed single storey rear extension</u> The Parish Council considers that as the application is for a Certificate of Lawfulness the matter is between the property owner and the planning authority. Cllr Sheppard proposed that a no comment response be submitted. Seconded by: Cllr Lewis. <b><i>It was resolved that a no comment response be submitted.</i></b> <b>ACTION: No comment response to be submitted.</b>	Clerk
8.	<b>Highways, Street Lighting and Footpaths</b>	
8.1	<u>To receive an update on the repairs to the base of the Main Street bus shelter</u> Cllr Honess reported that the handyman will not be repairing the base of the shelter. <b>ACTION: Cllrs Honess and Lewis will install the skirting to the base of the shelter.</b>	RH/ML
8.2	<u>To receive an update on the work to the island surrounding the village sign</u> The Clerk reported that the work has been delayed.	
9.	<b>Finance</b>	
9.1	<u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Lewis, Seconded by: Cllr Ash. <b><i>It was resolved that the payments in the schedule be approved.</i></b>	
9.2	<u>To consider the mowing quote for the 2026/27 season</u> Greenstone Contracts has confirmed that there will be no price increase for the 2026/27 mowing season. Given that the contract went out to tender last year and the work is of a good standard, the quote is being put forward for approval. Proposed by: Cllr Honess, Seconded by: Cllr Sheppard. <b><i>It was resolved to accept the quote for the 2026/27 season.</i></b> <b>ACTION: Greenstone Contracts to be notified that they have been awarded the contract.</b>	Clerk

9.3	<p><u>To consider the financial statements to 30<sup>th</sup> September 2025</u>  Cllr Sheppard confirmed he had carried out the quarterly accounting checks prior to the meeting and that all was in order.  Proposed by: Cllr Sheppard, Seconded by: Cllr Ash.  <b><i>It was resolved that the financial statements be accepted.</i></b></p>	
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**SCHEDULE OF PAYMENTS TO BE APPROVED on 7<sup>th</sup> October 2025**

Payee Name	Description of Service	Amount £
Tomato Energy	Street lights – August 2025	31.07
Greenstone Contracts	September mowing	764.33
Unity Trust	Service charge	6.00
RoSPA	Annual Playground inspection	120.00
<b>Total</b>		<b>£921.40</b>

<b>10.</b>	<b>Playing Field</b>	
10.1	<p><u>To receive the RoSPA annual inspection report</u>  The report has been circulated to all councillors. Cllr Honess reported that it was a good report.</p>	
10.2	<p><u>To consider any work required as a result of the report</u>  Cllr Honess reported that the goal posts require replacing. The Clerk confirmed there is sufficient allowance in the budget to cover the estimated replacement cost of £400.</p>	
<b>11.</b>	<b>Village Pond</b>	
11.1	<p><u>To receive the second opinion on the ash tree</u>  Cllr Honess has obtained a second opinion; it has been advised the tree has ash dieback. The options are as follows:</p> <ul style="list-style-type: none"> <li>● Carry out a pollard by reducing the whole crown down to around 25’ back to the large diameter branches creating a much lower framework of branches. This will then re-shoot new growth from the reduction points, much like the willows, the tree will then need to be managed on a cyclical basis.</li> <li>● Reduce the tree to a single trunk about 20’ high and leave the tree as a monolith for habitat. It may re-grow new shoots or it may not, but it will not pose a risk of dropping branches.</li> <li>● Remove the tree - this will save on any future maintenance costs having to look after a tree in decline.</li> </ul>	
11.2	<p><u>To consider the quotes for the work required on the ash tree</u>  The first two options have been quoted at £1,200 + VAT, the third option has been quoted at £1,600 + VAT.  The risks of not taking immediate action were discussed. It was agreed that the risk of not taking action when ash dieback has been identified is too great.  The councillors discussed the options available.  <b>ACTION: Quotes to be circulated, councillors to visit the site and options to be considered at the next meeting.</b></p>	<b>All</b>

<b>12.</b>	<b>Risk Assessment</b>	
12.1	<p><u>To consider the Risk Assessment</u>  <b>ACTION: Risk assessment to be updated for the addition of the risks associated to the ash dieback and submitted for approval to the next meeting.</b></p>	<b>Clerk</b>
<b>13.</b>	<b>Correspondence</b>	
	None	
<b>14.</b>	<b>Councillors Reports and Items for the Next Agenda</b>	
	<p>Cllr Ash reported a hole and a long crack in the road on Main Street, 20 yards east of the junction with College Road (towards the A45). Cllr Honess will inspect the road and report back to the Clerk.</p> <p>The Clerk noted that residents can report potholes directly to WCC:  <a href="https://services.warwickshire.gov.uk/report-a-pothole/">https://services.warwickshire.gov.uk/report-a-pothole/</a></p> <p>Cllr Lewis has received an enquiry from St Nicholas' PCC asking for clarification on the Parish Council's responsibilities to the PCC. The Clerk confirmed that the church clock is owned by the Parish Council which means it maintains the clock and pays a contribution for electricity to run the clock. The Parish Council has no other responsibilities with regards to the PCC.</p> <p>Cllr Lewis thanked Deborah Sheppard for all her hard work in running the library in the telephone box and commented how well it is run and how much people appreciate it.</p> <p><b>Items for the Next Agenda:</b>  Draft 2026/27 budgets – councillors were asked to consider any expenditure that will be required in their areas of responsibilities.  Village car park – additional signage to be considered to prevent people parking their cars there permanently.  Car park policy.  Goalposts – consider the replacement.  Ash tree – quotes and options to be considered.  Risk assessment – updated for risks associated with ash dieback.</p>	
<b>15.</b>	<b>Date of the Next Meeting</b>	
15.1	11 <sup>th</sup> November 2025 at 7.00pm in the Village Hall.	
	The meeting closed at 8.04 pm.	

Chair.....

Date.....