

# WOOLMER GREEN PARISH COUNCIL

## Minutes of the Annual Meeting of the Council held 12<sup>th</sup> May 2026

**Present:** Cllrs A Gribble (Chairman), P Corke (Vice Chairman), J Castle-Ridpath, T Dix, S Hall & G Pinney.

**In attendance:** Mrs J. Pearce (Clerk).

**1.1 To elect a Chairman for 2026/27:** Proposed Cllr Hall, seconded Cllr Corke nominating Cllr Gribble as Chairman. Resolved: Cllr Gribble is appointed Chairman for 2026/27.

**1.2 To receive the Chairman's Declaration of Acceptance of Office.** Cllr Gribble signed the Declaration of Acceptance of Office.

**1.3 To elect a Vice-Chairman for 2026/27:** Proposed Cllr Castle-Ridpath, seconded Cllr Hall nominating Cllr Corke as Vice-Chairman. Resolved: Cllr Corke is appointed Vice-Chairman for 2026/27.

**1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office.** Cllr Corke signed the Declaration of Acceptance of Office.

**1.5 To receive apologies for absence:** None.

**1.6 To review Registers of Interest:** Cllrs Castle-Ridpath, Corke, Dix, Hall & Pinney signed to confirm their Register of Interest remained true.

**1.7 To appoint councillors to the following specific responsibilities:**

Cllr Gribble: Transport, Young Persons Liaison & Staffing Committee.

Cllr Corke: Community, Village Hall & Staffing Committee.

Cllr Castle-Ridpath: Planning & Environment

Cllr Dix: Planning, Environment & Grounds.

Cllr Hall: Finance, Staffing Committee & Allotments Liaison.

Cllr Pinney: Community & Village Hall.

**1.8 To review Council's Standing Orders, Financial Regulations, Financial Risk Assessment:**

No changes were proposed to Standing Orders and Financial Risk Assessment. Cllrs discussed changes to Financial Regulations to be agreed in June.

**1.9 To appoint an internal Auditor for 2026/27:** Resolved: To continue with the HAPTC internal audit scheme.

**1.10 To consider requests for dispensation and pecuniary & other interests on items on the agenda:** None.

**1.11 To receive petitions, comments and questions from the public:** None.

**1.12 To approve minutes of the Council Meeting on 10 March & Extra Meeting 20 March:**

Resolved: The minutes of the Council Meeting 10 March & Extra Meeting 20 March were approved and signed by the Chairman as a correct record.

**1.13 To note minutes of the Annual Parish Meeting 14 April:** The minutes of the Annual Meeting were noted.

**1.14 To receive reports on meetings attended by Councillors:**

Cllrs Gribble, Corke, Castle-Ridpath & Pinney attended the court mediation meeting. Cllrs Corke, Dix & Hall took part in the litter pick and attended the April Market. Cllrs Gribble, Castle-Ridpath, Dix, Hall & Pinney attended the Wheels on Woolmer Green car show.

**1.15 To receive the Clerk's Report:** The Clerk's Report was noted.

**1.16 Planning:** (Cllrs Castle-Ridpath & Dix)

a) 6/2026/0127/COND Land off London Road: Condition 2 (LEMP) and 8 (refuse and recycling): No decision to report.

b) 6/2026/0171/HOUSE 67 London Road: No decision to report.

c) 6/2025/2513/COND Land off London Road: No decision to report.

d) 6/2025/1060/COND Land off London Road, archaeology: No decision to report.

e) 6/2025/0603/MAJ 61 London Road No decision to report.

f) 6/2025/0847/OUTLINE Land adjacent to 52 London Road: No decision to report.

**1.17 Hall (Cllrs Corke & Pinney) & Grounds: (Cllr Dix)**

a) To consider quote to replace curtains: Resolved: To accept quote of £2,899.17+vat from UniDrape.

b) To consider quotes by uRisk: It was agreed to consult a local contractor to determine what routine checks to the water system can be carried out in house and which checks need to be contracted out.

**Action Clerk.**

c) To receive a report on the weekly playground inspection: All is satisfactory.

**1.18 Finance:** (Cllr Hall)

a) To receive and approve the payments for March/April: Resolved: To approve payments for March/April.

b) To note receipt of income for March/April: March £11,131.10. April £23,521.76.

c) To review accounts performance against budget for March/April: End of year accounts saw a surplus of £7,231. Hall lets paid in April are just below budget and salaries are below budget due to a caretaker vacancy.

d) To receive bank reconciliation for March/April: Resolved: To approve the bank reconciliation for March/April.

e) To receive internal audit report: The Financial Regulations will be amended for clarity. The Council noted the auditor raised the issue of online bank authorisation for payments. The Council has a manual authorisation system in place and is satisfied it has a robust system of control.

f) To approve the Annual Governance Statement 2025/26: Resolved: To approve the Annual Governance Statement 2025/26

g) To approve the Accounting Statement 2025/26: Resolved: To approve the Accounting Statement 2025/26

h) To approve the date of the Period of for the Exercise of Public Rights: Resolved: 3 June to 14 July.

i) To approve the date the Notice is to be published on the Councils website: Resolved: 13 May.

j) To approve payments by BACS & CHAPS for 2025/26: Resolved: To continue to make payments by BACS & CHAPS

k) To review Council banking arrangements and mandate: No changes required at present.

l) To approve regular payments: Resolved: To approve regular payments list & direct debits. No payments are made by standing order.

m) To report bad debts for 2025/26: None.

**1.19 Environment** (Cllrs Castle-Ridpath & Dix) & **Transport:** (Cllr Gribble)

a) To receive update on puffin crossing: No further update.

b) To discuss other highways matters: A resident raised the issue of the intermittent functioning of the filter light for turning right at the new traffic lights. Highways replied to say the light only operates when there is a queue of traffic. Cllr Gribble will inform the resident. **Action: Cllr Gribble.**

c) To receive report on the allotments: Cllr Hall informed the Council that allotment plots are fully occupied. At the Allotments AGM, members asked for an assurance that the lease will be extended. The matter will be raised with Wallington Farms. **Action: Clerk.**

d) To consider request from the Freshwater Habitats Trust: Freshwater Habitats Trust has asked to test the pond for Great Crested Newts. The Council had no objection.

**1.20 Community:** (Cllrs Corke & Pinney)

a) To receive a report on Wheels on Woolmer Green: £1,398.23 was raised in donations for Garden House Hospice Care. Integrated Business Telecoms Ltd. has agreed to match the funds.

b) To receive update on Village Day: Ongoing arrangements were discussed.

**1.21** To receive announcements. (for information only).

None.

**1.22** To agree date of next meeting – Parish Meeting Tuesday 9 June at 7.30pm.

Meeting ended 21.09

JRP 13/05/2026

Signed: \_\_\_\_\_  
Chairman.

Date: \_\_\_\_\_