

**Minutes of the Parish Council Meeting held on Monday 1st September 2025
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Liz Anderson (Chair), Cllr Julian Brown, Cllr Amanda Mellor, Cllr John Newsome, Cllr Richard Pannell, Cllr Colin Starke, Cllr Linda Taylor, Cllr Charles Wardle, Cllr Richard Whincup

IN ATTENDANCE: representative from Woodborough Cricket Club (part), Cllr Helen Greensmith (GBC, part), Averil Marczak (Clerk)

5344. APOLOGIES FOR ABSENCE

Apologies were received and accepted from, Cllr Andrew Gough, Cllr Phil Hallam and Cllr Jody Stoll (NCC).

5345. DECLARATIONS OF INTEREST

No additional interests were declared.

5346. OPEN SESSION FOR MEMBERS OF THE PUBLIC

The meeting was suspended between 6.50pm and 7pm. The Cricket Club's groundsman reported a successful playing season and requested that additional space be made available for the square next year so that a greater number of matches could be played (ideally an increase from 2 tracks to 4 tracks). Cllr Taylor agreed to discuss with the football club for a decision at October's meeting.

5347. MINUTES OF THE PARISH COUNCIL

The minutes of the extraordinary meeting held on 27th August 2025 were approved.

5348. CHAIR'S REPORT

The Chair paid tribute to the late Geoffery Buckland and the late Rob Dixon, both of whom had had made a significant contribution to the parish. Geoffery Buckland had served as a parish councillor and taken special responsibility for the cemetery. Rob Dixon had done numerous landscaping and maintenance jobs around the village.

5349. DISTRICT REPORT

Cllr Greensmith reported that the consultation on the Local Development Plan had been the key focus during August.

5350. COUNTY REPORT

Cllr Stoll had sent a report. Following the major water burst in mid August, Lingwood Lane remained closed and Cllr Stoll continued to chase for updates. He had made a request to NCT for buses to change their diversion route to collect passengers in the centre of the village and awaited a response.

5351. GREEN BELT ASSESSMENT FRAMEWORK CONSULTATION

GBC had launched this consultation on 14th August, with a closing date of 12th September. It was agreed that WPC would not respond to this consultation, as it would require input from a planning consultant and more time than was available. The Chair reported that Calverton Parish Council had shared their response to this consultation.

5352. CONCLUSION OF AUDIT

The audit of WPC's 2024/25 accounts by PKF Littlejohn had concluded with no matters raised. Details would be published on the website in the required way.

5353. LOCAL GOVERNMENT REORGANISATION CONSULTATION

An online consultation had launched on 4th August, with a closing date of 14th September. It was agreed that the Clerk should reply to express a preference for option 1e and comment that Woodborough is best grouped with towns and rural communities rather than with the City of Nottingham.

5354. HR POLICIES

The Chair proposed the adoption of the first tranche of HR policies (Annual Leave Policy, Disciplinary Policy, Equality & Diversity Policy, Expenses Policy, Flexible Working Policy) as recommended by the HR Committee. The policies were approved and adopted.

5355. 2025/26 PAY INCREASE

It was agreed to award staff the 3.2% pay increase specified in the Local Government Services Pay Agreement, to be backdated to 1st April 2025.

5356. CHRISTMAS TREE AND LIGHTS

It was agreed to accept a quote of £620 (including VAT) from Real Christmas Trees for the supply of a 20ft Norway spruce. It was agreed to accept a quote of £2565 from RAC Electrical for the installation and removal of lights. The date for the switch on event was set as 29th November.

5357. TREE SURVEY

Cllr Hallam had requested quotes for resultant works.

5358. CHURCHYARD MAINTENANCE

Further maintenance had been carried out to the churchyard shrubs.

5359. GOVERNORS' FIELD

HAGS had agreed to share the costs for the repair to the roundabout surround, reducing WPC's cost to £587.50 + VAT. A date was awaited for the replacement of the zip wire cable. It was agreed to undertake the following additional works: replace the trim panels on the zipwire and purchase 2 replacement jumping beds for the trampolines at a combined cost of £3653.79 + VAT.

5360. DEFIBRILLATORS

All defibrillators had now been re-registered on the national database as required. The Nags Head's landlord had agreed to fund the purchase of a replacement unit and cabinet.

5361. VILLAGE PAVEMENTS

Cllr Taylor raised the issue of village pavements which were no longer wide enough to be accessible to users of pushchairs, wheelchairs and other mobility aids due to encroaching overgrowth. It was agreed to table this at October's meeting, and the Chair asked members to bring a comprehensive list of all problem areas.

5362. VILLAGE HALL AND PAVILION HEALTH & SAFETY

A working party had been set up to address the findings of the legionella and fire risk assessments. Initial meetings had taken place to summarise the actions required. Cllr Pannell had contacted the Players regarding the removal of their old scenery. It was agreed to set a deadline of half term for its removal.

5363. VILLAGE HALL

During August the floor had been sanded and re-sealed and the lighting in the main hall had been replaced.

There was consensus that improvements were required to the stage lighting, with the current equipment being unreliable and too complicated. It was agreed that as a minimum a new worklight was required (£498 ex Dextra for dimmable strip lights, plus costs to install). It was agreed that the Clerk should contact any hirers who made use of the stage to understand their requirements and see if they could be met in a simple and cost effective way to limit the need to bring in additional lighting equipment. Cllr Pannell agreed to lead discussions.

5364. PLAYING FIELD

The playing field had been flooded by the burst water pipe. The flood had provided an unexpected opportunity for Dr Josh Wells (NCC) to observe the water flows safely and he had raised the possible benefits of constructing a bund on the northern boundary.

Cllr Wardle reported that work to construct a path around the tennis court would commence on 8th September. Cllr Whincup reported that Fosse had agreed to remedy the defective area of the tennis courts without charge to WPC at Easter 2026. NCC would deliver the galvanised gate for installation at the top of Church Walk in the forthcoming week.

5365. PLANNING

The following applications were considered and there was no objection to:
PC1262/GBC2025/0640TPO treeworks at Woodborough Hall.

5366. FINANCE

The Clerk presented the financial statement for September. 40 payments, totalling £20,063.37 net, were approved for payment. Gross payments over £500: £557.89 LGPS (staff pensions July), £1176 Overbrook (contract cleaning July), £3616.58 Dextra Lighting (new light fittings), £800 Prudential (AVCs July), £504 PKF Littlejohn (audit), £2887.22 Zurich (insurance), £1100 Tony Baines (install lights), £569.54 LGPS (staff pensions August), £800 Prudential (AVCs August), £873 Green 4 Developments Ltd (planning consultancy), £504 Overbrook (contract cleaning August), £1243.20 Arnold Electrical (electrical works). Further charges payable by direct debit: £1278.07 net, £1339.13 gross.

5367. CORRESPONDENCE AND EXCHANGE OF INFORMATION

The following items were noted: GBC, various agendas and press releases.

5368. ITEMS FOR THE NEXT AGENDA

Village housekeeping, Facebook, CCTV policy, cricket square.

5369. DATE OF THE NEXT MEETING

The date of the next ordinary meeting was confirmed as 6th October 2025 at 6.45pm.