



Email: clerk@greatsheffordparish.gov.uk

30th September 2025

Members of Great Shefford Parish Council, you are summoned to a Parish Council Meeting on **Monday 6th October 2025 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 interests in any matter to be considered in this agenda.

3. MINUTES OF PREVIOUS PARISH COUNCIL MEETINGS

To consider approval and adoption of the minutes of the Parish Council Meetings held on 7th July 2025, 16th September 2025 and 23rd September 2025.

4. OPEN FORUM

- i. 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 2 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.
- ii. To receive a report from District Councillor Clive Hooker.

5. PEDESTRIAN CROSSING

To receive an update following a site meeting on 2nd October and give further consideration to a request to West Berkshire Council for a pedestrian crossing to facilitate access to the bus stop.

6. PLANNING APPLICATION 25/01800/FULMAJ – LAND TO THE WEST OF SPRING MEADOWS

To confirm the Parish Council's response to planning application reference 25/01800/FULMAJ – Land to the west of Spring Meadows – 16no. dwellings, new access, public open space and landscaping.

7. PLANNING APPLICATIONS

To note the following planning updates since the last meeting (Status and GSPC response correct at the time of publication of the agenda):

Application No.	Address	Details	Status	GSPC response
25/01601/FUL & 25/01602/LBC	Swan Inn Newbury Road	Alterations and renovations to the existing building, demolition and single-storey replacement of part. Associated external works	Awaiting decision	see endnote ⁱ
25/01631/COND	Shefford House Newbury Road	Approval of details reserved by condition 5 biodiversity, 9 CEMP and 10 LEMP of planning permission 24/02716/HOUSE	Approved	Nil
25/01642/AGRIC	Newtown Lodge Farm Shefford Woodlands	To determine if prior approval is required for a proposed steel portal framed general purpose building	Approved	Nil
25/01738/PIP	Land west of Barndown House Baydon Road Shefford Woodlands	Permission in principle for residential development (including demolition of existing buildings) comprising the erection of a minimum of 2 and maximum of 2 dwellings	Refused – see endnote ⁱⁱ	Nil
25/01742/HOUSE	Winterbourne Cottage, Wantage Road	Rear extension	Awaiting decision	Nil
25/01800/FULMAJ	Land to the west of Spring Meadows	Proposed 16no. dwellings, new access, public open space and landscaping	Awaiting decision	See agenda item 5
25/01876/FUL	Pheasant Inn, Ermin Street, Shefford Woodlands	Erection of new metal frame retractable roof pergola	Awaiting decision	Nil
25/02025/AGRIC	Barn and land to south of Coldridge Copse	To determine if prior approval required for a proposed steel portal framed building to be used as a general purpose building	Not required	Nil

8. FINANCE

- i. To approve the following payments:

Payee	Amount	Invoice reference / date	Due date	Description
Tactical Facilities Management	£253.86 (£211.55+VAT)	SI-4286 24.09.2025	24.10.2025	Waste removal & Litter Picking – September 2025
Tactical Facilities Management	£217.01 (£180.84+VAT)	SI-4347 24.09.2025	24.10.2025	Monthly grounds maintenance – September 2025
Cllr T Coard	£53.98 (£44.98+VAT)			Expenses – Christmas tree lights
M Taylor	£50.45 (£42.03+VAT)			Parish Clerk's expenses reimbursement – 'no dogs' + 'dog foul' signage
M Taylor	£468.60			Parish Clerk's Salary – September 2025

- ii. To receive and note a budget report for the period 1st April 2025 – 30th September 2025.
- iii. To receive a first draft budget 2026/27, along with 3-year estimations and examples of precepts of similar sized local councils.
(A play area replacement project plan will be presented to the November meeting.)
- iv. To receive any updates regarding the long-running dispute with SSE regarding street lighting charges.

9. VILLAGE MATTERS

To consider any updates on the following village matters:

- i. Traffic calming and speed awareness
- To note that West Berkshire Council did not support the Parish Council's application for Members' Bid funding for a replacement VAS (Vehicle Activated Sign) on Hungerford Hill, in this round. [The Parish Council's application has been changed to play area maintenance].
- ii. To note any forthcoming roadwork notifications from West Berkshire Council
- iii. Village signage
- iv. Flood Alleviation Scheme and SAGLUV (Sewage Action Group for the Lambourn Upper Valley)
- v. Village Events
- vi. Village Communications – Website, Facebook etc.
- vii. To confirm arrangements for purchase of a Remembrance wreath.
- viii. Bulb Planting – the Parish Council has been awarded 1,500 bulbs from North Wessex Downs Landscape Trust, for planting at the recreation ground.

10. COUNCILLORS' BUSINESS

- i. To receive updates from Councillors.
- ii. Following discussion at the last meeting regarding discarded used needles, the following response was received from the Neighbourhood Police Team:
"Thank you for bringing this to our attention. I have disseminated to the team and will add to patrols.
Please contact West Berks Council (WBC) as they will arrange the removal and safe disposal of discarded syringes from public places.
WBC may have some leaflets or supply information for you to share with residents."

11. MATTERS FOR FUTURE CONSIDERATION

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

'Village Security' carried forward from July 2025 meeting.

12. DATE OF NEXT MEETING

Monday 3rd November 2025, 7.30pm

Subsequent meeting dates for the municipal year 2025/26: 5th January 2026, 2nd February 2026, 2nd March 2026, 6th April 2026 and 11th May 2026.

Planning Applications – Endnotes:

ⁱ The Parish Council fully support this application and are looking forward to having the community brought together again in their local, which has been an integral part of the village for years.

ⁱⁱ 1- The proposed dwellings would be within open countryside and the North Wessex Downs National Landscape and do not fall within any of the criteria set out in the development plan permitting new dwellings in this location. The principle of the proposal therefore runs contrary to the NPPF, and Policies SP1, SP3 and DM1 of the West Berkshire Local Plan 2022-2039 which seek to restrict new residential development in the countryside.

2- It is considered that the proposed new dwellings and their associated residential curtilages, would inevitably increase the extent of urban sprawl, would have an adverse impact on the rural character and be of detriment to the special qualities of the open downland landscape context. The proposal would introduce dwellings within the open countryside, where its rural character should be preserved. The rural character in this location is informed by very low building densities and populations, remoteness, tranquility, spaciousness, dark skies, and views of the countryside mostly unobstructed by development. New dwellings would increase activity within this small cluster of dwellings and introduce additional built form. There would also be a negative amenity and visual impact. The proposal therefore runs contrary to the NPPF and West Berkshire Local Plan Review 2023-2041 Policies SP2, SP7, SP8 and DM1 which require development to contribute to the character and distinctiveness of the area, and not harm or undermine the existing relationship of a settlement within the open countryside; and Policy SP2 which requires the sense of remoteness and tranquility of the North Wessex Downs National Landscape, particularly on the open downland, to be preserved