



Notice of a Meeting of Woodcote Parish Council

Wednesday 20th August 2025 at 19:30, **Pavilion, Woodcote Village Hall**

All Councillors are summoned to a Meeting of Woodcote Parish Council.

Members of the public and press are invited to attend all council meetings.
(Public Bodies (Admission to Meetings) Act 1960)

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. Declarations of Interests [LA 2011 s31]

2.1. To receive declarations of interest for items on this agenda

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

2.2. To consider requests for Dispensations [LA 2011 s33]

3. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

3.1. Meeting held on 16th July 2025

3.2. Meeting held on 28th July 2025

3.3. Matters arising from the minutes not elsewhere on the agenda.

4. Vacant Seats [Representation of the People Action 1985 s21]

4.1. To note the council has 1 vacant seat and receive and consider applications from candidates.

Candidates to be invited to make verbal representations, Cllrs will have the opportunity to ask candidates a few questions before proceeding to vote. Note: If a candidate is unable to attend the meeting, the application can still be considered and voting will be based on the application only.

4.2. To approve co-opting members to fill the vacant seat.

4.3. To receive declarations of acceptance of office from newly co-opted councillor.

To be countersigned by the Clerk, at which point the new councillor may join the meeting.

5. Planning [The Town and Country Planning (Development Management Procedure) (England) Order 2015]

Other Planning Items

- 5.1. To approve response to SODC, whether this Council will take on the long term ownership of the green spaces at the Church Farm development. **Appendix A**

To note other applications, not consulted on

- 5.2. P25/S2333/DIS - The Oratory School, The Oratory Drive, Woodcote, RG8 0PJ
Discharge of condition 10 (Levels) on planning application P23/S1077/FUL Construction of an all-weather pitch (AWP) and all associated works and the construction of four padel tennis courts with sports lighting and all associated works.

6. Community Governance Review – Approve response and any changes requested to submit to SODC
Appendix B

7. Village Hall Matters **Appendix C**

- 7.1. To note an update on the Village Hall Roof and tendering process.
- 7.2. To receive an update on the Public Toilet proposal and consider actions to move the project forward.

8. Village Green & Folly Field Matters **Appendix D**

- 8.1. In accordance with our Tree Policy, consider locations for replacement trees, for the 23 mature trees which needed felling as per the whole parish tree survey. Agree actions and budget.

9. Clerk's Report **Appendix E**
Action Tracker

To review the major projects

- 9.2. To note progress on the Goring Road Crossing, consider actions to move the project forward.
- 9.3. To approve additional budget up to £1000 to Glanville charging at an hourly rate, to ask Exolium to move the pipe, to spend from CIL
- 9.4. To approve £3,500, to investigate alternative traffic calming measures in this location, to spend from CIL.
- 9.5. To note the completion of the Greenmore Ponds restoration, including it coming under budget, and consider further actions regarding the ponds.
- 9.6. To note the Clerk's and Clerk Mentor / Assistant Clerk's "Standard Working Hours"
NOTE: these are the standard hours, on any general week, however leave, sickness, training and meeting the needs of this council or other employments may require these hours to be moved.

10. Finance 2024-2025

Appendix F

- 10.1. To receive the external audit report for 2024/2025 and agree actions.
- 10.2. To note the notice of conclusion of audit for 2024/2025 has been posted.

11. Finance 2025-2026

Appendix G

- 11.1. To note the Local government services pay agreement 2025/26 has been finalised, and will be back dated to 1st April 2025, in the September payroll for all applicable employees.
- 11.2. To approve the finalised payment list for July 2025 and approve payments for August 2025.
- 11.3. To note receipts for July 2025.
- 11.4. To note the reconciled bank balances for 31st July 2025.
- 11.5. To review the Community Infrastructure (CIL) balance and expenditure.
- 11.6. To approve the insurance renewal, noting we are in the 2nd year of a 3 year Long Term Agreement, £1778.54

12. To receive Items of correspondence and agree actions arising.

13. Matters for future discussion.

14. To agree list of items from this meeting to be submitted to Woodcote Correspondent or our Facebook Page as a Parish Council Update.

15. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

Confidential Papers

- 15.1. Consider quotes and approve contractor and budget for car park line painting.
- 15.2. Tree surgery quotes
- 15.3. Resin Path Quotes

NOTE: The following items were approved at the last meeting, however the financial regulations with regard quotes were not followed. As such, quotes for all to be considered below, and formal approval in accordance with our own governing documents to be completed in this meeting.

- 15.4. Playground Repairs – subsequent to RoSPA inspections, and weekly visual inspections
- 15.5. Replacement Spinner / Roundabout
- 15.6. Wetpour repairs.

16. To confirm the date of the next meeting – 18th September 2025

Items for the next agenda to be submitted to the Clerk no later than 10th September for inclusion on the next agenda