



Email: clerk@greatsheffordparish.gov.uk

30 September 2026

Members of Great Shefford Parish Council, you are summoned to a Parish Council Meeting on **Monday 05 October 2026 at 7.30pm** at Great Shefford Village Hall, Station Road, Great Shefford, RG17 7DR.

MTaylor

Mel Taylor
Parish Clerk

AGENDA

1. APPOINTMENT OF A CHAIRMAN FOR THIS MEETING

In the absence of the Chairman, and with no current Vice Chairman, to appoint a Chairman for this meeting only.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. 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.

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 public is limited to 2 minutes.** After this period members of 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. MINUTES OF PREVIOUS MEETINGS

To consider approval and adoption of the minutes of the Parish Council meeting held on 07 September 2026, and the minutes of the meeting held on 06 July 2026 deferred from the last meeting.

6. CO-OPTION OF A PARISH COUNCILLOR

To consider applications for co-option to the Parish Council to fill a vacancy following the resignation of Carol Turner.

7. PLANNING APPLICATIONS

a) To consider the following planning application:

Application No.	Address	Details	Consultee response deadline
26/02001/HOUSE	Highdown View Church Street	Proposed garage conversion, loft extension with dormer window, façade alterations, solar panel installation, floor plan redesign and all associated works	14 October 2026

b) To note the following planning status updates:

Application No.	Address	Details	GSPC response	WBC Status
25/01800/FULMAJ	Land to the west of Spring Meadows	Proposed 16no. dwellings, new access, public open space and landscaping	As per appendix to Minutes of meeting 06.10.2025	Awaiting decision
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	Object – on grounds stated in Minutes of meeting 02.02.2026	Awaiting decision
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	Nil	Awaiting decision
26/00526/LBC	Long Thatch Wantage Road	Installation of broadband telephone line involving small junction box to side of property	No comment	Awaiting decision
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	No objection	Approved
26/01314/HOUSE	Rose Cottage Shefford Woodlands	Proposed single storey rear/side extension	Nil	Approved
26/01474/HOUSE	Penny Cottage Wantage Road	Proposed First Floor Extension and Alterations	Nil	Awaiting decision
26/01926/CERTE	1 Northfield Cottages Northfield Farm Wantage Road	Conversion of loft space to habitable room with toilet and basin ensuite	Nil	Awaiting decision
26/02002/NONMAT	Wood View Baydon Road Shefford Woodlands	Non-material amendment to planning permission 21/02594/OUTD	Not consulted	Awaiting decision

8. FINANCE

a) To receive the External Auditor's notice of conclusion of audit and certificate for the year ended 31 March 2026.

b) To note a financial report for the period 01 April 2026 – 30 September 2026.

c) To approve the following payments due and payments made this financial year:

Payee	Amount	Invoice reference / date	Due date	Date paid	Description
J Turton	£158.70 (£132.25+VAT)	I294186		21.04.2026	Defibrillator pads
SSE	£122.34 (£116.51+VAT)	IVO4314498		22.04.2026	Street lighting electricity
HMRC	£29.43	n/a		23.04.2026	PAYE
Sovereign Design Play Systems	£812.42 (£677.02+VAT)	152999		30.04.2026	Play area repairs
PJ Akers & AMD Carter	£300.00	1		30.04.2026	Allotment land rent
Fulfords Independent Traders	£881.59	GSPC2		30.04.2026	Fence repair Newbury Road
Fulfords Independent Traders	£605.40	GSPC3		27.05.2026	Fence repair Newbury Road
SSE	£108.36 (£103.20+VAT)	IVO4456720		28.05.2026	Street lighting electricity
Claire Connell	£140.00	2234		01.06.2026	Internal Audit 2025/26
SSE	£103.39 (£98.47+VAT)	IVO4545112		24.06.2026	Street lighting electricity
SSE	£95.63 (£91.08+VAT)	IVO4644741		22.07.2026	Street lighting electricity
HMRC	£248.63	n/a		23.07.2026	PAYE
Cloud Next	£9.58 (£7.99+VAT)	273222		27.07.2026	Annual registration greatshefford.org.uk
ICO	£47.00	14928288		30.07.2026	Data registration 2026/27
SSE	£100.89 (£96.09+VAT)	IVO4753253		28.08.2026	Street lighting electricity
Clear Councils	£1,129.35	LCO02377 25.09.2026	30.09.2026		Insurance Policy 01 Oct 2026 to 30 Sept 2027
Cloud Next	£59.98 (£49.99+VAT)	278841 26.09.2026	25.11.2026		Annual hosting greatsheffordparish.gov.uk

d) To consider the following requests for funding:

i. Community Speedwatch

To purchase replacement Community Speedwatch signs at entry points to the village.

ii. Emergency Management Team

For the purchase of:

- A First Aid Kit suitable for 21-50 people at an estimated cost of £25.00.
- A 6m tow rope at an estimated cost of £25.00
(replacement for rope previously loaned to secure the Christmas tree and damaged)

9. PLAY AREA AND RECREATION GROUND

To receive an update on the play area and recreation ground refurbishment project (Cllr Pearson).

10. STORAGE

To receive an update on potential storage options for Parish Council owned equipment (Cllr Armstrong).

11. HIGHWAY SAFETY – HUNGERFORD HILL

To consider approving engagement with West Berkshire Council about vegetation related safety concerns on Hungerford Hill (Cllr Carter).

This item was deferred from the last meeting.

12. 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. **Community Maintenance**
 - Walkabout to prepare list of tasks (Cllrs Carter and Coard)
 - Volunteers responding to play area and recreation ground survey
 - Repainting village gateway infrastructure

13. COUNCILLORS' BUSINESS

To receive updates from Councillors.

14. MATTERS FOR FUTURE CONSIDERATION

To confirm any matters for future agendas.

15. DATE OF NEXT MEETING

Monday 02 November 2026, 7.30pm at Great Shefford Village Hall.

Followed by 04 January 2027, 01 February 2027, 01 March 2027, 05 April 2027 and May 2027 to be confirmed.