



Manduessedum - Mancetter Village
(Place of War Chariots)

Mancetter Parish Council

You are hereby summoned to attend the Mancetter Annual Parish Council Meeting being held in the Schoolroom of St Peter's Church, Mancetter on Tuesday, 28 July 2026 at 7pm.

Jo-Anne Ambrose
Parish Clerk, Proper Officer & RFO
23 July 2026

AGENDA

- 2026/027 **WELCOME & APOLOGIES:** To RECEIVE apologies for absence and to consider whether to approve the reasons given
- 2026/028 **RECORDING OF MEETINGS:** Chairs' request that anyone recording the meeting make themselves known, to allow for openness and recognise practicalities. An audio recording of the meeting will be made by the Council, and will be deleted upon production of the draft minutes.
- 2026/029 **CO-OPTION**
To CONSIDER any applications received
- 2026/030 **PUBLIC QUESTION TIME:** up to 15 Minutes for Parishioners to raise issues by invitation of the Chair.
- 2026/031 **DECLARATIONS OF INTEREST PECUNIARY AND NON-PECUNIARY**
To RECEIVE declarations of pecuniary and non-pecuniary interests and to note or consider requests for dispensations in respect of items on the agenda
- 2026/032 **PREVIOUS MINUTES**
a. To CONSIDER the adoption of the draft minutes from the 23 June 2026
- 2026/033 **POLICE, COUNTY AND BOROUGH COUNCILLORS:**
To RECEIVE reports
- 2026/034 **PLANNING**
a. Update on Approved, Rejected, Pending Applications and Appeals:

2026/0290/FUL Revolution Fuels Ltd Rock Cars Watling Street Mancetter CV9 1RE
Proposed refurbishment and reinstatement of a Petrol Filling Station including new forecourt pumps, relining existing underground tanks, EV Charging, Drainage, parking and associated works – NOT YET DECIDED

b. To CONSIDER and DECIDE any response to the following planning application:
None to date
- 2026/035 **POLICIES**
To CONSIDER adoption of the following policies:



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- a) Data Protection Policy
- b) Internal Control Policy
- c) AI Policy
- d) Model Publication Scheme
- e) Document Retention Policy
- f) Health & Safety Policy
- g) Recording Parish Council Meetings Policy
- h) Staffing Committee Terms of Reference

2026/036 **INTERNAL AUDITOR**

To Consider and AGREE the quotations for Internal Auditors for 2026-2027
Quote A £370.00 (face to face no mileage) no mileage
Quote B £100.00 (no mileage)
Quote C £

2026/037 **CLERKS REPORT**

To RECEIVE report regarding Parish Council activities

2026/038 **CEMETERY/ALLOTMENTS & MAINTENANCE OF PARISH**

- a. To CONSIDER and APPROVE Allotment Rules

2026/039 **COUNCIL FINANCE**

- a. To REVIEW and AGREE the bank reconciliations:

	CCLA	HSBC Main	HSBC Treasurers
30.04.2026	£30,000	£50,655.03	£1,449.04
31.05.2026	£30,000	£50,708.32	£1,276.75
30.06.2026	£30,000	£35,758.36	£4,880.63

- b. To REVIEW the Reserves (circulated prior)
- c. To REVIEW the budget against spend to date and make any adjustments necessary
- d. To REVIEW and APPROVE the list of invoices (circulated prior)

R Drakeford 15.05.2026-10.07.2026	£1320.74	LRALC Cemetery Training	£80.00
B Stevenson S/O Apr – Jun = 13 x £99/week	£1287.00	LRALC Allotment Training	awaiting
ICCM	£110.00	Tom White Waste – bins	£30.07
Pension Contributions EE & ER Mth 3 & 4 set up as SO	£978.06	N Lane (Internal Auditor)	£100.00
HMRC Mth 3 & 4	£1370.66	SLCC Membership	£268.00
Clerk expenses	£463.72	SLCC ILCA	£168.00

2026/040 **PARISH COUNCILLOR REPORTS**

To RECEIVE feedback from Councillors



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2026/041 ITEMS TO BE CONSIDERED FOR FUTURE MEETING

2026/042 PROPOSAL OF CLOSED SESSION

The Chair to raise a Proposal: To pass a resolution in accordance with the Public Bodies (Admissions to Meetings) Act 1960 Sec 1 (2) to exclude the press and public from the discussion regarding Council confidential matters as it will likely disclose information which will reveal the identity of an individual and sensitive information.

- a. To REVIEW and AGREE tender documents for cemetery and allotment maintenance
- b. To REVIEW and AGREE contractor quotes to repair cemetery steps and rail
- c. To REVIEW and AGREE contractor quotes to maintain cemetery trees
- d. To REVIEW and AGREE Clerks probation
- e. To DECIDE and AGREE CiLCA training course for Clerk at a cost of (commences Sept 2026) at a cost of £450 + VAT (WALC) and £495 Brightspace

Date of next meeting- Tuesday, 22 September 2026 7pm at St Peter's Church, Mancetter