

MINUTES OF WERRINGTON NEIGHBOURHOOD COUNCIL MEETING

DRAFT

Tuesday 17th March 2026

Present:	Belinda Coaten, Charles Coxon, Tony Forster, Ivan Hammond (part of the meeting), Elliot Hodgson, Vince Moon (Chair), Geoff Smith, Sally Weald
Ward Councillors:	Cllr Sandra Bond, Cllr John Fox, Cllr Judy Fox, Cllr Sarah Hillier
Visitors:	One member of the general public
Apologies:	Cllr Ann Shaheed, Werrington Community Police Team

1. OPEN PUBLIC FORUM

Nothing To Report

1.1 MATTERS ARISING

Sally advised that the work on the newt pond field had taken place with Peakirk Parish Church using the National Gas Funding.

2. BUSINESS MEETING

2.1 APOLOGIES FOR ABSENCE AND CHAIR'S COMMENTS

2.2 MINUTES OF PREVIOUS MEETING

Were agreed by everyone.

2.3 POLICING MATTERS

The Police had advised they were unable to attend; Belinda committed to pass any relevant information on post meeting. Sally continues to promote their regular events on Facebook. Vince attended the last Police Forum at The Lounge.

2.4 TREASURERS REPORT

Geoff advised that the current account is the same amount as at the last meeting. The annual accounts are now with the auditor awaiting feedback.

Sally advised that all issues re the TSB account have now been successfully resolved. So she can now take over the Treasurers role.

The TSB account will be used for the Restricted Funding and CIL money. The Metro account will be used for the unrestricted funding with only one signature to allow for BACS payments. This balance of **£1144.46** is being transferred from TSB to the Metro.

Imminent transactions: -
£30 for the carnival stand
Auditor's honorarium?
Website and hosting expected to be £50 but no invoice has been received yet
The Metro account will start charging £3 a month

£10,469.12 CIL money is now being released, but this can take some weeks to process by PCC.

Further to the recent examination of our accounts this figure was subsequently amended to £1,155.52 and then the £39 Carnival fee deducted and balance paid from the TSB account into the Metro account)

Thanks were extended to Geoff for the 23 years of effort he has put into his role as Treasurer for WNC.

2.5 ITEMS FOR DISCUSSION

UPDATE ON DISPOSAL OF THE BARN

John advised that no decision has been made.

ASSET REGISTER – AGREE UPDATE AND ACTIONS TO CLOSE OUT – ELLIOT

Geoff and Elliott have worked together compiling a new register over the last month, there are a number of red items that they have not finally resolved. It was agreed that Geoff, Elliot and Sally will review all items where the ownership/value/origin is unknown. It was recommended that an Inspection Record also be created. Vince thanked both Elliot and Geoff in making this happen in a professional way.

CIL FUNDING UPDATE: SALLY/ELLIOT

Sally reminded everyone of the CIL criteria, it supports providing, improving, replacing, operating or maintaining infrastructure or anything else concerned with addressing the demands that development places on the area.

The process for WNC applications has been put on the website. If WNC mis spends the money then PCC will seek a refund from WNC, (if necessary, collecting through future CIL payments). Payments can be made to third parties such as the Parish Church.

Current CIL Projects: -

Dukesmead underpass project: PCC have given permission in principle but want to see the design. In addition, Highways need to know what equipment will be used prior to issuing a license for the work.

Nathan has quoted £250+VAT design fee, £2750+VAT installation, £300+VAT to do a bit of work on Davids Lane and Cuckoos Hollow. His next availability is May.

There was a unanimous vote with no abstentions to progress this project.

Recutting and cleaning of War Memorial: The intention is still for a Crowd funder for this, WCA funding and any balance from CIL. A new quotation is awaited. The Church still has made no further approach.

Village Sign: Geoff has found Ron McKenna who is willing to paint this. Geoff will progress this.

Another article about CIL has been put in Spotlight as all the money has not been allocated. There were discussion and commitment to ring fence some of the money for the future.

Elliot suggested he put some criteria together to aid with allocation of money, for audit purposes, this was agreed.

FENCING OF THE FIELDS ADJOINING KEN STIMPSON ACADEMY – SALLY/TONY

The conclusion for the legal negotiation has not been officially announced but it was announced yesterday that the matter will go to the Cabinet meeting next week.

Consequently, SWF are organising a protest meeting for Sat 21st March at 11am.

It is apparent that despite the PCC decision to negotiate, that fencing of all the fields is expected to be agreed. It also has been confirmed that PCC will meet the Academies legal costs.

SWF was told that their legal team could have a place in the negotiations but after crowd funding to fund this, this was then refused.

SWF have complaints lodged with the Academy and DfE and Freedom of Information requests lodged with the Academy but response to these has not been forthcoming.

John advised that the three Ward Councillors were furious when they were briefed on the documents. He confirmed they will attend the protest and will be at the cabinet meeting. He queried why the cabinet are so eager to finally resolve this before local elections, he feels that the only winners will be Four Cs.

Sally recorded WNC's gratitude to Save Werrington Fields (SWF) for working co-operatively and collaboratively and sharing information. She thinks WNC can focus most usefully on two issues:

- the Community Use Agreement (CUA), she said that WNC asking lots of CUA questions in the summer of 2020 delayed implementation long enough for SWF to get going and find the covenant.
- The public land disposed of, which was the subject of a 123 consultation in April 2024. She has been pestering Shabina on this, and knows they are hoping everyone has forgotten about it: Sally won't. She also said she is chasing the implications of the map - the MUGA (the bit to the north of the school site) is marked open to the public, BUT the access path - which is to the west of it - is marked as part of the school: how can the MUGA be used then?

Tony advised the following: -

- The distance around the fenced area varies - not uniformly 15m - see para 2.24 p91 (none of it is worthwhile of course - despite it being quoted in the Equality Review 7.1 on p94 as mitigating the loss of health and well-being benefits from green space).
- The fence is 2m high not 1.8 (still within permitted development though). HOWEVER para 2.30 (p92) says the fencing is already owned by the council - additional fencing is estimated to cost £10,000 plus VAT
- Recommendation 6 (p86) says officers should be authorised to "agree and arrange payment of the Trust's reasonable legal costs if this is necessary to secure settlement and conclude the Judicial claim against the council". Talking to Sarah, she says this is not agreed through the negotiation so far - the statement that each party should pay its own costs in PCC's bargaining position - not an agreed point with Four Cs.

Geoff expressed his regret at the loss of a Community School, and Vince, who knew Ken Stimpson, said he would have been very sad, as community was very important to him.

Sally, highlighted that for everyone who has been so involved in this issue over the years it is sad that there is not a better outcome.

Actions – For anyone to attend the Cabinet meeting on Tuesday at 16.00 and the protest meeting.

PLANNING UPDATE: ELLIOT

Please refer to Appendix 1 on page 8.

AGM & AWARDS

There will be 2 speakers (15 mins each), the PCC recycling team and PEDS. In addition, PCC will have a small display at the entrance to the Hall.

Notice about the Awards has been put into the next Spotlight edition. A similar advert with go onto Facebook shortly. The deadline for submission is 1st May. Targeting to Youth Groups and Schools will be needed.

There are currently two WNC vacancies: End of term of office of Geoff Smith, Martin Greaves (Elected until 2026), Ivan Hammond (Elected until 2026) and Sally Weald (Elected until 2026).

COMMUNITY GOVERNANCE REVIEW FOR A WERRINGTON COMMUNITY COUNCIL

At the January PCC Full Council meeting, a Werrington resident posed two questions challenging the amount of investment in Werrington and saying that a Werrington survey had shown large support for a Community Governance Review leading to a local Council for Werrington and asking for PCC support to deliver this.

Then through a series of emails, this person approached WNC for support for this idea

citing the lack of investment, Werrington Centre's lack of maintenance, and empty units. A ten-year Plan for a Parish Council to deliver things like highway and flooding improvements was provided. Initially he didn't acknowledge the stages of this process: i.e. petition of 800 people and then a successful consultation nor the acceptance of the principle of a precept. WNC have of course explored all the issues here over the last 15 years spending hours discussing and involving PCC: the main issues being the resources needed to convince residents to accept a precept to bring about a successful petition/consultation. The initial work on the Neighbourhood Plan was undertaken to deliver a suitable area plus the existence of an Area Forum will now avoid the petition stage.

There was an exchange of emails where WNCs position was severely tested. But nothing more has been heard for the last 4 weeks. PCC advised WNC that they haven't had any approach, but they have suggested that the Local Government Review would affect the process and there would be unlikely to be any agreement to such a review whilst this was happening.

The Ward Councillors had all received similar emails, and had offered a meeting to discuss these matters in person, to date they have not received any response to this invitation.

PRIDE IN PLACE FUNDING

Funding of £20 million over ten years is coming to Welland, Paston and Gunthorpe. A resident's meeting led by Andrew Pakes has taken place, Sally attended this after seeing it advertised on FB. No one attended from north Gunthorpe there but plenty from Manor Drive and Paston.

Sally questioned the timing of the meeting, given there seems to be no idea about the size of the Board or a Chair appointed. Yet the Board has to be submitted to the government by July. This scheme is to improve community facilities across the area and needs to involve community groups, schools and residents.

Sally felt that For the WNC area, there are several organisations who could benefit, Werrington Primary School, Norwood School, the Allotments, the land alongside the allotments, Campbell Drive sports, general open space and recreational space (e.g. Ambleside gardens play, Skate Park, Werrington Meadows).

Sandra updated that the first meeting was for stakeholders, Ward Councillors had been advised that they cannot take part in the decision making. Sandra advised which key members should be invited.

Previous meetings in other Wards who qualify for the funding had poor attendance, Sandra felt that had she not advertised the meeting on social media a lot of people would not have attended.

Sandra confirmed that funding is also open to groups outside the area, who provide a facility/service. And that she will continue to advertise any events as much as she can to further raise awareness.

Sally advised that WND need to be proactive in this process, with a good start being to

request representation in the ongoing processes.

The Werrington Paddocks Nature Reserve was also discussed. The idea of this originated from Roger a long while ago. It was acknowledged to achieve this a habitat survey, and a management plan would be needed. Lack of resources and certain protection given by the City Council's own Werrington Brook management plan. Sally had been approached with an enquiry about it from a local resident and had shared the above information.

2.6 ROLES WITHIN WNC

Elliot has completed a review on this and gathered feedback to produce the latest update on Role Descriptions. This document was circulated in advance of the meeting (see Appendix 2, page 10).

There was a unanimous vote in favour of this document. With Vince signing this off.

2.7 WARD COUNCILLORS REPORTS

Sarah advised she has been very busy litter picking.

Sandra advised that a local resident has donated a memorial bench, which will replace an old bench.

ANY OTHER BUSINESS

Geoff attended the WCA AGM on 10th March, which was well attended. Jackie Sidney has now retired, and a new treasurer has been appointed.

THE MEETING CONCLUDED AT 21. 03.

DATE OF NEXT MEETING – Monday 11th May and Tuesday 16th June - AGM

APPENDIX 1 – PLANNING REPORT

Status of Applications – since beginning of June 2025 up to 15/03/2026

51 No Applications submitted consisting of:

- Full Planning applications - **26 No**
- Validation or Discharge of previous approved application conditions - **9 No**
- Works to trees - **10 No**
- Change of use - **2 No**
- Withdrawn Applications - **4 No**

Of the above **8 No** responses submitted to PCC by WNC plus further 2 No possible
Currently:

- Applications permitted / discharged - **33 No**
- Refused – **3 No**
- Outstanding - **11 No**

No 4, Werrington Mews:

Planning Permission refused. 18th July 2025

Appeal dismissed:

- Proposal would fail to preserve or enhance the character of the Conservation Area.
- Would not be in accordance with the development Plan.

Olympus House, Staniland Way – proposed Boundary Treatment to form Nursery Play Area.

Application refused.

- PCC agreed with our concerns with regard to Impact on Visual appearance and on tree lined avenue affecting the Local Character
- Impact on established semi matured lime trees
- Installation of doors etc, would erode the continuity of the original architectural design.
- Lack of information / report on the impact on trees

New application submitted. WNC response to be submitted.

- It is identical to that previously submitted other than submission of Biodiversity Net Gain report which could benefit Cuckoos hollow etc, Tree Report which makes marginally better picture and reduction in number of doors.
 - Block Plan – No change.
 - Ground Floor Plan – No change to layout other than external double doors reduced to 3 no on Staniland way from 7 No and 1 No on Goodwin Walk to 1 No form 2 No
 - Fence area – as per previous plan.
 - Elevations, North and East – changed to reflect reduction in doors.
- Tree report indicates a Root Protection Area (RPA) of 3.4 m which while is an improvement still could have an impact on trees.

- The tree report refers to Open fencing in order to remain visually open installed without traditional foundations. Unfortunately for a Nursery playground the open fencing will not be acceptable and therefore dense netting or fabric will end up being installed.
- List of Consultees indicates 36 Neighbours.

Werrington Healthcare 97 Church Street, Werrington, Double story side extension

Previous application withdrawn by applicant.

- Meeting held with Owner and adviser by WNC (Vince and Elliot) to understand proposed new scheme which in summary:
 - Extent of proposed development reduced.
 - Car parking layout revised – no reduction in existing provision.
 - Location of emergency back-up generator changed to entrance road and installed in acoustic enclosure.
 - Parking / traffic study undertaken to justify parking numbers.
- Letter has been sent to local neighbours to advise them of the changes.
- **New application awaited**

4 Pipistrelle Court, Werrington – Felling of Beech Tree

Application submitted 9th January 2026, Permitted:

- No action proposed by WNC as reasoning sound and to be replaced by ornamental tree.

Ploughman, Staniland Way

- Application submitted for Gregg's signage 12th February 2026
- Awaiting decision

123 Church Street – Felling of Fruit trees.

- Application submitted to fell fruit trees – information poor but negligible impact.
- Associated with tree growing at rear of The Cherry House and causing damage to structure.

20 Hall Lane – Fell mature Cypress Tree

- Application to fell existing tree – no impact as well within site and low height tree, causing damage to property.

Staniland Way, (Staniland Court) - Proposed Residential

- Application not submitted yet, pre application meeting held with Architect and Accent Housing by WNC Vince, Sally and Elliot)
- On the whole a more acceptable development but concerns raised over:
 - Loss of mature trees and shrubbery
 - Proximity of new development to Goodwin Walk and also footpath by Dentist.
 - Loss of direct access from Northeast of Goodwin Walk – to be reconsidered.
 - Loss of primary Gate way Access form existing bus Stop / layby

- Main access to Centre from bus stop via footpath in front on dentist, not very inviting and narrow
- Increase in anti-social behaviour as result of above.
- Bus stop relocated and insufficient for use, one bay provided at least two bays required.
- Impact on parking associated with Olympus House – current 28 cars on old Staniland Court.
- Loss of parking in service yard for new road access

19 Barnes Way – Two storey and single-story extension

- While no WNC response was originally envisaged as its negligible impact and other than on No 21 Barnes Way. Approaches have been made by residents suggesting that this will become an HMO. There is nothing to suggest this other than high number of occupant movement and below 6 occupants.
- Councillor Fox to meet with residents to discuss.
 - Proximately to the boundary - the proposed is still within the boundary of the site and that of the existing garage so no objection.
- Right of light -
 - Correct after 20 years it is considered that a property has a right to light and the planning officer can request a daylight assessment to be submitted.
 - The BRE guidance is for development of new properties is 25 degrees however for extension it is 45 degrees.
- Character of dwellings on Barnes Way -
 - My opinion would be that it does reflect the character of Barnes Way especially as the first-floor extension is set back slightly.
 - There are a number of other large extensions namely 25 and 31 and one other.
- Rear first floor window - could result in overlooking however from En Suite and therefore likely to be opaque, not grounds for objection.
- Parking - the standards require 2 spaces for 4 plus bedrooms; the existing drive is capable of parking 3 vehicles and therefore would allow for visitors.
- If it were an HMO then it would need 5 spaces
- WNC may offer support on the POCC portal to the Residents concerns.

APPENDIX 2

WERRINGTON NEIGHBOURHOOD COUNCIL ROLES:

Chair:

1. Preside at a meeting of the Neighbourhood Council
2. Approve the draft of the minutes or other record of proceedings, ensuring they are acknowledged as a true record with the consent of the meeting.
3. Maintain order during meetings.
4. Ensure proper conduct of proceedings and ascertain the sense of the meeting on any question before it.
5. Confirm that meetings are properly constituted and that a quorum is present.
6. Keep discussion within the scope and reasonable time limits of the meeting.
7. Decide whether proposed motions and amendments are in order.
8. Rule on points of order and incidental questions requiring immediate decisions.
9. Ascertain the sense of the meeting by:
 - Putting relevant questions to the meeting and overseeing voting, including casting a vote if necessary.
 - Declaring the result.
 - Arranging a ballot if demanded.
 - Adjourn meetings when justified or required.
 - Declare meetings closed upon completion of business.

Vice Chair:

1. Standing in for the chairperson and conduct the Chair's duties in his or her absence.
2. Providing support and assistance to the chairperson in managing the organization
3. Handling tasks such as budget planning, community interaction, and event planning.
4. Serving as the organization's spokesperson as needed.

Secretary: *Final title to be agreed*

1. Manage correspondence for the Neighbourhood Council
2. Compose letters on behalf of the Neighbourhood Council
3. Circulating documents to members
4. Oversee the signature of Neighbourhood Council documents, policies etc. as required.

Meeting Co-Ordinator:

1. The Neighbourhood Council Meeting Co-ordinator will be responsible for:
 - Co-ordinating all aspects of Council meetings
 - Contact members at least 14 days prior for agenda submission items.
 - Agree the agenda for Neighbourhood Council meetings.
 - Preparation and circulation of the agenda to members and any interested parties at least 7 days prior to the meeting.
 - Ensure any relevant papers are circulated, ideally with the agenda, or at least 3 days prior to the meeting.
 - Prepare a draft set of the minutes within 7 days of the meeting for the Chair to proof.
 - Then circulate draft minutes to all attendees at least 14 days after the meeting.
 - Circulating information and liaising with members
 - Arranging venues for meetings
 - Look after visitors.
 - Co-ordination of the AGM meeting and associated agenda and minutes
 - Co-ordination of the awards process

Treasurer:

1. The treasurer is responsible for:
 - Issuing all cheques and making payments
 - manage the bank account.
 - account for all funds received.
 - Ensure money is spent in a manner approved by members as recorded in the minutes.
 - prepare simple budgets to advise members before they commit any funds.
2. Maintain financial records to disclose the financial Councils position accurately at any time.
3. Keep proper accounts of all receipts and expenditure and prepare an annual statement of accounts.
4. Prepare and submit accounts and records for audit at the financial yearend.
5. Formally present the statement of accounts at the annual general meeting, reporting, and answering members questions.
6. In regard to WNC insurance, responsible for:
 - o Ownership of the insurance
 - o Reviewing the existing Insurance policy(s)
 - o Seeking quotations for (where applicable) renewal to ensure that all items are included and reflect any changes in legislation.
7. Seek, recommend and obtain approval at the AGM for the appointment of an Independent Examiner for the purpose of undertaking the annual examination of the Council's accounts.

Note for consideration:

Cheques should be signed by at least two people authorised by members as recorded in the minutes.

Planning Lead:

1. Identify new planning applications through:
 - Electronic notifications from Planning Control
 - Emailed letters from Planning Control
 - Reviewing the weekly summary including those outside of WNC area which may have impact.
 - Observing the local press and social media including those outside the WNC area which may have impact.
2. Review new planning applications to determine if:
 - A small alteration or extension outside of conservation area – no action required.
 - A small alteration or extension inside of conservation area – review impact and sharing with Planning Group, as necessary.
 - Major alterations - share with Planning Group to determine course of action. Any objections are referred to all WNC members.
 - Large applications e.g. new builds or large alterations are referred to all WNC Members and ex officio members.
 - Review appeals submitted as a result of an earlier refusal and prepare as required any further supporting information or presentation to be made.
 - For 'called in applications,' establish if presentation will be required to the planning committee and prepared required submission if required.
3. Share information with Planning group and refer to WNC members/ex officio members.
 - Download the Design Specification, layout and any other relevant information, providing reference numbers for further enquiry.
 - Determine whether the deadline allows for meeting discussion or if a decision is made via email.
 - Offer planning observations and a suggested way forward, encouraging debate.
4. Publicity

- Decide if the application has a wide public interest and warrants a Facebook post across Neighbourhood Council and Werrington Noticeboard
- On Facebook, provide a brief summary with a link and picture to encourage comments, share meeting details as appropriate and ensure that options are given for those not online.
 - When a response has been agreed, decide if the response should be put on the website, public relations, dealing with the press, TV, and radio.
- 5. Submission of comments
 - Ensure that comments are submitted in good time.
 - Current contact is via Planning Control email, rather than the online comment. *Show your name, Werrington Neighbourhood Council c/o WNC email address.*
 - Share final comments within the Planning Group
- 6. Reporting
 - Prior to each meeting, check the current status and provide an up-to-date summary of all application commented on
 - For the Annual General Meeting do a written report with the total number of applications for the previous year with a brief reference about the significant applications. Prepare a short comment at the meeting and offer to take questions.
 - *Delegate items whilst on holiday so that everyone is happy with what is going on.*

Environment Lead:

1. Developing and implementing environmental policies, aligning with local strategies, national frameworks, climate change, and Environment act
2. Engage with community members to raise awareness on environmental issues and encourage sustainable practices.
3. Promote a sustainable environment and ensuring the community benefits for environmental improvements.
4. Review biodiversity and environmental impact of new developments with the WNC area.
5. Monitoring and report on environmental initiatives and progress
6. Collaborate with other local bodies, community groups, and environment agency.

Communications and Publicity Co-Ordinator

1. Ensure all correspondence is dealt with promptly by:
 - Monitoring the Neighbourhood Council email and acknowledging receipt.
 - Liaising with officers to ensure a timely response
2. Follow up on action points after meetings in conjunction with the Chair.
3. Function as the point of contact for the Neighbourhood Council website.
4. Maintain the Website with meeting details, updated minutes, photos of events, AGM reports etc.
5. Monitor Facebook, newspapers etc for any consultations and items of interest to the Neighbourhood Council and share with officers as appropriate.
6. Maintain a regular Facebook presence by:
 - Sharing the meeting details a week in advance.
 - Promoting events of interest to members and residents
 - Follow up after events with info and photos.
 - Sharing City Council and other agency information
 - Promote consultations affecting local area.
7. Spotlight
 - Produce a short article every two months.
 - Submit articles well in advance of the deadlines to secure allocated space or to release spare space.
 - March article promotes the AGM awards, May article promotes the AGM, July article promotes the award winners.

8. Posters
 - Keep library noticeboard up to date with posters (usually advertising the next two meetings) and a recent set of minutes.
 - Circulate posters for Annual General Meeting and other major events e.g. Village Centre inside and out.
9. Manage public relations and communications with the press etc.
 -

Note: Publicity has to centre around ongoing projects to fulfil funders publicity obligations

Signed:

Positon:

Dated: 16th March 2026