

## MINUTES OF THE ANNUAL MEETING OF WATER ORTON PARISH COUNCIL

held at the Pavilion, Openfield Croft, at 7.00pm on Thursday 28 May 2026

*Members of the public and the press are welcome to attend*

**Present:** Cllr K Brown, Cllr C Chown, Cllr R Coldrick, Cllr T Harrison, Cllr P Holloway

**Guests:** 0

**Minute Taker & Clerk:** Rachel Scully, clerk@wopc.org.uk

The Chair opened the meeting at 7.00pm

Agenda Item:	Minute:	Actions:
<b>26/27.01</b>	<b>Election of Chair:</b>	
	Cllr Brown was elected to Chair the meeting. Cllr Stuart was elected as Chair in his absence for the ensuing year. A short postponement of the signing of the Declaration of Office was agreed.	<b>RS</b> <b>SS</b>
<b>26/27.02</b>	<b>Appointment of Vice Chair:</b>	
	Cllr Rees was elected as Vice Chair in her absence for the ensuing year. A short postponement of the signing of the Declaration of Office was agreed.	<b>RS</b> <b>WR</b>
<b>26/27.03</b>	<b>Apologies:</b>	
	Receive and accepted from Cllr. Stuart, Cllr Rees, Cllr Reilly and Cllr Aitkenhead.	
<b>26/27.04</b>	<b>Public participation:</b>	
	a) Members of the Public & Press None b) Reports from County and District Councillors (for information only) if present: The report from Cllr Aitkenhead was received and noted. The report mentioned there are attempts taking place to try and get extra road safety measures between Marsh Lane junction with Birmingham Road and Hargrave Road. The abandoned road traffic signs have been removed from the Green, the junction of Attleboro Lane, Vicarage Lane and the corner of Vesey Close. Other traffic issues were mentioned around the area. c) Report from Police representative (for information only) if present: The police did not attend and did not provide a report.	
<b>26/27.05</b>	<b>Declarations of Interest and dispensations:</b>	
	To receive Declarations of Interests and consider grant of dispensations of which written notice has been received by the Clerk. Cllr Chown and Cllr Holloway, Agenda Item: <b>26/27.17</b>	

<b>26/27.06</b>	<b>Minutes:</b>	
	<p>a) It was RESOLVED to approve the minutes of the Parish Council meeting held on Thursday 26 March 2026.</p> <p>b) The report from the Community Engagement Meeting that took place on 07 April 2026 was noted.</p>	
<b>26/27.07</b>	<b>Reports from Chairman, Parish Councillors:</b>	
	<p>To receive updates/reports (if available)</p> <p>a) There was no Chair's report.</p> <p>b) The Borough Councillor's Report was received and noted.</p> <p>c) There were no other reports available.</p>	
<b>26/27.08</b>	<b>Clerk's Report:</b>	
	<p>The Clerk verbally reported that the Internal Audit for year end would take place on Monday 01 June 2026 and the Annual Governance and Accountability Return would be on the agenda for approval at the next full council meeting on Thursday 25 June 2026.</p> <p>The Clerk also pointed out that the groundsmen had been working hard on the planters that the Parish Council are responsible for around the village.</p> <p>The Clerk mentioned that the Tree Report had recently been completed and suggested that it is reviewed at a Maintenance meeting.</p>	
<b>26/27.09</b>	<b>Committees, Working Groups and Representation:</b>	
	<p>To review delegation arrangements to committees, sub-committees, and staff The Clerk requested that this item be deferred for further review.</p> <p>To appoint representative/s to the following external bodies: HS2 Special Management Zone It was agreed that the Clerk would contact FF to establish whether she would be willing to continue attending the Special Management Zone meetings and provide reports to the Parish Council.</p> <p>The Thomas Dole Charity Cllr Rees</p> <p>North Warwickshire Area Committee (2 reps) Cllr Brown and Cllr Stuart</p>	<b>RS</b>
<b>26/27.10</b>	<b>Policies:</b>	
	<p>a) It was RESOLVED to adopt the Standing Orders.</p> <p>b) It was RESOLVED to adopt the Financial Regulations.</p> <p>c) It was RESOLVED to adopt the Scheme of Delegation to the Clerk.</p>	
<b>26/27.11</b>	<b>Maintenance:</b>	
	<p>a) It was RESOLVED to approve the quote from Grey Hound Leisure Limited for the repairs to the wet pour surface to the play area of the village green in the sum of £1,350.00 plus VAT. The Clerk would contact Greyhound Leisure to authorise the works.</p>	

	b) The monthly play inspection report from Cllr Chown was received and noted. The works have been completed to the village green play area. Await painting to the big slide to the village green play area.	
<b>26/27.12</b>	<b>Insurance:</b>	
	It was RESOLVED to approve the arrangements for insurance cover for the Parish Council in respect of all insurable risks and approve the insurance policy and associated costs in the sum of £5153.63 from 01 June 2026.	
<b>26/27.13</b>	<b>Finance:</b>	
13a)	It was RESOLVED to approve payment of invoices.	
13b)	It was RESOLVED to approve the payment schedule up to 31 March 2026, and items paid under delegated authority since previous schedule.	
13c)	It was RESOLVED to approve the payment schedule up to 30 April 2026, and items paid under delegated authority since previous schedule.	
13d)	It was RESOLVED to approve the payment schedule up to 20 May 2026, and items paid under delegated authority since previous schedule.	
13e)	It was RESOLVED to approve the 2025-26 receipts and payments account and bank reconciliation to 31 March 2026.	
13f)	It was RESOLVED to approve the 2026-27 receipts and payments account and bank reconciliation to 30 April 2026.	
13g)	It was RESOLVED to approve the 2026-27 receipts and payments account and bank reconciliation to 20 May 2026.	
13h)	It was RESOLVED to note and approve the quote in the sum of £280.00 plus VAT for Castle Bromwich Roofing for repairs to the Bus Shelter on Birmingham Road which has had prior approval in accordance with the Clerk's Scheme of Delegated Authority, the Parish Council's Financial Regulations and on referral and agreement of the Chair and Vice Chair.	
<b>26/27.14</b>	<b>Planning:</b>	
14a)	To consider new applications (if any): None.	
14b)	To report decisions on previous planning applications made by North Warwickshire Borough Council (for information only) Reference: PAP/2024/0496 PAP/2025/0064 Noted.	
<b>26/27.15</b>	<b>Items for Next Meeting:</b>	
	Clerk to forward Agenda Item Reporting Sheet to Councillors.	
<b>26/27.16</b>	<b>Date, Time and Place of the next Parish Council Meeting:</b>	
	The next Parish Council is to be held on Thursday 25 June 2026 at 7.00pm at the Playing Field Pavilion, Openfield Croft, Water Orton	

<b>26/27.17</b>	<b>Closed Session:</b>	
	<p>It was RESOLVED to move the meeting into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business to be discussed.</p> <p>Updates to HR and Health and Safety matters were received and reviewed. Updates, proposals and recommendations relating to leases were deferred until a future meeting.</p>	

There being no further business the Chair declared the meeting closed at 9.15pm

Signed:.....

Dated: .....

Chairman Initials.....