



WANA

Witherley Atterton Neighbours Association

wana.org.uk

hello@wana.org.uk

WANA Steering Group Minutes
Wednesday 17th June 2026
Witherley Parish Room, 7.00-8.00pm

Present: Kim Liggins, Chair (KL); Jacqui Albrighton (JA). Tony Carter (TC); Pat Helyer; Dayle Flude (DF); Joy Simpson (JS); Sarah Smith (SS); and Richard Wade (RW);

Apologies: Apologies were received from Chantelle Lediard, Lynne Lainé, Roger Lainé, Rod Bell, David Hickie and Margaret Hickie.

Meeting commenced at 19.00 hrs.

Item	Minute	Action
1.	Welcome and Apologies KL welcomed members to the meeting. Apologies were noted as above.	
2.	Draft Minutes The minutes of the Steering Group meeting held on 19 th May 2026 were reviewed and agreed. KL confirmed they would be signed off.	
3.	Matters Arising The action log was reviewed. The request for WPC to provide a regular update to WANA remained open, with DF to continue to lead. The action relating to contacting a resident remained open. The exploration of further information sessions for Company and Games remained open, with potential involvement from local agencies and contacts to be explored. Items already on the agenda were carried forward to the relevant agenda item.	DF / JS / CL as applicable
4.	Correspondence The correspondence log was received and noted. Thank you correspondence had been received in relation to recent grant awards. Risk Ready Communities confirmed attendance at the July Steering Group meeting, which will begin at 6.30pm.	
5.	Issues Log The issues log was reviewed. No update had been received on the Fox Connect complaint. The daffodil planting request would not proceed. The response regarding the Atterton Lane stile was noted.	

6.	Treasurer's Report The cash position as at 8 th June 2026 was reviewed. Members discussed the need to retain sufficient funds for planned commitments, including the agreed PCC grant, Party in the Park expenditure and deposits or costs associated with marquee hire for July 2027. It was noted that the financial report format should be clarified with the Treasurer at a future meeting.	Treasurer to clarify report format
7.	Policies for Approval RW reported that the Cash and Bank Handling Statement had been updated to include reference to mileage claims and that the Mileage Reimbursement Policy had been amended with an associated form. The Steering Group reviewed the revised documents and agreed them.	Update document histories with approval date
8.	Road Safety Consultation The survey results were discussed. Key themes included pavement parking, parking and visibility issues around the village, speed of traffic, junction safety, flooding-related access concerns and the condition of roads and markings. It was agreed that a high-level summary should be included in the August newsletter and that the Environmental Subgroup should review the results and propose priority issues for escalation or further discussion with the relevant authorities.	Include summary in August newsletter; Environmental Subgroup to review priorities
9.	Reports from Events Members reported on the Rural Community Council awards held on 10 th June 2026. WANA won an award and members noted the positive recognition for the organisation's community work, including social inclusion, mental health activities, Company and Games, and other village activities. The Volunteer Celebration Afternoon Tea held on 2 nd June 2026 at Middleton Hall, Warwickshire was also reported as a positive event.	Include award update in newsletter
10.	Subgroup Feedback Social Events Subgroup: JS reported that preparations for Party in the Park on 4 th July 2026 were progressing. Ten gazebo spaces had been sold. Members discussed raffle prizes and agreed that prizes could be delivered to JS/JA. Environmental Subgroup: RW and TC reported on recent engagement regarding flooding and drainage concerns. A site visit had taken place with councillors to view drainage and flooding issues, including gullies, sheep dip, water flow from farmland and related mitigation concerns. It was noted that further technical input and coordinated agency involvement would be needed. Newsletter: Suggested items for the August newsletter included the award update, a road safety survey summary, grants, social events and the autumn to Christmas events schedule. Members were asked to share any further ideas.	JS to coordinate raffle prizes; Environmental Subgroup to continue flooding and road safety follow-up; all to provide newsletter ideas
11.	Any Other Business	DF to raise hedge access

Hedge growth at the corner of Post Office Lane and Kennel Lane was discussed, with concern that it restricted access for pedestrians, prams and wheelchairs and created visibility issues. DF agreed to raise the matter with the Parish Council. Photographs were suggested to demonstrate the extent of the obstruction.

issue with
WPC Clerk;
photographs
to be taken

DF provided an update on parish council matters: a professional Locum Clerk was appointed on 11 June. The outstanding request for a dog poo/litter bin at St Peter's Avenue/Kennel Lane was raised. Resident comments on Facebook noted. DF reported that the Parish Council was not able to make purchases/payments until banking arrangements are resolved.

12. **Items for Next Meeting**

Risk Ready Communities presentation and discussion. The Steering Group will also consider relevant follow-up from the road safety consultation and flooding discussions as required.

13. **Date of Next Meeting**

Wednesday 29th July 2026, 6.30-8.00pm, Witherley Parish Room. The **earlier start time** is to allow Risk Ready Communities to attend and present.

Meeting closed at approximately 20.00 hrs with thanks to all for attending.

WANA STEERING GROUP ACTION LOG AS OF 22nd July 2026

Date	minute no.	Action	Lead	Open	Action update
17/06/2026	6.0	Treasurers report format to be clarified	DF	On agenda	
17/06/2026	7.0	Cash and Bank Handling Policy document history and approval to be updated	DF		
17/06/2026	8.0	Road Safety Consultation summary to be included in August Newsletter	KL	Closed	
17/06/2026	9.0	RCC Award to be included in July Newsletter	KL	Closed	
17/06/2026	11.0	Hedge on corner of Post Office Lane to be referred to WPC Clerk	DF	In progress	Referred
19/05/2026	4.1	Request WPC provide a regular update to WANA	DF	Open	
19/05/2026	11.3	Resident to be contacted	JS	In progress	
29/04/2026	7.0	Exploration of further information sessions for Company and Games	CL	Open	
24/03/2026	7	CIO application- review position in 6 months	RL	Sep-26	
24/03/2026	9.2	Annual Objectives 2026/7 Six month review	LL	Sep-26	

Witherley & Atterton Neighbours Association
21/07/2026

	Profit & Loss	To date	12 mnth to 21/7/26
Income			
	Company&Games	2,391.00	1,200.00
	Sales - Items	2,357.58	2,167.56
	Ticket sales	8,935.15	4,838.69
	Raffle ticket sales	3,325.64	2,013.64
	Donation	4,025.40	813.38
Total Income		21,034.77	11,033.27
Expenses			
	Room hire	-1,798.15	-868.15
	Performer	-1,580.00	-900.00
	General Expenses	-8,463.37	-5,654.72
	Float out	0.00	30.00
	Company&Games	-686.36	-14.00
	Grants	-4,823.72	-4,248.72
Total Expenses		-17,351.60	-11,655.59
Total Surplus/Deficit		3,683.17	-622.32



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WANA steering group dates 2026

Annual General Meeting 2027

All monthly meetings commence 19.00hrs

AGM time to be confirmed

Wednesday	4 th February
Tuesday	24 th March
Wednesday	29 th April
Tuesday	19 th May
Wednesday	17 th June
Wednesday	29 th July Start time 6.30pm
Wednesday	19 th August
Tuesday	22 nd September
Wednesday	21 st October
Tuesday	24 th November
Wednesday	16 th December
AGM Saturday	16 th January 2027 Time to be confirmed
Wednesday	3 rd February 2027