

Weston Under Wetherley Parish Council

Minutes of the Parish Council Meeting held at 6:35pm,
11th March 2026 Weston Under Wetherley Village Hall

Present:

Councillor Tim Robbins (Chairman)
Councillor Pippa Jamie
Councillor Rachel Tighe

Councillor Helen Roberts
Councillor Nick Wylie (Vice Chairman)

In Attendance:

Proper Officer Clerk & RFO Jane Chatterton

WCC Councillor Ben Edwards

WDC 0

Public: 3

604. Apologies

Apologies for absence was received from Councillor Davidson.

605. Declarations of Interest:

There were no declarations of interest.

606. Minutes

The minutes of the Parish Council Meeting held on the 16th March 2026 were received and discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on 16th March 2026 be approved.

607. Matters Arising not included on the agenda

There were no matters arising not listed on the agenda.

608. Public Participation

Request for HS2 updates –

It was noted that a number of residents had raised complaints about the new bridge having a speed limit of 50mph on a blind summit.

Councillor Edwards updated that there was a case open to update and realign the road.

Footpath over the bridge on the Rugby Road – indications were that there would be a footbridge on the bridge.

Trees on the field – the trees are in a poor state and need attention. Some of the dead ones had been removed. Currently a mess and need work.

ACTION: Clerk to get a quotation to remove the dead trees.

609. Councillor's reports**WCC Update - Councillor Ben Edwards**

It was noted that WCC was quiet due to the elections last week.

Traffic calming measures on the Rugby Road

The project was with the delivery team awaiting scheduling.

ACTION:

- (i) Councillor Edwards to regularly chase for updates.
- (ii) Parish Council to check for updates and request a date for installation with Richard Fenwick.
- (iii) If no progress, FOI request to be made for information including, how the works would be funded.

Footbridge W129X

This was progressing, soil samples were being collected. Date for completion was 2026 but this may be ambitious.

610. Correspondence**Crossing on Windmill Hill, Cubbington**

A petition had been raised by Councillor Esther McCarthy, on behalf of Cubbington Parish Council to gather support to request WCC to install a crossing on the Windmill Hill outside OLSST School.

Councillors supported the petition.

611. Finance

611.1 to approve payments: -

2025-26 - Expenditure

DATE	REF	PAYEE	DETAILS	AMOUNT	VAT
27.02.26	E78	DCK Payroll Solutions	Invoice 26924	£18.00	£3.00
30.03.26	E79	J Chatterton	GoDaddy Reimbursement email	£28.66	£4.78

2025-26 – Income

DATE	REF	PAYEE	DETAILS	AMOUNT
30.03.26	R	HSBC	Interest Account 2	£73.72

2026-27 – Expenditure

DATE	REF	PAYEE	DETAILS	AMOUNT	VAT
13.04.26	E1	Jane Chatterton	Clerk Salary April 2026	DPA	£0.00
13.04.26	E2	HMRC	Tax & NI Employer and Employee	DPA	£0.00
13.04.26	E3	WDC	Biodiversity Net Gain Assessment	£240.00	£40.00
13.04.26	E4	WALC	Annual Membership	£190.20	£26.20
13.04.26	E5	Jane Chatterton	PC Office reimbursements	£48.60	£0.00
13.04.26	E6	St Michaels Church	PC Storage	£500.00	£0.00
13.04.26	E7	Jane Chatterton	SLCC Membership Partial	£100.00	£0.00
26.04.26	E8	Zurich	Parish Council Insurance	£300.00	£32.14
26.04.26	E9	Jane Chatterton	Reimbursement The Sign Shed	£47.27	£7.88

RESOLVED THAT the expenditure be approved and the income noted.

611.2 Bank Reconciliation 31st March 2026

The Bank Reconciliation 31st March 2026 was received and discussed.

Account 1		£21,844.42
Account 2		£2,155.62
		£24,000.04
Petty cash float (if applicable)	£0.00	£0.00
Less: late payments 31 st March 2026	£0.00	£0.00
Add: any un-banked as at 31 st March 2026	£0.00	
Net balances as at 31 st March 2026		£24,000.04

The net balances reconcile to the Cash Book as follows:

CASH BOOK

Opening Balance 1st April 2025

Account 1	£2,839.67
Account 2	£16,569.06
	£19,408.73

Add Receipts up to 31 st March 2026	£16,489.57
Less: Payments up to 31 st March 2026	£11,898.26

Closing balance per cash book as at 31 st March 2026	£24,000.04
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RESOLVED THAT the Bank Reconciliation 31st March 2026 be approved.

611.3 Quarterly Report 31st March 2026

The Quarterly Report 31st March 2026 was received and discussed.

RESOLVED THAT the Quarterly Report 31st March 2026 be approved.

612. Audit Process

The Clerk updated that the annual accounts 2025-26 had now been internally audited by Louise Best a competent and independent auditor and had been signed off.

612.1 Annual Governance and Accountability Return 2025/26 Part 2

The Parish Council were to complete Form Part 2. Part 2 was to be completed only by Local Councils, Internal Drainage Boards and other smaller authorities where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wished to certify themselves as exempt from a limited assurance review.

The Parish Council were required to return to the external auditor for a limited assurance review provided the authority completes:

- a) The Certificate of Exemption, page 3
- b) The Annual Governance and Accountability Return (Part 2).

Publication Requirements

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

These include:

- 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 update be noted.

612.2 Certificate of Exemption, page 3

The Parish Council completed the Certificate of Exemption which was signed by the Chairman and Responsible Financial Officer.

612.3 Section 1 – Annual Governance Statement (page 5)

The Parish Council completed Section 1 – Annual Governance Statement (page 5) this was signed by the Chairman and Clerk.

612.4 Section 2 – Accounting Statements (page 6)

The Parish Council completed Section 2 – Accounting Statements (page 6) this was signed by the Chairman and the Clerk.

RESOLVED THAT

- (i) The Parish Council declared themselves exempt by completing the Certificate of Exemption.
- (ii) the Annual Governance and Accountability Return 2025-26 was completed.
- (iii) Publish the documentation on the website.

612.5 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 31st 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.

613. Planning

Nothing for discussion.

614. St Michael's Close**614.1 Parking**

Councillor Wylie updated on the details from the contractor quotation. The total works had been quoted at £16,346.43. It was noted that the total cost included a sum for the careful removal and resiting of the bench. This was not a requirement. There was a possibility that a typographical survey would be required.

The information would be collated and sent back to Planning for a decision.

ACTION: Councillor Wylie to request updates.

614.2 Garages

ACTION: review after the car parking spaces work has been completed.

615. Land at end of St Michael's Close

ACTION: Councillor Edwards to chase ownership information.

616. Footpath signage

ACTION: Carry over to July's meeting.

617. Severn Trent Works

Nothing further to discuss.

618. Footpath Bridge

Nothing further to report.

619. Entertainment Committee

Nothing further to report.

620. HS2 projects

Nothing further to report.

621. Speeding and crime in the Village

Nothing further to report.

622. Crime Prevention Surgery

The Crime Prevention Surgery would take place on Monday 15th June 5pm to 7pm.

Confirmed attendance from:

- Warwick Rural East Safer Neighbourhood Team
- Weston-under-Wetherley Parish Council
- Warwickshire Neighbourhood Watch
- Warwickshire Rural Crime Team
- Rural Crime Advisors, Stratford District Council (who look after Warwick District)
- Warwickshire Horse Watch

ACTION: Clerk to contact Hollies for a quotation to cater for the event.

623. Defibrillator checks

The Chairman confirmed he had carried out the visual checks on the defibrillator.

624. Christmas Lights

ACTION:

- (i) Councillor Wylie to book the installer.
- (ii) Clerk to make an application to the WCC Councillor fund when launched.

625. Next Meeting

The date of the next meeting was confirmed as 13th July 2026 at the Village Hall

Meeting closed at 7.35pm

DRAFT