

Wickhamford Parish Council

Minutes of the Meeting, 12th November 2025.11/25.

Clerk to the Council, Andrea Evans, Ty Gwyn, Church Street, Offenham, Worcs, WR11 8RW.
07591533557 email wickhamfordpc@gmail.com website: www.wickhamfordpc.co.uk

Present: Councillors, T Hemming, R Gutteridge, T Cumberland, J Neal, S Wride,
M Emerson.

Clerk, A. Evans.

1. **Apologies** –

DC Emma Sims, N Austin.

2. **Declarations of Interest**

None.

Matthew Emerson signed the declaration of acceptance of office, this was countersigned by clerk.

3. **The meeting was adjourned for the Public Question Time.**

No-one attended.

4. **The Minutes of the meeting** held on the 10th September 2025 were agreed, proposed by TC, seconded by TH with a unanimous vote in favour. Signed by SW.

5. **District / County Councillors Report**

Reports will be added to the minutes and website when provided.

DC E Sims provided a report which will be added to website and on noticeboards.

6. **Police Report:**

Update from www.police.uk

No report received.

7. **Parish Council:**

a. Whole Village event- Christmas and Summer 2026.

Details of the event were considered and agreed as follows:

- Event is Saturday 13th December 2025 at Wayside between 5.30pm and 7.30pm.
- Christmas carols hopefully lead by piano. TC will confirm at a cost of approx. £100, clerk will print off carol sheets.
- Father Christmas is organised
- 100 selection boxes with 5 nut free. Clerk to source. Plus extra box of chocolates in case 100 isn't enough.
- Mince pies will be offered free to residents, PC will be invoiced.

- Mulled cider and hot chocolate will be available with a ticket on newsletter for families to have one drink each free. Bar will be available to purchase other drinks. Cllrs agreed to attend 1 hour before the event to help set up.

Summer event will be considered in January 2026.

- b. Update on land transfer and planning of site- The process has currently halted due to the death of the donor. All documentation is in place but will need to wait for probate which may take 6 months, It is believed that the family still intend for this to be completed as requested by donor. Bench will remain with NA until that time and any plans for the land are on hold until this has been concluded.
- c. Civility & Respect Pledge Certificate- Clerk confirmed that PC had demonstrated the correct processes and policies to be awarded this certificate, signed by SW, to be posted on noticeboard.
- d. The CIL (Community Infrastructure Levy) amounts received in September 2025 of £11483.73 were noted and taken into account when considering budget for 2026/27.
- e. Delivery of newsletter- Advert in September issue of newsletter did not yield a deliverer, TC's family have agreed to do it for next few until a suitable person is found. It was agreed to re-advertise in magazine and Facebook and increase pay to £50 per edition, proposed by TH, seconded by JN with a unanimous vote in favour.
- f. Bleed kit cabinets- Clerk advised that bleed kits should be housed in a suitable cabinet and not in with defib. SW proposed seconded by JN to purchase a cabinet for sports club and a kit and cabinet for Wayside so that there is one each end of the village.
- g. Playing field renovations- Next agenda
- h. Village record of councillors past & present-SW-March 2026.
- i. Newsletter-Church Appeal-NA- Next agenda.

• 8. Planning.

- a. The following applications were considered/noted:

a	<p>Case No: W/25/01836/HP</p> <p>Location: Whitfurrows Farm, Pitchers Hill, Wickhamford</p> <p>Proposal: Erection of fencing and additions to existing patio and landscape (part retrospective)</p> <p>Parish Council Decision: No objections</p> <p>Wychavon Decision:</p>
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- b. The following decisions/appeals were noted:

b	<p>Case No: W/25/01215/FUL</p> <p>Location: Mount Farm, Mount Pleasant, Childswickham.</p> <p>Proposal: Variation of Condition 10 (25 year use/operation time period) on granted planning appeal W/15/01782/PN (appeal APP/H1840/W/14/3001928) to extend the time period of use and operation to 41 years (until February 2057).</p> <p>Parish Council Decision: No comments</p> <p>Wychavon Decision: Approved.</p>
c	<p>Case No: W/25/01690/HP</p> <p>Location: Roselawn, 40 Pitchers Hill, Wickhamford.</p> <p>Proposal: Removal of existing single storey conservatories and replacement with single storey rear extension, including alterations to side window, removal of existing garage and replacement with proposed outbuilding.</p>

	Parish Council Decision:	No comments
	Wychavon Decision:	Approved.
d	Case No:	W/22/02007/FUL
	Location:	35 Pitchers Hill, Wickhamford.
	Proposal:	Proposed new vehicular access with dropped kerb; and sub-division of the residential plot known as 35 Pitchers Hill, Wickhamford, into two parcels of land; and the construction of one additional semi-detached dwelling; with off-street parking for both properties. In part retrospective to include: operations in connection with the changes in ground levels already implemented on site. Further, ground level adjustment has been commenced to form a swimming pool within the existing rear garden amenity space
	Parish Council Decision:	
	Wychavon Decision:	Approved.
e	Case No:	W/25/01836/HP
	Location:	Whitfurrows farm, Pitchers Hill, Wickhamford.
	Proposal:	Erection of fencing and additions to existing patio and landscaping (part retrospective)
	Parish Council Decision:	No objections
	Wychavon Decision:	Approved.

9. Finance:

- a. A list of payments to be drawn this month were approved and cheques already signed and ratified and the statement of balance of accounts 2025 approved as follows, proposed by JN, seconded by SW with a unanimous vote in favour:

Bank Account Reconciled Statement

Treasurers

Statement Number	44	Bank Statement No.	44
Statement Opening Balance	£4,586.25	Opening Date	19/08/25
Statement Closing Balance	£7,551.45	Closing Date	30/09/25
True/ Cashbook Closing Balance	£7,551.45		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
19/08/25		Lloyds Bank	4.75	0.00	4,581.50
21/08/25		Andy Tyrrell	240.00	0.00	4,341.50
21/08/25	Transfer		0.00	2,000.00	6,341.50
01/09/25		Badsey PC	3.00	0.00	6,338.50
01/09/25		Badsey & Aldington Parish Council	0.00	7.50	6,346.00
01/09/25		Bretforton Parish Council	0.00	7.50	6,353.50
05/09/25		Andrea Evans	540.00	0.00	5,813.50
08/09/25		Andy Tyrrell	366.00	0.00	5,447.50
08/09/25		HP Ink	28.99	0.00	5,418.51
08/09/25		HMRC	135.00	0.00	5,283.51
08/09/25		Andy Tyrrell	165.00	0.00	5,118.51

09/09/25		Andrea Evans	10.00	0.00	5,108.51
09/09/25		Andrea Evans	16.49	0.00	5,092.02
09/09/25		Smartcut	253.22	0.00	4,838.80
09/09/25		Smartcut	163.58	0.00	4,675.22
10/09/25		Amazon	3.69	0.00	4,671.53
10/09/25		Amazon	5.52	0.00	4,666.01
11/09/25		Parkinson Wright	1,080.00	0.00	3,586.01
11/09/25		Andy Tyrrell	180.00	0.00	3,406.01
15/09/25	BACS	Wychavon District Council	0.00	11,483.73	14,889.74
15/09/25	Transfer		0.00	2,000.00	16,889.74
16/09/25		Anastacia Wright	40.00	0.00	16,849.74
16/09/25	Transfer		10,000.00	0.00	6,849.74
17/09/25		Wickhamford Memorial Hall	180.00	0.00	6,669.74
19/09/25		Lloyds Bank	4.25	0.00	6,665.49
29/09/25	BACS	Multiple Suppliers/ Customers	0.00	9,366.00	16,031.49
29/09/25	Transfer		0.00	3,000.00	19,031.49
29/09/25	Transfer		11,483.73	0.00	7,547.76
30/09/25	BACS	Amazon	0.00	3.69	7,551.45

Bank Account Reconciled Statement

Treasurers

Statement Number	45	Bank Statement No.	45
Statement Opening Balance	£7,551.45	Opening Date	01/10/25
Statement Closing Balance	£5,279.11	Closing Date	31/10/25
True/ Cashbook Closing Balance	£5,279.11		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/25		HP Ink	30.49	0.00	7,520.96
01/10/25		Andy Tyrrell	288.00	0.00	7,232.96
01/10/25		Badsey PC	3.00	0.00	7,229.96
01/10/25		Edgeit Systems	67.20	0.00	7,162.76
01/10/25		Smartcut	369.65	0.00	6,793.11
01/10/25		Badsey & Aldington Parish Council	0.00	7.50	6,800.61
01/10/25		Bretforton Parish Council	0.00	7.50	6,808.11
01/10/25		Andrea Evans	21.98	0.00	6,786.13
01/10/25		Andrea Evans	10.00	0.00	6,776.13
01/10/25		Smartcut	424.58	0.00	6,351.55
08/10/25		HMRC	135.00	0.00	6,216.55
16/10/25		Andrea Evans	540.00	0.00	5,676.55
16/10/25		Dell	549.00	0.00	5,127.55
20/10/25		Lloyds Bank	4.25	0.00	5,123.30
20/10/25		Andy Tyrrell	60.00	0.00	5,063.30
28/10/25		Worcestershire County Council	0.00	288.00	5,351.30
29/10/25		Defib Warehouse	72.19	0.00	5,279.11

Wickhamford Parish Council

Expenditure transactions - payments approval list

Start of year

01/04/25

No	Payment Reference	Gross	To pay	Heading	Invoice	Invoice	Details
1106		£34.73	£34.73		04/11/25		Andrea Evans - monthly expenses
	1	£24.73	21700			expenses	
	2	£10.00	21100			play inspection	
1108		£382.00	£382.00	21300	04/11/25		Andy Tyrrell - VAS
1109		£136.80	£136.80	20100/2	06/11/25		Smartcut - play area mowing
1111		£243.79	£243.79	20500	06/11/25		Defib Warehouse - battery
1112		£72.19	£72.19	20500	06/11/25		Defib Warehouse - pads
Sub Total		£869.51	£869.51				
		£675.00	£675.00			Confidential	
Total		£1,544.51	£1,544.51				

- b. Budget for 2026/27 and note balances as at 30 September 2025 as follows: C/A- £7551.45, Instant Access- £23493.92 and instant access- £15330.18.

Councillors considered the budget for 2026/27 in preparation for the precept request in January 2026. The PC has been advised that only 10 of 151 parish councils in the county are at or above the national average for a tax band D property of £92.22. Wickhamford's for 2025/26 was £55.73. With the introduction of unitary councils from May 2027 onwards, parish councils have been advised that when setting the precept they should bear in mind that some grants may cease that are currently paid from WCC. Wickhamford has 2 of these, grass cutting and lengthsman. These could no longer exist and PC's will need to pay out of precept. Therefore, it has been suggested that these are reflected in precept from January 2026. Cllrs went through each expenditure item and assessed whether they would remain largely the same or increase. The figure could be around £30,000 for 2026/27 with a precept currently of £18000. This represents a huge shortfall although the PC does have some income from the BG as well as rent from Wickhamford Sports Club. Nonetheless the precept will need to be increased to bridge this gap. There is no cap this year on the % increase that the PC can make on the precept. The PC has reviewed its BG rules and fees recently to safeguard the income received from BG. The PC has benefited from CIL (Community Infrastructure Levy) in September 2025 which can be set aside for expenditure projects. This is attached to development in the parish. The PC may get more going forward but this is not guaranteed nor are the figures currently known.

10. Lengthsman:

a. Tasks required-

- Gate on path from road to playing field needs a new catch.
- A couple of metal post on the play area fence need attention nearest to roundabout.
- Drain on Drysdale Close just before junction on left is blocked-Report.

11.Items for the next Agenda

12. Date of next meeting: Wednesday 14th January 2025- Wickhamford Memorial Hall.

Items for the next Agenda must be received 7 days prior to the above date.

Andrea Evans

Clerk to Wickhamford Parish Council.
Meeting Closed at 7.35pm.

Signed.....Chairperson

Date.....

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