

ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL

PARISH COUNCIL MEETING AGENDA

SEPTEMBER 2026:

Clerk: Andrew Robinson, Elmley Meadow, Elmley Castle, WR10 3HW.

Notice is given of the meeting of Elmley Castle, Bricklehampton and Netherton Parish Council on

Monday 7th September 2026 at 7.00pm
at Elmley Castle Village Hall

1. WELCOME & APOLOGIES FOR ABSENCE.

2. OPEN FORUM & ANY UPDATES FROM THE SAFER NEIGHBOURHOOD TEAM.

3. DECLARATIONS OF INTEREST REMINDERS:

- Councillors are reminded of the need to update their register of interests.
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- To declare any other Disclosable Interests in items on the agenda and their nature.
- Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least 4 days prior to a meeting.
- Councillors who have declared a Disclosable Pecuniary Interest or any other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct must leave the room for the relevant items.
- Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

4. DISPENSATIONS:

- (I) Cllr Bent, 1 year from 11th September 2025, Land at Millend Racing Stables (discussion only, no voting rights).
- (II) Cllr Gevers, 1 year from 11th September 2025, Land at Millend Racing Stables (discussion only, no voting rights).

5. APPROVAL OF MINUTES:

- (I) Proposal to approve the Draft Minutes of the Parish Council meeting of Monday 20th July 2026.

6. COUNTY COUNCILLORS REPORT.

7. DISTRICT COUNCILLORS REPORT(S).

8. CLERKS UPDATES (INC. DECISIONS MADE BETWEEN MEETINGS / APPROVED DELEGATION SCHEME):

- (I) All planning decisions listed below under 'Planning'.
- (II) Council to note that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1st April 2026. This amounts to a £0.65 increase p/h to the Clerks salary (backdated).

9. PROGRESS REPORTS (any updates to be given verbally by Councillors/Clerk):

(A) Flood Prevention – Cllr Stephens	(B) Highways – Cllr Burton	(C) Lengthsman – Clerk
(D) Wildflowers – Cllr Lea	(E) Planning & NP – Cllr Gevers	(F) Community Events – Cllr Jupp
(G) Playground / ECCC – Cllr Bent	(H) Defibs – Cllr Gordon	

48. FINANCES:

Bank balances as at 31st Aug 2026 - **£47,682.78**

- (I) Proposal to approve the receipts and payments listed below.
- (II) Cllrs to note an overspend within the 2026 Budget up to the end of August 2026. This is an overspend of £143.00 on the defib expenses for 2026-2027.
- (III) Cllrs to note Cllr Jupp has independently verified the Bank Reconciliations for July 26 and August 26.

Receipts: Jul / Aug 26:

28/7/26	WCC	Lengthsman Reclaim Jun 26	£280.00
18/8/26	WCC	Lengthsman Reclaim Jul 26	£265.00

Payments: Jul / Aug 26:

01/07/26	A Robinson	Clerk Salary Jun 26	£ 715.79
15/07/26	WCC Pension Fund	Pension Contributions Jul 26	£ 228.20
15/07/26	Smartcut Ltd	Grasscutting Jun 26	£ 312.00
15/07/26	HMRC	Employer Tax 6/4/26-5/7/26	£ 775.24
16/07/26	Lloyds Bank	Charge Card (Monthly Fee)	£ 3.00
16/07/26	Lloyds Bank	Defibstore Ltd	£ 171.60
28/07/26	A J Tree	Invoice 391 Removal of dead tree	£ 600.00
28/07/26	WDC	Dog Waste Bin Emptying x 1	£ 120.14
28/07/26	Steve Baker	Lengthsman Jun 26	£ 260.00
30/07/26	A Robinson	Clerk Home Office Jul 26	£ 17.25
31/07/26	Unity Bank	Service Charge	£ 7.00

03/08/26	A Robinson	Clerk Salary Jul 26	£ 715.79
06/08/26	Wayside Nurseries	Plants and Shrubs	£ 123.50
06/08/26	Village Hall	July Meeting	£ 13.00
13/08/26	Steve Baker	Lengthsman Jul 26	£ 245.00
13/08/26	Smartcut Ltd	Grasscutting Jul 26	£ 72.00
17/08/26	Lloyds Bank	Charge Card (Monthly Fee)	£ 3.00
31/08/26	Unity Bank	Service Charge	£ 7.00

49. PLANNING:

(I) **W/26/01450/HP**, 2 Oaklands Farm Cottage, Bricklehampton. Dormer loft conversion and proposed single storey rear and side extensions. **No objections submitted.**

(II) **W/26/01650/LB**, Woodmans Cottage, Hill Lane. Proposed chimney stack alterations. **No objections submitted.**

50. CONCLUSION OF EXTERNAL AUDIT 2025-26:

Council to note – the conclusion of Audit has been returned to the Clerk from PKF Littlejohn. The conclusion notice and AGAR will be published prior to the 30th September 2026 as per the regulations.

(I) Council to agree a suitable length of time for which that the 'Notice' must be published. (14 days has been decided previously).

(II) Council to agree a suitable fee for those requesting printing of Audit documents.

51. REPLACEMENT FOOTBALL GOALS AND NETS:

Elmley Castle now has a football team that play weekly at the playing fields. The organiser has written to the Parish Council to ask for consideration towards replacing the worn football goals on the field. This correspondence has been circulated to all members. The goals that have been requested are from 'MH Goals' at a discounted price of £2,049.60 plus VAT. Other quotes have been obtained and will be presented to Council by the Clerk. Council to consider this request.

52. MAIN STREET TREES:

Cllr Bent to provide an update on the trees on Main Street, Elmley Castle.

53. CHRISTMAS EVENT INCLUDING SANTA PARADE & SANTAS GROTTO:

Updates on progress towards the 2026 Christmas event. Cllr Bent to propose that the Council appoint a suitable company to supply the Grotto and agree the budget. Council to consider any other upcoming expenditure towards the event.

54. GRANT APPLICATION POLICY AND APPLICATION FORM:

Council to consider adopting a Grant Application Policy and Application Form. These draft documents have been circulated to members prior to the meeting and are available from the Clerk on request.

55. ELMLEY CASTLE CRICKET CLUB LEASE:

The lease between the Parish Council and Elmley Castle Cricket Club is due to expire in September 2027. Cllr's Morrison and Bent to provide the Council with an update on progress towards establishing a new lease.

56. AIRBAND POLES:

Council to consider writing to Ofcom and MP Dame Harriet Baldwin to request intervention following the none response from Airband to the letter from the Parish Council requesting that they remove poles that are not being used around the Parish. This is in light of MP Dame Harriet Baldwin assisting Little Comberton Parish Council with the same issue.

57. OTHER CORRESPONDENCE:

1. Email sent to the Clerk from a resident at Bricklehampton requesting that the Lengthsman dedicates time towards flood prevention towards Lower End.

58. PROVISIONAL NEXT MEETING DATE (ALWAYS CHECK THE WEBSITE FOR CHANGES):

- Monday 16th November 2026.

MEMBERS OF THE PUBLIC / PRESS ARE WELCOME TO ATTEND



A Robinson

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