

Minutes of the Ordinary Meeting of Wolverton Parish Council held at the Church Hall, Wolverton at 7.30pm on 20 November 2025

Present: Cllr S Easterbrook (Chair); Cllr P Anthony; Cllr S Murphy; Cllr T Phillips; Cllr J Wynn-Evans
SDC Cllr D Parker; WCC Cllr J Crocker (both for part of the meeting)

Parish Clerk: Jennifer Bendall

Public: Two (both for part of the meeting)

25/11/20/01 Record of members present

Noted.

25/11/20/02 To receive apologies for absence

None.

25/11/20/03 To receive declarations of interests (existence and nature) on Items on the Agenda

None.

25/11/20/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 18 September 2025 were taken as read, approved and signed by the Chair.

25/11/20/05 Matters arising from previous meetings (*not covered elsewhere on the agenda*)

None.

25/11/20/06 Review Live Issues

Appendix 1 attached.

ACTION: All Councillors / Clerk

25/11/20/07 Clerk's Report

The Clerk advised that she had attended WALC training on understanding the 2025 SAPPP Practitioners Guide and Assertion 10 compliance, including domain names, email, website and IT policies. The changes to the Guide will be implemented on the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2026.

The Clerk drew attention to correspondence from Lloyds regarding free trees from the Woodland Trust. To be forwarded to Cllr Murphy.

The Clerk advised that she had applied for the position of Langley Parish Council Clerk / RFO.

ACTION: Clerk

25/11/20/08 Parish Council Focus Update

(The PC Focus for 2025/26 remains the environment and climate change, along with actively supporting meeting the housing needs of the parish for at least a year)

Appendix 1 attached and agenda item 25/11/20/10 (telephone box).

ACTION: All Councillors / Clerk

25/11/20/09 To note issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges footpaths, etc)

None.

25/11/20/10 To consider, and resolve to approve if appropriate, adoption of the disused telephone box
(Local Government Act 1972, s.144)

The meeting was joined by Paul Preece who represented the Wolverton Telephone Box group.

The Chair advised that BT has provided WPC with a contract for taking over the telephone box and that they are chasing for a signature. He also noted that BT have offered to provide some paint.

There have been two meetings of the Wolverton Telephone Box group, with residents' keen to help with the project, and a lot of ideas have been put forward. Suggestions for future use include a book exchange, library, history room, plant/seed exchange, and defibrillator "housing". There is a definite case to adopt the box, but its future use must be of benefit to the Parish as the asset will need to be maintained in perpetuity.

Originally installed in the 1950s or 1960s, it doesn't seem to have been maintained by BT in recent years, and its appearance is a concern: structurally it is fairly sound but currently it looks a mess and it needs a good clean. There is a consensus that the box shouldn't be allowed to deteriorate further. There is a possibility that it has been painted with a lead-based paint and tests will need to be carried out: kits are available for a small cost but any such action would need to take appropriate precautions.

Although the telephone box will have to be owned by the Parish Council, the Councillors don't want to be responsible for organising maintenance or the management of its future use. A management group would need to be formed to "administer" the box, and it would need to enter a morally, if not legally, binding agreement with the Parish Council.

WPC could fund the necessary insurance, the cost of the initial acquisition and a possible legal agreement, and ideally there would be a Parish Council representative on the management committee.

It was acknowledged that interest may wane over time, and that a trial period of a year would be a good idea. If, after the trial period, the scheme proves to be unsustainable the box could be permanently locked.

It was agreed to hold a resolution at the January 2026 meeting to agree to adopt the box, to confirm who owns the land that the box is situated on, to get an initial estimate of how much it will cost to do it up, and to consider the insurance implications. If it is agreed to adopt the box, the next steps will be to proceed with the acquisition of the box, form the management group, start the maintenance of the box and to investigate reconnecting the electricity.

ACTION: Councillor Easterbrook / Clerk

25/11/20/11 Report from County Councillor Crocker

Report received with thanks (available on WPC website). Cllr Crocker introduced himself to WPC. He advised that WCC are seeking views on home to school transport as costs had increased significantly in recent years. He also mentioned the possible effect a Unitary Authority would have on the County's parish councils. There was also a discussion regarding flooding.

25/11/20/12 Report from District Councillor Parker

Report received with thanks (available on WPC website). Cllr Parker recommended that WPC should attend the regularly held SDC Parish Forum meetings. He advised that speculative planning applications are already being submitted to SDC following the loss of its 5-year land supply, and Wolverton should expect to see some applications appear in the Parish. He also briefly discussed community grants and visits to the Recycling Plant.

25/11/20/13 Planning Matters

1. Applications and decisions

To consider and resolve to comment as appropriate on planning applications received, and to note current status of existing planning applications

NOTED.

Application Number / Address	Applicant	Application Details	For consideration or to receive update:
25/01719/FUL Woodside, Wolverton Fields, Norton Lindsey, Warwick CV35 8JN	Cath Lloyd	Take down existing conservatory new single storey rear	Update: Planning Permission Granted
25/01905/FUL Crusoes, Wolverton Fields, Norton Lindsey, Warwick CV35 8JN	Mr And Mrs Pegg	First floor dormer extension	Update: Planning Permission Granted
25/01689/VARY Land Adjacent To Bonnyton, Wolverton, CV37 0HF	Casey Construction (Midlands) Limited	Variation of conditions 2, 3, 4, 8 and 9 of planning permission reference 20/02423/FUL (Original description of development: Erection of one local market dwelling and all associated works)	Update: Planning Permission Granted at Planning Committee on 19 November 2025. Thanks were given to Cllr Easterbrook and Cllr Parker for attending the meeting.

2. To discuss other planning issues within the parish

NONE

25/11/20/14 Finance

1. Account Balances **NOTED**

Appendix 1 attached

2. Payments Received Since Last Meeting **NOTED**

Date	From	Reason	Total
09/10/2025	Lloyds	Interest	£3.48
09/11/2025	Lloyds	Interest	£3.72

3. Payments Made Since Last Meeting NOTED

Date	From	Reason	Total
02/10/2025	Cloud Next	Gov.uk domain name	£60.00
02/10/2025	IDVerde	Grasscutting Jun 2025	£80.41
02/10/2025	IDVerde	Grasscutting Jul 2025	£80.41
02/10/2025	Clerk	Backdated pay	£28.38
15/10/2025	Clerk	Salary	£150.59
20/10/2025	Lloyds	Service Charge	£4.25
29/10/2025	IDVerde	Grasscutting Aug 2025	£80.41
29/10/2025	IDVerde	Grasscutting Sep 2025	£80.41
29/10/2025	IDVerde	Grasscutting Oct 2025	£80.41
17/11/2025	Clerk	Salary	£150.59

4. Items of Expenditure to be Reviewed and Approved APPROVED

Payment To	Reason	Total
Wolverton Church Room Committee	Hire of Church Room 2025	£80.00
Clerk	Expenses April – November 2025	£19.94

25/11/20/15 Correspondence

Date	From	Details
-		

25/11/20/16 Parish Report / Items for next meeting

There was a brief discussion regarding the possibility of a sign identifying the part of the Parish known as Wolverton Fields. It was noted that this is a local name and that the official name is Wolverton Road.

25/11/20/17 Dates for future meetings

22 January 2026 - Ordinary Meeting (apologies for this meeting received from Cllr Anthony)
19 March 2026 – Ordinary Meeting

25/11/20/18 Close

9.05pm

Signed:

Wolverton Parish Council Chair

Date:

APPENDIX 1

Live Issues

Issue		Current Status	Lead / Action By	Update and Action Required <i>(to be agreed at meeting)</i>	Deadline <i>(if applicable)</i>
PC Focus 2025/26	Climate Action Plan session	There is a question about how much the training session will be tailored to our needs. The Chair to pursue.	SJE All	No update	ASAP
Highways issues, etc	Tree Survey	Cllr Wynn-Evan's to confirm how the Highways tree survey interacted with our survey plans.	JW-E	No update	ASAP
Finance	CIL Expenditure	New footpath to Church: Cllr Anthony has not received a response regarding the funds allocated by Ian Shenton. He has made an application to the WCC Highways Fund but has received no news to date.	SJE PA WCC	J Crocker to chase up and provide answer regarding both Ian Shenton's allocated funds and WPC's application to the Highways Fund.	ASAP
		Benches for The Green: The Chair has spoken to some of the village green neighbours, and it is felt a single bench facing the footpath is the best option. The Chair to follow up. It was noted that the CIL funds to be used will expire over the next 1-2 years.	JW-E	Cllr Wynn-Evans to update bench options Cllr Easterbrook to get neighbours agreement	ASAP
		Registering the Village Green with the Land Registry: It was agreed that a vote on whether to register the Green with the Land Registry would be held at the next meeting, and that J Roper would be invited to attend the meeting. Cllr Murphy and Mr Roper to bullet point the information they have as a permanent record for future reference and to enable a fully informed decision.	SJE All	After thorough investigations it was agreed that WPC owns the Green. It appears that WCC were instructed to complete the land registry application in the 1980s, but that this was never done. Cllr Anthony to check the cost of identifying access rights across the Green, and it was agreed to proceed with this but if the costs appear prohibitive he is to come back to WPC.	ASAP

				Cllr Anthony to take the lead, with Cllr Murphy and J Roper supporting him. It was noted that CIL funds can be used to register the Green.	
	Housing Needs Survey	Invite Sarah Brooke-Taylor from WRCC and Parishioners to attend either the November or January meeting to discuss what our options are if we want to be proactive.	All / WRCC	Clerk to invite Sarah to the January meeting. Following the Bonnyton planning application being granted permission after WPC objected to it, there could be implications to future housing developments in the parish.	ASAP
Other	Document storage	Historic documents are being sorted prior to depositing at WCC County Records Office. Electronic storage of general documents is being investigated.	PA SM Clerk	Past minutes to be catalogued and then deposited with County Archives. Clerk to investigate options for electronic document storage.	ASAP
	Community Governance Review	Cllr Wynn-Evans has registered an interest in reviewing the Wolverton Parish boundary as part of the Local Government Reorganisation	JW-E	JWE to contact SDC.	N/A
Planning		Open applications awaiting SDC decision: 25/01689/VARY - Land Adj. To Bonnyton	-	-	N/A

APPENDIX 2

WOLVERTON PARISH COUNCIL

Accounts Year To Date 20 November 2025

Reconciled to Community Account bank statement dated 16 November 2025 and Comm Inst Access bank statement dated 16 November 2025

Actual 2024/25		Budget 2025/26	Actual 2025/26
BALANCES B/F			
£ 9,325.45	Current Account at 1 April	£ 2,679.52	£ 2,836.86
£ -	Savings Account at 1 April	£ 7,035.00	£ 7,033.82
£ 9,325.45	TOTAL B/F	£ 9,714.52	£ 9,870.68
INCOME			
£ 3,700.00	Precept	£ 3,811.00	£ 3,811.00
£ 146.92	Grants	£ -	£ -
£ 33.82	Interest	£ 70.00	£ 34.92
£ -	VAT reclaim	£ 300.00	£ -
£ 10.39	Other	£ -	£ -
£ 3,891.13	TOTAL INCOME	£ 4,181.00	£ 3,845.92
GENERAL EXPENDITURE			
£ 2,043.87	Clerk's Salary	£ 1,840.00	£ 1,204.72
£ 43.00	HMRC	£ -	£ -
£ 40.01	Clerk's Homeworking Allowance and Travel Expenses	£ 40.00	£ -
£ 24.23	Admin Expenses (stationery, printing, postage, internet, etc)	£ 350.00	£ 87.74
£ 469.07	Grass cutting	£ 635.85	£ 469.07
£ -	Parish Maintenance (excluding grass cutting)	£ 100.00	£ -
£ 160.00	Subscriptions (WALC, ICO, etc)	£ 225.00	£ 129.00
£ 214.00	Insurance	£ 300.00	£ 214.00
£ 16.00	Room Hire (includes Zoom virtual meetings)	£ 72.00	£ -
£ -	Training	£ 150.00	£ -
£ -	Audit Fee	£ -	£ -
£ 146.92	Other	£ 50.00	£ -
£ 100.00	Election Costs Fund annual increase	£ 100.00	£ 100.00
£ 150.00	Assets Fund annual increase	£ 150.00	£ 150.00
£ 50.00	Contingency Fund annual increase	£ 50.00	£ 50.00
£ -	Grants made under Discretionary Powers and Section 137 Grants	£ 200.00	£ -
£ 118.80	VAT paid (to be reclaimed)	£ 150.00	£ 126.99
£ 3,575.90	TOTAL GENERAL EXPENDITURE	£ 4,412.85	£ 2,531.52
EXPENDITURE FROM RESERVES			
£ -	Election Costs	£ -	£ -
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -
£ 70.00	Ringfenced funds	£ -	£ -
£ -	VAT paid from Asset Fund (to be reclaimed)	£ -	£ -
£ 70.00	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -

Actual Balance of Accounts at 31 March 2025		Forecast Balance of Accounts at 31 March 2026 (as per budget for year)	Actual Balance of Accounts Year To Date
£ 2,836.86	Current Account Balance	£ 2,677.67	£ 4,416.34
£ 7,033.82	Savings Account Balance	£ 7,105.00	£ 7,068.74
£ 9,870.68		£ 9,782.67	£ 11,485.08
£ 5,050.36	Ringfenced funds *	£ 5,050.36	£ 5,050.36
£ 650.00	Contingencies fund (sum retained for unexpected expenses)	£ 700.00	£ 700.00
£ 600.00	Sum retained for future election costs	£ 700.00	£ 700.00
£ 850.00	Sum retained for Asset Fund (purchase, repair, renewal and inspection costs)	£ 1,000.00	£ 1,000.00
£ 2,720.32	TOTAL DISPOSABLE FUNDS	£ 2,332.31	£ 4,034.72

* <u>Ringfenced funds</u>					<u>Greenshoots Grant</u>		
CIL payment (to be used for infrastructure projects) #					£4,920.36		
Donations for replacement defibrillator (balance remaining, to be used for ongoing defibrillator maintenance costs)					£130.00		
					£5,050.36		
# <i>The CIL funds that WPC has received have to be spent within 5 years of receipt, as follows:</i>							
Amount:	Received:	To be spent by:	Amount spent:	Balance remaining:			
£1,081.13	21/06/2021	20/06/2026	£70.00	£1,011.13			
£1,081.13	08/11/2021	07/11/2026		£1,081.13			
£2,162.25	13/06/2022	12/06/2027		£2,162.25			
£665.85	26/06/2023	25/06/2028		£665.85			
£4,990.36			£70.00	£4,920.36			
£665.85	26/06/2023	25/06/2028		£665.85			
£4,990.36			£70.00	£4,920.36			

Date	Amount of Grant Received from WCC	Amount Forwarded to Grow Team
21/02/2023	£900.00	
21/03/2023		£920.00
01/09/2023	£400.00	
18/09/2023		£456.98
28/12/2023	£255.53	
22/01/2024		£178.20
22/11/2024	£107.00	
18/11/2024		£107.00
02/01/2025	£39.92	
17/01/2025		£39.92
Totals	£1,702.45	£1,702.10
Balance of Grant to be forwarded to Grow Team when received		£97.90
Balance of Grant to be forwarded to Grow Team when received		£97.90