

**Minutes of the Parish Council Meeting held on Monday 2nd March 2026
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Liz Anderson (Chair), Cllr Andrew Gough, Cllr John Newsome, Cllr Phil Hallam, Cllr Amanda Mellor, Cllr Richard Pannell, Cllr Linda Taylor, Cllr Colin Starke, Cllr Charles Wardle and Cllr Richard Whincup.

IN ATTENDANCE: Cllr Helen Greensmith (GBC, part), Cllr Jody Stoll (NCC, part), Mrs Jan Turton (Woodborough in Bloom, part), Averil Marczak (Clerk), Sara O'Connor

2026/55 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Hallam, who could not arrive for the start of the meeting.

2026/56 DECLARATIONS OF INTEREST

No additional interests declared.

2026/57 OPEN SESSION FOR MEMBERS OF THE PUBLIC

The meeting was suspended between 6.50 and 7.00 to allow the public to speak. Mrs Jan Turton requested that WPC purchase fertiliser for use by Woodborough in Bloom in addition to the annual donation. She praised the new PCSO for holding a police surgery and was pleased to report that her concerns regarding parking at Ploughman Avenue had already been addressed. As a former councillor and member of the 2009 recruitment panel Mrs Turton thanked the Clerk for more than 16 years of service to the village.

Cllr Gough paid tribute to the Clerk for her “brilliance, kindness and dedication” to the Parish Council and wished her well for her future. As he prepared to step down in the coming months, Cllr Gough thanked past and present councillors with whom he had worked during his 13 years on the council, remarking on the many positive outcomes that had been achieved for the village over this period.

2026/58 MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 2nd February 2026 were approved.

2026/59 MATTERS ARISING

Items yet to be progressed: replacement dishwasher (it was agreed that this should be addressed as part of the kitchen refurbishment), removal of Players' scenery.

2026/60 CHAIR'S REPORT

The Chair thanked all involved with the Sherwood Forest Day proclamation event including the unveiling of the Sherwood Forest plaque, kindly organised by a generous resident. The Chair recorded especial thanks to the benefactor and also thanked Cllr Taylor for her work liaising and coordinating all involved with the installation and event.

The Chair paid thanks to Cllr Starke for many hours and multiple visits to the Village Hall during and after the central heating re-piping works, including interventions with the contractor Miller Freeman and attendance at the hall at highly antisocial hours.

The Chair thanked Cllr Wardle for a near invisible repair to the ladies' toilet door.

2026/61 DISTRICT REPORT

Cllr Greensmith had liaised with residents and the Four Bells' landlady regarding the closure of the carpark outside opening hours. Conversations were ongoing but Cllr Greensmith empathised with the reasons for the action. Cllr Greensmith's meeting with the new owner of the shop had yet to go ahead. GBC's budget meeting would take place this week.

Cllr Greensmith thanked the Clerk for her support, particularly the help during her early years after her election to GBC.

2026/62 COUNTY REPORT

Cllr Stoll reported that NCC's budget had been agreed. The capital roads programme had yet to be decided. Cllr Pannell asked Cllr Stoll to feedback that the 3-way lights at the foot of Bank Hill were causing huge inconvenience without any visible work taking place.

2026/63 HEALTH & SAFETY

Cllr Starke presented a report. In the past year there had been one accident at the Village Hall and no accidents at the Governors' Field. Weekly safety inspections of the play equipment were carried out by Cllrs Starke and Whincup and an annual RoSPA inspection carried out in June. Observations from the inspections had resulted in renewal of the roundabout surround and replacement of the trampoline mats, the zipwire tyres and the zipwire cable. A further adjustment to the cable was awaited.

2026/64 ASSERTION 10 DIGITAL & DATA COMPLIANCE

An updated Data Protection Policy was reviewed and adopted. A draft Data Breach Policy was reviewed and adopted. The Clerk presented an updated data map and the retention schedule was approved.

2026/65 POLICIES

A minor amendment to the expenses Policy was agreed, to pay mileage payments at the NJC Casual Users rate in force.

2026/66 VILLAGE HALL SAFETY

The Caretaker and Clerk had chased for a date for the replacement and repair of the fire doors. Cllrs Starke and Wardle would review the options for installation of the fire rated hatch shutters as discussed at February's meeting and bring back to the April meeting so that an order could be placed.

2026/67 VILLAGE HALL

Following the re-piping of the central heating, it was agreed to seek quotes for decoration of the interior of the hall (to include repair of the plaster) during the school holidays. It was agreed that the new pipes should be painted and not boxed in. It was agreed that the August bookings diary should be blocked temporarily in hope that works could be carried out during the school summer holidays.

The Chair and Clerk had met with the Preschool treasurer and had agreed that from April their daily hire time would be 8.15 to 15.45 and their hourly rate would be £13.65.

Licence agreements had been sent to all weekly users. The Clerk reported that a licence for Preschool was in preparation.

2026/68 FLOODING MATTERS UPDATE

Cllr Mellor reported on a meeting with Michael Payne MP regarding new funding for Woodborough. Michael Payne MP was very supportive and would work with FLAG to breakdown the stages required for the evaluation and delivery of a capital scheme.

The Clerk had received the licence for the proposed work to the playing field and it was agreed that an order should be placed for the works with Steve Rose.

2026/69 VILLAGE HOUSEKEEPING

Cllr Mellor agreed to discuss the tasks identified with the WCA.

2026/70 REQUEST FROM WOODBOROUGH IN BLOOM

The request to purchase fertiliser at a cost of circa £100 was agreed.

2026/71 TREEWORKS

The treeworks were now complete and it was noted that the next survey would be due in 2028.

2026/72 SAM MIDDUP FIELD

A farm business tenancy agreement running to September 2027 had been agreed with Steve Rose, after which the conversion of the field for community use would commence. The Chair reported on a meeting of the Working Party, which had heard from the volunteers who manage Gedling House Woods.

2026/73 PLAYING FIELD

Cllr Taylor précised proposals from Andy Meads for the extension of the storage block and the refurbishment of the pavilion. She proposed that a working party be formed.

Cllr Taylor reported that the Cricket Club had said verbally that they planned to maintain the square in 2026 but would not play any home matches. It was agreed that the Clerk would request written confirmation of their plans for consideration at the April meeting.

It was agreed to progress the clearance work adjacent to the dyke as itemised by Steve Rose.

2026/74 CEMETERY

It was agreed that a monthly 240 litre wheelie bin collection should be organised with GBC. The Clerk had forwarded details of the bridleway damage caused by builders' HGVs to the rights of way officer at NCC.

2026/75 ANNUAL REPORT 2025/26

It was agreed that an Annual Report should once again be produced for distribution to all homes.

2026/76 PLANNING

There was no objection to 2026/0074TCA for the felling of a pine at 109 Main Street.

2026/77 FINANCE

The Clerk presented the financial statement for March. 25 payments, totalling £17,869.68 net, were approved for payment. Gross payments over £500: £650 Gafs Exc Travel (accessible transport to Parliament for WFLAG volunteers); £4374 WRS (treeworks); £537.26 LGPS (staff pensions), £800 Prudential (AVCs); £728.99 Liz Anderson (reimburse purchase of new laptop and printer for Clerk); £8590.25 Miller Freeman (central heating re-pipe); £987.00 Overbrook (contract cleaning). A further 10 payments were made by direct debit totalling £1675.43 net. Gross direct debit payments over £500: EDF £843.98 (gas).

The following payments by direct debits for financial year 2026/27 were approved: Scribe Accounts (new, mandate signed by Cllr Anderson and Cllr Wardle), EDF, Scottish Power, O2, Water Plus, IONOS, Livepay, Gedling BC Trade Waste, ICO.

It was agreed that a Unity Trust 95 day notice account should be opened in readiness for receipt of the precept in April.

2026/78 CORRESPONDENCE AND EXCHANGE OF INFORMATION

The following items were noted: correspondence regarding the pavement and road surface at Aldene Way; details of GBC Housing Strategy Consultation.

The Clerk gave details of her leaving arrangements. She would carry out the year end tasks as RFO and present the accounts at May's meeting. Sara O'Connor would be Clerk from 1st April. The Clerk thanked members past and present for their support.

2026/79 DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as Tuesday 7th April 2026 at 6.45pm.

The meeting finished at 9.32pm.