



Manduessedum - Mancetter Village  
(Place of War Chariots)

## Mancetter Parish Council

Serving the People of Mancetter and Ridge Lane

### PARISH COUNCIL MEETING OF THE PARISH OF MANCETTER

Minutes of a Meeting of the Parish Council of Mancetter,  
held on Tuesday 22<sup>ND</sup> July, 2025, at the Schoolroom  
of St Peter's Church Mancetter, commencing at 7pm.

**Present:**

**Chairman**

Mr T Hopkins.

**Parish Councillors**

Mr H Blackburn, Mrs G Davis, Mrs A Ford-Rogerson, Mrs G Forknall, Mrs S Healy, Mr P Mann, Mr J Tither.

**Borough Councillor**

Councillor K Barnett

**Parish Clerk**

Mrs E Higgins.

#### Item 1 - Welcome and Apologies

Mr T Hopkins welcomed everyone to the meeting.

Apologies were received from NWBC Councillor Denise Clews. County Councillor J Warren was unable to attend.

#### Item 2 – Recording of the meeting.

The meeting was recorded on the Dictaphone provided by the Parish Council. The recording will be erased on production of the draft minutes. There was no other recording of the meeting.

#### Item 3 – Notice of Interest.

Interests were declared by Councillors Ford-Rogerson, Hopkins and Tither as allotment holders in Ridge Lane.

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#### **Item 4– Public Question Time.**

There were no members of the public in attendance.

#### **Item 5 – Police, County and Borough Councillor Feedback.**

Borough Councillor Keith Barnett reported on the current state of works at the Mancetter recreation ground Pavillion with design work for the building progressing well. The issue of potentially a twenty-five-year lease arrangement with Atherstone Rangers was noted to be an item for discussion at a meeting on Wednesday 23<sup>rd</sup> July, 2025.

Councillor Hopkins reported that the electricity supply to the Pavillion building at Ridge Lane was now disconnected and that contractors had been seen entering the building recently. Councillor Barnett stated that he would make further enquiries regarding such works before reporting back to the Parish Council.

Councillor Barnett provided an update on local planning applications: the change of use application from ‘Greenacres’ was likely to be passed shortly, whilst an application regarding Barn Fisheries was due to come before the planning board soon. Councillor Hopkins explained that representation from Mancetter had been present at the start of the Hartshill Annual Parish meeting, which was also attended by the Police Crime Commissioner and the Traveller Liaison Officer from the police. The meeting heard about concerns regarding the continued expansion of the travellers’ site, and unauthorised annexing of neighbouring land to comply with the required visibility splay.

**There was no report from WCC.**

**There was no Police presence at the meeting.**

#### **Item 6– Minutes of the last meeting.**

Acceptance of the draft minutes from the meeting of 27<sup>th</sup> May, 2025. Acceptance of the minutes was proposed by Councillor John Tither and seconded by Councillor Ford-Rogerson and were agreed unanimously as a true record of proceedings.

A copy of the minutes was officially signed by the Chairman, and will be available as usual on the parish council website.

#### **Item 7 – Matters Arising from the meeting held on 27<sup>th</sup> May, 2025.**

Councillor Tither enquired about progress made to date on the village signage, to which the Chairman reported that no response had been received from WCC and despite the signs being in possession of the County Council contractor, progress was not forthcoming.

The Chairman, Councillor Hopkins, reported that the external audit had raised no concerns, and the Parish Clerk, Mrs Elane Higgins, was thanked for the efficient work and presentation given.

#### **Item 8 – Councillor Communication and up-dates.**

The Chairman reported that an impromptu information sharing session had taken place recently, which was seen as being both useful and effective. Following a discussion on the matter, it was proposed that

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councillors should be invited to attend future informal information sharing to be held on one Thursday morning, every second month, between 10am and 11am, at the Memorial Hall. The Clerk explained how such meetings could work and how they would provide councillors with an opportunity to raise and discuss issues on an informal basis. No formal record of such meetings would be kept. Councillor Sue Healy proposed that the offer should be accepted, with the proposal seconded by Councillor Gill Davis. The first such meeting should be held on Thursday 16<sup>th</sup> October, 2025.

### Item 9 – Finance

a) All payments made issued for formal signing were signed off in accordance with the financial regulations of the council.

b) Councillors received an update on Mancetter Parish Council finances for the first quarter of 2025 financial year and were provided with an explanation of how actual expenditure was progressing against what had been agreed by the council at the outset.

c) Approval for the transfer between budget headings in relation to staff and contractors was sought by the Clerk and the Chairman of the council. Following a clear explanation of the reasoning behind the request Councillor Healy proposed that the request should be granted, the proposal being seconded. The proposal received unanimous support.

At this point **item 11a** was brought forward.

d) Changes to the HSBC accounts, and the implications for the parish council contained therein, were reviewed. Following an expression of concern from Councillor Tither, and at the request of the Clerk, it was agreed that a mobile telephone should be purchased specifically for dealing with the HSBC banking application. Councillor Healy raised the issue of security and an assurance was given that this would be established. Arrangements for access to the telephone by another member of the council (the Chairman in the first instance), if for some reason the Clerk was unavailable, was discussed and a satisfactory resolution was reached. The request was approved by all councillors, the matter being proposed by Councillor Ford-Rogerson and seconded by Councillor Davis.

**At this point of the meeting, 8.00pm, Borough Councillor Barnett departed, following a vote of thanks from the council.**

9e) Councillor Hopkins (Chair) brought to the council's attention details of the merger between CCLA and another financial provider, which has implications for the financial bond account held with CCLA by the council. Assurance was given that the bond account remains secure and safe and it was agreed that holding of the bond should continue. Councillor Tither proposed acceptance of the issue and Councillor Hopkins seconded the motion.

9f) Following on from discussion in the meeting of 27<sup>th</sup> May (item 9b) councillors once again considered a request from Bee Line Community Transport for a contribution towards the organisations costs. Councillor Hopkins reminded the council that a grant can be awarded if councillors were willing to offer some support. Views amongst councillors were mixed on the issue, with some highlighting the good work undertaken by Bee Line in the local community, together with the challenges that it faces, whilst issues such as declining interest payments on Parish funding, from which grant monies might be drawn, led to some reluctance from others. Put to a general vote it was agreed that a grant of £100 be awarded for the

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coming year, although the vote in favour was not unanimous. The proposal was put forward by Councillor Blackburn and seconded by Councillor Davis.

9g) Councillors were asked to consider the allocation of reserves to Grant Funding, Traffic Calming and Neighbourhood Plan reviews, and to amend such reserves as thought necessary. **It was agreed unanimously to transfer the remaining balance of the grant making reserve into general funds and close down this reserve.** No other amendments were suggested on this occasion.

#### **Item 10 – Feedback from meetings, events and training attended since 27<sup>th</sup> May, 2025.**

- a) The Local Nature Action Plan meeting of, 6<sup>th</sup> June, was attended by Councillors Hopkins and Healy. Councillors were shown a map of the local area, produced at the aforementioned meeting, which highlighted the diversity of nature within the parish. Councillors agreed that a ‘skeleton’ of a nature policy was clearly in place and that it should feature in the Neighbourhood planning.
- b) Councillor Hopkins reported back from the Town and Parish Councils Area Committee meeting, held on 12<sup>th</sup> June. Attendance at the meeting was high. Attendees were informed that NWBC was experiencing some difficulties dealing with current planning proposals and developments.
- c) The WCC Solar Energy Teams meeting, of 13<sup>th</sup> June, proved to be productive and provided links to the County Officer responsible for this area. Interest was shown, by WCC, in the suggested use of the redundant Golf Club site at the Piper’s Lane / Ridge Lane junction as a site for solar energy generation.
- d) Councillor Hopkins reported on the Wathen Grange Developer meeting, from 17<sup>th</sup> June, where positive ideas were shared. Councillors were provided before the meeting with a set of images showing the proposed development on the village school site. These amendments were viewed favourably by councillors, especially given the positive changes made since the original plans were circulated some time ago.
- e) The meeting of the Mancetter Tarmac Quarry Liaison committee was held on 7<sup>th</sup> July with Councillors Hopkins and Healy representing the council and residents of Mancetter / Ridge Lane. Others present at the meeting were drawn from management - level employees of Tarmac, representatives from the County and North Warwickshire Councils and four local residents. Some issues remain regarding communication challenges on the part of County, whereas the NWBC representative proved to be most helpful. Parish Councillors were provided with a detailed printed report of the meeting.
- f) The WCC Devolution Zoom Meeting, of 8<sup>th</sup> July, produced little in the way of constructive outcomes. Councillor Healy, together with another council, were lone representatives from the north of county.
- g) Councillor Healy reported back on the Warwickshire Town and Parish Councils Reference Group meeting of 15<sup>th</sup> July, and highlighted the availability of some funding for which councillors might consider placing a bid when appropriate documentation becomes available around the end of July.
- h) Councillor Hopkins directed council members attention to documentation provided by the Neighbourhood Plan Steering Group from the meeting of July 18<sup>th</sup>.

#### **Item 11 Cemetery and Maintenance around the Parish.**

- a) A review of progress relating to the contract work for digitalising cemetery records. Work to date has been completed successfully, the results of which will prove beneficial to the parish and beyond. Further work needs to be done, given the volume of records available and it was agreed that the contract should be renewed, and work resumed, from September 2025. This was proposed by Councillor Tither and seconded by Councillor Healy.

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b) Consideration was given to the introduction of a separate administration fee to cover additional work created by the rise in direct cremations, which exclude work from a funeral director. Such cremations have become increasingly popular and have resulted in an increased workload for the Parish Clerk. **A fee of £150.00 is to be added to the standard administration fee charged at present for funerals and interment within the Parish cemetery.**

### **Planning Matters and New Applications since the previous meeting, and to note any responses submitted by the Clerk with feedback from the Planning Sub Group**

#### **a) Planning Matters and Update on approved and pending applications**

The Chair drew the attention of fellow councillors to the notes provided on the agenda regarding nine applications: PAP/2024/0154 and 0160 (Greenacres, Nuneaton Road); PAP/2024/0186 (Kirby Glebe Farm, Atherstone Road, Hartshill); NWB/24CM013, relating to Tarmac Quarry and the variations of conditions; PAP/2024/0538 Barn Fishery (Atherstone Road, Hartshill); CMP/2025/00072 and 00078 Manor Road Food van. All as listed are still pending.

Three applications have been granted: PAP/2025/0175 and 0162 Watling Street Motors/Stateside Autoparts. And PAP/2025/0162 The Rothen Group, Mancetter Marina.

#### **b) New Planning Applications.**

PAP/2025/0280 – 124 Ridge Lane. Demolition of a porch and construction of a front single storey extension - no objections raised.

PAP.2025/ 0290 -32 The Spinney, Mancetter – Removal of an Ash Tree with TPO - no objections raised.

#### **c) Planning Training Sessions via Zoom.**

The Clerk outlined details regarding a forthcoming meeting on Zoom, which will examine Development Proposals and Influencing local plan policies on 14<sup>th</sup> and 21<sup>st</sup> October respectively. Councillors Hopkins, Healy and Ford-Rogerson expressed an interest in participating.

### **Item 12 Date of Next Meeting: Second Meeting with Parishioners**

Wednesday 17<sup>th</sup> September, 2025

7.00pm Ridge Lane Chapel

As there was no further business the meeting closed at 9.00pm



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