

**December  
2025 PC  
meeting**

5.1	The Clerk has emailed the owner of River Rock and the Chairman has hand delivered a letter requesting the tree to be removed from the river at Wash Meadow.	The Clerk to email the Environment Agency to follow up this issue.	The owner of River Rock has emailed the Clerk updating the situation with the Environment Agency and OCC.
5.3	Cllr Eaglestone and the Clerk to arrange to meet at the Scout Hut to assess the belongings of the Parish Council and to decide upon action required.	Meeting to be arranged at Scout Hut.	Awaiting a date.

**January  
2026 PC  
meeting**

6	OCC and the police had been notified of travellers in the Village.	Cllr Nick Field-Johnson had agreed to follow this up.	OCC had notified the PC that a notice had been presented to the travellers requesting them to move on within a time scale. Date to be moved on by is 23.2.2026.
11	B4047 30 mph vehicle activated speed signs – can Minster Lovell have some redundant 30 mph vehicle activated speed signs.	James Wright, OCC had agreed to look into this and get back to the Clerk with an update.	The Clerk emailed James Wright on 10.2.2026 to ask if he had an update.
13.1	The Clerk was to forward a sign to Cllr Eaglestone stating, 'Please help yourself to these wood chippings.' The sign was to be put in the wood chippings by the entrance of the allotments on the Burford Road.	The Clerk to type and forward the sign to Cllr Eaglestone who would print and laminate the sign and put in place.	The Clerk emailed the sign to Cllr Eaglestone on 10.2.2026.
14.1	The football goal mouths were to be filled in with top soil at Ripley Avenue Play Park.	The Clerk to contact Sue Bicker to ask her husband to carry out this agreed work.	The Clerk emailed Sue Bicker on 10.2.2026. Sue will be at the Feb PC meeting and will put forward a couple of suggestions for the work required.
14.3	A resident had requested a hedge to be cut back leading into Ripley Avenue Play Park and a tree to be removed from the hedge which the roots were damaging the footpath.	The Clerk to email the resident with the Parish Council's decision to not pay for the hedge to be cut back or the tree to be removed. The hedge and tree were not on Parish Council's land and the PC had not planted the hedge or the tree.	Emailed on 16.2.2026.
15.1	Lots of ivy on the tree to the left of the bush shelter on Burford Road.	A resident at the Parish Council meeting agreed to remove the ivy.	
19.1	A request had been received to hold a wedding ceremony in a field in Minster Lovell and they wanted to know who owns the field.	The Parish Councillors did not know the person who owned the field.	The Clerk emailed the person to notify them.
19.2 & 19.3	A resident had submitted a complaint regarding excessive hedge cutting and cutting a tree back.	The Parish Council agreed that the contractor had carried out the hedge cutting as per their contract. The contractor had responded that the tree had been cut back quite a lot but explained that this type of tree would grow back quite quickly.	Emailed on 16.2.2026.

19.4	A late request for Section 137 grant funding had been requested.	The Parish Council agreed for the Clerk to contact the grant applicant and ask if there was a reason for late application and what would the grant application be for.	The Clerk emailed the applicant on 9/2/2026 to enquire into the request. 16.2.2026 – haven't had an email back to date.
20.3	To replace the broken wooden posts by The Spar.	The Parish Council approved the quotation received from Bells Property Services to replace the broken wooden posts by The Spar at a cost of £391.50. The Clerk was to contact the company to notify them of the PC's decision.	The Clerk had emailed Bells Property Services on 9/2/2026 notifying them of the Parish Council's decision. The work is due to be carried this week, weather depending.
20.4	The Parish Council approved a quotation to remove the graffiti from the bus shelter opposite The White Hart at a cost of £160.00 + VAT.	The Clerk to notify Ubico that their quotation has been approved and to schedule the work into their workload.	The Clerk had emailed Ubico on 9/2/2026 to proceed with the removal of the graffiti on the bus shelter. Work has been completed and photos of work emailed to the Clerk.