

**Minutes of the meeting of Sudbrooke parish council held at 7.30pm on Thursday 6th November 2025
in the Bramham lounge, Sudbrooke village hall.**

Present : Cllr P Heath - Chairman, Cllr T Bowman - Vice-chair, Cllr B Dowell, Cllr M Alford, Cllr S Compton,
Cllr C Nicoll

No public, No District or County Councillor present,

106 25-26 To note apologies and reasons given.

Cllr B Mistry, Cllr P Fido

107 25-26 To receive any declarations of interest in accordance with the localism Act 2011 and consider any requests for dispensation in relating to disposable pecuniary interests of the other interests as outlined in the council's code of conduct

NONE

108 25-26 To receive the notes of the council meeting held on the 2nd of October 2025 and agree for them to be signed as a true record.

RESOLVED unanimously to approve the minutes from the 2nd of October 2025 as a true record.

109 25-26 To receive any reports from outside bodies, including the Police, District and County Councillors (if any) and agreed actions as required.

No correspondence had been received, No reports given.

110 25-26 To receive the Chairman's report.

Cllr P Heath would like to extend heartfelt thanks to Mrs C Myres and all those involved in making the installation of the new equipment a reality. The Basketball Hoop, Climbing Wall, and Target Practice have already been enthusiastically received and well-used by the community in the short time since their installation.

111 25-26 To receive a report from the Clerk.

A report was received regarding information WLDC sought, they had requested for the PC to share their mailing list.

RESOLVED unanimously this would be a breach in GDPR and their policy and not to share this information with them.

112 25-26 To receive a report on Events Committee (outside bodies)

Nothing new to report to the PC at this time. The events committee donated £15 to the VH committee for the use of the Hall.

113 25-26 To receive a report from the gardening group.

Nothing is happening at this time but there is planning taking place for 2026. The group would like to run a couple of events in 2026 to engage and involve the communities to take part. More details to follow.

114 25-26 To discuss and resolve any necessary action regarding the request of extra grit bins

RESOLVED to include this in next years budget.

115 25-26 To resolve to purchase a wreath for remembrance day.

RESOLVED unanimously to approve the purchase of a wreath under section 137.

116 25-26 To approve Parish meeting dates for 2026 and the APM.

RESOLVED unanimously to approve the proposed dates.

117 25-26 Report on matters ongoing matters:-

i. Millennium stone lighting/drainage of the area around the Stone.

COMPLETED

ii. Future of Sudbrooke News.

A report was received, a model will be produced for the February meeting with the intention to take this on as a PC as of April 2026.

iii. Dog bin – West Drive – update

The Clerk had written to WLDC to ask if it was possible to relocate a Dog bin where there was a cluster of them. To relocate on to St Edwards Drive.

- iv. **Replacement of damaged bollard.**
Clerk to Chase Ian Moore for an installation date, had been delayed due to drainage work being carried out at the VH.
- v. **Light switch on**
RESOLVED unanimously to meet on the morning of the light switch on at 9am to set up for the light switch on event at the village hall.
 - a. **Resolved to purchase the Christmas Tree.**
RESOLVED unanimously to purchase the christmas tree for the sum of upto £400.

11825-26 Finance matters

- i. **To approve the receipts and payments since October parish meeting 2025.**
RESOLVED unanimously to approve the receipts and payments since the October parish meeting.
- ii. **To note the pre-submission of precept to WLDC deadline (21st November)**
RESOLVED unanimously to approve the pre-precept submission with 5% on last years budget. 4th December 2025 council will meet to discuss the budget and precept for 2026/27.
 - a. **Discuss and resolve any project proposals for 2026 Budget.**
Suggestions were given as a starting point - Change of Domain .gov, Notice Boards, & Grit Bins

11925-26 Amenities Report

- i. **To receive an update on the play parks and any necessary action following the play inspections.**
RESOLVED unanimously to approve the maintenance quoted by EKM for the maintenance. This money to be taken from the Northfield Account.
RESOLVED unanimously to spend upto £400.
- ii. **To receive a report on Grass Cutting - Ian Moore and approve any necessary actions.**
Nothing new to report at this time
 - a. **To discuss and resolve any necessary action regarding the Grass cutting tender.**
RESOLVED unanimously to approve the grass cutting schedule to put out to tender.
- iii. **To receive a report on Hedges, and - Arborez and approve any necessary actions.**
Nothing new to report at this time.
 - a. **To discuss and resolve any necessary action regarding the Hedge and Tree tender.**
RESOLVED unanimously to approve the Hedge & Tree Tender with the suggested amendments, with an increase in cuts. To put out to tender

12025-26 Planning matters

- i. **Update from WLDC regarding the neighbourhood plan.**
It was highlighted at the last meeting that the NP had not been submitted to WLDC due to an error on the consultants part. It is now with WLDC awaiting a response

Date of next meeting – 4th December 2025, 7.30pm - to be held in the Bramham Lounge, Village Hall

Bank Balances Thursday 1st November 2025

Current Account –	£2,341.86
Instant Deposit Account -	£38,865.25
Instant Deposit Account (Earmarked reserves) –	£15,426.85
Fox Covert Account –	£4,096.60
Northfield Park Account –	£18,156.51
Sportsfield Account –	£2,254.48
Total in bank accounts	£81,141.55

Monies received:

Bank interest	£551.62
Total Monies received	£551.62

Accounts to be paid 1st November 2025

Tesco Mobile – PC Mobile Phone bill	£8.57
E.On – Electricity at Millennium stone	£25.00
Clerk Expenses	£35.00
Sudbrooke Village Hall Hire (December)	£18.00
Sudbrooke Village Hall contribution toward essential drainage work	£1,000.00
Doddington Hall, Christmas Tree Purchase (NET £320.83 / VAT £64.17)	£385.00
LALC Training (Preparing for internal audit (NET £35.00 / VAT £7.00)	£42.00
Arborez - Emergency Tree Branch (NET £80.00 / VAT £16.00)	£96.00
LALC - Webmaster additional 3hrs (NET £ 54.00 / VAT £10.80)	£64.80
Ian Moore Grass Cutting inv 542 (NET £782.50 / VAT £156.50)	£939.00
Arborez Northfield Park QU0562 (NET £800.00 / VAT £160.00)	£960.00
Payment Subtotal	£3,573.37

Administration costs to be paid 31st November 2025

Administration Costs	£1,442.31
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Monthly Total	£4,055.68
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