



Email: clerk@greatsheffordparish.gov.uk

8th April 2026

Members of Great Shefford Parish Council, you are summoned to a Parish Council Meeting on **Monday 13th April 2026 at 7.30pm** at Great Shefford Village Hall, Station Road, Great Shefford, RG17 7DR.

Mel Taylor
Parish Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest. Members are reminded they should declare any known interest in any matter to be considered on this agenda.

3. MINUTES OF PREVIOUS MEETING

To consider approval of the minutes of the Parish Council meeting held on 2nd March 2026.

4. OPEN FORUM

i. To receive any questions, comments, or representations from the public. **This agenda item will be for a maximum of 15 minutes. Each member of the public is limited to 2 minutes.** After this period members of the public may only speak when invited to do so. No decisions can be made by the Council during open forum.

ii. To receive a report from District Councillor Clive Hooker.

5. DEFIBRILLATORS

a) Following discussion at past Parish Council meetings, to receive a formal request from Jane Turton to hand over management and responsibility for three defibrillators located in the village to the Parish Council.

b) To approve reimbursement of £158.70 (£132.25 net) to Jane Turton for a pair of replacement defibrillator pads purchased in March 2026.
Suggested funding source - Village Repairs and Maintenance budget (£1,500).

6. REQUEST FOR FENCE REPAIR NEWBURY ROAD

To note that repair of the fence adjacent to Newbury Road is scheduled for late April/early May, and that, as requested at the previous meeting, a contribution from the adjoining property owner has been declined, however, they have confirmed they will continue to maintain the adjacent hedge.

7. PLANNING APPLICATIONS

a) To consider the following planning applications:

Application No.	Address	Details	Consultee response deadline
26/00526/LBC	Long Thatch, Wantage Road	Installation of broadband telephone line involving small junction box to side of property	14 th April 2026
26/00568/HOUSE	Wood View, Baydon Road, Shefford Woodlands	Installation of new access, parking and driveway and replacement of septic tank with new package treatment plant	15 th April 2026
26/00570/REM	Wood View, Baydon Road, Shefford Woodlands	Application for approval of reserved matters following outline approval 21/02594/OUTD. Matters to be considered: appearance, landscaping, layout, scale	14 th April 2026

b) To note the following planning updates/status:

Application No.	Address	Details	Status	GSPC response
25/01800/FULMAJ	Land to the west of Spring Meadows	Proposed 16no. dwellings, new access, public open space and landscaping	Awaiting decision	As per appendix to Minutes of meeting 06.10.2025
25/02916/HOUSE	Manor Cottage Shefford Woodlands	Proposed Two-Storey Rear Extension	Approved	No comment
26/00036/MDOPO	Street Record Spring Meadows	Modification of planning obligation on approved application 87/30084/ADD – the seventh schedule section F of legal agreement dated 24 th May 1988	Awaiting decision	Object – on grounds stated in Minutes of meeting 02.02.2026

8. FINANCE

a) **Notice of price increase from Tactical Facilities Management**

To receive notice from Tactical Facilities Management of an increase in the cost of dog and waste bin emptying and litter picking, effective from 1st May 2026.

b) **Contractual payments for the year 2026/27**

To approve payment of the following contractual commitments for the financial year 1 April 2026 to 31 March 2027:

Tactical Facilities Management	£180.84 +VAT per month	Grounds maintenance contract
Tactical Facilities Management	£309.79+VAT per month (taking item 8a above into account)	Waste removal & litter picking contract
M Taylor	£482.40 per month	Parish Clerk's monthly salary

c) **Budget Report for the year 2025/26**

To note a budget report for the financial year 1st April 2025 – 31st March 2026.

d) Bank Mandate – additional signatories

To consider appointing additional bank signatories to ensure business continuity in the absence or unavailability of either of the current two approved signatories (Cllr Armstrong and the Parish Clerk), to improve governance and transparency.

9. PLAY AREA

- a) To note play equipment repairs authorised at the last meeting are scheduled to be carried out by Sovereign Play on 13th May 2026.
- b) To review a draft project plan for refurbishment and replacement of play equipment at the recreation ground.

10. VILLAGE MATTERS

To consider any updates on the following village matters:

i. Traffic calming and speed awareness

ii. Flood Alleviation Scheme and SAGLUV (Sewage Action Group for the Lambourn Upper Valley)

A Spring 2026 update from SAGLUV can be found on the Parish Council website at:

<https://www.greatsheffordparish.gov.uk/Article/Detail.aspx?ArticleUid=8dc89bd2-ad0e-48d8-a66a-41dbcacc8fed>

iii. Village Events

iv. Village Communications – Website, Facebook etc

The Editor of the Parish Newsletter has indicated their intention to step down and is seeking expressions of interest from potential successors.

v. Planned Road Closure

Road Names: Lambourn Road Welford and Newbury Road Great Shefford
Location: From its junction with A338 Hungerford Hill to property known as Welford Farm

Dates: 13th – 15th April 2026

Times: 08:00 – 17:00

Reason for closure: Cleanse and jet the drainage system

11. COUNCILLORS' BUSINESS

To receive updates from Councillors.

12. MATTERS FOR FUTURE CONSIDERATION

To confirm any matters for future agendas, including items raised during the Open Forum, agenda item 4.

13. DATE OF NEXT MEETING

To be confirmed.