



Email: clerk@greatsheffordparish.gov.uk

1st July 2025

Members of Great Shefford Parish Council you are summoned to a Parish Council Meeting on Monday 7th July 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 MEETING

To consider approving the minutes of the Parish Council Meeting held on 2nd June 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 give further consideration to a request to West Berkshire Council for a pedestrian crossing to facilitate access to the bus stop.

6. HICKSON HEDGEROWS REWILING & PLATINUM JUBILEE ORCHARD COMMUNITY GROUP

To receive and note an update from the Hickson Hedgerows Rewilding & Platinum Jubilee Orchard Community Group regarding grounds maintenance and a 3-year anniversary update.

7. RISK MANAGEMENT

To receive a draft Risk Management Strategy and Risk Assessment and consider adoption.

8. PLANNING APPLICATIONS

To note the following planning updates since the last meeting (status correct at the time of publication of the agenda):

Application No.	Address	Details	Status (at time of agenda publication)	GSPC response
24/01903/HOUSE	Rowan House Wantage Road	Proposed single-storey side and rear extension with associated alterations and proposed detached car port	Refused	Nil
25/00567/FUL	Land East of The Old Post House Newbury Road Shefford Woodlands	Erection of an Agricultural Barn with storage	Awaiting decision	Nil
25/01267/CERTP	Apple Tree Cottage, Station Road	Erection of a single storey side extension, 3m (L) and full width of house with pitched roof. Erection of porch canopy	Awaiting decision	Nil at time of publication of the agenda

9. FINANCE

i. To approve the following payments:

Payee	Amount	Invoice reference / date	Due date	Description
Tactical Facilities Management	£217.01	SI-3790 25 th June 2025	25 th July 2025	Monthly maintenance – June 2025
Tactical Facilities Management	£253.86	SI-3750 25 th June 2025	25 th July 2025	Waste removal & Litter Picking – June 2025
M Taylor	Awaited – whilst establishing HMRC PAYE access			Parish Clerk's Salary – May & June 2025

- ii. To ratify payment of £478.80 (£399+VAT) to Sovereign Design Play Systems Ltd for the compliance package approved by Council in March 2025 (minute reference 2025-03/19). Payment authorised and processed by Councillors Freeman and Storey to meet the discounted payment deadline.
- iii. To ratify payment of £300 to Carter Jonas for the annual allotment land rent for the period 1st April 2025 to 31st March 2026. Payment authorised and processed by Councillors Freeman and Storey to meet the payment deadline.
- iv. To consider a quote for maintenance works at the play area and recreation ground.
- v. To receive any updates regarding the long-running dispute with SSE regarding street lighting charges.

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)
- iii. Village Events
- iv. Village Communications – Website, Facebook etc.
- v. Future Councillor 'Meet & Greet'

11. COUNCILLORS' BUSINESS

- a) Public notice regarding the Parish Councillor vacancy has been published on the website, noticeboard and social media platforms.
- b) To receive updates from Councillors.

12. MATTERS FOR FUTURE CONSIDERATION

Including items raised during the Open Forum, agenda item 4.

13. DATE OF NEXT MEETING

Monday 8th September 2025, 7.30pm

Subsequent meeting dates 2025/26: 6th October, 3rd November, 5th January, 2nd February, 2nd March, 6th April and 11th May.