You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 2nd February 2026** at **7.00pm**

Gemma Creasey
Parish Clerk
22nd January 2026

A G E N D A

1. **WELCOME AND APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

3. **PUBLIC FORUM (3 min max per person, max 15 mins total)**
   - **3.1 Reports from County and District Councillors**
   - **3.2 Update on Low Street**

4. **APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 1st DECEMBER**

5. **TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**

6. **FINANCE**

6.1 Monthly payments for February

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 10	24.44
Clerk's expenses	Sim, and printing	12.49
Dream Team Cleaning	Village Hall Clean and toilet rolls	368.50
Various	Hall deposit refund	100.00
EDF	Electricity – DD	163.92
	TOTAL	**1423.35**

6.2 Monthly Receipts and Payments Report for January

		Current	**Premium**	**Total**
Balance b/f		1981.33	43,572.51	45,553.84
Total receipts to 19.01.26		1159.50	0.00	1159.50
Hall hire	1159.50			
Total payments to 19.01.26		1363.22	0.00	1363.22
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		**1777.61**	**43,572.51**	**45,350.12**

6.3 ACCOUNTS TO RATIFY: January 2026

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 9	24.44
Clerk's expenses	Mileage, Sim, printing, paper	22.78
Dream Team Cleaning	Cleaning village hall	360.00

EDF	Electricity – November DD	145.64
The Net	Advert in The Net	55.00
	TOTAL	**1339.08**

6.4 Monthly Receipts and Payments Report December 2025

	Current	Premium	Total
Balance b/f	1322.41	44,430.43	45,752.84
Total receipts to 17.12..25 Hall hire 1248.50 Fit Payment 69.29	1317.79	142.08	1459.87
Total payments to 17.12.25	1658.87	0.00	1658.87
Inter Account Transfers	+1000	-1000	
Closing Balance	**1981.33**	**43,572.51**	**45,553.84**

7. HIGHWAYS

7.1 To receive notifications of highways faults to be reported

7.2 Discussion of speeding in village

8. **PLANNING**

8.1 Applications: **2025/3837** – Land west of Green Lane – details for conditions 5, 6, 7, 11, 13, 14 & 22 of 2024/2278 – response submitted with devolved powers
2025/3868 – Highfields Whitehouse Lane – Upgrade of septic tank with package treatment plant – discussed with devolved powers

8.2 **Decisions: 2025/3498 –** Elmstead, Milestone Lane – Proposed cart lodge – Approval with Conditions.
2025/3634 – 14 St Georges – Replace final two sash windows (like for like) as other windows already replaced – approved with conditions (delegated)

9. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

9.1 Booking clerk's report

9.2 Discuss online hall booking option

9.3 Hall maintenance items

9.4 Report from playing field inspection

9.5 Report from allotment and village sign inspection

10. UPDATE ON PLAY AREA FUNDING

11. PROPOSED GOAT GALA IN SEPTEMBER 2026

12. REPORT BACK ON VCHAPS HEARING

13. DISCUSSION OF RECRUITMENT OF NEW CLERK AND RFO ROLE

14. DATE OF FUTURE MEETING: The next meeting will be at 7.00pm on **2nd March 2025.** Agenda items to Clerk by 19th February.