



Notice of a Meeting of Woodcote Parish Council

Wednesday 22nd October 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 Chair) 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 Chair 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 17th 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 note planning decisions made by the Clerk under s101 delegation

4.1. P25/S2902/HH – Rosewood, Behoes Lane, Woodcote, RG8 0PP

Proposed single-storey detached outbuilding.

WPC Response: NO OBJECTIONS.

4.2. P25/S2721/HH - Firlea Beech Lane Woodcote RG8 0PX

First floor side extension, single storey rear extension, front extension forming porch, conversion of existing garage to provide habitable accommodation and changes to fenestration and external materials.

WPC Response: NO OBJECTIONS

To note other applications, not consulted on

4.3. P25/S2888/DIS - Woodhaven Reading Road Woodcote RG8 0QX

Discharge of condition 3(Schedule of Materials) on application ref. P21/S4165/FUL Demolition of existing house, construction of two houses.

4.4. P24/S2684/FUL - Byways Beech Lane, Woodcote, RG8 0PY - **AMENDED**

Construction of a dwellinghouse. (Additional information received 17 September 2025 – Ecological Report)

Other Planning Matters

- 4.5. To note decision made under delegated powers the response to the 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 note the retirement of the current litter pickers in March 2026 and considering recruiting for replacement, including hours, routes and rate.
- 5.2. To note the donation of three Scots Pine trees to the PC by Dr.Sudbury and to approve the location planting as per the plan drawn up in 2023 subject to prior consultation with the Clerk regarding the new Resin Path.

6. Village Hall Roof

Appendix C

- 6.1. To receive a report on indicative costings, original scope of the project, and proposed new scope, immediate needs of the Village Hall Trustees, and potential funding avenues.
- 6.2. Noting the decisions at the meetings of:
- **06th March 2024**, to “to ask WWA to apply for planning permission for a Zinc roof and ask for tenders for Zinc Roof following appropriate financial regulations for projects of this cost.”
 - **19th February 2025**, to “submit tender requests to 5 recommended contractors”.

Further noting the immediate need of the VH Trustees, that the roof be replaced before Winter 2026/2027, **to consider approving**, one of the following options, or amended options:

- Progress with the Zinc Roof as originally decided, however amend the purpose/scope, to specifically be **Phase 1 of the “community emergency hub”**, including installation of the Solar Panels, subject to successful grant application in early 2026 to cover the entirety of the costing of the Solar Panels. Funding of the Zinc Roof installation to be decided in the meeting, from the options as detailed in **Appendix C**

OR

- To reverse the decision of the 06th March 2024, and not gift the installation of a Zinc Roof to the Village Hall. To agree scope and bring new tendering documents to a future meeting of the Parish Council for approval and publication.

OR

- In light of the immediate need of the Village Hall, but the insufficient held funds to immediately install the Zinc roof and associated structural changes, to seek tenders for a like-for-like felted flat roof installation, and create a planned funding strategy for a future Zinc Roof.

7. Clerk's Report

- 7.1. To review the General Action Tracker

Action Tracker

- 7.2. To approve CiLCA training and mentoring, to commence February 2026, budget £800.

To review the major projects

- 7.3. Co-op / Goring Road Crossing – unofficial update as Alex Moeller's contact at Exolium has changed roles and he has not yet been able to make contact with the new person responsible. A preliminary conversation with the original contact, indicated that diverting the pipeline would be challenging. It cannot simply be diverted locally; it would need to be redirected from one specific point to another, likely requiring approximately 1 km of replacement. In addition, an agreed window would be needed to complete the work, which would likely involve a long lead-in time.

8. Finance 2025-2026

Appendix D

- 8.1. To approve a grant request from Woodcote Conservation Group, £340

Note: Last year awarded £340

- 8.2. To approve the finalised payment list for September 2025 and approve payments for October 2025.

- 8.3. To note receipts for September 2025.

- 8.4. To note the reconciled bank balances for 30th September 2025.

- 8.5. To review the Community Infrastructure (CIL) balance and expenditure.

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

- 9.1. To note a telephone conversation regarding the rules around responsible dog ownership.

The clerk received a phone call from a village resident regarding dog owners allowing their dogs off leash on the recreation ground.

- 9.2. An email asking whether the Parish Council can educate residents of the village about the illegality of riding motorized vehicles in the woods.

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. Subject to Village Hall Roof item earlier in the meeting: Consider quotes and approve contractor and budget for Village Hall replacement roof.

13. To confirm the date of the next meeting – 19th November 2025

Items for the next agenda to be submitted to the Clerk no later than 12th November for inclusion on the next agenda