

Notice of a Meeting of Woodcote Parish Council

Wednesday 21st January 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 19th November 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/S3957/HH – Glenelg Beech Lane Woodcote RG8 0PX

Demolition of existing rear conservatory and replacement by new single storey extension. Conversion of integral garage to study. Application over existing brickwork of external insulation finished with self-coloured render and cedar cladding. (Due by the 21st Jan 2025)

4.2. P25/S4098/HH - Walnut Tree Cottage Green Lane Woodcote RG8 0RT

Erection of single storey extension incorporating a roof terrace, changes to the fenestration, removal of one chimney and the introduction of a glazed porch extension.

To note the response made under delegated powers by the Clerk to the request to consult on planning applications

4.3. P25/S3665/S73 – Fernwood House Goring Heath RG8 7SJ – **AMENDED**

Variation of condition 2 (Approved plans) on planning application P20/S3655/FUL - to make changes to the approved plans as detailed on drawing FRWD.P01B (Proposed incorporation of existing manege into residential curtilage of new house with associated landscaping together with the proposed erection of ancillary buildings/structures and an external swimming pool).

WPC Response: No objection.

To note decisions of the Planning Authority

4.4. P25/S2564/FUL - Meadow View Beech Lane Woodcote RG8 0PX– **REFUSED**

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

WPC Response: OBJECTED

4.5. P24/S2684/FUL - Byways Beech Lane Woodcote RG8 0PY– **GRANTED**

Construction of a dwellinghouse. **WPC Response: OBJECTED**

5. Village Green & Folly Field Matters

Appendix A

- 5.1. To approve quote for repair of the wooden fence between the car park and the recreation ground.
- 5.2. To approve order and delivery 3 lots of woodchip to spread at the corner of the recreation ground near the school entrance and from the close, and the corner leading onto the rec by the large Lime/Linden tree.
- 5.3. To note that the construction of the new Resin path will finally begin in the week of the 19th January 2026.
- 5.4. To note and discuss that though the path along the boundary of the Langtree playing fields is not PC owned it will be meeting up with our new Resin path and it would improve the users experience of using it if we could also put down woodchip or gravel along it.
- 5.5. To approve grass cutting schedule to release for tender.

Appendix A1

6. Village Hall Roof

Appendix B

- 6.1. To review and approve the requirements and contract specification for the VHR project manager.
- 6.2. To review and approve job advert platforms and costs.
- 6.3. Subject to point 6.1 above to approve a day rate/cost and possible contract duration for the project manager.
- 6.4. To review rates and approve the appointment of a lawyer to act for the PC in the matter of the Village Hall.

7. Greenmoor Ponds

Appendix C

- 7.1. To note the net cost invoiced for the digging of the boreholes which took place in December 2025 is £143.10 more than the £5196.35 approved by the PC. The Clerk approved the slight uplift under delegated powers.
- 7.2. To receive the first report from the Greenmoor Ponds Borehole monitoring project.

8. Village Trees

- 8.1. To receive an update on the Greenmoor Ponds Ash Tree Felling project.
The Forestry Commission officer considering the felling licence has requested a site visit to view the proposed felling to confirm that no restocking will be required. Date still unknown.

9. Clerk's Report

- 9.1. To review the General Action Tracker
- Action Tracker**
Appendix E
- 9.2. To review and approve initial costs from Glanville for the design and construction approvals of the alternative traffic calming measures on the Goring Road crossing by the Co-op.
 - 9.3. To note the current mentoring role that the RFO has undertaken is now at an end. To approve to extend the arrangement by formalising the role to Deputy Clerk & RFO through to 31st March 2027, to support Clerk's CiLCA studies.
 - 9.4. To discuss a residents proposal to update and reinstate the Woodcote useful information pack.
 - 9.5. Public Toilet to receive an update from Cllr Pritchard regarding the costs of a containerised temporary toilet.
 - 9.6. To receive an update on the installation of new SIDs on the Reading Road and approve the uplift to the projected cost to include data collection functionality and the purchase of a solar powered unit.

10. Finance 2025-2026

Appendix F

- 10.1. To approve the finalised payment list for November & December 2025 and approve payments for January 2026.
- 10.2. To note receipts for November & December 2025.
- 10.3. To note the reconciled bank balances for November 30th & December 31st 2025.
- 10.4. To complete the Q3 budget Review and approve virements
- 10.5. To review the Community Infrastructure (CIL) balance and expenditure.

11. To approve new or updated Governing Documents

- 11.1. General Parish Risk Assessment

Appendix G

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

Correspondence

- 12.1. To agree official response to residents asking the Council to take action about the public bus service timetable changes during bank holidays.

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. To consider quotes for alternative broadband/Wi-Fi arrangements, and if suitable approve new provider, and give notice to BT.

16. To confirm the date of the next meeting: 18th February 2026.

Items for the next agenda to be submitted to the Clerk no later than 11th February.