

## ALLESLEY PARISH COUNCIL

Minutes of the **PARISH COUNCIL MEETING** held at 8:05pm

13<sup>th</sup> May 2026 the meeting was held at Corley Village Hall, Church Lane, Corley

**Present:** Councillor T Burton (Chairman) Councillor M Davies  
Councillor V Parry Councillor S Grove

**Ward Councillors:** 1 (Councillor Boyle)

**Public:** 1

**In Attendance:** Jane Chatterton, Clerk & RFO

*Councillor Burton was in the Chair*

The Chairman opened the meeting.

### **1019. Public Forum**

Nothing to report.

### **1020. Apologies for Absence**

Apologies for absence were received from Councillors Hobson, Gilleran, Swann and Farrar.

Councillors are reminded that apologies for absence should be sent to the Clerk in writing prior to the meeting.

### **1021. Members' Code of Conduct – Declarations of Interest**

There were no declarations of interest.

### **1022. Updates from Ward Councillors**

**ACTION:** Ward Councillors to pass on their contact details to the Clerk.

### **1023. Correspondence**

#### **1023.1 Bird scarers**

Complaints received about Martin Brandreth's bird scarers. It was noted that these should only be operated during day light hours.

**ACTION:** Chairman to raise with Martin Brandreth.

#### **1023.2 English Oak, Watery Lane**

It was noted that the Oak tree on Watery Lane was declining in vitality. The English Oak was part of the ancient highway and was managed by CCC. Correspondence had been received that halo management would be undertaken. The Parish Council's request to place a TPO on the Oak had been refused.

### **1024. Minutes of the Previous Meetings**

The Minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2026 were received and discussed.

**RESOLVED THAT** the minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2026 be approved.

**1025. Matters Arising**

There were no matters arising not listed on the agenda.

**ACTION LIST**

**ACTION:** Clerk to circulate.

**1026. Coventry City Council Complaint****ACTION:**

- (i) Clerk to chase a response.
- (ii) Information to be passed to Councillor Boyle.
- (iii) Clerk to chase a response from the MP and arrange a further meeting

**1027. Planning Matters**

To Consider Planning Applications received since the last meeting and discuss any enforcement matters.

**1027.1 Reference:** PL/2026/0000287/RVC

**Proposal:** Removal of condition No. 7 (relating to PD rights) to allow erection of outbuildings for each property; imposed on planning permission reference PL/2025/0000555/FUL granted on 26/06/2025 for erection of two dwellings with associated development.

**Address:** Hogs End Farm, 260a Hawkes Mill Lane

It was reported that the appeal had been dismissed.

**1027.2 Reference:** PL/2025/0002316/HHA

**TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER S78 AGAINST REFUSAL OF A HOUSEHOLDER EXTENSION APPLICATION**

**Proposal:** First floor dormer extension to front elevation, ground floor rear extension and rear outbuilding for use as swimming pool, shower, steam and change room (retrospective)

**Address:** Waverley House Tamworth Road

**1028. Flooding****1028.1 Water leak**

The Parish Council had received a complaint in relation to a water leak on Washbrook Lane. The leak comes from where a resident has put a new access drive into their property, it appears that this has broken the watermain pipe.

**ACTION:** Councillor Grove to contact the homeowner.

**1028.2 Sewerage Leak**

Following concerns raised in relation to a sewage leak from a property on Pickford Green Lane, further investigations had taken place.

**ACTION:**

- (i) Councillor Davies to send the information link, Clerk to purpose the dye.
- (ii) Testing to be carried out.

**1029. Police and Crime update**

Councillor Davies had circulated photos prior to the meeting showing damage caused by a stolen car, involved in a police chase down the A45 and onto Oak Lane at the beginning of May. The driver had crashed and had hit and destroyed the safety rails at the narrowest part of the Lane and then crashed into the garden of one of the park homes.

Repairs to the fence were required which would not be easy with the narrow width of the road.

**ACTION:**

- (i) Clerk to forward the photos to Neil Bennison, CCC.
- (ii) Clerk to forward the photos of the car which ended up on its roof on Hollyfast Lane.
- (iii) Clerk to contact David Keane requesting an update on the speed restrictions proposed for the parish.

**1030. Fly Tipping**

All incidents of fly tipping had been reported and removed.

**1031. CCTV****1031.1 Signage**

**ACTION:** Councillor Grove to progress.

**1031.2 Replacement signage**

**ACTION:** Clerk to purchase more signs from Signshed.

**1031.3 Wildlife cameras (Cllr Hobson)**

**ACTION:** Councillor Hobson to chase the invoice.

**1031.4 Discuss quote for maintenance (Cllr Farrar)****ACTION:**

- (i) Councillor Farrar to chase the quotation.
- (ii) Agenda item for June's meeting.

**1032. Parish Area and Boundary**

It was reported that the petition had been submitted by Coventry Citizens Party.

**ACTION:** Clerk to request an update from Liz Reid, Elections Manager.

**1033. Government Boundary Review – North Warwickshire**

Work to be progressed.

**ACTION:** Clerk to contact Councillor Cameron for the information he promised.

**1034. Hedgerows and trees**

Nothing further to report.

**1035. Verges**

Councillor Davies had contacted the mowing contractor and requested that the verges were cut. This work had commenced. This has now provided pedestrian refuge on the lanes. Compliments had been received on the quality of the work.

**1036. Highways Matters**

**1036.1 Watery Lane Closure**

Many residents had requested an update on the proposed closure of Watery Lane. It had previously been promised that work would commence in April 2026.

The Officer overseeing the work had confirmed where the closure points would be, this was as previously discussed.

The Officers had made a decision on the type of bollards to be installed, these were felt to be robust, visible and have a straightforward mechanism to allow people to gain access if necessary.

**ACTION:** Clerk to write to the officers and request a meeting.

**1036.2 Highway’s Meeting**

**ACTION:** Meeting with Neil Bennison to be arranged.

**1036.3 Signage posts**

It was reported that the work to the posts had been completed. Councillors were pleased with the finish and workmanship.

**1037. Finance**

**1037.1 Payments**

**2026-27 - Expenditure**

DATE	REF	PAYEE	DETAILS	TOTAL EXPENDITURE	Inc VAT
07.04.26	E1	J Chatterton	Clerk Salary April	DPA	£0.00
07.04.26	E2	HMRC	Tax & NI Clerk	DPA	£0.00
07.04.26	E3	J Chatterton	PC Office costs and reimbursements	£96.47	£0.00
07.04.26	E4	WALC	Annual Subs	£669.20	£94.20
08.04.26	E5	Creative Finish Ltd	Parish Signpost repairs	£360.00	£60.00
30.04.26	E6	Unity Bank	Bank Charges	£7.00	£0.00
20.04.26	E7	ICO	Membership	£47.00	£0.00
05.05.26	E8	J Chatterton	SLCC Membership partial	£60.00	£0.00
05.05.26	E9	Zurich	Parish Council Insurance	£300.00	£0.00
05.05.26	E10	J Chatterton	Clerk Salary May	DPA	£0.00
05.05.26	E11	HMRC	Tax & NI Clerk	DPA	£0.00
05.05.26	E12	J Chatterton	Paperstone reimbursement	£69.49	£9.25
05.05.26	E13	J Chatterton	PC Office costs and reimbursements	£45.90	£0.00

Concern was expressed at the rapid increase in WALC membership cost. It was felt to be disproportionate to the size of the parish.

**ACTION:** Clerk to query the WALC membership payment.

**2026-27 – Income**

DATE	REF	PAYEE	DETAILS	AMOUNT RECEIVED
30.04.26	R	Coventry City Council	Precept	£20,073.00
30.04.26	R	Coventry City Council	Grant	£2,183.00

**RESOLVED THAT** the expenditure be approved and the income noted.

**1037.2 Bank Reconciliation 31<sup>st</sup> March 2026**

The Bank Reconciliation 31<sup>st</sup> March 2026 was received and discussed.

Balance per bank statements as at 31 <sup>st</sup> March 2026:	£	£
Account 1 Unity	£15,758.98	
Account 2 Barclays	£18,796.31	
Account 3 Barclays	£727.30	
	£	
		<b>£35,282.59</b>
Less: any unsigned cheques at 31 <sup>st</sup> March 2026		(£0.00)
Add: any un-banked cash at 31 <sup>st</sup> March 2026	£0.00	
Net balances as at 31 <sup>st</sup> March 2026		<b>£35,282.59</b>

*The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:*

**CASH BOOK**

Opening Balance 1 <sup>st</sup> April 2025	£12,953.50
	£18,570.77
	£727.30
	<b>£32,251.57</b>
Add Receipts up to 31 <sup>st</sup> March 2026	£19,833.41
Less: Payments up to 31 <sup>st</sup> March 2026	(£16,802.39)
Closing balance per cash book as at 31 <sup>st</sup> March 2026	<b>£35,282.59</b>

**RESOLVED THAT** the Bank Reconciliation 31<sup>st</sup> March 2026 be approved.

**1037.3 Quarterly Report 31<sup>st</sup> March 2026**

The Quarterly Report 31<sup>st</sup> March 2026 was received and discussed.

**RESOLVED THAT** the Quarterly Report 31<sup>st</sup> March 2026 be approved.

**1038. Audit**

**1038.1 Annual Governance and Accountability Return 2025-26**

The Parish Council were now required to complete the AGAR. Smaller authorities where the higher of gross annual income or gross annual expenditure does not exceed £25,000 (and meet the qualifying criteria as set out in the Certificate of Exemption) were exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review provided the authority completed both the:

- a) Certificate of Exemption, page 3 and returned it to the external auditor
- b) Annual Governance and Accountability Return (Part 2) which was made up of:
- Annual Internal Audit Report (page 4) to be completed by the authority's internal auditor (this had been completed)
  - Section 1 – Annual Governance Statement (page 5 of the AGAR) to be completed by the authority.
  - Section 2 – Accounting Statements (page 6 of the AGAR) to be completed by the authority.

### **1038.2 Section 1 Annual Governance Statement**

The Parish Council completed the Certificate of Exemption, page 3 which was signed by the Chairman and RFO as required.

The Parish Council completed Section 1 of the AGAR, and Section 1 was signed by the Chairman and Clerk as required.

**RESOLVED THAT** Section 1 Annual Governance Statement be completed and approved.

### **1038.3 Section 2 Accounting Statements**

The Parish Council completed Section 2 of the AGAR, and Section 2 was signed by the Chairman and Responsible Financial Officer as required.

**RESOLVED THAT** Section 2 Accounting Statements be completed and approved.

### **1038.4 Publication Requirements**

The Parish Council was required to publish various documents on the PC website by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

These documents included:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2025/26, page 4
- Section 1 – Annual Governance Statement 2025/26, page 5
- Section 2 – Accounting Statements 2025/26, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

**RESOLVED THAT** the AGAR process be completed subject to the Clerk adding the documents to the website and the Certificate of Exemption being sent to the External Auditor.

### **1038.5 Notice of Public Rights**

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of the Accounts for the Year Ended 31<sup>st</sup> March 2026 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

**RESOLVED THAT** the Clerk & RFO prepare the notice to be displayed on the PC website and Noticeboards.

**1039. Social Media**

Nothing further to report.

**1040. Councillors Reports and Items for Future Agendas**

- CCTV Maintenance
- Highways Meeting
- Follow up meeting with the MP
- Follow up meeting with Julie Nugent

**1041. Date of the Next Meeting**

The date of the next meeting was confirmed as Wednesday 10<sup>th</sup> June 2026.

Meeting closed at 9:35pm