



WANA
Wetherley Atterton Neighbours Association

wana.org.uk
hello@wana.org.uk

WANA Steering Group Minutes DRAFT V2
Wednesday 23rd April 2025
Wetherley Parish Room
7.00-8.00pm

Present: Kim Liggins, Chair (KL) Dayle Flude, Vice Chair (DF), Lynne Lainé, Secretary (LL); Roger Lainé, Treasurer (RL); Richard Wade, Planning subgroup Chair (RW); Rod Bell (RB); Pat Helyer (PH); Tony Carter, Flood Warden (TC); Jackie Albrighton (JA); David Hickie (DH); Margaret Hickie (MH).

Apologies: Joy Simpson, Social Events subgroup Chair (JS); Jan Humble (JH); Mick Humble (MH); Keith Simpson (KS), Sarah Smith (SS), Rob Flude (RF), Ian Rawson-Mackenzie (IRM).

Meeting commenced at 19.00 hrs

	Item	Action
1.	Welcome and Apologies: KL welcomed all to the meeting and accepted apologies	
2. 2.1	Draft Minutes Steering Group minutes of the 18 th March 2025 Agreed	
3.	Matters Arising Action Log -review of open actions: 18/03.2025 CIO status on the agenda, action closed 18/03.2025 WPC Annual Parish Meeting- meeting postponed, no date available, action to remain open	
4.	Correspondence The correspondence log was reviewed the following noted: • Mark Swain confirmed the Environment Agency report is not yet available. TC noted that information shared at the WPC meeting that the EA have offered to hold a local meeting to share the report. • Andrew Smallwood has written to the landowners regarding the willow in the brook on Atterton Lane. • WPC have responded to WANA's invitation to meet and to support Wetherley residents to stand for election- WPC have stated they cannot be seen to canvass Villagers. No meeting therefor planned.	
5	Issues Log • Roadside on Riverside- confirmation received from LCC that this will be given an estimated work date • Public Footpath style on Atterton Lane has been repaired • The willow in the brook on Atterton Lane- no further update • Road Signs on Post Office Lane and Hall Lane reported with images to WPC , confirmation from Acting Clerk that these will be managed. • Kennel Lane Potholes- confirmation received from LCC that these will be repaired.	
6	Treasurers Report	

6.1	WANA cash position as of 14 th April 2025 £4138	
6.2	A generous donation of £500.00 received from a local business, a thank you has been sent.	
6.3	Company and Games Grant £92.00 unallocated. Refreshment donations after 25 weeks are £308.00. The grant will end September 30 th , 2025. Weekly room hire is £10.00 per week and is currently covered by the grant. The refreshment donations may not cover the room hire, bingo and quiz prizes. It was proposed that an annual budget to support Company and Games could be agreed at the AGM in January 2026.	
7.	Discussion paper Charitable Incorporated Organisation (CIO)	Model Constitution to be circulated to the Steering Group.
7.1	Benefits of CIO status All recognise the benefit of WANA being registered as a CIO in terms of governance, credibility and oversight from the Charity Commission.	
7.2	Membership Eligibility, recruitment, registration and the requirement for a register discussed and will need to be agreed on the constitution	Gap analysis of for the WANA Constitution and the model constitution
7.3	Model Constitution The model constitution provides a framework for organisations to consider in developing their own Constitution. All to review and a group to undertake a gap analysis of for the WANA Constitution against the model constitution.	
7.4	Public consultation The WANA May newsletter includes a brief description of CIO status and invites residents to contact WANA for more information. The April and May Parish Magazine has included information on WANA exploring CIO status and contact details for further information.	
7.5	Next Steps Steering Group to vote at the May meeting whether to proceed with an application to become a CIO.	May meeting CIO vote
8.	Policy and Statement Annual Review Sustainability Statement Approved	To be uploaded to wana.org.uk.
9.	New Policy for approval Complaints Policy Approved	To be uploaded to wana.org.uk
10.	Reflection Bank Request for maintenance support DF proposed that a regular Bank Womble could be a way forward to support the ongoing development and maintenance of the bank in line with the original idea of it being a managed wildlife area. The site is a Heritage England site and as such there are restrictions on what activities can take place. Request supported pending consultation with the resident to understand what is required and how best the site can be managed. Request approved	KL to liaise with resident on how best to support the site.
11.	Village WhatsApp group 'WANA HAND' Resident proposal A Village WhatsApp group was discussed. Concerns raised included: • How the group would be managed and moderated • Privacy of phone numbers • The thread structure in What's App could make it difficult to follow message/requests	Resident to be notified.

	The request was not supported It was agreed that the WANA Facebook page to be further developed.	
12. 12.1	Subgroup feedback: Social Events Subgroup: There has been a request from HBBC for a formal evaluation of the making a Difference grant funded Company and Games . the evaluation is in draft and will be on the May agenda for Steering Group review. Submission is required by the end of May 2025. The Baroness of Bolsover was a successful event, and thanks for the catering was given to PH,MH, PR and DR. The event raised over £500. Very positive comments were received from attendees and the Baroness herself. Easter Displays were successful with two prizes awarded. Hunt the WANA Bee in progress this week, closing date 25th April 2025, Upcoming events: • VE Day 80 8th May 9.30pm at the Memorial • VE80Day Picnic in the Park from Mid-day • Womble on the 6th July 10.30-12.30 • Witherley Weekender August 22nd -25th ○ Live music Friday and Saturday nights ○ Usual Field activities on Saturday 23rd 11-4pm ○ The Football Club have their 65th Celebration on the Sunday ○ Monday the Church Duck Race and their usual Church activities	
12.3	Planning Subgroup including flooding update RW gave an update: • The Bull Inn, Chris Brown from HBBC has confirmed that following a survey the site is not regarded as unsafe. Several prospective buyers have expressed interest but not progressed to purchase. • Chapel Lane Housing – HBBC have confirmed that the impact of 5 houses is negligible and further action being taken. • Environment Agency Report awaited. • Plans to dual parts of the A5 are not being progressed, the impact of this on the A5 traffic volume is a concern.	
12.4	Newsletter- suggestions for June 2025: Witherley Weekender and Womble On the calendar- Nina Marshall' Book Sale and Pat and Davids Open garden and plant sale in aid of St Giles Hospice.	
13. 13.1 13.2 13.3 13.4	Any Other Business: Fly tipping of fencing material on Ash Lane- It was reported to HBBC in November, the issue is that ASH Lane is private land. The Gas Cylinder on Riverside- KS has kindly offered to dispose of the item. Resilience equipment supplied to WPC-who is responsible locally?, how and when can the equipment be accessed. Defib sign- wall mounted at the Blue Lion requires cleaning. Resident has shared a photograph,	Request for information regarding Resilience equipment to be sent to WPC. Resident photo and request that defib sign at Blue Lion be cleaned to be sent to WPC.
14.	Items for Next Meeting CIO Status- vote on whether to proceed Environment Agency Flood Report	

15.	Date of Next meeting: Thursday 22 nd May 7-8.00pm Witherley Parish Room Apologies received from Dayle and Rob Flude, Jackie Albrighton.	

Meeting closed at 20.20Hrs with a thank you for attendance.

WANA Steering Group Action Log updated May 11th 2025

Date	minute no.	Action	Lead	Open/Closed	Action update
23/04/2025	7.3	Charitable Incorporated Organisation (CIO) - model constitution to be circulated to all	LL	closed	
23/04/2025	7.3	Charitable Incorporated Organisation (CIO) - Gap analysis to be commenced		in progress	
23/04/2025	8	Reviewed Sustainability policy to be uploaded to website	DF	closed	
23/04/2025	9	Agreed Complaints policy to be uploaded to website	DF	closed	
23/04/2025	10	Reflection Bank- resident to be contacted to discuss how best WANA can support site	KL	closed	
23/04/2025	11	WANA Hand what's app group - resident to be notified	LL	closed	
23/04/2025	13.3	Resilience equipment use and maintenance to be explored with WPC	LL		
23/04/2025	13.4	Defib sign at Blue Lion needs cleaning- report to WPC	LL	closed	
18/03/2025	10.0	Member to present WANA annual report at Annual Parish Meeting to be confirmed	LL	closed	Meeting rescheduled to 15/05/2025 KL to present
20/11/2024	9.0	Organisers of village firework display to be encouraged to use of silent, low noise, quieter fireworks. A request to organisers to be made in lead up to 2025 display.	LL	Jun-25	

WANA Correspondence report as at 15th May 2025

Date	To	From	Nature	Action
10-Apr-2025		Flood warden	letter and information on Atterton lane closure 14-17th April	Posted on Witherley Facebook for information
13-Apr-2025		Flood warden	cc'd into letter to WPC Clerk re date for EA resident meeting	
14-Apr-2025		Ashley Reynolds, HBBC	Request for Litter Pick equipment 6th July 2025	
15th April 2025	San Giovanni		thank you for donation	
15th April 2025	Clerk WPC		Hall Lane and Post Office Lane signs damaged ; photos sent	Email acknowledged
23rd April 2025	Clerk WPC		Photograph of Defib Sign at the Blue Lion to support Fault form submission	response received- not a WANA issue resident should report.
24th April 2025	Clerk WPC		Advised residents will choose to whom they report issue & that WANA will forward matters promptly to WPC	
24th April 2025		WPC	WANA advised that Council have agreed “no working partnership” with WANA	
24th April 2025	Clerk WPC		Email to clarify WPC response and to highlight many councils work in partnership with resident associations.	no response received
24th April 2024	PCC		Information on Chapel Fields Site s278 application to LCC, request for support	Forwarded to Planning subgroup to action
25th April	Clerk WPC		Minute ref for WPC decision that Council agreed to no working partnership with WANA	no response received
7th May 2025	Clerk and all Cllrs		FOI submitted for Minute ref for WPC decision that Council agreed to no working partnership with WANA	
7th May 2025		LCC	Information on Network review following phone call regarding No 7 bus	thank you sent
9th May 2025	LCC choose how you move		Detailed email with information on all contacts with Stagecoach and LCC re no 7 Bus and requesting clarity on how an on demand service will be notified to residents, short timescale, accessibility concerns for residents with shopping trolleys	
9th May 2025	Dr Luke Evans		Email outlining concerns re No 7 bus and request for support in clarifying situation as mixed information being given by LCC and Stagecoach.	

WANA Issues log as at 11th May 2025

2nd April 2025	Style on Atterton lane unstable	Reported to LCC ref no 991774 Response received- landowner notified- to action repair. Style repaired.
10 April 2025	Road signs - Post Office Lane and Hall Lane damaged	Parish Council Clerk notified at WPC meeting on 10th April Photos sent 15th April 2025
10th April 2025	Pot Hole on Kennel Lane	Reported to LCC ref number FS706170874. What 3 words //sulked.seaside.roadshow. Repaired.
24th April 2025	concern raised by residents that drivers saying No & bus is stopping	24th April contact with Stagecoach- no information bus stopping. 1st May residents report bus drivers say service is stopping. 7th May phone call to Stagecoach- no information bus service being changed. There will be a tender process. Phone call to LCC- advised that there is a Network review in progress. Hinckley phase 4. Agreed with LCC to do Facebook post to inform residents. 9th may resident called by LCC and informed that no 7 is changing to an on demand service from 2nd June 25. Phone call to Stagecoach- advised they have no information. Phone call to LCC- advised no change. Email sent to LCC raising concern re mixed messages. Email sent to Dr Evans requesting support as residents anxious.

WANA Accounts 2024 to 14 May 25

INCOME	£
Company and Games grant: £81 unallocated	1,191
Ticket sales for events	3,835
Raffle ticket sales	1,312
Donations	3,089
Other sales: catering, pins	169
TOTAL INCOME:	9,596
EXPENSE	
Room hire: PCC, WUFC	810
Performers: Bonkers bingo x2, Gary Googlay, Baroness	680
Company and Games setup	651
General expenses: Consumables, training, catering	2,147
Marquee deposit	460
Grants: Red Cross, FoWS, WMPFT, Parish Rm	525
TOTAL EXPENSE:	5,273
BALANCE of Cash and Bank:	4,323
FORECAST to have a balance of £3,400 following the Aug BH event	



Making a Difference (MaD) Grant Feedback & Evaluation Form



Congratulations on your successful Making a Difference Grant Award.

Please use this form to provide feedback as per the Terms & Conditions of the grant award which will be used to form part of the Volunteer & Community Sector (VCS) Annual Feedback Report to Hinckley & Bosworth Borough Council, the Network and Grant funder.

If you require any guidance or assistance re completion, please contact ktaylor@ruralcc.org.uk

MaD Ref No: MaD03/24	Name of Organisation: Witherley and Atterton Neighbours Association (WANA)
Project Title: Company and Games	
Community area project delivered in	Witherley village and the hamlet of Atterton (located in Sheepy Witherley with Twycross Ward)
Amount of funding awarded by Making a Difference	£1191
Project Start and Finish date	October 2024 – September 2025

Please provide a brief overview of the project or event funded by your successful Community Volunteering Fund Grant

No matter how old we get we never really lose our childlike love of fun and games. There are plenty of great games suitable to keep us entertained and challenging to keep our brains sharp. A new project 'Company and Games' aims to start in October 2024 as an inclusive social afternoon open to all residents of Witherley and Atterton but focussed especially on older residents in the community.

A social afternoon will be held once a week on Thursdays from 14:00 to 16:00 at the Witherley United Football Club. The Club House is well-lit and heated during colder weather. It is easily accessible. It is within the centre of Witherley, with level access from the pavement directly into the venue; there are no steps. The venue has a kitchen and bar. There are easily accessible toilets. The event will run throughout the seasons, in autumn and winter when residents have fewer opportunities to socialize the venue offers a cozy, comfortable environment and as the weather warms, we plan to make use of the Patio and adjacent Playing Field, which also features a pétanque pitch.

'Company and Games' will provide an opportunity for residents to meet in a warm environment, have light refreshments, warm drinks and cake, and have company. Games such as scrabble, chess, cards, jig saws, etc., will be available, as will comfortably seating at tables where residents can sit and chat.

To support residents who may have restricted mobility, or are too shy to join the group, we will arrange to buddy residents and volunteers to facilitate their joining.

Once 'Company and Games' has an established attendance, we will ask the group how they would like to see it develop—possibly with occasional speakers or a lunch such as Fish and Chips. Those attending will lead any development of the group.

No charge will be made to attend the weekly event. Voluntary donations for refreshments will be requested but not enforced.

'Company and Games' will be promoted in the WANA newsletter which is delivered to every household monthly. An advert will be placed in the Parish Magazine and posted on the Village Facebook page, Posters will also be placed on the Village Community notice

board, in the Football Club and the Pub. Older residents will be invited by a personal hand-delivered invite; this is something we have recently done with our WANA Witherley Uncovered local history project and was successful in engaging our older residents in the project.

How did you reach the community who benefited from your project?

In your response, please provide the following:

- How did you promote your project, your group or the local community?
- How did your project benefit group members or local people and approximately how many? (please complete table below)
- Describe what you did to promote the project to those who could benefit

Number of hours of direct delivery	2 hours a week Total hours over 26 weeks 52hrs
Number of residents or group members who benefitted from your project	Weekly attendance average over 26 weeks is 20 Three school groups have attended to date, that is 42 Children and two teachers with each group.
Number of volunteers involved in supporting your projects delivery	10 Volunteers. We have a minimum of 2 volunteers at each session
Can we provide your details to someone else trying to set up a similar project in Hinckley and Bosworth?	YES ☒

How well was your project received by participants?

- Please include quotes from participants regarding what your project/event meant to them.
- Please include photos or a short video of the project/activity during delivery

Please ensure the consent of those who appear in your photographs or video is provided re publication in VCS promotional materials. Person(s) under 18 years must have permission from a Parent or Guardian

Please indicate permission has been sought & granted re photograph/video use ☒ Yes

Company and Games launched on the 24th October 2024, following a publicity campaign via the WANA monthly Newsletter, The Parish magazine, the Village Facebook page and from posters. Volunteers also encouraged residents to attend.

WANA has a steering group which meets monthly and has been provided with reports against the grant spend and progress reports on the weekly sessions.

Comments from attendees

G said "Its good to get together , I have had mental health problems and coming here helps me, nice to chat"

C said " Its good to come out and talk to other people. People talk and are not just looking at their phone"

L1 said "Every Wednesday evening I am happy because its company and games tomorrow, my husband thinks it's funny."

L 2 said " I usually wait on others, here I get made a cup of tea as soon as I come into the room"

L3 said " I like coming here, it's so friendly"

L3 said " coming here gets me out and away from the television- I can talk to people"

J said "It's fun and I can leave the jobs at home"

N said " bit of a chat and a bit of cake, I like Ludo and snakes and ladders"

S said " I bring my friend who has dementia, it helps her to get out"

Comments from Volunteers

R said " I've learnt how to play Crib-I enjoy company and games"

L4 said " I've enjoyed making new friends, what nicer way is there to spend a Thursday afternoon?"

K1 said "it is lovely to see people coming together to play games or just to sit and chat in a calm and friendly environment. It is good that we can also provide much needed support for people who have dementia and their carers"

P said, "I love company and games, meeting and helping people, watching them enjoy themselves and having fun. Meeting people I didn't know before company and games who have now become friends. Long may it continue"

H said, "Great job everyone involved, I have met lots of new people through C&G and have enjoyed interacting with everyone especially with quizzes and bingo."

K2 said "I like talking to those who come, they have such interesting stories about old Witherley."

Company and Games publicity

Company and Games Launches on the 24th October

Come and join us for a cuppa, a game of cards, scrabble or put a few pieces in the jig saws.

Everyone, all ages welcome, stay for 10 minutes or two hours – every Thursday
1.30-3.30 in Witherley Football Club



Company and games is funded by a grant from HBBC and is a free activity

WHY NOT JOIN US TODAY
for a cuppa and chat
Thursday
1.30-3.30pm
Witherley Football Club
All welcome



Company and Games
Christmas Bingo
Thursday 19th December
1.30-3.30pm
Witherley Football Club
All welcome



Company and Games
Thursday

1.30-3.30pm

Witherley Football Club

All welcome





VE Day 80 May 8th 2025 – At the Village Commemoration two attendees of Company and Games participated by lighting the lamp of peace & unveiling a commemorative plaque



On May 15th 2025 we were joined by Witherley School Children from years 2 and 5, they did Maypole Dancing, brought and served us afternoon tea



Please outline at least three key outputs/outcomes for your project

In your response it would be helpful to know:

- what you consider to be the key successes and reasons
- any achievements or unexpected outcomes
- any problems you've faced and how you've tackled them
- any changes you'd make to your project as a result of what you've learned.

1. What you consider to be the key successes and reasons

1.1 A core group of attendees has been established, if they are unable to attend the following week they usually tell us in advance. New members are made welcome by attendees.

1.2 A group of male attendees sit together to chat- they have almost become their own support group.

1.3 A number of attendees have partners or other family members with Dementia, the group is proving to be a valuable social support network as the carers can sit and chat with friends while their partner is engaged in games or talking to other attendees or a volunteer.

1.4 Some attendees have encouraged neighbours to attend. A couple of attendees are recently bereaved and find Company and Games a supportive environment.

1.5 Company and Games has become a place where attendees have felt able to raise concerns and issues with volunteers. A current issue raised by attendees is the proposed change to the only bus that comes into the village. The bus provides a vital link to Atherstone for residents to access health services and the shops. As a result, WANA has contacted LCC Choose How you Move and requested support from Dr Luke Evans, MP.

1.6 As part of the planning for Company and Games we developed a simple weekly monitoring sheet which has proved valuable as we are able to track the number of attendees and volunteers, the games that are used, the cost of refreshments and donations received and any issues etc.

1.7 We developed an information folder for volunteers and undertook a risk assessment a copy of which is in the folder. We developed with the WANA Treasurer a simple cash handling process to reimburse volunteers for the weekly refreshments.

1.8 10 volunteers have completed an online food handling and food allergen course

1.9 11 volunteers completed a first aid course and received a certificate of attendance, developing a skill set should a member of the group have an accident on site, volunteers would be able to provide basic first aid before ambulance services arrived.

1.10 A What's app group for Company and Games group is used for communication between the volunteers and the weekly monitoring form is photographed and sent to all the volunteers so that everyone is aware of that week's activities etc.

2. Any achievements or unexpected outcomes

2.1 Witherley Primary School contacted us in the first few weeks to enquire whether they could bring a group of children to an afternoon. A different group of children now come once a half term.

The relationship with the school has been a positive unexpected outcome in that the children have an opportunity to play board games, the attendees enjoy the company of the children- thus supporting intergenerational socialisation and mutual respect. The whole school paraded around the village in their Easter bonnets and came via the Football Club and waited while all the attendees gathered outside to watch and celebrate the children's bonnets.

2.3 The school visited Company and games on May 15th to demonstrate the Maypole dance and provided attendees with afternoon tea. The Children also provided us with A4 cards with the images of the Maypole Dance over the years in Witherley.

2.4 For VE Day 80 we decorated the room with bunting and played wartime music, two attendees participated in the Village VE Day 80 event on May 8th, one lit the Lamp of Peace and the other unveiled a Commemorative VE 80 plaque.

2.5 Company and Games is a free to attend social activity, donations are invited for the tea/coffee and cakes, we now know that once the MaD grant has been used we will be able to self-fund Company and Games going forward.

2.6 Attendees asked whether bingo could be played, the MaD grant provided us with the funds to purchase a used bingo machine, we now play bingo every few weeks and it is much enjoyed by those attending and the volunteers.

2.7 Attendees suggested we have a quiz every few weeks, which has been implemented with two volunteers acting as the quiz master's and the quiz sessions have been well received.

3. Any problems you've faced and how you've tackled them

3.1 To ensure that there are at least two volunteers to run the weekly session a monthly What's app poll is utilised to agree a rota for the upcoming month.

3.2 As Company and games commenced in the winter, we reviewed the session times to avoid attendees having to leave in the dark. Company and Games runs 1.30-3.30pm, and is acceptable to all.

4. Any changes you'd make to your project as a result of what you've learned.

4.1 We called our group Company and Games, following feedback we now know that the games aspect is something that some residents have valued and enjoyed, however others have not come because "they don't like games". On recent publicity material we have changed the focus- from games, saying they are optional and tried to emphasise the company and a chance to chat.

4.2 We initially purchased a variety of games- we now know that there is a small selection of games that attendees prefer, Ludo, Snakes and Ladders, Crib, Scrabble, Rummy Cub, Draughts and Dominoes. A Jigsaw mat and jigsaw is popular. The mat enables us to roll up the jig saw for the following week. We have rationalised our stock of games and placed some in storage so that setting up and clearing away is easier.

Were other partners/organisations involved in your project?

If so, please provide brief details of their role and involvement

Wetherley Football Club is a key partner- they provide the use of a comfortable, warm and accessible room for a minimal cost hire of £10.00 for the two hours.

The Football Club is in the center of Wetherley and has level access from the pavement, which is ideal for those with limited mobility and for wheelchair access.

Thank you for taking time to complete this evaluation form



Once completed please email your completed evaluation alongside any supporting documentation to

ktaylor@ruralcc.org.uk

Name of Person Completing This Form

Lynne Lainé

Secretary

Approved for submission by the WANA Steering Group 22 May 2025

WANA

Date

15th May 2025



WANA

Wetherley Atterton Neighbours Association

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WANA steering group dates 2025

Annual General Meeting 2026

All monthly meetings commence 19.00hrs

AGM time to be confirmed

Wednesday	5 th February
Tuesday	18 th March
Wednesday	23 rd April
Thursday	22 nd May
Tuesday	24 th June
Wednesday	23 rd July
Thursday	28 th August
Tuesday	23 rd September
Wednesday	22 nd October
Thursday	27 th November
Tuesday	16 th December
AGM Saturday	17 th January 2026 Time to be confirmed
Wednesday	4 th February 2026