



Ordinary Meeting of the Parish Council

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

Wednesday 4th March 2026 at 7:30pm in Wickham Village Hall.

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

AGENDA

1. **To receive apologies for absence**
2. **To receive any Declarations of Interest.**

Members are reminded they should declare any known interests in any matter to be considered in this agenda.
3. **To confirm and sign the minutes of the ordinary meeting held on 7th January 2026**
4. **Matters Arising from the Minutes of the Meeting held on 7th January 2026**
 - 4.1 **Bus Shelter update**
5. **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, and members of the public may only speak when invited to do so.
6. **Correspondence received after the agenda was published.**
7. **Reports**
 - 7.1 District Councillor's Report
 - 7.2 Chair's Report
 - 7.3 Clerk's Report
8. **Changes to grant request from Welford Cricket Club for a defibrillator** To discuss and approve.
9. **Litter bin on Wickham playing field** To discuss and approve reinstating the bin collection.
10. **Assertion 10 Compliance – Governance Policies, Website Hosting and Council Email**

To consider the Council's compliance with Assertion 10 of the Annual Governance and Accountability Return and to resolve:

 - 10.1 To adopt the governance policies required to demonstrate compliance, including:
Model Publication Scheme and Guide to Information (under the Freedom of Information Act 2000)
Freedom of Information Policy
Data Protection Policy
Privacy Notice
Records Retention Policy
IT & Electronic Communications Policy

Welford • Hoe Benham • Easton

Welford Parish Council

Weston • Wickham • Halfway

Accessibility Statement

10.2 To consider two quotations for the provision of a compliant Parish Council website and resolve whether to appoint a provider in order to meet statutory transparency and accessibility requirements.

10.3 To resolve that all official council business shall be conducted using council-owned domain email addresses and to approve the implementation of new council email accounts.

10.4 To authorise the Clerk to take the necessary steps to implement the above resolutions.

11 Planning

11.1 Applications

26/00233/FUL Installation of solar panels to main roof of club house. Welford Park Cricket Ground Welford Road Wickham Newbury

11.2 Decisions

25/02862/HOUSE Elton House, Weston, Newbury, RG20 8JG Construction of a garden room.

Approved

25/02517/FUL Echo Barn, Elton Farm, Weston, Newbury RG20 8JG. Application under section 73-A, for Retrospective Planning Consent, for domestic garden landscaping works and means of enclosure, including the minor extension of the residential curtilage. **Retrospective granted.**

11.3 Planning applications and decisions received after the agenda has been published.

12 Finance – Payments and receipts to be approved

12.1 Payments

19/01/2026	SERVICE CHARGES	4.25
09/02/2026	WICKHAM VILLAGE HALL - JUL NOV & JAN	75
09/02/2026	MISS ANGELA BOYCE – Salary Jan	580.9
09/02/2026	MEDUK - DEFIB PADS	132
09/02/2026	BIBBY Dog Waste Bins JAN	88.4
17/02/2026	SERVICE CHARGES	4.25
26/02/2026	BIBBY - Dog Waste bins	88.40
26/02/2026	EXTERNITURE LTD - Bus Shelter installation	3,478.63
26/02/2026	LITTLETHORPE OF LE - Bus Shelter	9,002.40
26/02/2026	MISS ANGELA BOYCE - Salary Feb	479.15

12.2 Receipts

06/01/2026	WBC - Members bid Easton Noticeboard	490.68
09/01/2026	Interest Received	2.13
09/02/2026	Interest Received	1.89
24/02/2026	WBC - Bus Shelter grant	11471

13 Parish Plan update To discuss and adopt the Parish Plan refresh 2026

14 Parish Assembly To discuss Parish Assembly arrangements

15 Meeting dates To agree the proposed meeting dates for 2026/27

Wednesday 1 July 2026 Ordinary PC meeting

Welford • Hoe Benham • Easton

Welford Parish Council

Weston • Wickham • Halfway

Wednesday 2 September 2026 Ordinary PC meeting
Wednesday 4 November 2026 Ordinary PC meeting
Wednesday 6 January 2027 Ordinary PC meeting
Wednesday 3 March 2027 Ordinary PC meeting
Wednesday 5 May 2027 Annual Meeting of the Council
Wednesday 19 May 2027 Annual Parish Assembly

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.
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 26 February 2026

A Boyce