

# WOODBOROUGH PARISH COUNCIL

Chair: Cllr Liz Anderson

Meeting of Woodborough Parish Council on Monday 6<sup>th</sup> October 2025  
at 6.45pm in the Village Hall, Lingwood Lane

## AGENDA

1. Apologies for Absence and Acceptance
2. Declarations of Interest (for items on the agenda)
3. Open session for members of the public to make representations in respect of any item of business included in the agenda, limited to 10 minutes
4. Approval of the Minutes of the Parish Council Meeting held on 1<sup>st</sup> September 2025
5. Matters Arising (for report only)
6. Chairman's report
7. District report
8. County report

### For decision:

9. Playing Field  
*Allocation between Cricket & Football for 2026*  
*Tennis club donation towards construction of path on playing field*  
*Request to install a memorial bench*
10. CONFIDENTIAL staffing item
11. Flooding matters update  
*Consideration of bund on playing field*
12. Village housekeeping
13. HR Policies: review Grievance Policy, Home Working Policy, Lone Working Policy, Maternity Leave and Pay Policy, Paternity Leave and Pay Policy
14. Facebook page and Social Media Policy
15. Tree works  
*Consider quotations*
16. Meeting dates 2026
17. CCTV  
*Works under guarantee; review CCTV policy*
18. Governors' Field  
*Update on agreed repairs by HAGS*
19. Defibrillators update
20. Village Hall and Pavilion Health & Safety  
*Fire risk assessment: update on required actions, consider quotations*  
*Legionella risk assessment: update on required actions, consider quotations*
21. Village Hall  
*Updates: stage lighting, dishwasher issues*
22. Cemetery  
*Report on unsafe memorials*
23. Remembrance Sunday Responsibilities for wreath and lamp post poppies
24. Finance  
*Approve the financial statements and payments to be authorised*  
*Approve transfer from Nationwide Business Savings to Unity Trust current account*  
*Consider setting up a second "SUBMIT" individual for Unity Trust current account*  
*Report on Q1 and Q2*

### Priority updates/forthcoming decisions:

25. Correspondence and Exchange of Information  
*The following items have been received: request by pizza horsebox to use VH car park; GBC, various agendas and press releases*
26. Other updates
27. Items for the next agenda
28. Date of the next meeting to be confirmed as Monday 3<sup>rd</sup> November at 6.45pm