



Notice of the Annual Council Meeting of Woodcote Parish Council

Wednesday 17th September 2025 at 19:30, Function Room, 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 02nd September 2025

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

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

To approve responses to the request to consult on planning applications

4.1. P25/S2564/FUL - Meadow View Beech Lane Woodcote RG8 0PX

Erection of two dwellings, together with landscaping, and all associated works.

4.2. P25/S2648/FUL - Woodcote Sawmill Pot Kiln Lane Goring Heath RG8 7SS

Single storey barn / outbuilding extension.

To note other applications, not consulted on

4.3. P25/S2740/LDP - Greenmore Long Toll Woodcote RG8 0RR

Proposed erection of domestic outbuilding

Other Planning Matters

4.4. To note decision made under delegated powers by the Clerk, PC response to direct request from the Developer for comments on the later living development proposed for Bridle Path.

Appendix A

5. Village Green & Folly Field Matters

Appendix B

- 5.1. To receive an update on the informal Tree Meeting of the 2nd September.
- 5.2. To approve planting scheme as per Appendix B, approve budget for the purchase, planting and watering of native woodland trees and required protection to plant in designated area.

6. Clerk's Report

Appendix C

Action Tracker

- 6.1. To review the General Action Tracker

To review the major projects

- 6.2. Co-op / Goring Road Crossing – No Update, Purchase Order Placed.
- 6.3. Greenmoor Ponds – No Update, awaiting VH Roof Decisions.
- 6.4. Village Hall Roof - To receive an update on the Village Hall Roof and tenders.

7. Finance 2025-2026

Appendix D

- 7.1. To approve a grant request from Our Woodcote Library (OWL), £2873
Note: Last year awarded £2680
- 7.2. To approve the finalised payment list for August 2025 and approve payments for September 2025.
- 7.3. To note receipts for August 2025.
- 7.4. To note the reconciled bank balances for 31st August 2025.
- 7.5. To review the Community Infrastructure (CIL) balance and expenditure.
- 7.6. To complete the Q2 budget review and approve virements
- 7.7. To received comments on the proposed FY2026-2027 budget ahead of the budget setting meeting, including sports fees.
- 7.8. To note the contract for Landline and Internet for the office is expiring in October, to consider whether to renew the contract £66.13 per month, or seek alternatives.
NOTE: This contract provides internet to all users of the Village Hall, not just the parish office.

8. To Approve Governing Documents and Policies

- | | |
|---|-------------------|
| 8.1. Effectiveness of Internal Controls & Audit | Appendix E |
| 8.2. Internal Controls Statement | Appendix F |
| 8.3. Financial Risk Assessment & Management | Appendix G |
| 8.4. Investment Strategy & Reserves Policy | Appendix H |
| 8.5. Grants Policy | Appendix I |
| 8.6. Expenses Policy & Claim Form | Appendix J |
| 8.7. IT Policy | Appendix K |

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

None.

10. Matters for future discussion.

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

12. 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

12.1. Consider quotes and approve contractor and budget for Village Hall replacement roof.

12.2. Consider quotes and approve contractor and budget for Tree Surgery.

13. To confirm the date of the next meeting – 15th October 2025

Items for the next agenda to be submitted to the Clerk no later than 08th October for inclusion on the next agenda