



Annual Meeting of the Parish Council

I hereby give you notice that the next meeting of Welford Parish Council is to be held on:

Wednesday 7th May 2025 at 7:30pm in Wickham Village Hall.

All members of the Council are hereby summoned to attend the Annual Parish Council meeting.

AGENDA

- 1. To elect the Chairperson of Welford Parish Council**
- 2. To elect the Vice Chairperson of Welford Parish Council**
- 3. To complete the Acceptance of Office forms for both the Chairperson and Vice Chairperson**
- 4. To receive apologies for absence**
- 5. To receive any Declarations of Interest**
Members are reminded they should declare any known interests in any matter to be considered.
- 6. To confirm and sign the minutes of the meeting held on 5th March 2024**
- 7. Matters Arising from the Minutes of the Meeting held on 5th March 2025**
7.1 To approve and sign the contract for the new bus shelter.
- 8. Open Forum**
To receive any questions, comments, or representations from the public. The meeting will be suspended for a maximum of 15 minutes. Each member of the public is limited to 5 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed.
- 9. Reports**
Chairs' Report
Clerks' Report
District Councillors' Report
- 10. To discuss and approve the sub committees.**
- 11. To approve the appointment of the internal auditor.**
- 12. MUGA and Marsh Common Maintenance** To approve the contract for 2025/26.
- 13. To discuss and approve a grant application from Friends of Welford & Wickham Primary School**

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14. Planning

14.1 Applications

25/00473/FUL Weston Farm Barn, Lambourn Road, Weston. Existing detached barn currently being used as office. Change of use to residential single dwelling. Insertion of rooflights to south (rear) pitched roof. Internal alterations only.

25/00827/FULMAJ Welford Park, Welford. Use of land for wedding ceremonies and receptions for 6 months a year (April - September), including the temporary erection of tipis and associated car parking (for a temporary period of 5 years)

14.2 Decisions

24/01520/FUL Halfway Cottage, Bath Road, Halfway replace existing equestrian buildings and change the use of the land to be for the keeping of horses. APPROVED

25/00384/COND Stapeley House, Hoe Benham. Application for approval of details reserved by condition 3 (Materials) of approved 24/00432/HOUSE - Timber post and infill panel extension to side of existing brick garage and conversion of garage to garden room. Extension to form garden store, gym and car port. APPROVED

15. Finance Payments and receipts

15.1 Payments Business Current Account

30/04/2025	AMT SERVICES Grit Bins	288.6
30/04/2025	BIBBY - Dog waste bins April	88.4
30/04/2025	D K GARDENING SERV MUGA and Common Maint April	175
30/04/2025	HALC subscription	130.55
30/04/2025	MISS ANGELA BOYCE Salary April	470.75
30/04/2025	MISS ANGELA BOYCE Website renewal 2025 & 2026	167.77
30/04/2025	WICKHAM VILLAGE HALL March meeting	25
24/04/2025	GREENBARNES LTD Easton Noticeboard	904.7
22/04/2025	Lloyds - Service Charges April	4.25
03/04/2025	MISS ANGELA BOYCE Salary March	490.66
03/04/2025	BIBBY Dog waste bins March	88.4
18/03/2025	Lloyds - Service Charges March	4.25
04/03/2025	THE ROYAL BRITISH LEGION - Poppy Wreaths	66
04/03/2025	MISS ANGELA BOYCE Salary February	467.55
04/03/2025	BIBBY Dog waste bins February	88.4
04/03/2025	AMT SERVICES Grit bins	288.6

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15.2

Receipts

09/04/2025	INTEREST Received	3.41
10/03/2025	INTEREST Received	3.18
29/04/2025	WEST BERKS COUNCIL Precept first instalment	6214
04/03/2025	AMT SERVICES Grit bins reversed	288.60

16. Annual Assembly update

17. Parish Plan update

18. To discuss and agree meeting dates for the year ahead

Welcome to Welford Parish Council, your local council representing your community. All meetings are open to the public. On rare occasions the Councillors can decide to exclude you for reasons of confidentiality. An example of this would be the opening of quotations for a specific project and the subsequent debate on commercial matters. You do not have the right to speak at this meeting unless invited to do so by the Council. Most Parish Councils enforce this rigidly; however, we try to ensure that the agenda normally includes an Open Forum of a maximum of 15 minutes where you are encouraged to bring matters to the attention of the Council. Each member of the public is limited to 5 minutes.

Open Forum

The Open Forum does not form part of the Parish Council meeting, will not be minuted and decisions cannot be reached by the Parish Council on subjects raised that are not the published agenda for the meeting. Therefore, any item you raise that is not on the agenda may need to be deferred to a later meeting at the Council's discretion. In that way it will become an agenda item and considered at a future date. The Chairperson of the Parish Council Meeting will direct the Open Forum.

Speaking on an Agenda Item

If you wish to speak on a specific agenda item, then:

1. You should make yourself known to the Clerk or to the Chairperson of the meeting, ideally before the meeting starts.
2. When the item on the agenda on which you wish to speak is reached the Chairperson may choose to invite the Council to suspend the meeting to allow you to speak. As the meeting is suspended at this point any comments made will not be minuted.

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3. If the Council agrees then you can speak on the item which is concerning you. Please try to be brief: the Council has a lot to get through at most meetings. You have a maximum of 5 minutes.
4. Once you have made your points the Chairperson will ask the Councillors if they wish to ask you any questions and, if they do, you can reply to those questions.
5. The Chairperson will then resume the meeting and the Council will then debate the item. You do not have any right to speak during this debate. The only exception would be if a Councillor, through the Chair, wishes to put another question to you. Your Parish Council is there to represent you. Please make use of your Councillors

Clerk to the Council *Angela Boyce*. Dated 30th April 2025