

# **AGENDA**

**and**

## **MINUTES of BOARDS and COMMITTEES**

**to be considered at the  
Extraordinary meeting of the Council  
to be held at**

**THE COUNCIL HOUSE  
ATHERSTONE**

**on**

**17 March 2025**

**at**

**7.30pm**



## North Warwickshire Borough Council

**Steve Maxey** BA (Hons) Dip LG Solicitor  
**Chief Executive**

The Council House  
South Street  
Atherstone  
Warwickshire  
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Date : 7 March 2025

**To: All Members of the Council**

Dear Sir / Madam

You are hereby summoned to attend an extraordinary meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Monday, 17 March 2025. The meeting will commence at 7.30pm or upon the rising of the Executive Board to be held earlier in the evening, whichever is the later.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest.
- 4 The Mayor to move, in accordance with Standing Order No 6(1):

**“That the minutes of the Meetings of the Council held on 19 February 2025 be approved as correct records”.**

- 5 To receive the Mayor’s announcements.
- 6 To receive and consider the minutes and notes of the meetings of the

**Local Development Framework Sub-Committee – 26 February 2025**  
(Pages 226 to 228)

circulated herewith and to make the necessary Orders thereon.

- 7 To receive and consider the minutes and notes of the meeting of the  
**Planning and Development Board – 3 March 2025 (Pages 229 to 231)**  
circulated herewith and to make the necessary Orders thereon.
- 8 To receive and consider the minutes and notes of the meeting of the  
**Special Sub-Group – 4 March 2025 (Page 232)**  
circulated herewith and to make the necessary Orders thereon.
- 9 To receive and consider the minutes and notes of the meeting of the  
a **Resources Board – 10 March 2025 (Page 233) TO FOLLOW**  
circulated herewith and to make the necessary Orders thereon.  
b **Resources Board – 10 March 2025**  
**Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2025/26 (Appendix 1)**  
a To adopt the clauses set out in paragraph 3.5 of the report of the Interim Corporate Director – Resources (Section 151 Officer); and  
b To approve the Treasury Management Statement (Appendix A) and the proposed strategies for 2025/26 as detailed in Appendix B Treasury Management Strategy and Appendix C Investment Strategy.  
circulated herewith and to make the necessary decisions thereon.
- 10 To receive and consider the minutes and notes of the meeting of the  
a **Executive Board – 17 March 2025 (Pages 234) TO FOLLOW**  
circulated herewith and to make the necessary Orders thereon.  
b **Executive Board – 10 March 2025**  
i **Contract Standing Orders (Appendix 2)**  
That the updated Contract Standing Orders provided at Appendix 1 to the report of the Head of Corporate Services be approved;  
ii **Pay Policy Statement 2025/26 (Appendix 3)**  
That the Pay Policy Statement 2025/26 be adopted;

- iii **Corporate Plan 2023-27 : Annual Refresh 2025** (Appendix 4)
  - a That the main issues set out in the Appendix to the report of the Chief Executive be agreed as the basis for the 2025 Corporate Plan Annual Refresh; and
  - b That the Chief Executive be given delegated authority to finalise the format of the plan; and
- iv **English Devolution and Local Government Reorganisation** (Appendix 5)
  - a That the interim plan be agreed; and
  - b That the Chief Executive, in consultation with the Leader of the Council, be given delegated powers to make any necessary amendments to the Interim Plan ahead of submission to Government.

circulated herewith and to make the necessary decisions thereon.

# 11 **Appointment of the Section 151 Officer** – Report of the Chief Executive

## **Summary**

The Council is asked to formally designate the newly appointed Interim Corporate Director of Resources, Paul Sutton, as the Council's section 151 Officer

The Contact Officer for this report is Steve Maxey (719438).

- 12 To authorise the Chief Executive, in accordance with Article 11.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council, including any passed during part of the meeting which is held in private.

# 13 **Exclusion of the Public and Press**

**To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

- 14 To receive and consider the exempt extract of the minutes and notes of the

**Planning and Development Board** – 3 March 2025 (Pages 238 to 239)

circulated herewith and to make the necessary Orders thereon.

15 To receive and consider the exempt extract of the minutes and notes of the

**Special Sub-Group – 4 March 2025 (Page 240)**

circulated herewith and to make the necessary Orders thereon.

**Executive Board – 17 March 2025 (Page 241) - TO FOLLOW**

circulated herewith and to make the necessary Orders thereon.

**Executive Board – 10 March 2025**

**Amendment to Agreement (Appendix 6)**

That Full Council accepts the recommendation of the Executive Board.

circulated herewith and to make the necessary decisions thereon.

Yours faithfully

A handwritten signature in dark ink, consisting of a series of loops and a long horizontal stroke.

Chief Executive

**MINUTES OF THE MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL  
HELD AT THE COUNCIL HOUSE  
ON WEDNESDAY 19 FEBRUARY 2025**

Present: Councillor Hayfield in the Chair

Councillors Barnett, Bates, Bell, Chapman, Clews, Davey, Dirveiks, Fowler, Hobley, Humphreys, Jackson, Jarvis, Jenns, Melia, Osborne, Parsons, Reilly, Ridley, Ririe, Simpson, Smith, Stuart, Symonds, Turley, Watson, Whapples, A Wright and D Wright.

Apologies for absence were received from Councillors Farrow, Gosling, H Phillips, O Phillips, Singh and Taylor.

**70 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**71 Minutes of the Meeting of the Council held on 4 December 2024 and Minutes of the Extraordinary Meeting of the Council held on 15 January 2025**

The minutes of the Meeting of the Council held on 4 December 2024 and minutes of the Extraordinary Meeting of the Council held on 15 January 2025 were approved as a correct record and signed by the mayor.

**72 Mayor's Announcements**

The Mayor had attended:

- Women's Institute Carol Service at St Peter and St Paul's Church, Coleshill on 5 December 2025;
- The Atherstone Friends of St Giles Hospice Fundraising Concert at St Peter's Church, Mancetter on 8 December 2024;
- The Lord Mayor of Coventry's Civic Heads Dinner at St Mary's Guild Hall, Coventry on 12 December 2024;
- The Mayor of Hinckley and Bosworth's Civic Carol Service, St James Church, Newbold Verdon on 14 December 2024;
- The University of Warwick Winter Degree Congregations on 22 January 2025;
- The North Warwickshire and South Leicestershire College Celebration of Achievement at Athena, Leicester on 23 January 2025;
- The Mayor of Coleshill Town Council's Charity Dinner at Coleshill Town Hall on 25 January 2025; and
- Heart of England Community Foundation 30 Years of Changing Lives Locally at St Mary's Guildhall, Coventry on 13 February 2025.

The Deputy Mayor had attended:

- The Mayor of Hinckley and Bosworth's Pantomime - Mother Goose, Concordia Theatre, Hinckley on 15 January 2025; and
- The Birmingham International Tattoo at bp pulse Live, Birmingham on 8 February 2025.

## 73 Questions Pursuant to Standing Order No 7

The following questions were received pursuant to Standing Order No 7:-

### **Question from Dawn Wilkinson:**

There are no public toilets in the Bus Station since they were closed in 2022. This is a problem for bus drivers, visitors to our town and especially for people who suffer with continence issues. The only option if you need to go to the toilet in town is to pay a visit to the Leisure Centre, the Council offices or to visit a cafe or pub, all involving a walk. In May 2023 Councillors stated that there were "plans for a small retail unit and all ability toilet, at no cost to the public", and that "legals are complete and plans are with the council for approval." We are now almost 2 years on and I have not seen any change to the building.

My question is this: When will there be accessible public toilets at the Bus Station?

### **The response from Councillor David Wright, Leader of the Council was:**

I am grateful to Ms Wilkinson for her question. As she points out, there are a number of choices within Atherstone for members of the public to use such as at our offices and Leisure Centre.

Atherstone therefore has more options than most of our other market towns or villages and there are a range of other facilities on private premises.

The Council has reached an agreement with someone who wishes to develop the building but we are concerned that this is taking some time to complete. My officers contacted the interested party earlier this month to explain this has now to happen, failing which the building would be placed back on the open market. I am hopeful therefore this will spur the other party into redeveloping the building without any further delay.

The agreement includes a requirement to allow the public to use the toilet which would increase even further to facilities that are available in Atherstone.

### **Question from Richard Kelly:**

Can the council confirm why the former Britannia Mill site has still not been made safe and what steps have been taken to bring the pavement and highway back into use and when they expect this to be?

### **The response from Councillor David Wright, Leader of the Council was:**

I would like to thank Mr Kelly for his question and we share the frustration of residents regarding the impact of this privately owned derelict land.

Our Building Control officers advise that there is currently no danger from the site to the public and they review the position regularly to ensure this is the case. We have no interest in the site remaining as it is and our officers have been called out regularly out of hours to deal with issues.

Most of the positive work that has taken place regarding this site has been at the prompting of this Council – we now have a comprehensive set of planning permissions that would enable the owner to redevelop the site and we have convened partners such as Homes England and the West Midlands Combined Authority to provide advice and assistance to the owners to seek the best way forward to develop the site.

It remains however a private site and it is the responsibility of the owners to do whatever is needed to develop the land.

With regard to the pavement and road, my Officers have pursued the owners several times a week to implement hoardings at the site which County Council and Building Control officers have agreed would allow the road to fully reopen. It is likely however that the pavement nearest the building will need to remain closed.

Notwithstanding these frustrations I am sure everyone will agree that the most important consideration is the safety of the public and that has to remain our priority.

**74 Minutes of Planning and Development Board – 9 December 2024, 6 January and 3 February 2025**

It was proposed by Councillor Simpson, seconded by Councillor Jarvis and

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 9 December 2024, 6 January and 3 February 2025 be approved and adopted.**

**75 Minutes of Special Sub-Group – 10 December 2024**

It was proposed by Councillor Clews, seconded by Councillor Jenns and

**Resolved:**

**That the minutes of the meeting of the Special Sub-Group held on 10 December 2024 be approved and adopted.**



**76 Minutes of Community and Environment Board – 20 January and 5 February 2025**

It was proposed by Councillor Bell, seconded by Councillor Whapples and

**Resolved:**

- a That the minutes of the Community and Environment Board held on 20 January 2025 be approved and adopted; and**
- b That the minutes of the Community and Environment Board held on 5 February 2025 be approved and adopted; subject to:**

- (i) Street Cleansing – Request for Additional Funding Revenue**

That a growth bid of £125,000 for the street cleaning service in 2025/26 be approved;

- (ii) Replacement Vehicles – Capital Programme 2024/25**

- a That a one-off capital growth bid of £57,000 for the installation of EV charging points at Sheepy Road Depot and the Council House be approved; and**
- b That a one-off capital bid of £45,000 for the purchase of a new fleet transport system, as set out in the Audit report to Resources Board in September 2024, be approved; and**

- (iii) That the Council had appointed a Design and Build/Developer Partner for the Leisure Project is not confidential**

**77 Minutes of Resources Board – 27 January 2025**

It was proposed by Councillor Symonds, seconded by Councillor Watson and

**Resolved:**

**That the minutes of the Resources Board held on 27 January 2025 be approved and adopted; subject to:**

**General Fund Revenue Resources Board Remaining – 2024/25 Forecast and 2025/26 Estimates and Fees & Charges.**

That a one-year resource bid of £35,820 to fund 50% of CCTV costs, if the UKSPF does not continue to fund in 2025/26, be approved.

**78 Minutes of Alcohol and Gambling Licensing Committee – 28 January 2025**

It was proposed by Councillor Jenns, seconded by Councillor Dirveiks and

**Resolved:**

**That the minutes of the Alcohol and Gambling Licensing Committee held on 28 January 2025 be approved and adopted, subject to:**

**Gambling Act 2005 – Review of Gambling Policy Statement of Principles**

That the final draft Gambling Policy Statement of Principles 2025-2028 in Appendix A of the report of the Chief Executive be adopted with no consultation.

**79 Minutes of Taxi and General Licensing Committee – 28 January 2025**

It was proposed by Councillor Jenns, seconded by Councillor Dirveiks and

**Resolved:**

**That the minutes of the Taxi and General Licensing Committee held on 28 January 2025 be approved and adopted subject to:**

**Adoption of Pavement Licensing Policy**

That the Pavement Licensing Policy be adopted.

**80 Minutes of Executive Board – 10 February 2025**

In moving the minutes of the meeting Councillor D Wright, seconded by Councillor Symonds, gave notice of an amendment to the motion comprising Minute No 62 (General Fund Revenue Estimates Summary – 2024/25 Outturn and Tax Set 2026/26).

**Minute No 62 – General Fund Revenue Estimates Summary – 2024/25 Outturn and Tax Set 2025/26**

It was proposed by Councillor D Wright and seconded by Councillor Symonds that an additional recommendation f is added to Appendix A as follows:

- f To approve the additional growth detailed in Appendix F with £80,120 funded from General Fund Balances as ongoing and £687,000 one off from the Business Rates Fluctuation Reserve fund.**

That Appendix D is replaced by the following:

SUMMARY OF REVENUE REQUIREMENTS						
Outturn Budget						
2024/2025 Gross Expenditure	2024/2025 Gross Income	2024/2025 Net Expenditure		2025/2026 Gross Expenditure	2025/2026 Gross Income	2025/2026 Net Expenditure
£	£	£		£	£	£
11,396,460	3,733,210	7,663,250	Community and Environment	12,164,220.00	3,712,860.00	8,451,360.00
1,364,990	899,480	465,510	Planning and Development	1,551,410.00	829,300.00	722,110.00
155,030	98,660	56,370	Licensing	166,660.00	100,310.00	66,350.00
27,526,180	23,555,190	3,970,990	Resources	28,497,030.00	24,440,230.00	4,056,800.00
568,820	-	568,820	Executive	605,330.00	-	605,330.00
14,576,200	14,576,200	-	Council Housing	14,998,860.00	14,998,860.00	-
176,000	-	176,000	Contingencies	231,250.00	-	231,250.00
-	-	-	Capital Reserve	5,000,000.00	-	5,000,000.00
-	-	-	Growth	80,120.00	-	80,120.00
1,000,000	-	1,000,000	Invest to Save	-	-	-
-	2,085,000	(2,085,000)	Interest on balances		1,660,490.00	(1,660,490.00)
-	729,720	(729,720)	Financing adjustment		740,480.00	(740,480.00)
<b>56,763,680</b>	<b>45,677,460</b>	<b>11,086,220</b>		<b>63,294,880.00</b>	<b>46,482,530.00</b>	<b>16,812,350.00</b>
4,754,840	-	4,754,840	Use of balances	1,305,350.00	-	1,305,350.00
<b>61,518,520</b>	<b>45,677,460</b>	<b>15,841,060</b>		<b>64,600,230.00</b>	<b>46,482,530.00</b>	<b>18,117,700.00</b>
1,264,313.27	-	1,264,313.27	Special items - Parish precepts	1,366,598.50	-	1,366,598.50
<b>62,782,833.27</b>	<b>45,677,460</b>	<b>17,105,373.27</b>		<b>65,966,828.50</b>	<b>46,482,530.00</b>	<b>19,484,298.50</b>
		(9,174,000)	Business Rates			(11,484,000.00)
		(411,000)	S31 Grant - Business Rate Multiplier			(416,000.00)
		(192,000)	New Homes Bonus			(10,000.00)
		(13,000)	Services Grant			-
		-	Recovery Grant			(128,000.00)
		(824,000)	Funding Guarantee			(642,000.00)
		(86,000)	Revenue Support Grant			(117,000.00)
		13,480	(Surplus) / Deficit on Collection Fund			(2,070.00)
		<b>6,418,853.27</b>				<b>6,685,228.50</b>

## Appendix F

ADDITIONAL GROWTH PROPOSALS 2025/26 APPROVED AT COUNCIL 19TH FEBRUARY 2025						
Ref	Proposal	Detail	Board Approval	Amount £	One-Off/Ongoing	How Funded
G1	CCTV Monitoring	The cost of monitoring the CCTV cameras in Atherstone is currently funded by Atherstone Town Council and funding from UKSPF. The UKSPF funding is reducing significantly in 2025/26 and therefore if the bid is unsuccessful to ensure the service can continue this funding will be required.	Yes	35,820	Ongoing if UKSPF bid unsuccessful	General Fund Balances
G2	Vehicles Replacement Programme including electric Vehicles	A comprehensive report on vehicle replacement over the next 10 years was presented to C&E Board 5th February. A budget is already in the capital programme but the total required in 25/26 is included. A commitment for years 2 & 3 has also been requested (26/27 £142,624 and 27/28 £ 1,186,446).	Yes	already included in recommendation c of Tax Set Resolution app A	Commitment for 3 years, part of a 10 year replacement programme	Business Rate Fluctuation Reserve
G3	Installation of EV Charging Points at Sheepy Depot and Council House	A one off budget of up to £57,000 is required to install the EV charging points the pay back is less than 3 years and has ongoing savings of approx £62,000.	Yes	57,000	One Off	Business Rate Fluctuation Reserve
G4	New Fleet Transport System	The current fleet management system is manual, As a recommendation from the Transport H&S audit is that a digital solution is sourced to ensure this is effective.	Yes	45,000	One Off	Business Rate Fluctuation Reserve
G5	Enhanced street cleaning	This request is to continue with the enhanced cleaning funding 2 more cleaning crews with equipment to ensure more cleaning is carried out across the borough. The trial in the current year has been very successful with visible improvements.	Yes	125,000	One Off	Business Rate Fluctuation Reserve
G6	Heritage & Conservation Officer	Additional resources to assist Heritage & Conservation works	Yes	4,300	ongoing	General Fund Balances
G7	Local Government Reorganisation	This budget is required to respond to the governments Devolution White Paper and the requirement for all 2 tier authorities to submit proposals for change.		50,000	One Off	Business Rate Fluctuation Reserve
G8	Councillor Grants	In last year £15,000 was awarded per ward, to ensure this initiative continues to assist communities a further £5,000 per ward is proposed for 2025/26.		85,000	One Off	Business Rate Fluctuation Reserve
G9	High Street Grants	Additional funding to continue with the successful scheme in the current year to apply for grant funding towards things such as shop fronts etc		100,000	One Off	Business Rate Fluctuation Reserve
G10	Mancetter Changing Rooms	To complete a refurbishment of the changing rooms		200,000	One Off	Business Rate Fluctuation Reserve
G11	Safe Communities Initiatives	To provide additional funding for projects		15,000	One Off	Business Rate Fluctuation Reserve
G12	VE Anniversary Fund	To award communities grants towards the costs of celebrating 80th Anniversary of VE day.		10,000	One Off	Business Rate Fluctuation Reserve
G13	Additional Planning Enforcement Officer	This is required to increase the capacity within this function to provide more proactive enforcement.		40,000	ongoing	General Fund Balances
	<b>TOTAL</b>			<b>767,120</b>		
		Business Rate Fluctuation Specific Reserve		687,000		
		General Fund Balances		80,120		
		<b>TOTAL</b>		<b>767,120</b>		

In accordance with Standing Order No 11 (3) the recorded vote was as follows:

**For** – Bates, Bell, Clews, Davey, Fowler, Hayfield, Humphreys, Jarvis, Jenns, Melia, Osborne, Reilly, Ridley, Simpson, Smith, Stuart, Symonds, Watson, Whapples, A Wright, D Wright

**Abstain** – Barnett, Chapman, Dirveiks, Hobley, Jackson, Parsons, Ririe, Turley

**Upon being put to the meeting the Mayor declared the amendment to be carried.**

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

**Resolved:**

- a That the minutes of the meeting of the Executive Board held on 10 February 2025, with the inclusion of the amendment detailed above, be approved and adopted;**
- b That the Annual Governance Statement 2023/24 be approved;**
- c The proposed 3 Year Capital Programme – 2025/26 to 2027/28**
  - (i) That, subject to the transfer of funding from the Business Rate Fluctuation Reserve totalling £1,831,591 to fund vehicle purchases, the Three-Year Capital Programme for the period 2025/26 to 2027/28, as set out in Appendix B to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved; and**
  - (ii) That the prudential indicators set out in Section 9 of the report of the Interim Corporate Director – Resources (Section 151 Officer) be approved.**

## **81 Notice of Motion under Standing Order No 10**

The following Notice of Motion was proposed by Councillor Stuart and seconded by Councillor Whapples

**Council notes that:**

- The Nolan Principles
- Its own constitution
- It's Equality and Diversity Policies.
- Recommendations 8 & 9 from the LGA Corporate Peer Challenge
- The atmosphere and proceedings of the council meetings of the 25 September, 17 October and 4 December.

**Council believes that:**

1. That the role of councillor is challenging, requiring time, tenacity and insight to deliver effectively.
2. That the membership of the council contains a wide range of skills and experiences that can be used to the benefit of the residents of North Warwickshire.
3. That the needs of residents and the wider environment should be uppermost in the mind of councillors when undertaking their role both in relation to the roles to which they are elected by the electorate but also in any leadership roles or positions of special responsibility.
4. That differences in opinion, constructive challenge and scrutiny can be very helpful in creating positive improvements to the creation of policies, actions and outcomes.
5. That the behaviours and conduct of councils in its meetings may impact on the public's perception of the council's effectiveness and professionalism.

**This council resolves:**

1. To operate its business in respectful matter that is conducive to supporting the work of all members.
2. To encourage individual councillors and party groups to seek to build cross chamber consensus ahead of the forthcoming budget approval meetings and the placing of any subsequent contentious motions.
3. To operate its business in a respectful manner which is mindful of presenting itself as an effective political body which puts the interests of its residents and environment above those of any partisan motivations.
4. To undertake a skills audit of councillors that will enable greater use of the skills, knowledge and experience of its membership.

It was then proposed by Councillor Ririe and seconded by Councillor Parsons, that bullet point 2 and 4 above be removed.

**Upon being put to the vote the Mayor declare the amended motion to be carried.**

- 82 Following agreement to a friendly amendment. the following Notice of Motion was proposed by Councillor Hobley and seconded by Councillor Bell

**NWBC Council recognises:**

- the impact of domestic abuse on residents in North Warwickshire
- there are a variety of people who are victims of domestic abuse eg it is estimated around 35% of victims are men nationally and 14% in Warwickshire but 93% of perpetrators are male
- the focus WCC brings to this area through documents such as its Violence Against Women and Girls Strategy and the Director of Public Health report 2023 – Breaking the Silence Working together to Prevent Domestic Abuse
- there are a range of organisations which support victims of domestic abuse including the White Ribbon UK charity

- that NWBC works with WCC and the Police to tackle domestic abuse, in particular the housing department refers victims into WCC's Safer Accommodation provision

**It is proposed:**

That a presentation be given to NWBC's Safer Subgroup focussing on the work being carried out on Domestic Abuse and identifying further actions that can be taken to work with partners to bring support to all victims of domestic abuse.

**Upon being put to the vote the Mayor declare the motion to be carried.**

**83 Common Seal**

It was proposed by Councillor Hayfield and seconded by Councillor Simpson and

**Resolved:**

**That the Chief Executive be authorised to affix the Common Seal to any Orders, Deeds and Documents as necessary to give effect to the decisions of the Council, including any passed during part of the meeting which is held in private, in accordance with Article 11.05 of the Articles of the Constitution.**

**84 Exclusion of the Public and Press**

**That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act**

**85 Exempt Extract of the Minutes of the Planning and Development Board held on 6 January and 3 February 2025**

It was proposed by Councillor Simpson, seconded by Councillor Fowler and

**Resolved:**

**That the exempt extract of the minutes of the meeting of the Planning and Development Board held on 6 January and 3 February 2025 be approved and adopted.**

**86 Exempt Extract of the Minutes of the Special Sub-Group held on 10 December 2025**

It was proposed by Councillor Clews, seconded by Councillor Fowler and

**Resolved:**

**That the exempt extract of the Special Sub-Group held on 10 December 2025 be approved and adopted.**

**87 Exempt Extract of the Minutes of the Community and Environment Board held on 5 February 2025**

It was proposed by Councillor Bell, seconded by Councillor Whapples and

**Resolved:**

**That the exempt extract of the Community and Environment Board held on 5 February 2025 be approved and adopted.**

**88 Exempt Extract of the Minutes of the Resources Board held on 27 January 2025**

It was proposed by Councillor Symonds, seconded by Councillor Watson and

**Resolved:**

**That the exempt extract of the Resources Board held on 27 January 2025 be approved and adopted.**

**89 Exempt Extract of the Minutes of the Executive Board held on 10 February 2025**

It was proposed by Councillor D Wright, seconded by Councillor Fowler and

**Resolved:**

**That the exempt extract of the Executive Board held on 10 February 2025 be approved and adopted.**

**Chairman of the next ensuing meeting  
of the Council**



**Report of the  
Interim Corporate Director – Resources  
(Section 151 Officer)**

**Council Tax Set 2025/26**

**1 Summary**

- 1.1 The purpose of this report is to enable the Council to calculate and set the Council Tax for 2025/26.

**Recommendation**

- a To approve the formal Council Tax resolution at Appendix A; and**  
**b To approve the updated strategy set out in paragraph 8.1.1.**

**2 Background**

- 2.1 The Local Government Finance Act 1992 requires the billing authority to calculate a Council Tax requirement for the year.
- 2.2 Since the meeting of the Executive Board the precept levels of other precepting bodies have been received. These are detailed below.

**3 Town & Parish Councils**

- ... 3.1 The Town and Parish Council Precepts for 2025/26 are detailed in **Appendix B** and total £1,366,598.50. The increase in the average Band D Council Tax for Town and Parish Councils is 7.9% and results in an average Band D Council Tax figure of £62.37 for 2025/26.

**4 Warwickshire County Council**

- 4.1 Warwickshire County Council has set a precept of £39,940,652.21. This results in a Band D Council Tax of £1,822.95.

**5 Warwickshire Police Authority**

- 5.1 The Police and Crime Commissioner for Warwickshire has set a precept of £6,654,250.69 for 2025/26. This results in a Band D Council Tax of £303.71.

## 6 Conclusions

6.1 The recommendations of the Executive Board, including the 2.99% increase in Council Tax, are set out in the formal Council Tax Resolution in **Appendix A**.

6.2 If the formal Council Tax Resolution at **Appendix A** is approved, the total Band D Council Tax will be as follows:

	2024/25 £	2025/26 £	Increase %
North Warwickshire Borough Council	235.70	242.75	2.99
Warwickshire County Council	1,736.19	1,822.95	5.00
Warwickshire Police Authority	289.71	303.71	4.83
<b>Sub-Total</b>	<b>2,261.60</b>	<b>2,369.41</b>	<b>4.77</b>
Town and Parish Council (average)	57.81	62.37	7.88
<b>Total</b>	<b>2,319.41</b>	<b>2,431.78</b>	<b>4.84</b>

## 7 Restrictions on Voting

7.1 Under Section 106 of the Local Government Finance Act 1992, a Member is not entitled to vote on any decision which affects the budget, if at the time of the decision they owe council tax which has been outstanding for two months or more.

7.2 In these circumstances, the Member affected needs to disclose the fact that Section 106 applies to them. The Member is still able to speak on budget matters, but is not entitled to vote. Failure to comply with Section 106 is a criminal offence.

## 8 Report Implications

### 8.1 Financial Implications

8.1.1 The Financial Strategy includes the Council Tax recommendation in **Appendix A**. This is summarised in the table below.

	2024/25 Forecast £000	2025/26 Estimate £000	2026/27 Estimate £000	2027/28 Estimate £000	2028/29 Estimate £000
<b>Net Service Expenditure</b>	<b>13,902</b>	<b>14,133</b>	<b>14,312</b>	<b>14,843</b>	<b>15,141</b>
Investment Income	(2,085)	(1,660)	(903)	(833)	(710)
Financing Adjustment	(730)	(740)	(769)	(823)	(726)
Requirement to reduce expenditure - 26/27	0	0	(500)	(500)	(500)
Requirement to reduce expenditure - 27/28	0	0	0	(500)	(500)
Requirement to Reduce expenditure –28/29	0	0	0		(500)
Transfer to Capital Reserve	0	5,000	0	0	0
<b>Net Expenditure</b>	<b>11,087</b>	<b>16,733</b>	<b>12,140</b>	<b>12,187</b>	<b>12,205</b>
Council Tax	(5,155)	(5,319)	(5,533)	(5,755)	(5,986)
NDR – Baseline	(2,106)	(2,136)	(2,366)	(2,592)	(2,813)
NDR – Above Baseline	(7,068)	(9,348)	0	0	0
Section 31 Grant - business rate multiplier	(411)	(416)	0	0	0
Revenue Support Grant	(86)	(117)	(120)	(123)	(123)
New Homes Bonus	(192)	(10)	0	0	0
Services Grant	(13)	0	0	0	0
Recovery Grant	0	(128)	(128)	(128)	(128)
Funding Guarantee Grant	(824)	(642)	(369)	(87)	(87)
Collection Fund (Surplus) / Deficit	13	(2)	1	0	(1)
<b>Use of / (Contribution to) Balances</b>	<b>(4,755)</b>	<b>(1,385)</b>	<b>3,625</b>	<b>3,502</b>	<b>3,067</b>
<b>Balances at the Year End</b>	<b>(11,657)</b>	<b>(13,042)</b>	<b>(9,417)</b>	<b>(5,915)</b>	<b>(2,848)</b>

## 8.2 Safer Communities Implications

- 8.2.1 The Council provides services and takes part in initiatives that work to improve Crime and Disorder levels within the Borough, and provision is included within the budgets for this.

## 8.3 Environment and Sustainability Implications

- 8.3.1 The Financial Strategy is linked to the delivery of targets and actions identified in the Corporate Plan and service plans. Continuing the budget strategy will allow the Council to manage its expected shortfall in resources without disruption of these targets and without disrupting essential services. Progress against both performance and financial targets are reported regularly to Service Boards.
- 8.3.2 Parts of the corporate and service plans directly support the sustainability agenda, for example, recycling and the green space strategy.

## 8.4 Equality Implications

- 8.4.1 Equality Assessments should be undertaken when making financial decisions to determine what the adverse impact on individuals or communities will be.

The Contact Officer for this report is Alison Turner (719374).

### Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
General Fund Revenue Estimates Summary - 2024/25 Revised and Tax Set 2025/26	NWBC	Report to Executive Board	10 Feb 2025
Medium Term Financial Strategy 2024-29	NWBC	Report to Executive Board	25 Nov 2024

## GENERAL FUND REVENUE ESTIMATES 2025/26 AND SETTING THE COUNCIL TAX 2025/26

### The Council is recommended to resolve as follows:

- a That the revised revenue estimate for 2024/25 and the revenue estimate for 2025/26 be approved (Appendix D);
- b That a Band D Council Tax increase of 2.99% for 2025/26 be approved;
- c That the use of the Business Rates Fluctuation Reserve to fund capital expenditure on vehicles of £1,831,591 to fund the vehicles replacement programme for 2025/26 to 2027/28 approved;
- d That the transfer of £5m in 2025/26 to a specific capital reserve towards funding future capital commitments reducing borrowing be approved.
- e That the Interim Corporate Director Resources (Section 151 Officer) comments on the robustness of the budget and minimum acceptable level of general reserves be noted (Appendix E);
- f1 That it be noted that in January 2025, the Council calculated the Council Tax Base for 2025/26:
  - a for the whole Council area as 21,909.90 (item T in the formula in section 31B of the Local Government Finance Act 1992, as amended [the “Act”]); and
  - b for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix B.
- f2 That the Council Tax Requirement for the Council’s own purposes for 2025/26 (excluding Parish precepts) is £5,318,630;
- f3 That the following amounts be calculated by the Council for the year 2025/26, in accordance with Sections 31 to 36 of the Act:-
  - a £65,966,828.50 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils,
  - b £59,281,600 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act,
  - c £6,685,228.50 being the amount by which the aggregate at g3(a) above exceeds the aggregate of f3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in section 31B of the Act),
  - d £305.12 being the amount at f3(c) above (Item R), all divided by Item T (g1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Councils),

- e £1,366,598.50 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).
- f £242.75 being the amount of f3(d) above, less the result given by dividing the amount at f3(e) above by Item T (f1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- f4 To note that for 2025/26 Warwickshire County Council and the Office of the Police and Crime Commissioner for Warwickshire have issued precepts to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of category of dwellings in the Council's area as indicated in the table below.**
- f5 That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2025/26 for each part of its area and for each of the categories of dwellings.**

Precepting Authority	Valuation Bands							
	A £	B £	C £	D £	E £	F £	G £	H £
North Warwickshire BC	162.83	188.81	215.78	242.75	296.69	350.64	404.58	485.50
Warwickshire CC	1,215.30	1,417.85	1,620.40	1,822.95	2,228.05	2,633.15	3,038.25	3,645.90
Warwickshire Police Auth.	202.47	236.22	269.96	303.71	371.20	438.69	506.18	607.42
<b>Aggregate of Council Tax Requirements</b>	<b>1,579.61</b>	<b>1,842.87</b>	<b>2,106.14</b>	<b>2,369.41</b>	<b>2,895.95</b>	<b>3,422.48</b>	<b>3,949.02</b>	<b>4,738.82</b>

- f6 The Council has determined that its relevant basic amount of Council Tax for 2025/26 is not excessive, in accordance with the principles approved under section 52ZB of the Local Government Finance Act 1992.**

COUNCIL TAX AMOUNTS 2025/26				APPENDIX B		
Area Name	A	B	C	A	B	C
	2024/25			2025/26		
	Precept £	Taxbase*	Band D £	Precept £	Taxbase*	Band D £
<u>Parishes</u>						
Ansley	25,762.36	830.34	31.03	28,351.07	827.03	34.28
Arley	42,000.00	863.14	48.66	44,100.00	863.18	51.09
Astley	2,000.00	81.54	24.53	2,200.00	79.49	27.68
Atherstone	193,707.00	2778.62	69.71	220,940.00	2792.24	79.13
Austrey	17,500.00	503.64	34.75	19,250.00	508.00	37.89
Baddesley Ensor	69,302.00	560.27	123.69	69,302.00	550.23	125.95
Baxterley	13,400.00	130.73	102.50	15,000.00	129.07	116.22
Bentley/ Merevale	800.00	49.79	16.07	800.00	50.37	15.88
Caldecote	0.00	86.37	0.00	0.00	84.47	0.00
Coleshill	282,477.63	2527.62	111.76	293,908.37	2504.66	117.34
Corley	18,250.00	337.55	54.07	18,250.00	338.39	53.93
Curdworth	38,032.00	464.65	81.85	38,032.00	472.46	80.50
Dordon	30,590.06	877.26	34.87	32,119.50	875.80	36.67
Fillongley	35,400.00	668.61	52.95	65,000.00	671.89	96.74
Great Packington	0.00	54.76	0.00	0.00	54.39	0.00
Grendon	20,832.00	783.59	26.59	21,665.00	798.88	27.12
Hartshill	105,531.72	1067.29	98.88	105,531.72	1063.04	99.27
Kingsbury	39,333.84	2396.08	16.42	41,356.69	2378.53	17.39
Lea Marston	12,096.21	141.41	85.54	12,583.00	147.10	85.54
Little Packington	0.00	14.14	0.00	0.00	15.19	0.00
Mancetter	35,000.00	696.72	50.24	37,000.00	683.94	54.10
Maxstoke	7,350.00	118.87	61.83	7,350.00	121.32	60.58
Middleton	13,729.52	335.92	40.87	14,210.00	351.27	40.45
Nether Whitacre	19,000.00	503.87	37.71	20,000.00	502.35	39.81
Newton Regis/ Seckington	14,500.00	255.69	56.71	15,000.00	256.27	58.53
Over Whitacre	2,500.00	195.63	12.78	6,500.00	194.14	33.48
Polesworth	105,431.00	2836.02	37.18	115,974.10	2894.43	40.07
Shustoke	19,082.00	226.47	84.26	19,715.00	222.85	88.47
Shuttington	10,000.00	167.96	59.54	10,000.00	164.55	60.77
Water Orton	87,705.93	1250.46	70.14	89,460.05	1250.67	71.53
Wishaw	3,000.00	64.05	46.84	3,000.00	63.70	47.10
Total Precept	1,264,313.27	21,869.06	57.81	1,366,598.50	21,909.90	62.37
						1.0788

								<b>APPENDIX C</b>
	<b>COUNCIL TAX CHARGE BY PRECEPTING AUTHORITY 2025/26</b>							
<b>Area Name</b>	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>
	<b>6/9</b>	<b>7/9</b>	<b>8/9</b>	<b>9/9</b>	<b>11/9</b>	<b>13/9</b>	<b>15/9</b>	<b>18/9</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
North Warwickshire Borough Council (including average Parish charge)	203.41	237.32	271.22	305.12	372.92	440.73	508.53	610.24
North Warwickshire Borough Council (excluding Parishes)	161.83	188.81	215.78	242.75	296.69	350.64	404.58	485.50
Warwickshire County Council	1,215.30	1,417.85	1,620.40	1,822.95	2,228.05	2,633.15	3,038.25	3,645.90
Warwickshire Police Authority	202.47	236.22	269.96	303.71	371.20	438.69	506.18	607.42
<b><u>Parishes</u></b>								
Ansley	22.85	26.66	30.47	34.28	41.90	49.52	57.13	68.56
Arley	34.06	39.74	45.41	51.09	62.44	73.80	85.15	102.18
Astley	18.45	21.53	24.60	27.68	33.83	39.98	46.13	55.36
Atherstone	52.75	61.55	70.34	79.13	96.71	114.30	131.88	158.26
Austrey	25.26	29.47	33.68	37.89	46.31	54.73	63.15	75.78
Baddesley Ensor	83.97	97.96	111.96	125.95	153.94	181.93	209.92	251.90
Baxterley	77.48	90.39	103.31	116.22	142.05	167.87	193.70	232.44
Bentley/ Merevale	10.59	12.35	14.12	15.88	19.41	22.94	26.47	31.76
Caldecote	-	-	-	-	-	-	-	-
Coleshill	78.23	91.26	104.30	117.34	143.42	169.49	195.57	234.68
Corley	35.95	41.95	47.94	53.93	65.91	77.90	89.88	107.86
Curdworth	53.67	62.61	71.56	80.50	98.39	116.28	134.17	161.00
Dordon	24.45	28.52	32.60	36.67	44.82	52.97	61.12	73.34
Fillongley	64.49	75.24	85.99	96.74	118.24	139.74	161.23	193.48
Great Packington	-	-	-	-	-	-	-	-
Grendon	18.08	21.09	24.11	27.12	33.15	39.17	45.20	54.24
Hartshill	66.18	77.21	88.24	99.27	121.33	143.39	165.45	198.54
Kingsbury	11.59	13.53	15.46	17.39	21.25	25.12	28.98	34.78
Lea Marston	57.03	66.53	76.04	85.54	104.55	123.56	142.57	171.08
Little Packington	-	-	-	-	-	-	-	-
Mancetter	36.07	42.08	48.09	54.10	66.12	78.14	90.17	108.20
Maxstoke	40.39	47.12	53.85	60.58	74.04	87.50	100.97	121.16
Middleton	26.97	31.46	35.96	40.45	49.44	58.43	67.42	80.90
Nether Whitacre	26.54	30.96	35.39	39.81	48.66	57.50	66.35	79.62
Newton Regis/ Seckington	39.02	45.52	52.03	58.53	71.54	84.54	97.55	117.06
Over Whitacre	22.32	26.04	29.76	33.48	40.92	48.36	55.80	66.96
Polesworth	26.71	31.17	35.62	40.07	48.97	57.88	66.78	80.14
Shustoke	58.98	68.81	78.64	88.47	108.13	127.79	147.45	176.94
Shuttington	40.51	47.27	54.02	60.77	74.27	87.78	101.28	121.54
Water Orton	47.69	55.63	63.58	71.53	87.43	103.32	119.22	143.06
Wishaw	31.40	36.63	41.87	47.10	57.57	68.03	78.50	94.20



## SUMMARY OF REVENUE REQUIREMENTS

Outturn Budget						
2024/2025 Gross Expenditure	2024/2025 Gross Income	2024/2025 Net Expenditure		2025/2026 Gross Expenditure	2025/2026 Gross Income	2025/2026 Net Expenditure
£	£	£		£	£	£
11,396,460	3,733,210	7,663,250	Community and Environment	12,164,220.00	3,712,860.00	8,451,360.00
1,364,990	899,480	465,510	Planning and Development	1,551,410.00	829,300.00	722,110.00
155,030	98,660	56,370	Licensing	166,660.00	100,310.00	66,350.00
27,526,180	23,555,190	3,970,990	Resources	28,497,030.00	24,440,230.00	4,056,800.00
568,820	-	568,820	Executive	605,330.00	-	605,330.00
14,576,200	14,576,200	-	Council Housing	14,998,860.00	14,998,860.00	-
176,000	-	176,000	Contingencies	231,250.00	-	231,250.00
-	-	-	Capital Reserve	5,000,000.00	-	5,000,000.00
1,000,000	-	1,000,000	Invest to Save	-	-	-
-	2,085,000	(2,085,000)	Interest on balances		1,660,490.00	(1,660,490.00)
-	729,720	(729,720)	Financing adjustment		740,480.00	(740,480.00)
<b>56,763,680</b>	<b>45,677,460</b>	<b>11,086,220</b>		<b>63,214,760.00</b>	<b>46,482,530.00</b>	<b>16,732,230.00</b>
4,754,840	-	4,754,840	Use of balances	1,385,470.00	-	1,385,470.00
<b>61,518,520</b>	<b>45,677,460</b>	<b>15,841,060</b>		<b>64,600,230.00</b>	<b>46,482,530.00</b>	<b>18,117,700.00</b>
1,264,313.27	-	1,264,313.27	Special items - Parish precepts	1,366,598.50	-	1,366,598.50
<b>62,782,833.27</b>	<b>45,677,460</b>	<b>17,105,373.27</b>		<b>65,966,828.50</b>	<b>46,482,530.00</b>	<b>19,484,298.50</b>
		(9,174,000)	Business Rates			(11,484,000.00)
		(411,000)	S31 Grant - Business Rate Multiplier			(416,000.00)
		(192,000)	New Homes Bonus			(10,000.00)
		(13,000)	Services Grant			-
		-	Recovery Grant			(128,000.00)
		(824,000)	Funding Guarantee			(642,000.00)
		(86,000)	Revenue Support Grant			(117,000.00)
		13,480	(Surplus) / Deficit on Collection Fund			(2,070.00)
		<b>6,418,853.27</b>				<b>6,685,228.50</b>

**STATEMENT FROM THE SECTION 151 OFFICER**

The Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the revenue estimates made for the budget calculations and the adequacy of the proposed financial reserves.

The information used in the preparation of the budget put forward for Members' approval tonight within the revenue budget resolution has undergone extensive and detailed analysis by;

- The Council's Management Team
- Directors and Budget holders within their areas of responsibility
- The Boards of the Council
- The Interim Corporate Director Resources (Section 151 Officer) and staff within the Management Accountancy Section.

The revenue estimates have been prepared within the parameters agreed within the Medium Term Financial Strategy 2024 - 2029, approved by the Executive Board at its meeting in November 2024.

I am therefore confident that the revenue estimates that are put forward for approval in the Council papers today have been prepared upon realistic assumptions of Council service requirements and represent a robust budget for the medium term based on the best information currently available.

The 2025/26 figures presented do not include any reductions, as illustrated in the MTFS reductions and increased income is required during the period of the strategy but these have been factored in from 2026/27 as they need to be deliverable and sustainable before they are included within the budget figures. A robust approach will need to be taken to continue reducing expenditure to meet the shortfall in resources over the remainder of the Medium Term Financial Strategy, to enable the Council to continue to manage its financial position. Where possible, budget reductions should be found and included in the budget as early as possible, as this has a beneficial impact on the level of balances available.

As part of the overall process, a comprehensive risk assessment has been undertaken of the Council's financial position and it has been determined that the Council's minimum general reserve provision of £1.2 million is appropriate for the Council. The budgetary requirement set out for 2025/26 and the forecasts for the subsequent three years, will keep the level of reserves above this minimum level.

Therefore, I am of the view that the budget proposed for 2025/26 does provide for an adequate level of reserves, and this will be maintained over the Medium Term, provided the Council adheres to its approved Medium Term Financial Strategy in terms of Council Tax rises and delivers the required reductions in net expenditure and only progresses capital schemes provided the associated revenue costs are affordable.

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE LOCAL  
DEVELOPMENT FRAMEWORK SUB-COMMITTEE**

**26 February 2025**

Present: Councillor Watson in the Chair

Councillors Humphreys and Ridley.

Apologies for absence were received from Councillor Simpson.

Councillor H Phillips was also in attendance.

**18 Disclosable Pecuniary and Non-Pecuniary Interests.**

There were none declared at the meeting.

**19 Minutes of the meeting of the Local Development Framework Sub-Committee held 19 November 2024.**

The minutes of the meeting of the Local Development Framework Sub-Committee held on 19 November 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**20 New NPPF December 2024**

The Chief Executive provided a summary of the changes to the recently published National Planning Policy Framework and detailed some of the implications of the changes.

**Resolved:**

**That the report be noted.**

**21 Annual Monitoring Report**

The Chief Executive brought to Members the second Annual Monitoring Report following the adoption of the North Warwickshire Local Plan in 2021.

**Resolved:**

**That the Annual Monitoring Report be noted.**

**22 Update on Forward Planning Work**

The Chief Executive updated Members on the work which was underway and the future work of the Forward Planning team, including starting a review of the Local Plan.

**Resolved:**

- a That the report be supported; and**
- b That the work of the Forward Planning Team be incorporated into the updated Local Development Scheme, which was subject to a later report on the agenda for the meeting.**

**23 Local Development Scheme (LDS) February 2025**

The Chief Executive brought to Members a revised up to date Local Development Scheme (LDS).

**Recommendation to Executive Board:**

**That, subject to it being noted that the date of publication of submission of the draft Employment DPD and Public Consultation, as set out in Appendix A to the report of the Chief Executive, was Autumn 2025, the Local Development Scheme be approved.**

**24 Coventry City Council Local Plan Reg 19 Plan Consultation**

The Chief Executive informed Members of the consultation on Coventry City Council's Submission Local Plan.

**Resolved:**

- a That the observations, contained in the report of the Chief Executive, on the Coventry City Council Local Plan Regulation 19 Consultation 2025 be noted; and**
- b That the observations, contained in the report of the Chief Executive, together with comments by Members at the meeting, be forwarded to Coventry City Council.**

**25 The South Warwickshire Local Plan Preferred Options Consultation (2025)**

The Chief Executive informed Members of the consultation on The South Warwickshire Local Plan, Preferred Options (2025), which was the third stage (Regulation 18) in the process for preparing the new South Warwickshire Local Plan (SWLP). The Preferred Options Consultation and accompanying targeted Call for Sites ran from 10 January to 7 March 2025.

**Resolved:**

- a      That The South Warwickshire Local Plan, Preferred Options (Regulation 18) Consultation (2025) be noted; and**
- b      That the suggested responses, contained in Appendix A to the report of the Chief Executive, be included in the formal response to the consultation.**

Councillor Watson  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
PLANNING AND DEVELOPMENT BOARD**

**3 March 2025**

Present: Councillor Simpson in the Chair

Councillors Barnett, Bates, Bell, Davey, Fowler, Hayfield, Hobley, Humphreys, Jarvis, Parsons, H Phillips, O Phillips and Ridley

Apologies for absence were received from Dirveiks, Councillor Reilly (Substitute Councillor Davey), Gosling (Substitute O Phillips), Ririe (Substitute Barnett)

**75 Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Hobley declared a non-pecuniary interest in Minute No 77a (Abm Precision Engineering Ltd, Coleshill Road, Ansley) by reason of being a sponsor for her son's football team.

**76 Minutes**

The minutes of the meeting of the Planning and Development Board held on 3 February 2025, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

**77 Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

**Resolved:**

**a That Application No's: PAP/2024/0230 and PAP/2024/0291 – Abm Precision Engineering Ltd, Coleshill Road, Ansley -**

**i PAP/2024/0230 - be granted subject to the conditions set out in the report of the Head of Development Control;**

**ii PAP/2024/0291 - be granted subject to the conditions set out in the report of the Head of Development Control;**

**[Speaker: Lee Ward]**

**b That in respect of Application No: CON/2025/0007- Land south east of East Midlands Airport, east of Diseworth and west of junction 23a of M1 motorway, the proposal be welcomed;**

- c That Application No: PAP/2023/0324 - Erection of 3no. dwellings (outline: access only) be deferred so that officers could report back on the implications of Policy H1 of the Mancetter Neighbourhood Plan on the proposal; on the concerns expressed by the MEC Highway report, and on other potential impacts including the loss of hedgerow, refuse collection points, noise impacts from the nearby public house and the potential for there to be a gated access. ;

**[Speakers: John Tither, William Brearley and George Bailes]**

- d That Application No: PAP/2024/0546 - Wood End Recreation Ground, Johnson Street, Wood End be deferred for a site visit; and
- e That in respect of Application No's: PAP/2024/0513 and PAP2024/0514 - Trent House, 102 Long Street, Atherstone, CV9 1AN Planning and Listed Building Consent be granted subject to the conditions set out in Appendix A of the report of the Head of Development Control, but substituting plan numbers at Condition 2 in both Notices so as to refer to the plans at Appendix C and to add any conditions requested by the Lead Local Flood Authority;

**78 Tree Preservation Order - Land at the junction of Birmingham Road and Orton Close, Water Orton**

The Head of Development Control sought to make a Tree Preservation Order placed on five individual trees and one group of trees located at the junction of Birmingham Road and Orton Close, Water Orton permanent.

**Resolved:**

**That the Tree Preservation Order for the protection of five individual trees and one group of trees located at the junction of Birmingham Road and Orton Close, Water Orton be confirmed so as to substitute the TPO plan with the corrected version shown in Appendix 2 of the report of the Head of Development Control.**

**79 Exclusion of the Public and Press**

**That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by paragraphs 5 and 6 of Schedule 12A to the Act.**

**80 Tree Preservation Order**

The Head of Development Control reported that a Tree Preservation Order was being considered following an enquiry about the status of a tree via the Panning Duty Service.

**Resolved:**

**That a Tree Preservation Order be made with immediate effect.**

**81 Update to members following discussions at previous Board Meeting (03/02/25)**

The Head of development Control provided an update to the members of the Planning and Development Board, following discussions at the previous board meeting on the 3 February 2025.

**Resolved:**

**That current planning enforcement positions be reviewed.**

**82 Exempt extract of the Minutes of the meeting of the Planning and Development Board held on 3 February 2025.**

That the exempt extract of the Minutes of the meeting of the Planning and Development Board held on 3 February 2025, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

M Simpson  
Chairman



**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE SPECIAL SUB-GROUP**

**4 March 2025**

Present: Councillor Clews in the Chair

Councillors Farrow, Jenns, Ririe, Turley and Watson

Apologies for absence were received from Councillor Chapman (Substitute Councillor Turley)

**12 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**13 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**14 Staffing Matter**

The Chief Executive sought approval for a proposal relating to a staffing matter.

**Resolved:**

**That the recommendation set out in the report of the Chief Executive be approved.**

CHAIRMAN

**Agenda Item No 11**

**Council**

**17 March 2025**

**Report of the Chief Executive**

**Appointment of a Section 151 Officer**

**1 Summary**

- 1.1 The Council is asked to formally designate the newly appointed Interim Corporate Director of Resources, Paul Sutton, as the Council's section 151 Officer

**Recommendation to the Council:**

**That Paul Sutton be appointed as the Council's section 151 Officer**

**2 Report**

- 2.1 Members will be aware that the Council has to designate a member of staff as the section 151 Officer to have responsibility for the proper administration of their financial affairs.
- 2.2 The designation of this officer needs to be done by full Council.
- 2.3 Members will be aware that the current Interim Corporate Director of Resources leaves the Council at the end of March to take up a position elsewhere. Following a number of interviews by the Leader of the Council and the Chief Executive, Paul Sutton has been appointed and Council is recommended to designate Paul as the Council's section 151 Officer from the 1 April 2025.

The Contact Officer for this report is Steve Maxey (719438).

**Agenda Item No 13**

**Council**

**17 March 2025**

**Report of the  
Chief Executive**

**Exclusion of the Public and Press**

**Recommendation to the Board**

**To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**Agenda Item No 14**

**Exempt Extract of the Minutes of the Meeting of Planning and Development Board held on 3 March 2025**

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**Agenda Item No 15**

**Exempt Extract of the Minutes of the Meeting of Special Sub-Group held on 4 March 2025**

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**Agenda Item No 16**

**Exempt Extract of the Minutes of the Meeting of Executive Board held on 17 March 2025**

Paragraph 1 – Information relating to an individual.

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

In relation to the item listed above members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Amanda Tonks