

Manduessedum - Mancetter Village
(Place of War Chariots)

Mancetter Parish Council

DRAFT Minutes of the Mancetter Parish Council Meeting held at the Schoolroom, St Peters Church, Mancetter on Tuesday, 22 September 2026 at 7pm

Attendance: Cllr Ford-Rogerson (Chair) (AFR), Cllr Rothen (IR), Cllr Tither (JT)

Apologies: Cllr Forknall (Vice Chair) (GF), Cllr Healy (SH), Borough Cllr Barnett (KB)

Other Attendees: Borough Cllr Clews (DC), J Ambrose (Clerk)

Members of Public: Two

Absent: County Cllr Warren (JW)

2026/049 **WELCOME & APOLOGIES:** Cllr Forknall, Cllr Healy, Cllr Barnett **ACCEPTED**

2026/050 **RECORDING OF MEETINGS:** Chair requested anyone recording the meeting make themselves known: Cllr Healy declared recording. Audio recording of the meeting is made by the Council, and will be deleted upon production of the draft minutes.

2026/051 **CO-OPTION**
No applications received

2026/052 **PUBLIC QUESTION TIME:** up to 15 Minutes for Parishioners to raise issues by invitation of the Chair.

2026/053 **DECLARATIONS OF INTEREST PECUNIARY AND NON-PECUNIARY**
AFR Allotment, JT wife allotment, IR planning app 2026/0662/FUL

2026/054 **PREVIOUS MINUTES**
a. **RESOLVED** to adopt the draft minutes of 28 July and 8 August 2026

2026/055 **POLICE, COUNTY AND BOROUGH COUNCILLORS:**

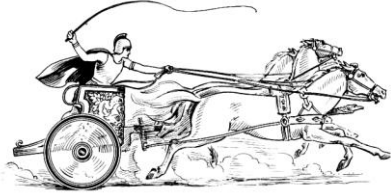
Borough Council

DC:

- Tarmac finished today at pavilion, completing the mural and snagging issues. Will then have the open day.

KB:

- Local Plan - a few changes since the draft published for the consultation - main change affecting the parish is that while the Ridge Lane allocation remains in the plan, it is now a standard housing allocation, rather than a live/work allocation as previous - still for 10 houses. Full version of the latest draft (as appendix 1a): 22nd September 2026: Local Development Framework Sub Committee | North Warwickshire Borough Council. The current draft timeline (subject to approval) is that the regulation 19 consultation will take place between 8th October and 19th November.



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- Looking to get benches placed in Mancetter recreation ground after a number of requests for this, near the church walk entrance (near the road barrier preventing through traffic) and one near the pavilion.

PLANNING

2026/056 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. **RESOLVED** AGREED responses to the following planning application:

2026/0563/HH Aldersbrook Nuneaton Road Mancetter CV9 1NW: Two storey side extension, single storey rear extension with internal and external alterations **NO OBJECTIONS**

2026/0402/FUL Church End Brewery Limited Ridge Lane Nuneaton CV10 0RD
Timber framed structure in place of marquee to rear **NO OBJECTIONS**

2026/0628/HH 6 Harpers Lane Mancetter CV9 1NG Demolition of rear garage and proposed outbuilding to rear with 2 Metre high brick wall, fence and boundary gates to rear **NO OBJECTIONS**

DOC/2026/0012 Crown Stables Nuneaton Road Mancetter Application to discharge conditions 3 (preliminary site investigation) of planning permission PAP/2024/0590 for Proposed Custom Build conversion of former horse stables into two 2-bed bungalows by reusing existing stable block & infilling existing courtyard, & associated vehicle access drive, pathways and landscaping
Objections, Planning creep, possible HMO usage

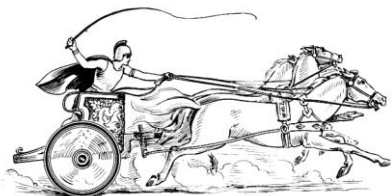
2026/0420/LAWP Providence Place Birchley Heath Road Birchley Heath Application for a Lawful Development Certificate for a Proposed loft conversion with rear dormer and 2 No. Roof lights to front **Condition for family use only**

19.18 IR left meeting

2026/0662/FUL Rose Hill Farm Quarry Lane Mancetter CV9 2RB Conversion of existing attached barn to residential accommodation (Use Class C3) integrated into the existing dwelling, including associated internal and external alterations and single storey front extension **NO OBJECTIONS**

19.22 IR re-entered meeting

2026/0198/HH 36 Harpers Lane Mancetter CV9 1NG 2nd storey rear extension and single storey side extension **NO OBJECTIONS**



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2026/0680/HH Ardenhurst Nuneaton Road Mancetter CV9 1NW Proposed new garage and existing internal garage conversion for a person with a disability **NO OBJECTIONS**

2026/0411/HH 8 Walnut Drive Mancetter Warwickshire CV9 1NT Double garage to the front of property **NO OBJECTIONS**

POLICIES

2026/057 **RESOLVED:** APPROVED adoption of the following policies:

- Lone Working Policy
- Lone Working Risk Assessment
- Dignity at Work – Bullying & Harassment Policy

INTERNAL AUDITOR

2026/058 **RESOLVED:** APPROVED Quote C £330.00 (remote)

MEMBERSHIP OF NATIONAL ALLOTMENT SOCIETY

2026/059 a. **RESOLVED:** AGREED 12 MONTHS membership for Local authorities - Parish & Town Councils (covers the council, not plot-holders) £70.00 + VAT per year

COUNCIL FINANCE (AFR brought agenda item forward):

2026/063 a. Bank reconciliations & Cllr Tither confirmed he checked against cashbook and statement for Qtr 1 & July/Aug: **RESOLVED:** Accepted

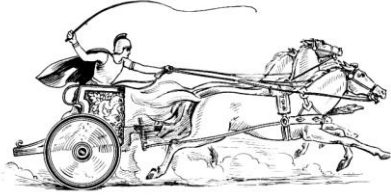
	CCLA	HSBC Main	HSBC Treasurers
31.07.2026	£30,000	£5,194.67	£30,874.62
31.08.2026	£30,000	£2,102.91	£31,176.28

- Reserves (circulated prior) **RESOLVED:** updates accepted and AGREED
- Budget against spend to date **RESOLVED:** ACCEPTED
Clerk asked for Cllrs to make suggestions for 2027-2028 budget
- List of invoices (circulated prior) for payment

Meeting suspended as public order lost due to heated dispute with a previous contractor

RESOLVED: APPROVED

Barry Stevenson S/O July to Aug = x £99/week	£891.00	John Thompson – Footpaths	£800.00
Pension Contributions EE & ER Mth 5 & 6 (SO)	£1111.30	Tom White Waste – bins	£123.65
HMRC Mth 5 & 6 (DD)	£1597.23	WALC Training	£96.00



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CEMETERY

- 2026/060 a. **RESOLVED:** AGREED to keep prices & rules for 2026-2027 same as previous year
- b. **RESOLVED:** ACCEPTED: Report on current grass cutting/maintenance Clerk informed Council B Stevenson had stepped down as of 31.08.2026 and R Drakeford had not completed any work or sent invoices since July, he had also not informed Council he was stepping down. ACTION: Clerk to send letters to all confirming they are to carry out no further work.

SPECIAL MOTION

- 2026/061 **RESOLVED:** AGREE updated membership of following:
- a. Staffing Committee – AFR, GF & JT
 - b. Neighbourhood Development Plan Committee – AFR, GF & IR, JT, JA
 - c. Allotment Liaison Representatives – AFR, JA
 - d. North Warwickshire Area Committee – SH
 - e. Tarmac Quarry Liaison Group – AFR, IR, GF, JA
 - f. GUCT (Grand Union Canal Transfer) – AFR, IR, JT, JA
 - g. Creating Opportunities - GF, JA
 - h. Reference Group Representative - SH
 - i. Green Spaces & Environment Representation – IR, JT

CLERKS REPORT

- 2026/062 **RESOLVED:** ACCEPTED

FOI Update

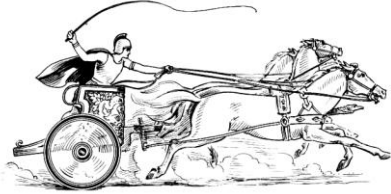
Any FOI received it is the responsibility of all Cllrs & Clerk to search and supply the relevant information, not just the Clerks emails. All have a legal duty to search their emails should an FOI come in. This does not exclude any cllr that uses their personal email account. Refusing to disclose any emails is unlawful and a breach of the Code of Conduct and Nolan Principles.

Section 77 of the FOI Act: Offence of altering etc. records with intent to prevent disclosure

This section makes it an offence to alter, deface, block, erase, destroy or conceal records held by a public authority with the intention of preventing its disclosure to an applicant who has made a request for the information and is entitled to receive it. The offence applies to the public authority and anyone who is employed by, is an officer of, or is subject to the direction of, the public authority. A person found guilty of the offence is liable to a fine not exceeding level 5 on the standard scale (currently £5000). The offence cannot be committed by a government department but can be committed by civil servants.

Clerk informing organisations they only communicate with Cllrs through .gov.uk email account.

Cemetery mapping: original maps ripped and stained. Obtaining quotes for cemetery mapping –agenda in November. IR offered support.



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Completed risk assessment with AFR for allotments – holders being written to where necessary – agenda item in November
Communicating with the Diocese solicitors re the cemetery
3 solar wildlife cameras ordered (went out of stock) courtesy of Cllr Barnett.

PARISH COUNCILLOR REPORTS

- 2026/064
- Reports of a young man running drugs through County lines – to be reported to police

ITEMS TO BE CONSIDERED FOR FUTURE MEETING

- 2026/065 Create Wombles Litter pick, Cemetery fees in January

PROPOSAL OF CLOSED SESSION

- 2026/066 The Chair raised 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.

RESOLVED: AGREED

- a. Tenders received for ground maintenance and grass cutting of cemetery/churchyard and allotments **RESOLVED:** AGREED Tender 2
- b. Contractor quotes to repair cemetery steps and rail **DEFERRED** awaiting quotes
- c. Contractor quotes to maintain cemetery trees **DEFERRED** awaiting quotes
- d. FILCA & PIALC training course for Clerk at a cost of £140 + VAT each
RESOLVED: AGREED

Meeting closed: 9.01pm

Signed: