Minutes of a meeting of Great Shefford Parish Council held on Monday 06 July 2026 at 7.30pm at Great Shefford Village Hall

Present: Cllr Miranda Armstrong, Cllr Steve Bullock, Cllr Paul Carter, Cllr Tony Coard (Chairman), Cllr Jessica Copcutt, Cllr Nick Pearson and Cllr Carol Turner

In attendance: Mel Taylor (Parish Clerk)
West Berkshire District Councillor Clive Hooker (part-meeting)
2 members of public

07-2026-01 APOLOGIES FOR ABSENCE

There were no apologies for absence, all Councillors present.

District Councillor Clive Hooker had advised that he would be late joining due to a clash of meetings.

07-2026-02 DECLARATIONS OF INTERESTS

Cllr Carter declared a pecuniary interest in agenda item number 5b (minute reference 07-2026-05b) as the owner of land including the old football ground relating to planning applications 26/00036/MDOPO and 25/01800/FULMAJ.

Cllr Carter declared a pecuniary interest in agenda item number 9 (minute reference 07-2026-09) as beneficiary of a covenant on the recreation ground.

07-2026-03 MINUTES OF PREVIOUS MEETING

RESOLVED to approve the Minutes of the meeting held on 01 June 2026 as a true and accurate record.

07-2026-04 OPEN FORUM

i. A resident enquired whether the Parish Council would be consulted when West Berkshire Council prepares a new Local Plan and it was confirmed that the Parish Council would be a consultee.

ii. A resident advised that Parish Councillor declarations of interest on the West Berkshire Council website were out-of-date.
Action: Parish Clerk to liaise with West Berkshire Council

iii. **Report from West Berkshire District Councillor Clive Hooker**
Cllr Hooker was not present at this point of the meeting, and it was agreed to defer this item pending Cllr Hooker's arrival.

07-2026-05 PLANNING APPLICATIONS

i. Councillors Armstrong and Copcutt to assess planning application 26/01314/HOUSE Rose Cottage, Shefford Woodlands and agree the Parish Council's consultee response before the deadline of 16 July 2026.

ii. The following planning updates/statuses were noted:

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
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 24th May 1988	Awaiting decision	Object – on grounds stated in Minutes of meeting 02.02.2026
26/00429/HOUSE	7 River Way	Carport to be built adjacent to main dwelling. First and ground floor extension, interior alterations, new driveway entrance and drop kerb, solar panels	Awaiting decision	No comment submitted
26/00526/LBC	Long Thatch Wantage Road	Installation of broadband telephone line involving small junction box to side of property	Awaiting decision	No comment
26/00568/HOUSE	Wood View Baydon Road Shefford Woodlands	Installation of new access, parking and driveway and replacement septic tank with new package treatment plant	Approved	No comment
26/00570/REM	Wood View Baydon Road Shefford Woodlands	Approval of Reserved Matters following outline approval 21/02594/OUTD	Approved	No comment
26/00864/FUL	Barn adjacent to Silos at Coldridge Copse	Proposed steel portal framed building extension for commercial use under class B8 storage and distribution	Awaiting decision	No objection

07-2026-06 FINANCE

A financial report for the period 01 April 2026 – 30 June 2026 was noted.

07-2026-07 PLAY AREA & RECREATION GROUND REFURBISHMENT

Cllr Pearson had circulated the residents' survey to all Councillors.
Cllr Coard advised that there had been a lot of litter and beer bottles at the recreation ground, and the grass between the goalposts would benefit from extra attention.

07-2026-08 STORAGE

Councillors considered potential storage options for Parish Council equipment. It was agreed that space should be large enough to facilitate future expansion of the items stored.

Action: Cllr Armstrong to explore storage options

07-2026-09 VILLAGE MATTERS

i. Traffic calming and speed awareness

Cllr Bullock reported that a lack of volunteer availability had resulted in only one deployment recently, highlighting the need for more volunteers. It was agreed that 30-minute sessions may be more appealing and easier for volunteers to facilitate and this reduced commitment should be supported if required by volunteers.

Action: Parish Clerk to publicise an appeal for more volunteers for Community Speedwatch

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

No updates to report.

iii. Village Events

No updates to report.

iv. Village Communications – Website, Facebook, Parish Newsletter etc

At a meeting in January 2026, the Parish Council considered a request to provide an email address on the 'greatsheffordparish.gov.uk' domain for distribution of the Parish Newsletter. This request was not supported.

The Editor of the Parish Newsletter recently advised that issues continued while using the Gmail account, and further issues had arisen during the recent transition to a new Editor.

Alongside the 'gov' domain, the Parish Council retains ownership of the domain 'greatshefford.org.uk', which is included within the Council's existing hosting package.

RESOLVED to provide an email address on the 'greatshefford.org.uk' domain for use by Great Shefford Parish News.

v. Community Maintenance and Village Pride

Cllr Carter advised that a footpath between the recreation ground and the route to Northfield Farm had recently been cleared, following a concerted effort by volunteers, a team from Allendale Farm and West Berkshire Council Public Rights of Way operatives. The response from residents had been very positive which lead to the suggestion that residents be supported and encouraged to help tidy around the village. An area of particular concern was Hungerford Hill where tree roots and branches protrude into the road.

It was acknowledged that the Parish Council has template letters endorsed by West Berkshire Council that can be sent to land and property owners requesting that encroaching vegetation etc is cut back.

Council was supportive of the initiative and endorsed Cllr Carter to take steps to establish a network of volunteers willing to help with tasks around the village.

07-2026-10 COUNCILLORS' BUSINESS

Nothing to report.

07-2026-11 MATTERS FOR FUTURE CONSIDERATION

Nothing currently.

District Councillor Clive Hooker joined the meeting

07-2026-12 REPORT FROM DISTRICT COUNCILLOR CLIVE HOOKER

Councillor Hooker advised that SUDS (Sustainable Drainage) Engineers had requested reworking of drainage documentation relating to the Spring Meadows application (25/01800/FULMAJ). There would likely be a site visit before the application is considered by the Western Area Planning Committee (WAPC).

Cllr Coard sought assurance that the Parish Council's response, compiled following public meetings with residents, would be given due consideration by the WAPC.

The separate application (26/00036/MDOPO) was to be discussed at the Western Area Planning Committee meeting on 19 August 2026 and reported that it was highly likely that the application to remove the covenant would succeed.

The government's response to Local Government Reorganisation proposals for West Berkshire was expected by 16 July 2026.

07-2026-13 DATE OF NEXT MEETING

Monday 07 September 2026, 7.30pm at Great Shefford Village Hall.

Followed by:

Mondays 05 October 2026, 02 November 2026, [no meeting in December], 04 January 2027, 01 February 2027, 01 March 2027, 05 April 2027 and May 2027 to be confirmed.

07-2026-14 EXCLUSION OF PRESS & PUBLIC

RESOLVED that due to the commercially sensitive nature of the business to be transacted, press and public be excluded from the meeting.

07-2026-15 PLAY AREA REMEDIAL REPAIRS

A quote for play equipment remedial repairs was considered, and a second quote was awaited.

RESOLVED to proceed with the repairs outlined in the quote received and that Cllr Pearson and the Parish Clerk may appoint the contractor offering best value when the second quote is received.

The meeting closed at 8.57pm.

Signed: _____ Date: _____