



Parish Clerk/RFO: Elizabeth Gilkes

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MINUTES of the Annual Meeting of the Wolfords Joint Parish Council held on 27th May 2025 at The Wolfords Village Hall at 7.30pm

Present: Cllrs Lines, Mathias, Crossland and Lewis-Beeching. DC Whalley-Hoggins (from 7.45pm)

Public: Two

1	Apologies – Cllr Hankinson and CC Barker
2.	Election of Chair and declaration of office Cllr Lines proposed by Cllr Crossland and seconded by Cllr Lewis-Beeching Cllr Lines was duly elected and signed the declaration of office
3	Election of Vice Chair Cllr Hankinson proposed by Cllr Lines and seconded by Cllr Crossland Cllr Hankinson was duly elected
4.	Approval of Minutes of Meeting held 25th March 2025 Adoption proposed by Cllr Lewis-Beeching and seconded by Cllr Crossland.
5.	AGAR – as circulated documents <ul style="list-style-type: none"> i. To receive report from Internal Auditor ii. Approval and signing of Exemption Certificate iii. Approval and signing of Annual Governance Statement iv. Approval and signing of Annual Accounting Statements v. To note dates for Exercise of Public Rights vi. To approve Asset Register Proposed by Cllr Lines and seconded by Cllr Lewis-Beeching that all documents be approved. Motion carried. Documents were signed the Clerk/RFO and Chair in presence of all attendees
6	To note and agree 2024-25 Meeting Dates The Annual Meeting date was changed to Wednesday 20 th May due to Cllrs conflict of interests. The dates would be publicised on website, etc. Adoption proposed by Cllr Crossland and seconded by Cllr Mathias.
7.	To approve all Council Policies in place and consider any reviews <ul style="list-style-type: none"> i. Standing Orders ii. Financial Regulations iii. Grants iv. Website and Social Media No changes to previously approved policies noted at present

8.	To confirm Annual Review of Clerk’s Employment and Terms Clerk had confirmed to Chair and Vice that she was content with current terms and had discussed areas of improvement for benefit of Council administration.																																																						
9.	Declarations of Disclosable Pecuniary Interest Councillors are reminded that unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest, or is in an interest of somebody with whom they are living as a husband or wife or as if they were civil partners, they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter. They must also disclose the interest if it has not yet been entered in the Authority’s register (unless it is of a sensitive interest) None																																																						
10.	Public Forum – Opportunity for resident to raise local issues – max 3 mins None																																																						
11	Report by District and County Councillors DC Whalley-Hoggins had nothing further to report re Devolution proposals and impact of the recent County Council elections. The costs of splitting Warwickshire into North and South. South Warwickshire Development Plan comments have been submitted. The impact of additional employment costs are having a noticeable and detrimental effect on businesses. Residents encouraged to attend Open Days scheduled for Ellen Badger ‘Hospital’ on 2 nd , 4 th and 6 th June. Unfortunately despite campaign it doesn’t contain any ‘beds’ and uncertain what function it will perform for the local community.																																																						
12.	Finance <table><tr><td></td><td>b/f</td><td>5620.04</td></tr><tr><td>28.03.25</td><td>Lloyds Bank – Service charge</td><td>4.25</td></tr><tr><td>31.03.25</td><td>Clerk</td><td>199.29</td></tr><tr><td>31.03.25</td><td>Home working</td><td>30.00</td></tr><tr><td>31.03.25</td><td>T Hankinson- Emergency Boxes</td><td>359.98</td></tr><tr><td>08.04.25</td><td>SDC – LW bin re instatement</td><td>180.00</td></tr><tr><td>23.04.25</td><td>HMRC – VAT Refund</td><td>499.58</td></tr><tr><td>23.04.25</td><td>SDC – Precept</td><td>5100.00</td></tr><tr><td>25.04.25</td><td>WALC Subscription</td><td>150.60</td></tr><tr><td>25.04.25</td><td>Community Heartbeat</td><td>180.00</td></tr><tr><td>29.04.25</td><td>Lloyds Bank – Service charge</td><td>4.25</td></tr><tr><td>30.04.25</td><td>Clerk</td><td>306.60</td></tr><tr><td>30.04.25</td><td>Homeworking</td><td>24.00</td></tr><tr><td>30.04.25</td><td>CoOp – Annual Assembly</td><td>36.90</td></tr><tr><td>30.04.25</td><td>The Wolfords Village Hall</td><td>30.00</td></tr><tr><td>08.05.25</td><td>Krystal Hosting</td><td>132.00</td></tr><tr><td>16.05.25</td><td>Clear Insurance</td><td>496.24</td></tr><tr><td></td><td>c/f</td><td>9085.51</td></tr></table> <p>Adoption proposed by Cllr Lewis-Beeching and seconded by Cllr Lines.</p> <p>To note Insurance Premium for 2025/26 (year 3 of 3)</p> <p>The only outstanding known payment is for the Internal Auditor</p>		b/f	5620.04	28.03.25	Lloyds Bank – Service charge	4.25	31.03.25	Clerk	199.29	31.03.25	Home working	30.00	31.03.25	T Hankinson- Emergency Boxes	359.98	08.04.25	SDC – LW bin re instatement	180.00	23.04.25	HMRC – VAT Refund	499.58	23.04.25	SDC – Precept	5100.00	25.04.25	WALC Subscription	150.60	25.04.25	Community Heartbeat	180.00	29.04.25	Lloyds Bank – Service charge	4.25	30.04.25	Clerk	306.60	30.04.25	Homeworking	24.00	30.04.25	CoOp – Annual Assembly	36.90	30.04.25	The Wolfords Village Hall	30.00	08.05.25	Krystal Hosting	132.00	16.05.25	Clear Insurance	496.24		c/f	9085.51
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14.	<p>Report on Progress re Neighbourhood Plan</p> <p>A few volunteers have been identified and proposed that a Working Party should be set up to progress. Barton on the Heath and Little Compton PC’s to be contacted to convene a meeting.</p>																		
15.	<p>Report on progress re Dark Sky Site Registration and Artificial Lighting Policy– No progress</p>																		
16.	<p>Parish Matters – to note current situation</p> <p>Little Wolford – bench on green – family have indicated that they will be replacing.</p> <p>Little Wolford – bin replacement and damage to green from building works, A letter has been sent to the householder and response awaited.</p> <p>Emergency Boxes - One has been installed at GW Church and second at the Wolfords Village Hall.</p> <p>GW Defibrillator light – the First Responders have managed to find a fix to dim the bright light</p>																		
17	<p>Proposed ‘Beating the Bounds’ Event 2025/26 – Footpath based event and report from Brailes Footpath Group on their work.</p> <p>A representative of the group advised on the work that they undertake essentially acting as a Link between the Parish Council and WCC. He identified the various equipment that can be supplied by WCC and the agreements that have to be reached with landowners. The Brailes Footpath Group has been operational for 20 years and has had grant funding in the past as well as personal donations. The volunteers meet monthly to undertake maintenance and installation work and work in line with recommended practices. Due to our cross border location the Cotswold Wardens should be approached for further guidance. It was agreed that an article be included in the Newsletter to ask for volunteers to help set up a Footpath Group for the Parishes.</p> <p>Proposals for a Beating the Bounds event to be brought to the next meeting.</p>																		
18.	<p>Items for inclusion on next Agenda – Meeting 29th July 2025</p> <p>Road maintenance – concerns re quality of work undertaken</p> <p>Electoral Review Update</p>																		

