	Date	Minute Reference	Resolution/Action to carry out	Proposer	Seconder	Vote	Abstention	Cost	Cost Code	Officer Leading	Councillor Leading	Action	Progress	Completed / Date
FC	25.11.2025	FC 119	Full discussion around Francomes Play area and agreed amongst several actions that the park must be closed with immediate effect.	Cllr L Jackson	Cllr R Hailstone	Unanimous	N/A	N/A	N/A	LC	VM	proceed with the immediate closure, remove any HWPC branding and install a closure notice and make it clear HWPC is not responsible for the park and is acting in the interest of public safety.	Persimmon approached. Ward Cllr Wilson liaising with developers on behalf of HWPC. Oct - Persimmon confirmed removing equipment. SBC legals sorting land use variation.	
FC	25.11.2025	FC 124	Tree identification trail was agreed to.	Cllr L Stevenson	Cllr V Manro	Unanimous	N/A	£150.00	N/A	LC	VM	Action Deputy Clerk to contact Westonbirt for sharing best practice and obtaining some tips: plaques etc with good knowledge and operationally progress with the Facility & POS Manager	Cllr L Stevenson offered to assist. Funding offered by SBC (£15k). Autumn '26 Awaiting an invite to a meeting to progress with design of signage.	
FC	25.11.2025	FC 127	GMF - final billing and snagging outstanding							GMD	VM	Chief Officer to continue to request updates and final billing from the GMF contractor	GMD Continues to request bill weekly. Housekeeping handover meeting took place. Follow up actions not progressed by Contractor. Chase emails throughout August. Hoping Oct…	
FC	25.11.2025	FC 129	Tadpole Railway Partnership							GMD	VM	Action: Chief Officer to progress lease negotiations with the Railway and Council's solicitors	Lease drafted. Land title plan with Railway to finalise. Once issued and signed, letter of support and testimony for Railway to apply for grants will be issued.	Ongoing project - remain at amber
FC	25.11.2025	FC 130	Clary Road Members agreed to progress the initiative as documented in the report presented. 1. Agree to start formal discussions with Draycott Football Club on a possible long-term lease of Clary Road field. 2. Request a full business plan from Draycott Football Club. 3. Confirm that a peppercorn rent will apply if the club fund all works, and that if the Parish are required to put in any funds, the rent will be set to recover those costs over a ten-year period. 4. Support Draycott Football Club in preparing and submitting any Football Association funding bids. 5. Support any planning applications or certificates of lawfulness required to bring the site into football use. 6. Produce a Memorandum of Agreement to set out the principles and expectations for the negotiation stage. 7. Receive a full report once all information has been gathered.	Cllr V Manro	Cllr L Stevenson	Unanimous	N/A	N/A	N/A	GMD	VM	Chief Officer to set up a Working Party and arrange an initial meeting	WP being confirmed at 9/12 FC. Meeting after FC. See line 157 - ongoing 23/3. GMD chased in summer and beginning of autumn. No response to work together.	
FC	24.02.2026	FC 194	Canal Trust. Members received a draft memorandum of understanding to formalise arrangements of working with the trust subject to approval from HWPC	Cllr L Stevenson	Cllr R Hailstone	Unanimous	N/A	N/A	N/A	GMD	VM	It was resolved to agreed in principle to the Memorandum of Understanding and to submit the further queries to the Canal Trust.	Nudged for update from Canal since submitting draft MoU in Feb 26. Attending July FC to outline partnership potential. Shifted to August FC. Presntation well received. Await direction from FC what is next…	
FC	24.02.2026	FC 197	Clary Road - Draycott Sports	Cllr A Roupelis	Cllr L Jackson	Unanimous	N/A	N/A	N/A	GMD	VM	It was resolved that members noted the update and draft memorandum of understanding to develop a partnership with Draycott Sports at Clary Road.	GMD contact made, draft MOU to-ing/fro-ing. Revised MoU sent 27/3 awaiting response. Signed MOU received 18/5. WP meeting to be organised. June '26 - Chased for response and fixing WP. See above	