



WANA
Witherley Atterton Neighbours Association
 WANA.org.uk
 hello@WANA.org.uk

WANA Steering Group Draft Minutes

Tuesday 26th March 2024 Witherley Parish room
7-8pm

Present: Kim Liggins, Chair (KL), Dayle Flude, Vice Chair (DF), Roger Lainé, Treasurer (RL), Lynne Lainé, Secretary (LL), Jackie Albrighton, Planning Subgroup Secretary(JA), Rob Flude (RF), Tony Carter (TC), Pat Helyer (PH), David Hickie(DH), Jan Humble (JH), Mick Humble (MH), Joy Simpson, Social Events Subgroup Chair (JS), Keith Simpson (KS), Richard Wade, Planning Subgroup Chair (RW)

Apologies: Kate Chorley (KC), Val Graham (VG), Margaret Hicke (MH), Ian Rawson- Mackenzie (IRM), Rachel Roberts (RR),

	Item	Action
1.	Welcome KL welcomed all to the meeting and invited everyone to introduce themselves.	
2.	Draft Minutes meeting 22 nd February 2024- agreed as an accurate record of the meeting. Action log- open action minute 7 reviewed and closed following discussion.	
3.	Correspondence The correspondence log was reviewed, with five items discussed in detail.	
3.1	No response has been received from contact attempts with Friends of Witherley School (FoWS) , KL to provide a contact.	KL to provide contact details for FoWS
3.2	The Steering Group noted with concern that Witherley Parish Council (WPC) have not responded to letters.	
3.3	A letter written to Bill Cullen the Chief Executive of Hinckley and Bosworth Borough Council (HBBC) has resulted in an offer of a meeting on 12 th April which will be attended by KL, DF, LL and IRM.	Feedback to be provided at the April Steering Group meeting

3.4	<p>An email received from KC on behalf of Witherley Parochial Church Council (PCC) has been received requesting that the Church Services be included in the WANA Newsletter. Following discussion, it was agreed that WANA will respond clarifying that the Constitution makes clear in section 2.3 that WANA will work in partnership with Village organisations to deliver the aims identified in 2.1 which includes supporting partners to deliver social events. In due course WANA anticipates that it will be in a financial position to provide funds to support partners. The Constitution in section 2.4 states that WANA is non-sectarian and as such to promote the Church services via the newsletter would contradict the Constitution. WANA understand that accessing some grants including Government grants may be compromised by taking an approach that is seen to promote one religious denomination. WANA recognise that the Parish magazine and Witherley Facebook are used to promote Church services.</p>	<p>A response to be emailed to KC outlining the Steering Group decision</p>
3.5	<p>Communication received from National Highways in response to a referral made on the 12th March 2024 that a newly erected sign on the A5 central reservation opposite Bridge Lane reduces visibility for traffic exiting Bridge Lane and turning right from the central reservation.</p> <p>The National Highways response states “<i>safety inspectors checked the sign and for visibility issues yesterday and they found that this sign isn’t obstructing drivers vision. This sign poses no safety issues therefore we won’t be looking into moving this sign.</i>”</p> <p>It was agreed that a follow up response to National Highways was required and to include photographic evidence from the central reservation.</p>	<p>JH & MH to take a photograph from the A5 central reservation to demonstrate the reduced visibility caused by the sign. Photograph to be forwarded to National Highways with an accompanying letter of concern.</p>
<p>4</p> <p>4.1</p> <p>4.2</p>	<p>Constitution Consultation.</p> <p>DF led a discussion on the outcome of the consultation and the resulting amendments which were accepted.</p> <p>An agreement was reached to change section 2.3 to <i>We aim to partner with village organisations and venues to deliver social events. Together, we’ll raise funds to support activities that meet the criteria described in 2.1.</i></p>	<p>Constitution Adopted subject to agreed wording amendment. Final version to be circulated to all members of the Steering Group Review in six months</p>

4.3	'Members' to be changed to 'those who live or work in the WANA area'.	
5.	Rules and Regulations Agreed with addition of section identified in 7.1.2 and 7.1.3.	Review in six months
6.	Draft WANA Structure Diagram Following a discussion all agreed that the structure diagram to be redrafted: <ul style="list-style-type: none"> • Planning subgroup to include flooding subgroup key responsibilities. • Partnership & Promotion subgroup is removed from the chart as it has been incorporated in the everyday function of the Officers. 	To be redrafted and presented at the April Steering Group Meeting
7	Subgroup Terms of Reference	RW to combine the Planning and Flooding subgroup Terms of Reference. To be presented at the Steering Group meeting on the 24 th April for approval. Subgroup minutes to be received by the Steering Group and published on WANA.org.uk.
7.1	It was agreed to combine the planning and flooding subgroup terms of reference into one set.	
7.1.2	It was agreed that subgroups may need to be established to respond to changing circumstances. The Rules and Regulations to adapted to cover the establishment of subgroups.	
7.1.3	Subgroup autonomy to act to prevent any delay in decision making discussed. Agreed that this should be incorporated and reflected in the Rules and Regulations with a proposal that if the Chair and one Officer agree an action can be taken. All decisions to be recorded on the subgroup meeting notes and reviewed as a standing agenda item at each Steering Group.	RW & LL to draft section to be added to the Rules and Regulations to reflect agreed decisions.
7.2	Social Events subgroup – these were reviewed at the social events subgroup on the 12 th March 2024. Agreed by Steering Group.	To be signed by JS Chair at the next subgroup meeting
8	Subgroup feedback:	
8.1	Social Events Subgroup JS provided an update on the WANA WOMBLE event on the 16 th March 2024 which was very successful and will be a regular event, it was agreed that a two hour Womble would be better as would the opportunity to leave filled bags to be collected by a car. The Easter Trail is in progress with the WANA Bee competition, and the best Easter display	

	<p>competition being promoted via Facebook and WANA.org.uk.</p> <p>The next event will be the Life support and Defibrillator Training on the 8th April 2024.</p> <p>Mental Health Awareness week 13-19th May activities are being planned and will include a sports day on the 18th May, and Walk a mile with a smile.</p> <p>Walk Leaflets will be produced.</p> <p>Field Day 15th June in partnership with WMPFT is being planned.</p> <p>An annual programme of social events was approved.</p>	
8.2	<p>Planning Subgroup</p> <p>RW gave an overview of activity to date: Six residents attended HBBC Planning Committee on the 12th December for the Kennel Lane Development. Two residents made representations against the proposal.</p> <p>Four residents attended and made representations at the Chapel Fields Appeal on the 28th and 29th February. The outcome is awaited.</p> <p>The planning subgroup met on the 19th March 2024, RW was elected Chair and Jackie and Dave Albrighton were elected Secretary: it was agreed to incorporate the flooding subgroup.</p>	TC agreed to join the Planning subgroup and be invited to the 27 th March ZOOM meeting
8.3	<p>Newsletter</p> <p>The second newsletter will be distributed to the WANA volunteers for delivery this week.</p>	
9.	<p>Policies</p> <p>The following policies and statements were agreed.</p> <ul style="list-style-type: none"> • Equal opportunities. • Safeguarding. • Finance statement. • Code of conduct. • Data protection- a privacy statement is available on WANA.org.uk. The Information Commissioner's Office (ICO) self-assessment has been undertaken, the outcome being that WANA does not currently meet the requirements to register with the ICO. The self-assessment will be reviewed as WANA develops. A data controller will be agreed. 	Policies and statements to be uploaded to WANA.org.uk
10.	<p>Treasurers Report</p> <p>RL provided an overview of the Cash Accounts</p>	Bank account to be opened

	<p>Income since January £250- from the raffle, donations, the Womble event, and a gift from the Pétanque group. Current Cash position £144.69.</p> <p>Estimated annual running costs £4-500, this will include annual public liability insurance, Parish Room Hire for Steering Group Meetings and general costs of stationary, refreshments and a small Contingency fund of £100.00.</p>	
11.	Any Other Business	
11.1	MH proposed that the land next to Witherley United Football Club owned by the O'Neill Estate could potentially be made use of as a community garden, for growing produce and a place to sit	Letter to be sent to the Agents for the O'Neill Estate requesting whether Residents could develop the area as a community garden.
11.2	Donate a Daffodil proposed by a Villager, some issues regarding planting on verges will need to be explored before this suggestion can be implemented. Native species to be considered.	Ownership of Green spaces and verges to be identified.
11.3	WANA History of Witherley- a suggestion has been made that an area of WANA.org.uk could be developed to hold old photographs and living history records. All agreed that this should be developed, grant funding may be available.	Plan to progress suggestion to be developed.
12.	Items for Next Meeting <ul style="list-style-type: none"> • Consultation with children and young people- Junior WANA bees • Subgroup progress reports • Feedback from meeting with Bill Cullen 	
13.	Date of Next meeting: Wednesday 24 th April 2024 6.30pm Parish Room, Witherley The meeting closed at 20.20hrs.	

WANA Correspondence March 22nd to April 15th 2024

Date	correspondence to	Correspondence from	nature of correspondence	Outcome	Action
22 March		Chris Brown, Head of Planning	response to Letter challenge Planning Dec 22/01190/OUT Land east of Kennel Lane		
22 March		Kate Chorley on behalf PCC	request Church Services be included in WANA newsletter. ?funding event in Autumn, EasterTrail sheets	responded by return email Easter Trail sheets provided to Church, can print more	
27 March	Kate Chorley		Email response to KC re request from PCC for Church Services to be included in WANA newsletter	Confirmation received that KC will share with PC	
28 March	Chris Brown		Requesting meeting	out of office received until 2 April 24	
2 April	Lord O'Neill		Letter re Community garden on land on Church Road	not approved response 9th April	
3 April	National Highways & Dr Luke Evans		response re sign ref 22973063		
5th April		Richard Allen, Dr Luke Evans	confirmation signage will be removed		
7th April		Tony Carter	thank you for supporting flood storage box		
9th april		Robin Eyles Lord O'neil	response to letter re community garden - declined		
10 April		FoWs	request for support with Bluebell Walk 19th May	Request to Joy Simpson to forward to WANa volunteers, completed	
11th April	Church Warden		Confirmation planned womble 6th July will not clash with any Church event	response from Church warden- no clash	
11 April		Chris Brown	dates for meetings offered		
11 April		WPC	response to letter 3rd March re s106, stating no opportunity for WPC to participate due to objection in Jan2023		
11 April		WPC	response to letter from 1st March declining offer for residents to participate in recruitment		

11 April		Ashley Clean Neighbourhoods	book litter pick equip for 6th July		
11 April	Witherley Primary School		Joint letter with WMPFT re events		
13 April	WPC		Following meeting held on 11 April. Copies of all outstanding items of communication forwarded to Clerk at WPC		
14 April		WPC	response to complaint 12 March, request complaint redrafted		

Date	correspondence to	Correspondence from	nature of correspondence	Outcome	Action
8 Jan 2024	WPC Clerk		Complaint regarding WPC Chair and statement Tribunal cannot be withdrawn	Clerk acknowledged receipt and suggested be read at public participation at WPC meeting on January 11th 2024. No response at 13 Apr letter to clerk.	Read aloud at meeting on 11th January
22 Jan 2024	WPC Clerk		Request whether WPC be attending Chapel Field appeal	23 Jan 2024 Clerk responded re 50 Houses ie misunderstood request	23 Jan 2024 re emailed to clarify request question asked in public questions 08/02 24- no response. 22nd Feb confirmation no Cllrs attending
29 Jan 2024	Bill Cullen		request meeting to explore Vote no confidence /Governance Review	no response by 2 Feb	
1 Feb 2024	Street Scene HBBC		register for Litter pick equipment	lead on A/L	
8 Feb 2024	WPC Clerk		statement re WANA , SG and VG formed read at WPC meeting, meeting requested	6th March resent to Cllrs as Clerk resigned. Responded 11 Apr.	
???	Luke Evans		introductory email	drafted	
14 Feb 24	Parish Magazine		submission for March Parish Magazine	acknowledgement received	
14 Feb 24		Jackie Albrighton	request from Parish magazine committee to include calendar in Parish mag	discussed with Dayle- agreed to share	
14 Feb 24	Ashley at HBBC		Chasing email re litter pick		confirmation 16th March equipment will be delivered by 14th March. Risk assessment w/b 4th March
17 Feb 24	Parish Magazine		Calendar for inclusion in Parish Magazine	acknowledgement received	
26 Feb 24	WPC Clerk		Letter of concern re consultation Gravel Hole	acknowledgement received 22/02/24 6th March resent To Cllrs as Clerk resigned. No response at 13 Apr letter to clerk.	
1 March 24	Lesley Keal HBBC		Email request to participate in s106 discussions	response received 1 March 24- encourage to work with WPC. No response at 13 Apr letter to clerk.	draft letter to WPC. posted on WANA blog & facebook
1 March 24	Clerk & Chair WPC		Request for resident participation in clerk recruitment	6th March resent to Cllrs as Clerk resigned. Response received 11 Apr.	
3 March 24	Clerk WPC		Request to participate in s106 negotiations	6th March resent to Cllrs as Clerk resigned. No response at 13 Apr letter to clerk.	
4 March 24	FoWS		Email to ask for contact details		

Date	correspondence to	Correspondence from	nature of correspondence	Outcome	Action
4 March 24	Bill Cullen		Re sent letter from 29th Jan after speaking to EA Jo McLaren	6th March response received- offer of meeting April 12th at 11.30	6th March meeting accepted
6th March	Chair WPC and all Cllrs		all communication to date to WPC forwarded to Chair and all Cllrs following Clerk being placed on gardening leave		
7 March 24	Lesley Keal HBBC		request for info on timing of decisions and to respond to Lesley's question on how WANA engage community & new residents		
12 March 24	Chair WPC		Formal Complaint re Agenda for meeting on 14 March 2024		
12 March 24	Ashley Clean Neighbourhood		email To confirm litter pick rubbish can be collected from Parish Room		
12th March	Highways control room		concern re sign on central reservation reducing visibility for traffic from Bridge lane		
18 March	HBBC Officer from Chapel Fields Appeal		request on High Court appeals		
19 March		HBBC Officer	response received 19 March, shared with Planning subgroup		
19 March	HBBC Officer		thank you for prompt reply		
20 March	Ashley Clean Neighbourhood		Confirmation litter pick completed	rubbish and litter pick equipment collected	registered outcome on Keep Britain Tidy
21 March	Cllr Crooks		Letter challenge Planning Dec 22/01190/OUT Land east of Kennel Lane	letter received from Chris Brown	
22 March		Chris Brown, Head of Planning	response to Letter challenge Planning Dec 22/01190/OUT Land east of Kennel Lane		
22 March		Kate Chorley on behalf PCC	request Church Services be included in WANA newsletter. ?funding event in Autumn, EasterTrail sheets	responded by return email Easter Trail sheets provided to Church, can print more	
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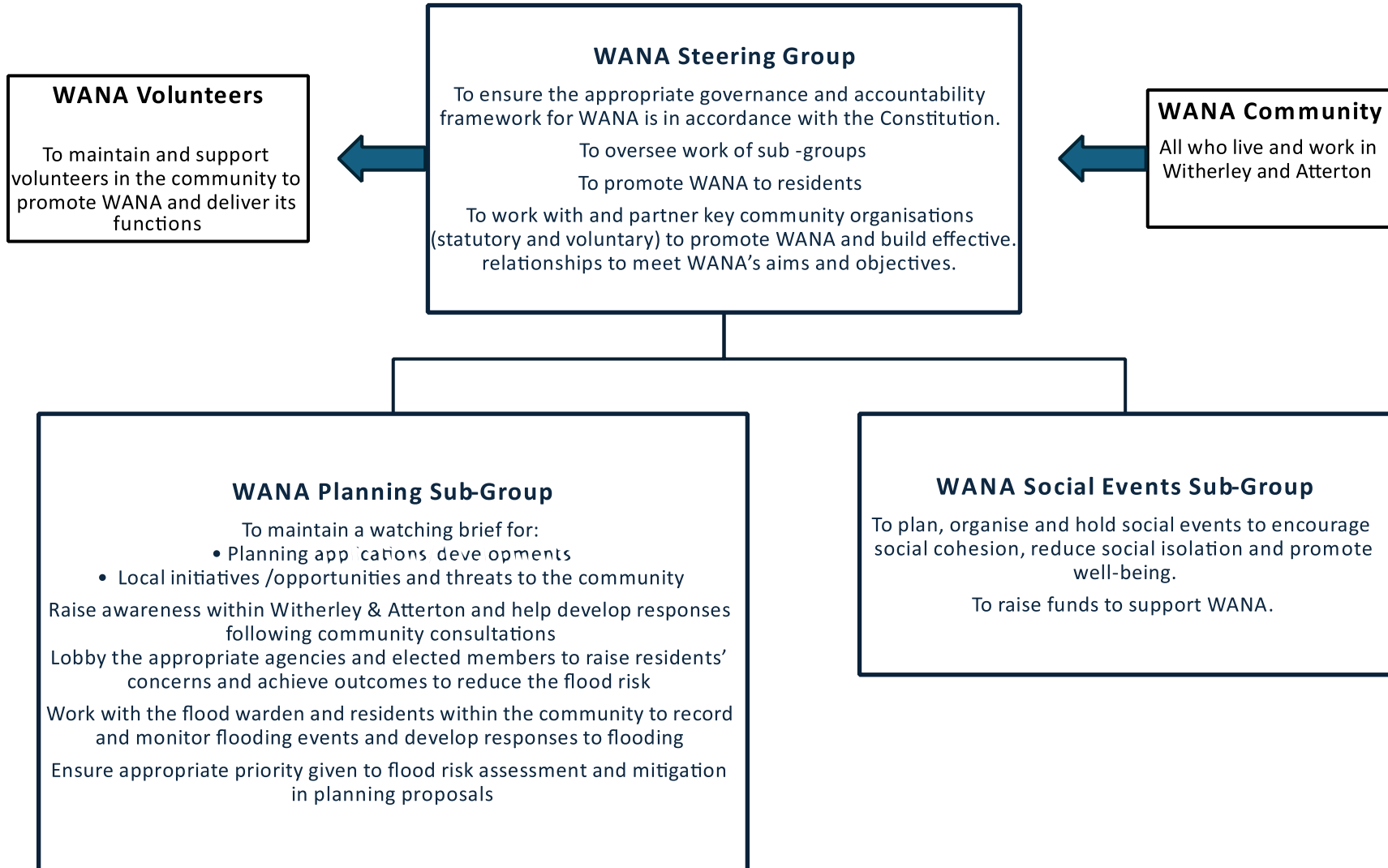
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WANA Steering Group Action Log

Date	minute no.	Action	Lead	Open/Closed	Action update
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		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	4.0	Constitution- Review in six months	KL	Sep-24	
26/03/2024	5.0	Rules and Regulations- review six Moths	KL	Sep-24	
26/03/2024	6.0	WANA Structure	KL	Sep-24	
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 th 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		meeting 18/4/24 with group of residents



STRUCTURE



Witherley and Atterton Neighbours Association (WANA)

General Rules

1. What WANA wants residents to be involved in

- Voicing their views.
- Making choices.
- Monitoring, reviewing, and saying what you think about services that are provided by various bodies.
- Deciding how the local area should be improved.
- Developing a better sense of community spirit and identifying ways in which this can be done including social activities.

2. General rules

WANA will:

Have a recognised constitution which sets out the aims and objectives and is agreed by WANA members.

Clarify responsibilities and ensure accountability.

Provide a formal mechanism for making decisions.

Determine other rules as and when needs arise such as in the formation of sub groups.

3. Policies and procedures

WANA will abide by the following policies and procedures:

Equal Opportunities
 General Data Protection Regulations (GDPR)
 Code of Conduct
 Safeguarding
 Handling money

4. Roles of committee members

The committee is a group of people who are elected by members to:

- Represent all group members at meetings.
- Carry out the decisions of the group.
- Put forward the views of the group at meetings with outside bodies.
- Take responsibility for decisions and feedback its work to group members through general meetings and newsletters.
- Put the views and needs of group members into actions.

Draft v3

- Share out tasks so that everyone feels involved.

The committee shall comprise:

Chair
Vice Chair
Secretary
Treasurer
Ordinary Members

Other roles will be decided by WANA members and might include leads for fundraising, social events, marketing for example.

5. Committee meetings

5.1 Steering Group meetings – These are open meetings open to all residents of Witherley and Atterton. These meetings will provide the oversight, governance assurance and the decision making body for WANA

5.2 Subgroup meetings

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, and are in line with the WANA strategies and objectives. Decisions will be published in the subgroup meeting notes where they can be seen by all members of the Steering Group. Any Steering Group member may exceptionally, challenge a decision and call for the decision to be put to a vote.

5.3 Annual General Meeting (AGM) – These are meetings to feedback the work of WANA over the previous 12 months.



SUSTAINABILITY STATEMENT

WANA has a mission to contribute to creating a more sustainable future for our community. We believe sustainability principles should be applied not only to the natural environment, but to people and their built environment. We commit to reflecting this through our operations. At WANA, we take care of each other and support each other in upholding our policies and goals to ensure everyone's safety. We value every individual, and through our leadership and governance structure, we provide a platform to voice opinions and contribute to our collective success.

We will share our story through our website and social media and produce a monthly newsletter to promote WANA and enhance our community's unique sense of place. We strongly encourage individuals and organisations to adopt sustainable practices and promote environmental responsibility. By fostering a deeper connection with nature and being mindful of our approach to materials and resources, we can significantly improve our community's well-being. Our aim is to reduce consumption and waste wherever possible and to use energy efficiently, paving the way for a brighter, more sustainable future.

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

April 2024



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Wetherley and Atterton Neighbours Association

WANA Cash Handling and Banking Statement v3

1. WANA can only fund or refund expenses that do not exceed the available funds, so check with the Treasurer before committing to any expenditure in excess of ten pounds.
2. For specific events an Event Manager will be nominated and allocated an expense budget for the event: other participants in the event will then check with the Event Manager before committing to any expenditure for the event.
3. As far as possible, do not pay expenses on your own account, ask the Treasurer to pay with the cash on hand or by means of a cheque or bank transfer, particularly for those expenses in excess of ten pounds.
4. A Receipt is required for all expense transactions: the receipt should clearly state that the expense is being incurred by 'WANA' not by an individual. When a purchase is made via an online order 'WANA' can be entered as the Company Name on the order.
5. The expense refund will be made once the Invoice or Payment Receipt stating the goods and the payment total is produced. Refunds will be made in cash as standard, to minimise banking costs.
6. A simple Cash Receipt book records all payments and receipts and will reconcile to the cash on hand at all times. The bank account can never be overdrawn.



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DRAFT v2

Terms of reference

Planning Subgroup

1. The planning subgroup will nominate a Chair,
2. Any WANA member can join the planning subgroup.
3. The subgroup will be responsible for maintaining a watching brief for all proposed developments including residential, commercial, utility, highway and environment agency (specifically including flooding) activities including appeals in the WANA geographical area.
4. Subgroup meeting frequency will be determined by the Chair and the members.
5. Members may use Whats app and or face to face meetings to plan and make decisions.
6. Brief notes will be made to record decisions made and actions to be taken.
7. The subgroup will provide a brief summary of progress and or issues to each Steering group meeting.
8. The subgroup will:
 - review planning proposals
 - lead consultations with residents
 - lead negotiations/consultations with authorities
 - develop responses to proposals/appeals
 - make recommendations on appropriate actions for WANA
9. The Subgroup members will agree a delegation to attend relevant planning committees, and meetings with other agencies to represent WANA residents
10. The WANA finance statement must be adhered to and no cost or payments may be committed without approval of the WANA Treasurer or a WANA officer.
11. The subgroup Chair will produce an annual summary of all WANA planning subgroup activity for presentation at the Annual General Meeting.

Agreed:

Review Date:



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WANA Social events Subgroup

Tuesday 9th April 2024
Witherley United Football Club
6.15-7.15pm
Meeting Notes DRAFT

Present: Joy Simpson Chair (JS), Keith Simpson (KS) Kate Snell (KS), Corinne Barker (CB), Mick Humble (MH), Lynne Swain (LS), Lynne Lainé (LL)

Apologies: Sarah Smith, Jan Humble (JH), Kim Liggins (KL), Dayle Fude (DF), Margaret Hickie (MH), Pat Helyer (PH), Pat Roberts (PH), David Roberts (DR), Val Graham (VG)

	Item	ACTION
1.	Welcome – Joy welcomed everyone.	
2.1	Draft meeting notes 12th March 2024 agreed as an accurate record	Small group to develop cinema proposal
2.2	Action log- all actions closed with exception of the Community Cinema. Proposal paper circulated late and discussed. All agreed that the proposal was worth considering as a social event over the Winter months, maybe having a trial in September to gauge interest. It was also suggested that Christmas themed film nights could be successful and well received. A summer 2025 outside showing on the Field could be explored.	
3.	Terms of Reference agreed.	
4.	WANA Womble & Coffee Morning 16th March 2024. JS reported that the event had been very successful, some key learning was that we should ensure that full bags can be left by Wombles and be collected by car to make it easier to carry on litter picking; also it would be useful to arrange more than one collection point with HBBC	
5.	Easter Trail feedback and learning Positive feedback has been received by those who took part with Children. The event worked well with the WANA Bee hunt and the Blue Lion Colouring Competition. It was agreed that next year there may be an even stronger response if we publicise earlier.	
6.	Life support Training 8th April 2024 Attended by 34 Villagers. The event was well received, and positive feedback has been received from those who attended. The trainers were very relaxed and helpful, the session was very practical with an opportunity for everyone to practice CPR on the dummies and using	

	the defibs. The trainers have suggested we make it an annual event as a refresher for all.	
7.	Upcoming social events: Social Events list updated and approved by Steering Group on the 26 th March 2024	
7.1	Mental Health awareness week 13-19th May 2024 - partnership event with Witherley Memorial Playing Field Trust (WMPFT) KS outlined family sports day Saturday 18 th May 2-5pm. Planned activities to include: Hokey -Cokey, Family Sack race, 3 legged race, Balloon train etc Walk a mile with a smile- 10.30am and 6.30pm on the Field- 5 laps of football pitch is a mile. Walk route for those with dogs being planned. Blue Tree – sycamore trunk to be wrapped in blue ribbon- positive affirmations to be hung in tree. Labels with positive affirmations to be hung on white railings. School children to be invited to participate. Positive affirmations to be placed around the Village. Sunday 19th May- event to engage young people in activities/circuits.	<ul style="list-style-type: none"> • DF to be invited to draft a poster, LL to forward information. • To be included in May WANA newsletter. Facebook. WUFC to be invited to do a BBQ
7.2	D-Day 80 Lamp of Peace 6th June 2024 in partnership with WMPFT Light Lamp 21.15hrs by Keith Wilson ex Coldstream Guardsman. Person to read international tribute to be identified- new Reverand has been approached -but does not live locally. A request has been made for the Church Bells to be rung at 6.30pm. White, red and purple poppies personalised by school children to be draped and arranged over Memorial. KS will spray paint poppies. Letter has been sent to School inviting school children to participate. The Lamp has also been offered to the school should they like to light it during the day.	<ul style="list-style-type: none"> • Funding may be available from the Parish Council • Request for the base of bottles to be collected. • Person to read international tribute to be identified.
7.3	Field Day June 15th - in partnership with WMPFT Planning group to be established. Stalls: bring a bottle, Tombola, cake competition. Discussed fund raising to be split 50/50 between Field and WANA Discussed raffle sales Blue Lion- agreed to do afternoon tea boxes	<ul style="list-style-type: none"> • LL to propose to WMPFT 50/50 split of fundraising • Club to be invited to do a BBQ
8.	Events forward planning <ul style="list-style-type: none"> • Womble 6th July- agreed – does not clash with School Summer Fete which is in June • Garage sale: agreed revised date of September 14th as long as Severn Trent work complete. • Autumn evening? Gary Rees , Blues Band - deferred to next meeting • Board Games, Coffee & Chat morning over winter – Club are supportive- defer to next meeting. • Dog show proposed by MH 	
9	Agree feedback to Steering Group Meeting <ul style="list-style-type: none"> • Easter Trail • Defib Training • Plans for Mental Health awareness Week: Family Sports Day 18th May • D-DAY 80 • Field Day 15th June • Womble 6th July • Garage Sale 14th September • Community Cinema for Winter Months 	

10.	Any Other Business nil raised	
11.	Date of Next meeting: 23rd April 2024 6.15pm Witherley United Football Club. agenda items to include: Deferred items and planning for Field Day & update on planning for Mental Health Awareness week	



WANA Planning Subgroup Meeting Notes

Tuesday 16th April 2024 at 6.30pm

	Item	ACTIONS
1	Welcome	
2	Present Kim Liggins (KL) Richard Wade (RW) Rod Bell (RB) Andy Coley (AC) Dave Albrighton (DA) Jackie Albrighton (JA) Via Zoom Roger Laine (RL) Guest Tony Carter (TC) Village Flood Warden	
3	Apologies Dayle Flude, David Hickie	
4	Minutes were read, agreed and signed by RW	
5	Terms of Reference to be referred to the Steering Group meeting on 24th April for approval	RW
6	Matters arising : a.Chapel Fields Application. This was approved by the Inspector and will be reviewed by the Planning Committee on 7th May 2024. b. Meeting with Chris Brown To attend - RW, RL and RB on 19/4/24 Points to raise - Concerns re flooding from Chapel Fields and Kennel Lane developments. Sustainability, Kennel Lane/A5 junction, footpaths, SUDS area, the surface area on the site far exceeds the flood zones , water table is high. How can they prove the SUDS arrangement will work? Play area. Needed? can the money be better spent? S106 monies - on site/off site money. Can we influence this? Why has the Highways advice changed? 2 years ago Bridge Lane and Kennel Lane junctions were considered dangerous. Conduct of the hearing, points raised by Committee members were the cost of an appeal, sustainability, dangerous junctions all down played.	RW, RL, RB

7	RW to contact Helen Purdy Community Communications Officer at Severn Trent to state concerns and to ask who at Severn Trent can address these concerns.	
8	The meeting ended at 7.45	
9	Date of next meeting Tuesday 6/5/24 7, St Peters Avenue, Witherley, CV9 3 LN at 6.30pm	

Accounts to 15th April 2024

0.00	137.62	93.00	386.02	0.00	-105.00	-25.45	-48.28	0.00	0.00	437.91	15/04/2024
Grant	Donations	Raffle	Other Income	Insurance	Room Hire	Admin	Sundries	Banking	Transfers	Balance	

Admin: WANA Domain licence, Voting cards
Sundries: Flooding pics printed, Defib training gifts
Donations: 1 st Public meeting, Petanque group
Other income: Womble, Music event



WANA
Witherley Atterton Neighbours Association
 wana.org.uk
hello@wana.org.uk

WANA Steering Group Dates 2024

DRAFT

Date	Time	Venue	Officer availability?
Tuesday 26 th March	7-8pm	Parish room	
Wednesday 24 th April	6.30-7.30pm		
Wednesday 22 nd May	7-8pm		Dayle away
Thursday 20 th June	6.30-7.30pm		Rog & Lynne away
Tuesday 16 th July	7-8pm		
Wednesday 14 th August	6.30-7.30pm		
Thursday 19 th September	7-8pm		Kim away
Tuesday 22 nd October	6.30-7.30		
Wednesday 20 th November	7-8pm		Rog & Lynne away
Thursday 19 th December	6.30-7.30pm		