

Minutes of the Ordinary Meeting of Wolverton Parish Council held at the Church Hall, Wolverton immediately following the Annual Meeting on 29 May 2025

Present: Cllr S Easterbrook (Chair); Cllr P Anthony; Cllr Wynn-Evans
SDC Cllr D Parker (for part of the meeting)
Parish Clerk: Mrs Jennifer Bendall
Public: One (for part of the meeting)

25/05/29/01 Record of members present

Noted.

25/05/29/02 To receive apologies for absence

Apologies were received from Cllrs Murphy and Phillips, both of whom were away. Approved.
Apologies were also received from WCC Cllr J Crocker who was unable to attend due to another commitment.

25/05/29/03 To receive declarations of interests (existence and nature) on Items on the Agenda

None.

25/05/29/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 20 March 2025 were taken as read, approved and signed by the Chair.

25/05/29/05 To provisionally approve the Minutes of the Annual Parish Assembly held on 24 April 2025

Councillors are advised that the Minutes of the Annual Parish Assembly will be officially signed at the next Parish Assembly to be held in April 2026.

The minutes of the Parish Assembly held on 24 April 2025 were taken as read and provisionally signed by the Chair.

25/05/29/06 To discuss issues raised at the Annual Parish Assembly

- Telephone box:
Following notification by BT that the phone box, which is listed, is available for adoption by the parish, the meeting noted that ideally there should be a broad group of volunteers to maintain it. The Chair to put another call for volunteers on WhatsApp before WPC decides if it will pursue adopting the box.
- Rats:
Following the Parish Assembly, Cllr Anthony investigated concerns that there was a problem number of rats in the northern side of the parish. He confirmed that he had spoken to various residents, all of whom confirmed that they were practicing good housekeeping in respect of composting, feeding wildlife, etc. The situation to be monitored.

ACTION: Councillor Easterbrook.

25/05/29/07 Matters arising from previous meetings (*not covered elsewhere on the agenda*)

Update on "WhatsApp coverage" in the parish – defer to next meeting.

ACTION: All Councillors.

25/05/29/08 Review Live Issues

Appendix 1 attached.

ACTION: All Councillors / Clerk.

25/05/29/09 Clerk's Report

None.

ACTION: -.

25/05/29/10 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.

Action: Clerk and Councillor Easterbrook.

25/05/29/11 To note issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges footpaths, etc)

None.

Action: -.

25/05/29/12 To review WPCs stance on the installation of automatic numberplate recognition cameras (ANPR) in the Parish and to consider alternative deterrents, and to agree further action as appropriate.

The Chair advised that he had spoken to the ANPR lead for Langley Parish Council who believes that having active ANPR has deterred criminals. It was noted that the ANPR system has software that automatically reads number plates, which CCTV doesn't. It was agreed that such a scheme should be volunteer driven, and that WPC shouldn't spend Parishioner's money on the scheme unless the entire parish is covered. The Clerk advised that Norton Lindsey PC will also be considering what can be done to help combat thefts, and it was agreed that WPC would consult with NLPC and that a joint scheme could be a good idea. The ballpark cost of a scheme was reviewed, and it was acknowledged that as WPC doesn't have the funding for a complete scheme there would be a significant financial challenge. It was agreed to approach the community to identify volunteers to support taking a scheme forward.

Action: Councillor Easterbrook / Clerk.

25/05/29/13 Report from County Councillor Crocker

None received at the time of the meeting.

25/05/29/14 Report from District Councillor Parker

Report received with thanks (available on WPC website). Cllr Parker expressed congratulations to the newly elected WCC Cllr James Crocker, and thanked former Cllr Ian Shenton for his significant support over the past few years.

25/05/29/15 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:
25/00668/FUL The Old Stables, Wolverton, Stratford-upon-Avon, CV37 0HE	Mr Chris & Mrs Helen McKeogh	Proposed single storey extension to rear of existing dwelling	Update: Considered inter-meeting, WPC made no representation, awaiting SDC decision
25/00997/TEL282 Land Adjacent To Bonnyton, Wolverton, CV37 0HF	N/A	Notice of intention to install electronic Communication apparatus pursuant to the town and Country planning (general permitted development Order) 2015 and the electronic communications code (conditions and regulations) 2003 (as amended)	Update: Notification under general permitted development order received, for information only

2. To discuss other planning issues within the parish

NONE

25/05/29/16 Finance

1. Account Balances NOTED

Appendix 1 attached

2. Payments Received Since Last Meeting NOTED

Date	From	Reason	Total
09/04/2025	Lloyds	Interest	£4.82
09/05/2025	Lloyds	Interest	£5.78
23/04/2025	SDC	Precept	£1,905.50

3. Payments Made Since Last Meeting NOTED

Date	To	Reason	Total
18/03/2025	Lloyds	Service Charge	£4.25
31/03/2025	Clerk	Expenses	£29.91
31/03/2025	NLPC	½ hire of NL Village Hall for climate event 09/23	£16.00
15/04/2025	Clerk	Salary	£145.86
22/04/2025	Lloyds	Service Charge	£4.25
15/05/2025	Clerk	Salary	£145.86
19/05/2025	Lloyds	Service Charge	£4.25
TBC	IDVerde	Grasscutting April 2025	£80.41
TBC	WALC	Annual Subscription	£146.00

4. Items of Expenditure to be Reviewed and Approved NONE

Payment To	Reason	Total
-		

25/03/20/17 Correspondence

Date	From	Details
-		

25/05/29/18 Parish Report / Items for next meeting

- Cllr Anthony advised that the PCC had enquired if they could share the noticeboard outside the Church Hall in lieu of charging WPC for hall hire. The Councillors agreed that WPC should pay for its historic usage of the hall, and that the request for a future arrangement would be formally considered at the June meeting once the Councillors had considered current use of the board by WPC and Parishioners
- Cllr Wynn-Evans declared an interest as a relative of the Chair of the Board of Hinckley and Rugby Building Society. He advised that the Building Society has savings accounts that are tailor made to address the needs of local councils, and he suggested that it might be worth checking the interest rates against Lloyds Bank savings account.
- The meeting noted that a resident in Wolverton parish who is on both the Wolverton WhatsApp group and the Norton Lindsey Facebook group had offered to relay information between the two parishes.

25/05/29/19 Dates for future meetings

19 or 26 June 2025 – Ordinary Meeting to be confirmed
18 September 2025 – Ordinary Meeting

25/05/29/20 The meeting closed at 9.30pm

Signed:

Wolverton Parish Council Chair

Date:

APPENDIX 1

ISSUE		CURRENT STATUS	LEAD / ACTION BY	UPDATE AND ACTION REQUIRED (to be agreed at meeting)	DEADLINE (if applicable)
PC Focus 2025/26	Climate Action Plan session	Claudine Pearson from WALC submitted a proposal for a community climate event but there were concerns with the length of the training (two 3-hour sessions). The Chair to ask Claudine if the training can be reduced. The Clerk to ask Norton Lindsey Parish Council if its Councillors would be interested in attending the training. The Chair to arrange dates with Claudine.	SJE / All	The Chair has emailed Claudine regarding the length of the training, who has advised that the timing had already been minimised and there was no realistic scope for further reduction. There is little direct benefit to WPC of being carbon literate due to little procurement activity, but the training will help attendees identify how residents can be better informed to take their own action. To encourage attendance the training could be held over lunch, which WPC could pay for. It was agreed the training should be held in Autumn. The Chair to continue liaising with Claudine.	ASAP
Highways issues, etc	Woolly Park Farm Event Parking	Events to be reported to the Safer Neighbourhood Team through Cllr Parker.	SJE/Clerk	Parking for the most recent event seemed to have caused less issues than previously.	Ongoing
	Tree Survey	Cllr Easterbrook to circulate an email from County Highways which details trees that WCC have recently inspected. Post Meeting Note: Completed	JW-E	Councillor Wynn-Evan's to confirm how the Highways survey interacted with our survey plans.	ASAP
Finance	CIL Expenditure	New footpath to Church: Legal issues have been identified regarding ongoing maintenance of the path which will be the responsibility of the landowner. In addition, the price to complete the works has increased which has an impact on funding. An alternative to a completely new footpath is for the Minor Works Team to patch the existing path as a one-off. Cllr Anthony to discuss with the PCC to get its views. Post Meeting Note: PCC Agreement reached – awaiting confirmation of remaining budget	SJE / IS	WPC is waiting for WCC to meet to confirm how much money is left in ex-Cllr Ian Shenton's delegated budget. In the meantime, Cllr Anthony has applied to the WCC Highways Community Action Fund for a grant to pay for half of the footpath resurfacing in the event that there is no money available from the delegated budget. It was agreed that Councillor Anthony would contact Councillor Croker to ensure he was aware of the scheme and the importance of his support.	ASAP
		Benches for The Green: Cllr Wynn-Evans has forwarded details of suitable benches and he recommends that recycled benches be chosen. Depending on cost, WPC will consider purchasing two benches. Volunteers are to be asked to install the benches, which should be theft resistant. Cllr Easterbrook to discuss the location with neighbours to get agreement on siting the benches	JW-E	It is important to get the location for the benches right, but siting them isn't easy due to ground levels, etc. Cllr Wynn-Evans to forward details of benches again.	ASAP

		Registering the Village Green with the Land Registry: Investigations into ownership of The Green are continuing	Clerk	J Roper has agreed to investigate registering the village green with the Land Registry, and Cllr Murphy is searching through the historic minutes to see if there is any mention of the Village Green being gifted to WPC. There has also been further correspondence with Peter Endall, the Senior Solicitor at WCC, who advised that not all land in the area is registered and that there are no records of rights of way across the Green, and he noted that WPC can prove that it has been maintaining the Green for many years. The land was registered to Wolverton Parish Council as a village green in 1970 but this doesn't give rights of ownership, and the land has not been registered with the land registry since then. The WPC Asset Register shows that the land was first listed as belonging to WPC in 1983. The rights of way across the Green may be on the deeds of the converted properties, which might be worth pursuing. If WPC does acquire ownership, it must honour the existing rights of way. J Roper to look into putting in an application for adverse possession, and the search of the old minutes can be restricted to anytime between October 1982 and the end of 1983. It was noted that residents around the Green may be familiar with their access rights.	ASAP
	Housing Needs Survey	The Housing Needs Survey was included on the agenda for the Parish Assembly to seek wider views on how the Parish Council can support meeting an identified need.	All / WRCC	Other than the Councillors, no parishioners attended the Parish Assembly. It was therefore agreed that parishioners would be encouraged to attend a future meeting to join in a discussion regarding the identified need, and that Sarah Brooke-Taylor from WRCC would also be invited to a future meeting to discuss the next steps. See the full Parish Assembly minutes (item 2025WPA/09) for the full discussion.	ASAP
Other		-	-	-	-
Planning		Currently no open applications	-	-	-

APPENDIX 2

WOLVERTON PARISH COUNCIL

Accounts Year To Date 29 May 2025

Reconciled to Community Account bank statement dated 19 May 2025 and Comm Inst Access bank statement dated 19 May 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	£ 1,905.50
£ 146.92	Grants	£ -	£ -
£ 33.82	Interest	£ 70.00	£ 10.60
£ -	VAT reclaim	£ 300.00	£ -
£ 10.39	Other	£ -	£ -
£ 3,891.13	TOTAL INCOME	£ 4,181.00	£ 1,916.10
GENERAL EXPENDITURE			
£ 2,043.87	Clerk's Salary	£ 1,840.00	£ 291.72
£ 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	£ 8.50
£ 469.07	Grass cutting	£ 635.85	£ -
£ -	Parish Maintenance (excluding grass cutting)	£ 100.00	£ -
£ 160.00	Subscriptions (WALC, ICO, etc)	£ 225.00	£ -
£ 214.00	Insurance	£ 300.00	£ -
£ 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	£ -
£ 3,575.90	TOTAL GENERAL EXPENDITURE	£ 4,412.85	£ 600.22
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	£ 4,442.14
£ 7,033.82	Savings Account Balance	£ 7,105.00	£ 7,044.42
£ 9,870.68		£ 9,782.67	£ 11,486.56
£ 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	£ 4,036.20

* Ringfenced funds	
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

The CIL funds that WPC has received have to be spent within 5 years of receipt, as follows:

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

Greenshoots Grant

Total grant awarded £1,800.00

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