



## WANA Steering Group **Draft Minutes**

**Wednesday 24<sup>th</sup> April 2024 Witherley Parish room**  
**6.30-7.30pm**

**Present:** Kim Liggins, Chair (KL), Dayle Flude, Vice Chair (DF), Roger Lainé, Treasurer (RL), Lynne Lainé, Secretary (LL), Tony Carter (TC) David Hickie (DH), Margaret Hicke (MH), Joy Simpson, Social Events Subgroup Chair (JS), Richard Wade, Planning Subgroup Chair (RW), Clare Wharton (CW), Sarah Smith (SS).

**Apologies:** Kate Chorley (KC), Val Graham (VG), Ian Rawson-Mackenzie (IRM), Rachel Roberts (RR), Jackie Albrighton (JA), Rob Flude (RF), Jan Humble (JH), Mick Humble (MH), Keith Simpson (KS), Pat Helyer (PH),

	Item	Action
1.	<b>Welcome</b> KL welcomed all to the meeting and invited everyone to introduce themselves as CW and SS were attending their first meeting.	
2.	<b>Draft Minutes meeting 26<sup>th</sup> March 2024</b> agreed as an accurate record of the meeting. Action log- open action closed following discussion.	
3.	<b>Correspondence</b> Three items of correspondence discussed.	
3.1	Chris Brown, HBBC Head of Planning, An offer to meet with Chris was accepted and attended by RW, Rod Bell and RL on the 19 <sup>th</sup> April. RW reported that the meeting was positive and informative. The meeting focussed on: <ul style="list-style-type: none"><li>• Process on deciding the Kennel Lane development.</li><li>• Flooding and sewage issues</li><li>• Affordable housing allocation</li></ul>	
3.2	<b>Lord O'Neill</b> A letter was sent to Lord O'Neil and his agent with a request that the land on Church Road near the Football Club be utilised by WANA on behalf of residents as a community garden. A response received on the 9 <sup>th</sup> April 2024 declining consent.	
3.3	<b>Witherley Parish Council</b> Witherley Parish Council (WPC) have not responded to date to all WANAs communications.  When the former Clerk was placed on Gardening leave, all correspondence previously sent to WPC was resent to the Chair and all Councillors.  On the 11 <sup>th</sup> April 2024, at the Parish Meeting, it was identified that WPC had responded to two pieces of	

	<p>communication but used an incorrect email address. The Clerk resent the communication to the correct email address on the 14<sup>th</sup> April 2024.</p> <p>No response has been received to the letter of concern re the Gravel Hole Consultation sent on February 26<sup>th</sup> 2024.</p> <p>RL gave a summary of the Gravel Hole Consultation, for the benefit of the new Steering Group members, describing the location of the area, historical use and WPC intention to make an amendment to the 19Century minutes.</p> <p>A formal complaint submitted on the 12<sup>th</sup> March 2024 regarding the Parish Council meeting on the 14<sup>th</sup> March was responded to on the 14<sup>th</sup> April requesting it be rephrased.</p>	
4.	<p><b>Feedback from meeting with Bull Cullen Chief Executive of Hinckley and Bosworth Borough Council (HBBC)</b> on 12<sup>th</sup> April attended by KL, DF, LL and IRM. KL summarised the meeting with Bill Cullen (BC) and Julie Kenny (JC), Director of Corporate and Street Scene Services and Monitoring Officer as being productive and informative. Both BC and JK are fully aware of the ongoing challenges and issues with Witherley Parish Council.</p> <p>Key areas discussed:</p> <ul style="list-style-type: none"> <li>• A vote of no confidence</li> <li>• Governance review</li> <li>• The ongoing issue with resident reluctance to stand for Council while the Court Case is ongoing.</li> </ul> <p>JK agreed to seek clarity on whether a judgement against WPC would be against the corporate body or individuals. The challenges of holding Parish Councils to account was discussed, with the system relying on electors at the ballot box. DH agreed to review legislative framework to ascertain whether there is any opportunity to challenge the Principal Council's role in accountability.</p>	DH will review legislation to identify whether there is an opportunity to challenge re a governance review.
5. 5.1	<p><b>For approval</b> Revised Draft structure- approved</p>	Review in six months
5.2	<p><b>General Rules v3- addition of statement.</b></p> <p>There was a discussion as to whether the additional statement agreed at the April meeting should be included in the document.</p> <p><i>“To enable effective operation of Sub Groups, they are permitted to make decisions without reference to the Steering Group, provided that decisions are made with the agreement of at least one officer ....”</i></p> <p>A vote was requested, of members present, to determine whether the statement remained or was removed. The outcome of the vote was that the statement remained as drafted. It was agreed to review in six months.</p>	Review in six months
5.3	Revised cash Handling and Banking Statement v3 - approved	

5.4	Draft Sustainability Statement v2 - not approved, to clarify wording re goals and aims	To be redrafted and presented at the May Steering Group Meeting
5.5	Planning subgroup Terms of Reference v2 - agreed	
6. 6.1	<p><b>Subgroup Feedback</b></p> <p><b>Social events subgroup</b></p> <p>JS reported that the subgroup has met twice since the last steering group- we have an enthusiastic group of wana bees.</p> <p>Plans for Mental Health awareness Week:</p> <ul style="list-style-type: none"> <li>• Family Sports Day 18th May</li> <li>• Walk a mile with a smile 10.30am and 6.30 pm daily 13-19th May. Walk for those with dogs being planned.</li> </ul> <p>D-DAY 80. Poppies on field around memorial- made from plastic bottles, lamp being lit at 21.15 by Keith Wilson ex Coldstream Guardsman. Rev Emily reading International Tribute.</p> <p>Field Day 15th June 2024- lots of events being planned to include stalls inc tombola, cakes etc. Raffle being arranged by WMPFT.</p> <p>Womble 6th July 2-4 pm- booked with HBBC clean neighbourhoods Officer.</p> <p>No events planned for August as school on holiday.</p> <p>Garage Sale 14th September 2024</p> <p>Gary Rees as Gary Googlay booked for October 5th in Parish Room</p> <p>Community Cinema for Winter Months- 7th and 8th December planned as first showings.</p> <p>Games morning as a warm space initiative over Winter months in Football Club</p>	
6.2	<p><b>Planning subgroup</b></p> <p>RW provided a report on progress, noting that the meeting with Chris Brown had been covered under correspondence. RW wrote on the 22<sup>nd</sup> April to the community Communications officer at Severn Trent to enquire:</p> <ul style="list-style-type: none"> <li>• what plans Severn Trent have regarding the ongoing flooding and sewage problems?</li> <li>• Whether any evaluation work has been undertaken following the outline planning approval for additional houses?</li> </ul>	
6.3	<p><b>Newsletter</b></p> <p>May newsletter being delivered this week, WANA Volunteers thanked. LL reported a volunteer has offered to support the design of the newsletter- which is very welcome.</p>	

	It was noted that promoting the Blue Lion new menu was not appropriate content for the newsletter.	
7.	<b>Treasurers Report</b> <b>A Bank account has been opened.</b> RL confirmed Current cash position £437.91, with £200 deposited in the bank account, with balance as petty cash. All agreed that format of report was acceptable.	
8.	<b>Junior WANA BEES consultation</b> KL explained that a group had met today at the school to discuss the development of the Field Nature area, and that this is a first step in working with the school children. CW will be working with another resident on the design, implementation of evaluation of the area. JS expressed an interest in engaging teenagers- possibly through sport activities on the Field. KS may hold some circuit training.	KL encouraged all to think of positive ways to engage children and young people in WANA
9.	<b>Witherley Uncovered</b> Update on meeting on the 18 <sup>th</sup> April 2024. KL shared that several older Witherley Residents were invited to afternoon session in the Parish Room to share memories of growing up and living in Witherley, as a way of gauging whether there was an interest in capturing Witherley history from the lived experiences. The afternoon brought back memories, and tales of families living and working in Witherley were shared. All those who attended want to progress the project. A proposal made was that a longer session be arranged, possibly in the Football Club with invitations to attend offered more widely. Support and information may be available from a local historian and possibly the Atherstone Historical Society. The outputs from the project may lead to the publication of a book	KL to contact the Atherstone Historical Society
10.	<b>Any Other Business</b>	
10.1	KL raised issue of light pollution from the industrial area on Carlyon Road and whether there is any merit in WANA lobbying for non-directional lighting.	RL to review legislation and report to the planning subgroup
10.2	Lord O'Neil Land off Church Road- proposal to explore whether the land should be registered as a community asset.	KL to progress registration of the land as a community asset
10.3	TC noted that the new sand box has been purchased by Witherley Parish Council and has been delivered. The grit box needs re siting- TC will seek support to move.	
11.	<b>Items for the next agenda</b> <ul style="list-style-type: none"> <li>• Sustainability Statement v3</li> <li>• Review whether August meeting will be required as attendance may be impacted by holidays.</li> </ul>	
12.	<b>Date of Next meeting:</b> Wednesday 22 <sup>nd</sup> May 2024 7.00-8.00pm Parish Room, Witherley The meeting closed at 19.40hrs.	



**WANA Steering Group Action Log**

Date	minute no.	Action	Lead	Open/Closed	Action update
22/02/2024	02/01/1900	Distribution of minutes: notice boards, WANA website, Church warden	LL	closed	
22/02/2024	4	DF to make amendments as agreed and circulate with track changes to steering group.	DF	closed	
22/02/2024	4	Constitution to be made available to residents via the notice boards and wana.org.uk for a 14-day period.	DF	closed	
22/02/2024	5	Draft Rules and Regulations to be added to agenda for the 26 <sup>th</sup> March 2024	LL	closed	
22/02/2024	6	Draft WANA structure to be added to agenda for the 26 <sup>th</sup> March 2024	LL	closed	
22/02/2024	7	All absent SG members to consider whether they want to join a subgroup.	LL	closed	all requested to consider membership
22/02/2024	7	Invite Flood Warden and resident to join Flooding subgroup.	LL	closed	flooding subgroup part of Planning subgroup
22/02/2024	7	Invite Rod Bell to planning subgroup	LL	closed	
22/02/2024	8	Social Events subgroup to plan WANA Womble and Liaise with Witherley Memorial Playing Field Trust regarding a Field Day and the DD 80 Lamp of Peace event.	LL	closed	
22/02/2024	8	LL to confirm date after 25 <sup>th</sup> March to the 1 <sup>st</sup> Responder, book venue and promote to residents	LL	closed	booked for 8th April 2024
02/02/2024	9	DF, JA, LL to meet to plan WANA representation response.	DF,JA,LL	closed	script agreed 27th Feb
22/02/2024	9	RW to be invited to the meeting	LL	closed	
22/02/2024	11	Agenda to be agreed and circulated no later than 7 days before meeting	LL	closed	
22/02/2024	12	LL to circulate list of meeting dates	LL	closed	
26/03/2024	3.1	KI to provide contact for FOWs	KL	closed	
26/03/2024	3.3	Feedback to be provided at the April Steering Group meeting with Bill Cullen	KL	Closed	verbal report to SG
26/03/2024	3.4	A response to be emailed to KC outlining the Steering Group decision	KL/LL	closed	email sent 27/03/26
26/03/2024	3.5	JH & MH to take a photograph from the A5 central reservation to demonstrate the reduced visibility caused by the sign.	JH &MH	closed	
26/03/2024	3.5	Photograph to be forwarded to National Highways with an accompanying letter of concern.	DF	closed	
26/03/2024	4.0	Constitution Final version to be circulated to all members of the Steering Group	DF	closed	
26/03/2024	7.1	RW to combine the Planning and Flooding subgroup Terms of Reference.	RW	closed	
26/03/2024	7.1.3	RW & LL to draft section to be added to the Rules and Regulations to reflect agreed decisions.	RW &LL	closed	in papers for April meeting
26/03/2024	7.2	Social Events subgroup Terms of Reference To be signed by JS Chair at the next subgroup meeting	JS/LL	closed	
26/03/2024	8.2	TC agreed to join the Planning subgroup and be invited to the 27 <sup>th</sup> March ZOOM meeting	DF/ DH	closed	
26/03/2024	9.0	Policies and statements to be uploaded to WANA.org.uk	DF	closed	
26/03/2024	10.0	Bank account to be opened	RL	closed	
26/03/2024	11.1	Letter to be sent to the Agents for the O'Neill Estate requesting whether Residents could develop the area as a community garden	LL/KL	closed	response- request declined
26/03/2024	11.2	Ownership of Green spaces and verges to be identified	DF	closed	
26/03/2024	11.3	Plan to progress suggestion to be developed.	LL/KL/DF	closed	meeting 18/4/24 with group of residents

Date	Correspondence to	Correspondence from	nature of correspondence	Outcome	Action
24-04-2024		WPC	Request to publish WANA report presented at Annual Parish Meeting on April 11th	Publication consent given	
25-04-2024		National Highways	Correction to email 22nd March. Sign removed		
27-04-2024		WPC	Response to Formal Letter of Concern re Gravel Hole Consultation	Points in WANA letter not addressed. ref to minute in March meeting. WPC state matter closed	
27-04-2024	Church Warden		To request confirmation to site Defib at Parish room	response received will confirm tomorrow	
28-04-2024		Church warden	Confirmation from PCC to site Defib and to have trickle electricity feed	thank you response sent to Church warden 28th April 2024	
28-04-2024	Severn Trent		Request ST liaise with Stagecoach/ Arriva re bus service & reluctance for some drivers to enter Witherley due to ongoing ST work	response received- will liaise	
29-04-2024		Severn Trent	Confirming Liaison with Staecoach who will speak to all drivers		
29-04-2024		WPC	Request for information re Hunt Lane Defib		
30-04-2024	WPC		response re Hunt Lane Defib and notification of Defib at Parish room		



## SUSTAINABILITY STATEMENT

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At the heart of WANA's mission is our community whose active participation and ideas shape our journey towards a more sustainable future. Together, we will foster a greater sense of community and take steps to reduce our impact on the natural environment.

WANA aims to

- promote well-being by facilitating social interaction with a variety of community events
- increase environmental awareness among residents by encouraging deeper connections with nature and by taking community action
- engage with all residents and in particular young people

### What is happening already

A programme of events including social gatherings and family exercise activities. Community actions such as litter, picking and garage sales where people can exchange items they no longer use. We use our website and social media and produce a monthly newsletter to share the WANA story to enhance our community's unique sense of place and promote environmental responsibility. Development of a wildlife garden for the community with nature diary activities aimed in particular at younger children.

At WANA, we will

- take care of each other and support each other in upholding our policies to ensure everyone's safety.
- value every individual, and through our leadership and governance structure, provide a platform to voice opinions and contribute to our collective success.
- be mindful of our approach to materials and resources and reduce, reuse and recycle wherever possible.

We will regularly review progress in all areas towards our sustainability goals and make necessary adjustments to ensure we continue positively impacting the environment and the community.

May 2024





# WANA WITHERLEY & ATTERTON NEIGHBOURS ASSOCIATION

Accounts to 14<sup>th</sup> May 2024

0.00	137.62	93.00	386.02	0.00	-105.00	-31.27	-48.28	0.00	0.00	<b>432.09</b>	14/05/2024
Grant	Donations	Raffle	Other Income	Insurance	Room Hire	Admin	Sundries	Banking	Transfers	<b>Balance</b>	

**Admin:** WANA Domain licence, Voting cards, A4 Wallets

**Sundries:** Flooding pics printed, Defib training gifts

**Donations:** 1<sup>st</sup> Public meeting, Petanque group

**Other income:** Wormle, Music event



**WANA Social events Subgroup**

**Tuesday 23rd April 2024**  
**Witherley United Football Club**  
**6.15-7.15pm**  
**Meeting Notes DRAFT**

**Present:** Joy Simpson Chair (JS), Keith Simpson (KS) Kate Snell (KHS), Corinne Barker (CB), Lynne Swain (LS), Lynne Lainé (LL), Margaret Hickie (MH), Pat Roberts (PH), David Roberts (DR), Sarah Smith (SS)

**Apologies:** Jan Humble (JH) Mick Humble (MH), Kim Liggins (KL), Dayle Fude (DF), , Pat Helyer (PH), Val Graham (VG), Kate Chorley (KC)

	<b>Item</b>	<b>ACTION</b>
1.	Welcome – Joy welcomed everyone.	
2.1	<b>Draft meeting notes 9th April 2024 agreed</b> as an accurate record	
2.2	Record Kate Snell as KSH to avoid confusion. <b>Action log-</b> Open actions reviewed: 7.2 Witherley Parish Council have confirmed that each ward will be allocated £80.00. LL has sent an email to Parish Clerk to enquire how money can be accessed and will check with PCC. 7.2 Collecting base of bottles to continue all actions closed with 7. 12 <sup>th</sup> March meeting - Small group to develop cinema proposal- CB, SS and KS to be part of planning group. Dates of Saturday 7 <sup>th</sup> and Sunday 8 <sup>th</sup> December agreed for Christmas Showing, adult and Children films.	<ul style="list-style-type: none"> <li>• All to collect base of bottles. WUFC to be asked if they could collect bottle bases.</li> <li>• Planning for Cinema nights to begin for 7<sup>th</sup> and 8<sup>th</sup> December.</li> </ul>
3.	<b>Mental Health Awareness Week update:</b>	
3.1	<b>Walk a mile with a smile</b> 10.30 and 6.30 pm 5 laps around the football pitch	
3.2	<b>Dog Walking</b> circuit to be planned	KS & JS to plan dog walking route
3.3	<b>Sports Day 18<sup>th</sup> May 2-5pm</b> Posters up and being promoted via Facebook and Parish Mag. Need an idea of numbers- LL to request DF post on WANA.org.uk and ask families to rsvp KS has activities planned	
3.4	<b>Catering</b> WUFC have confirmed they will do a BBQ	

	Blue Lion have confirmed they will do picnic boxes-order in advance	
3.5	<b>Sunday 19<sup>th</sup> May</b> Walks at 10.30 and 6.30 pm Merevale walk- arranged by FoWS- numbers may be restricted	
4.	<b>D-Day 80 Lamp of Peace 6<sup>th</sup> June 2024</b> in partnership with WMPFT Poppies- JS had samples of purple, white and red bottle ends sprayed up. School Children have been invited to personalise. Need all bottles cut in shape of flowers to KS by 20 <sup>th</sup> May 2024. Reverend Emily has agreed to read international tribute while Keith Wilson lights lamp.	
5	<b>Field Day 15<sup>th</sup> June 2024</b> in partnership with WMPFT Stall ideas: <ul style="list-style-type: none"> <li>• Adult Tombola- bottles, gifts, tins</li> <li>• Children's tombola hedgehog- with children's prizes</li> <li>• Cake stall</li> <li>• Childrens competition</li> <li>• Penalty shoot out</li> <li>• Putting contest</li> <li>• Face painting</li> <li>• Ice cream man</li> </ul> <b>Catering :</b> <ul style="list-style-type: none"> <li>• Blue Lion- party boxes</li> <li>• WUFC BBQ</li> </ul>	<ul style="list-style-type: none"> <li>• JS and LL to meet to plan and circulate list to all volunteers</li> <li>• June newsletter to promote Field Day- KSH to design</li> <li>• KS to contact Mat Jones</li> <li>• Plan tombola collection</li> </ul>
6.	<b>Raffle and fund raising</b> WMPFT is purchasing 2000 raffle tickets, prizes confirmed. Tickets will be on sale from Mental Health awareness week to the 15 <sup>th</sup> June. Draw will take place on the 15 <sup>th</sup> June- need to identify someone to lead draw. 1 <sup>st</sup> Prize £150.00 2 <sup>nd</sup> Prize Weekend hire of gardening equipment Lots of other prizes including vouchers, bumper pack of chocolate, bottle of champagne etc. Proceeds of raffle to be split 50/50 with WANA	<ul style="list-style-type: none"> <li>• Any extra raffle prizes to notified to LL. KSH to request vouchers from a Beauty Therapist and Physio.</li> <li>• Request to WANA volunteers to sell tickets</li> </ul>
7.	<b>Events forward planning</b> <ul style="list-style-type: none"> <li>• Womble 6<sup>th</sup> July- 2-4pm – does not clash with School Summer Fete which is June 22nd</li> <li>• August- agreed to leave clear due to holidays etc</li> <li>• Garage sale: September 14<sup>th</sup> as long as Severn Trent work complete.</li> <li>• Autumn evening 5<sup>th</sup> October- does not clash with harvest Supper, agreed to book Gary Rees – use formula of Pilates Ladies night- aim for max audience of 70 people.</li> <li>• Blues Band - aim for a November booking.</li> <li>• Board Games, Coffee &amp; Chat morning over winter – Club are supportive- discussed need to invite older residents and possibly collect by car. Planning group MH, SS &amp; LL</li> </ul>	<ul style="list-style-type: none"> <li>• LL to book Gary Rees</li> <li>• Promote evening with Gary</li> <li>• LS and CB to contact Blues band for a November date</li> <li>• Liaise with Kate Clamp in Football Club</li> <li>• Collect games, scrabble, cards etc</li> </ul>

8.	<p><b>Agree feedback to Steering Group Meeting</b>  The subgroup has met twice since the last steering group- we have an enthusiastic group of wana bees.</p> <ul style="list-style-type: none"> <li>• Plans for Mental Health awareness Week:</li> <li>• Family Sports Day 18<sup>th</sup> May</li> <li>• Walk a mile with a smile 10.30am and 6.30 pm daily 13-19<sup>th</sup> May. Walk for those with dogs being planned</li> <li>• D-DAY 80. Poppies on field around memorial- made from plastic bottles, lamp being lit at 21.15 by Keith Wilson ex Coldstream Guardsman. Rev Emily reading International Tribute</li> <li>• Field Day 15<sup>th</sup> June 2024- lots of events being planned to include stalls inc tombola, cakes etc.</li> <li>• Raffle being arranged by WMPFT with 50/50 split of proceeds with WANA</li> <li>• Womble 6<sup>th</sup> July 2-4 pm- booked with HBBC clean streets</li> <li>• No events planned for August as school on holiday</li> <li>• Garage Sale 14<sup>th</sup> September 2024</li> <li>• Gary Rees as Gary Googlay booked for October 5<sup>th</sup> in Parish Room</li> <li>• Community Cinema for Winter Months- 7<sup>th</sup> and 8<sup>th</sup> December planned as first showings</li> <li>• Games morning as a warm space initiative over Winter months in Football Club</li> </ul>	
9.	Any Other Business nil raised.	
10.	<p><b>Date of Next meeting:</b>  <b>29<sup>th</sup> May 2024 6.15pm Witherley United Football Club.</b></p>	



**WANA**  
**Witherley Atterton Neighbours Association**  
wana.org.uk  
[hello@wana.org.uk](mailto:hello@wana.org.uk)

## WANA Steering Group Dates 2024

Date	Time	Venue
Tuesday 26 <sup>th</sup> March	7-8pm	Parish room
Wednesday 24 <sup>th</sup> April	6.30-7.30pm	Parish room
Wednesday 22 <sup>nd</sup> May	7-8pm	Parish room
<b>Thursday 20<sup>th</sup> June</b>	<b>6.30-7.30pm</b>	<b>Parish room</b>
Tuesday 16 <sup>th</sup> July	7-8pm	Parish room
Wednesday 14 <sup>th</sup> August	6.30-7.30pm	Parish room
Thursday 19 <sup>th</sup> September	7-8pm	Parish room
Tuesday 22 <sup>nd</sup> October	6.30-7.30	Parish room
Wednesday 20 <sup>th</sup> November	7-8pm	Parish room
Thursday 19 <sup>th</sup> December	6.30-7.30pm	Parish room