MINUTES OF THE ANNUAL MEETING OF WATER ORTON PARISH COUNCIL

held at the Pavilion, Openfield Croft, at 7.00pm on Thursday 29 May 2025

Present: Cllr. S Stuart, Cllr. C Chown, Cllr. R Coldrick, Cllr. N Freeman, Cllr. W Rees
Cllr. J Newman, Cllr. P Lamb *(joined the meeting after co-option approved, agenda item 25/26.03)*

Guests in Attendance: 6

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

The meeting was opened at 7.00pm

Agenda Item:	Minute:	Action:
25/26.01	**Election of Chair:**	
	It was RESOLVED to elect Cllr. S Stuart to the Office of Chair of the Parish Council.	
25/26.02	**Appointment of Vice Chair:**	
	It was RESOLVED to elect Cllr. W Rees to the Office of Vice Chair of the Parish Council.	
25/26.03	**Co-Option Candidates:**	
	a) Presentation was received from the co-option candidate Patricia Lamb. b) The co-option of the candidate to the Office of Councillor for Water Orton Parish Council was approved. c) The Co-opted Councillor signed the Declaration of Office before the Clerk.	
25/26.04	**Declaration of Acceptance of Office:**	
	The Declaration of Acceptance of the Office of the Chair and Vice Chair was signed before the Clerk.	
25/26.05	**Apologies:**	
	None.	
25/26.06	**Public participation:**	
	a) Members of the Public & Press Discussed, Plank Lane Development, the land being of village green status which places restrictions on development and use. Enquiries made into what the Parish Council plans are, and whether there would be consultation with villagers. b) Reports from County and District Councillors (for information only) if present: This item was deferred down the agenda. c) Report from Police representative (for information only) if present: There were no police representatives at the meeting, and a report was not available.	
25/26.07	**Declarations of Interest and dispensations:**	

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	None.	
25/26.08	**Minutes:**	
	It was RESOLVED to approve the minutes of the Parish Council meeting held on Thursday 27 March 2025.	
25/26.22	**Internal Auditors Report:**	
	Agenda item was moved. The Internal Auditors Report for 2024/25 was received and noted. The Council discussed and considered the recommendations and actions arising from the report. It was RESOLVED to approve the appointment of the Internal Auditor Kim Squires for 2025/26.	**RS**
25/26.23	**Annual Governance Statement for the year ending 31st March 2025:**	
	Agenda Item was moved. It was RESOLVED to approve the Annual Governance Statement for 2024/25.	
25/26.24	**Accounting Statements for the year ending 31st March 2025:**	
	Agenda Item was moved. It was RESOLVED to approve the end of year accounts and Accounting Statements for 2024/25.	
25/26.25	**Details of the Arrangements for the exercise of public rights:**	
	Agenda Item was moved. It was RESOLVED to approve the date of announcement and the period of public rights for the Public Inspection of the Accounts set by the Clerk/Responsible Finance Officer.	
25/26.09	**Reports from Chairman, Parish Councillors**:	
	This item was deferred down the agenda.	
25/26.10	**Clerk's Report:**	
	This item was deferred down the agenda.	
25/26.11	**Water Orton Carnival Programme:**	
	This item was deferred down the agenda.	
25/26.12	**Volunteers:**	
	This item was deferred down the agenda.	
25/26.13	**Development of land-Plank Lane:**	
	This item was deferred down the agenda.	
25/26.14	**Woodland Walk:**	
	This item was deferred down the agenda.	
25/26.15	**Committees, Working Groups and Representation:**	
	It was RESOLVED to approve FF to continue to attend the HS2 Special Management Zone meetings on the caveat that there are reports back to the Parish Council. It was RESOLVED to appoint Cllr. Rees as the representative of The Thomas Dole Charity	

	It was RESOLVED to appoint Cllr Brown and Cllr. Stuart as representatives on the North Warwickshire Area Committee. It was RESOLVED to approve the following Working Groups for 2024/2025: Staffing, Finance, Community Engagement, Maintenance. Discussed Working Group for Governance and the review of the Neighbourhood Plan. It was RESOLVED to approve the "terms of references" for the Working Groups, with an amendment to the Finance Working Group, the Finance Working Group will meet twice per year and as when required. It was RESOLVED to appoint members to the Working Groups as follows: Staffing: Cllr. Chown, Cllr. Coldrick, Cllr. Rees, Cllr. Lamb Finance: Cllr. Brown, Cllr. Rees, Cllr. Newman Maintenance: Cllr. Chown, Cllr. Coldrick, Cllr. Freeman, Cllr. Stuart Community Engagement: Cllr. Freeman, Cllr. Lamb, Cllr. Newman, Cllr. Stuart, Cllr. Brown	**RS**
25/26.16	**Policies:**	
	It was RESOLVED to defer this agenda item until the full Parish Council meeting to be held on Thursday 26 June 2025 to consider and review; the Standing Orders, the Financial Regulations, the Scheme of Delegation to the Clerk.	**RS**
25/26.17	**Playing Risk Assessment Actions:**	
	This item was deferred down the agenda.	
25/26.18	**Maintenance:**	
	This item was deferred down the agenda.	
25/26.19	**Playing Field Gate:**	
	This item was deferred down the agenda.	
25/26.20	**Insurance:**	
	It was RESOLVED to approve the insurance costs of £5,904.75, insurance arrangements and policy from Gallagher Bassett insured through Hiscox. It was RESOLVED to agree that the Parish Council would enter into a 3 year fixed term agreement. It was RESOLVED that the insurance payments would be made through direct debit.	
25/26.21	**Finance:**	
21a)	It was RESOLVED to approve the payment for the subscriptions paid to West Midlands and Warwickshire Association of Local Councils	

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	(including National Association of Local Councils), in the sum of £1032.60.	
21bi)	It was RESOLVED to approve the payment for payroll services paid to Jerroms for the quarterly period up to end 31 March 2025 in the sum of £108.00.	
21bii)	It was RESOLVED to approve the increase in costs for payroll services by Jerroms from £30.00 plus VAT per month to £35.00 plus VAT per month.	
21c)	It was RESOLVED to approve the payment for Trade Refuse Services to North Warwickshire Borough Council in the sum of £1342.72.	
21d)	It was RESOLVED to approve the payment for Chubb Fire and Security Contract for the Bowling Club to Chubb in the sum of £173.50.	
21e)	It was RESOLVED to approve the payment for internal audit services to Kim Squires in the sum of £217.10.	
21f)	It was RESOLVED to approve the payment schedule up to 31 March 2025, and items paid under delegated authority since previous schedule.	
21g)	It was RESOLVED to approve the payment schedule up to 30 April 2025, and items paid under delegated authority since previous schedule.	
21h)	It was RESOLVED to approve the payment schedule up to 21 May 2025, and items paid under delegated authority since previous schedule.	
21i)	It was RESOLVED to approve the 2024-25 receipts and payments account and bank reconciliation to 31 March 2025.	
21j)	It was RESOLVED to approve the 2024-25 receipts and payments account and bank reconciliation to 30 April 2025.	
21k)	It was RESOLVED to approve the 2024-25 receipts and payments account and bank reconciliation to 21 May 2025.	
25/26.26	**Fillongley Neighbourhood Plan - Additional Regulation 14 Consultation:**	
	This item was deferred down the agenda.	
25/26.27	**Planning:**	
27a)	To consider new applications: PAP/2025/0229, PAP/2025/0219 received after agenda issued. No comments.	
27b)	To report decisions on previous planning applications made by North Warwickshire Borough Council (for information only) Reference: PAP/2024/0496 PAP/2025/0064 It was noted the planning applications had been granted.	
25/26.06	**Reports from County and District Councillors (for information only)**	
	Agenda Item was moved.	

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	It was mentioned that there had been investigations of flooding on Birmingham Road, and of complaints regarding the noise coming from HS2 works. Discussed the old school site and the inadequacies of the security arrangements and damages to the building and roof. Discussed the non-existence of HS2 engagement. Mentioned the repair of roads, road works and the problems with the role of HS2 in relation to highway matters. The issues with works being conducted round the village from contractors causing road traffic management issues.	
25/26.09	**Reports from Chairman, Parish Councillors:**	
	Agenda Item was moved. Report of Chairman to Water Orton Parish Council – May 2025 was received and noted. Report of Borough Councillor Stuart to Water Orton Parish Council – May 2025 was received and noted. A verbal report from Community Engagement was received and noted: Feedback and analysis on the Annual Village Gathering, £70.00 was raised for the Foodbank. The Health Bus was not able to attend due to no resources. Active Warwickshire Travel attended to give talks on bike matters and health, Neighbourhood Watch and the Fire Brigade attended. Discussed the next edition of "The Villager" hopefully out for issue end of June. Mentioned the planning of youth events. Discussed the Parish Council having a table at Water Orton Carnival to gain volunteer interest.	
25/26.10	**Clerk's Report:**	
	Agenda Item was moved. The Clerk reported that she had attended the Water Orton Bowls Club Open Day, and passed on the thanks to the Council from Water Orton Bowls Club for all the support that the bowls club had received from the Parish Council.	
25/26.18	**Maintenance:**	
	Agenda Item was moved. The monthly play inspection report was received and noted from Cllr. Chown. It was noted that the wet pore was damaged by the slide at the play area on the village green. The Clerk to arrange the repairs to the gate stop at the play area on the village green, and the wet pore.	**RS**
25/26.11	**Water Orton Carnival Programme:**	
	Agenda Item was moved. The Parish Council approved and noted the up dated submission of the Parish Council Column to the Water Orton Carnival Programme.	
25/26.12	**Volunteers:**	
	Agenda Item was moved: It was RESOLVED to approve the Parish Council holding a stall at the Village Carnival for the purposes of supporting volunteering within the village.	

Chairman Initials……………….

25/26.13	**Plank Lane Redevelopment:**	
	Agenda Item was moved: The comments were noted by the members of the public. It was RESOLVED that during the summer a more detailed formal paper would be prepared to be considered at a meeting, and the Parish Council would seek views. The Parish Council would need to make further enquiries to be conducted by the Clerk.	**RS**
25/26.14	**Woodland Walk:**	
	Agenda Item was moved. It was RESOLVED to enable the reopening of the Water Orton Wild Wood with help from the Parish Caretakers. The Clerk to approach the caretakers to establish whether they could open up the entrances which have been "brambled".	**RS**
25/26.17	**Playing Field Risk Assessment:**	
	Agenda Item was moved. It was noted that there is an on-going review of the playing field Risk Assessment Actions, together with a review of risk assessment policies.	**NF** **RS**
25/26.19	**Playing Field Gate:**	
	Agenda Item was moved. It was RESOLVED to defer this agenda item until the full Parish Council meeting to be held on Thursday 26 June 2025.	**KB**
25/26.28	**Items for Next Meeting:**	
	Clerk to forward Agenda Item Reporting Sheet to Councillors.	
25/26.29	**Date, Time and Place of the next Parish Council Meeting:**	
	The next Parish Council is to be held on Thursday 26 June 2025 at 7.00pm at the Playing Field Pavilion, Openfield Croft, Water Orton.	
25/26.26	**Fillongley Neighbourhood Plan - Additional Regulation 14 Consultation:**	
	Agenda Item was moved. Fillongley Parish Council are carrying out an additional Regulation 14 Consultation on their Review Neighbourhood Plan It was agreed that the Clerk would email Fillongley Parish Council to comment whether the plan takes into the account the overall plan for housing in North Warwickshire areas.	**RS**
25/26.30	**Closed Session:**	
	The meeting did not move into a closed session to exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of any business to be discussed.	

There being no further business the Chair declared the meeting closed at 9.06pm

Signed:………………………………… Dated: …………………………………..