



WOODNEWTON PARISH COUNCIL MEETING

Tuesday 14th April 2026, 7.50pm, Village Hall

(DRAFT) MINUTES

Present: Cllr Blackmore (Chairman) Cllr Neville, Cllr Swallow, Cllr Kisiel, Cllr Phythian, Cllr Brookes and Amy Miller (Clerk and RFO)

1. **Declarations of Interests from Councillors**

None

2. **Apologies for absence**

Cllr Guttridge

3. **Public Time**

No members of the public attended

4. **Minutes of Meeting held on 2nd March 2026.**

Having been previously circulated, were **AGREED** but not signed by the Chairman as a correct record – to be signed at the next meeting.

5. **Church Yard and Cemetery (Cllr Phythian)**

The church yard received its first cut of the year under the new contractor, all parties were happy.

6. **Vehicle Activated Speed Signs (Cllr Kisiel and Cllr Blackmore)**

All vehicle activated signs are working well – results for the last quarter had been downloaded and will be presented next month.

7. **Playing Fields/Playground**

(a) The playground check was carried out by Cllr Guttridge - there were no new concerns.

(b) Cllr Guttridge and Cllr Blackmore had been busy completing the final remedial works. The broken stick had been replaced in the pick-up sticks, a new seat fitted to the aerial runway, the adventure trail had new bolt caps fitted as did the 4 man see-saw, the swings had new toddler seat centre straps replaced in all three swings and the pigeon spikes tightened and the double air walker's bearings were regreased and serviced. A request for a new bearing kit was approved.

All repairs are now up to date. There are some chores to do on the clean-up day but other than that we await the results of the next external inspection.

8. **Planning**

Nothing to be considered

9. CAN (Climate and Nature Champion – Cllr Phythian)

Cllr Phythian has attended another CAN meeting where it was clear things happen when working groups are assigned to projects they are passionate about and want to make something happen. It was agreed it was good to start small and see what the appetite was amongst the local community. With regards to Woodnewton support for the clean-up days and litter picking had been strong, how much more is done is dependent on the appetite of residents.

10. The following policies were REVIEWED and ADOPTED

- (a) Asset Register as at March 2026 was **REVIEWED and ADOPTED**
- (b) The Risk Assessment 2026 was **REVIEWED and ADOPTED**
- (c) It was **AGREED** the clerk to gather quotes for further discussion at the next meeting.

11. Accounts

As at 31/03/2026 the bank balance stood at £19,159.00

The following payments were **AGREED** and signed off

Clerk Salary (March)	£587.20
SSE (DD)	£112.97
Adam (allotment tap)	£9.49
VH rental (March)	£14.00
Robinson's Gardening (1315)	£235.00
Robinson's Gardening (1347)	£235.00
NCALC membership	£653.86
Election Fees	£25.00
NNC refuse sacks	£104.25

The following remittances were **NOTED**:

12. Quarterly Financial Review

Having been previously circulated and signed off by Cllr Guttridge the quarterly reconciliation and budget to actual update for the last quarter January - March 2026 was **REVIEWED** and **APPROVED**. This forms the final figures for the 2025/26 audit.

13. Village Hall Noticeboard (Cllr Kisiel)

The grant application submitted to the Ward Empowerment Fund was refused as they felt the request was not congruent to the values of the fund. Cllr Fairhall to advise of other potential funding avenues prior to a final decision being made as to whether it is PC funded.

14. Allotments (Cllr Brookes)

The content for the spring reminder note to the allotment holders was discussed and agreed reminding plot holders of their responsibilities of their tenancy agreements and a suggestion to nominate a spokesperson from the allotment community who could liaise directly with Cllr Brookes. It was also noted there is no waiting list for allotments with some likely to be coming available in the near future. Cllr Brookes reported the tap had been replaced and was working correctly.

15. Village Maintenance (Cllr Swallow)

The bonfire has been lit several times and is now devoid of any green waste. The remains now need to be dealt with. It was suggested there is too much to level it,

pick the rubbish and grass it. Clerk to liaise with a local farmer for ideas, but possible skip hire for removal may be required.

Cllr Swallow wished to purchase more bulbs for the next planting season and a replacement Union Jack flag near the playground. To be placed on next month's agenda for approval.

Two streetlights require fixing - the parts are in stock and the works will be carried out when the weather is less inclement.

16. Ongoing

A rolling agenda item to **CONSIDER** which topics should be included on future agendas, discussed when relevant. This will be titled "rolling agenda items" to ensure items are remembered, although they may not be addressed at every meeting.

- (a) Village Information Boards
- (b) Children's tree planting scheme
- (c) Neighbourhood Plan\consultation on the local plan from Feb 2026 (expected 2028)
- (d) Newsletter articles.

17. Correspondence

- (a) Internal audit booked April 16th, 2026
- (b) Local Plan Briefing Update – issues and timescales – clerk updated
- (c) request for a replacement allotment shed (29/03/2026) – agreed.
- (d) permission for metal detecting on parish owned land– declined no land suitable.

18. Councillors' Opportunity to Update Colleagues

Cllr Blackmore updated that a foot path sign was required on the footpath towards Shortwood Equestrian.

Several Councillors noted and had received complaints with regards to horse riding on the pathways out of the village towards Southwick woods. This is a designated footpath not a bridleway and horses should not be on it. Some riders have been challenged. The footpath lies outside of the village boundary thus falls under Highways authority – clerk to refer the issue on.

19. Woodnewton Newsletter

It was agreed the next Newsletter feature would remind residents to be neighbourly with regards to bonfires being lit in the village.

20. Date of next Meeting

The date of the next meeting is Monday 18th May 2026, the Annual Parish Council Meeting.

21. Close of Meeting

The Chairman closed the meeting at 20.57

Chairman's Signature.....

Date 18th May 2026

Prepared by Amy Miller Clerk and RFO

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24th April 2026

