

**To: Leader and Members of the Executive Board**

**(Councillors D Wright, Barnett, Bell, Clews, Jackson, H Phillips, Reilly, Ridley, Ririe, Simpson, Stuart, Symonds, M Watson and S Watson**

**For the information of other Members of the Council**

**For general enquiries please contact the Democratic Services Team on 01827 719237 or via e-mail – [democraticservices@northwarks.gov.uk](mailto:democraticservices@northwarks.gov.uk)**

**For enquiries about specific reports please contact the officer named in the reports.**

**The agenda and reports are available in large print and electronic accessible formats if requested.**

## **EXECUTIVE BOARD AGENDA**

**15 SEPTEMBER 2025**

The Executive Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday, 15 September 2025 at 6.30pm.

The day after the meeting a recording will be available to be viewed on the Council's YouTube channel at [NorthWarks - YouTube](#).

### **AGENDA**

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests.**

#### 4 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to [democraticservices@northwarks.gov.uk](mailto:democraticservices@northwarks.gov.uk) or telephone 01827 719221 / 719237 / 719226.

Once registered to speak, the person asking the question has the option to either:

- a) attend the meeting in person at the Council Chamber;
- b) attend remotely via Teams; or
- c) request that the Chair reads out their written question.

If attending in person, precautions will be in place in the Council Chamber to protect those who are present however this will limit the number of people who can be accommodated so it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting.

- 5 **Minutes of the Executive Board held on 16 July 2025** – copies herewith, to be approved as a correct record and signed by the Chairman.

### **ITEMS FOR DISCUSSION AND DECISION (WHITE PAPERS)**

- 6 **Closedown Update 2024/25** - Report of the Interim Corporate Director of Resources (Section 151 Officer)

#### **Summary**

This report sets out an update from the Interim Corporate Director of Resources (Section 151 Officer) on the Closedown process for 2024/25.

The Contact Officer for this report is Paul Sutton (719374).

7 **Appointment to Outside Bodies (Sherbourne Recycling Limited) –**  
Report of the Chief Executive

**Summary**

A number of Members and Officers represent the Council on outside bodies, either via Annual Council or by appointment of the Leader of the Council through the Leader's Statement.

With the recent resignation and departure of the Interim Corporate Director Streetscape Cathryn James, it is important that the Council confirms its replacement in writing to Sherbourne Recycling Limited.

It is therefore proposed that the role of Interim Corporate Director Streetscape, as the relevant officer, continues to represent the Council on this outside body, and that the appointment be notified to Sherbourne Recycling Ltd.

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

8 **Community Governance Review – Caldecote** – Report of the Chief Executive

This report asks the Board to note the outcome of the consultation on the Community Governance Review in respect of Caldecote and resolve the next steps.

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

9 **Houses in Multiple Occupation – Planning Policy** – Report of the Chief Executive

This report asks the Board to agree to the Council taking further steps towards considering an Article 4 Direction with regard to Houses in Multiple Occupation should be adopted for North Warwickshire.

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

10 **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.**

11 **English Devolution and Local Government Reorganisation** – Report of the Chief Executive

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

- 12    **Admission of Honorary Freeman** – Report of the Chief Executive

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

- 13    **Exempt Extract of the Minutes of the meeting of the Executive Board held on 16 July 2025** – copy herewith to be approved as a correct record and signed by the Chairman.

STEVE MAXEY  
Chief Executive

## **NORTH WARWICKSHIRE BOROUGH COUNCIL**

### **MINUTES OF THE EXECUTIVE BOARD**

**16 July 2025**

Present: Councillor D Wright in the Chair

Councillors Barnett, Bell, Clews, Hayfield, Jackson, Reilly, Ridley, Simpson, Symonds and Whapples.

Apologies for absence were received from Councillor Ririe, Councillor Stuart (Substitute Councillor Whapples), Councillor M Watson (Substitute Councillor Hayfield) and S Watson.

#### **14 Declarations of Personal or Prejudicial Interest**

None were declared at the meeting.

#### **15 Minutes of the Executive Board held on 10 June 2025**

The minutes of the meeting of the Board held on 10 June 2025, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### **16 Local Government and Social Care Ombudsman Annual Review 2024/25**

The Chief Executive informed the Board about the results of the Local Government and Social Care Ombudsman Annual Review 2024/25 and highlighted the number of complaints and enquiries considered by the Ombudsman relating to the Council and the outcome of their determinations. Contextual information about the compliments and complaints received via the Council's corporate Compliments and Complaints Procedure were also given.

#### **Resolved:**

**That the report be noted.**

**17 Transformation Team Update**

The Head of Corporate Services provided Members with an annual report of the work that the Transformation team was undertaking.

**Resolved:**

- a That the report is acknowledged and noted; and**
- b That individual Boards be supplied with the information contained in the report of the Head of Corporate Services, relating to their areas of responsibility.**

**18 Local Government Reorganisation and English Devolution**

The Chief Executive provided further information to Members on the two options submitted to the Government in the Interim Plan for Local Government Reorganisation. Members were asked to identify a preferred option for further development and consultation ahead of a final submission in November.

**Resolved:**

- a That the Deloitte report assessing each option against the Government's criteria, the PeopleToo report on Adult Social Care and Children's Social Care options, the Government's response to the Council's Interim Plan and the letter from the West Midlands Combined Authority regarding Warwickshire's Strategic Authority options be noted;**
- b That the preferred option for Local Government Reorganisation, including the Strategic Authority options, is Option 2 – two-unitary model, as set out in Appendix 3 to the report of the Chief Executive;**
- c That Option 2 will be the subject of public and stakeholder consultation as set out in the report of the Chief Executive; and**
- d That the Chief Executive, in consultation with the Leader of the Council and other Group Leaders, be given delegated authority to take such further steps in the preparation of the final submission to Government as are necessary.**

**19 Whistleblowing Policy**

The Head of Legal Services sought approval for the Whistleblowing Policy.

**Resolved:**

**That the Policy be updated with the revisions suggested by Members and it be brought back to a future meeting of the Board for approval.**

**20 Minutes of the Safer Communities Sub-Committee held on 30 June 2025**

The minutes of the Safer Communities Sub-Committee held on 30 June 2025, were received and noted.

**21 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 items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**22 Staffing Matter**

The Chief Executive sought approval for a staffing matter.

**Resolved:**

**That the recommendations set out in the report of the Chief Executive, together with the additional recommendation (c) be approved.**

**23 Exempt extract of the Minutes of the meeting of the Executive Board held on 10 June 2025.**

The exempt extract of the Minutes of the meeting of the Executive Board held on 10 June 2025, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

D Wright  
CHAIRMAN

**Agenda Item No 6**

**Executive Board**

**15 September 2025**

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

**Closedown Update 2024/25**

**1 Summary**

- 1.1 This report sets out an update from the Interim Corporate Director of Resources (Section 151 Officer) on the Closedown process for 2024/25.

**Recommendations to the Board**

- a That the report is noted.**

**2 Background**

- 2.1 The position for the Council with regards to its Statement of Accounts was last reported to Board in February 2025. The Draft Financial Statements 2023/24 were approved by the Board, but the opinion provided by Azets our current External Auditors was disclaimed.
- 2.2 This was in addition to disclaimed opinions overseen by Ernst Young for Financial Statements 2021/22 and 2022/23, which were reported to Board in December 2024.
- 2.3 The disclaimed opinion for 2023/24 was largely as a result of the lack of assurance related to prior year opening balances, however it's clear there were also issues in terms of the quality and timeliness of both the Statements and the working papers.
- 2.4 The issues with Local Audit Backlogs are well documented and work has started to address and build back the position across the sector. Additional funding has been provided through grants to affected Authorities, which is both to support additional resources and additional External Audit fees.



- 2.5 This is further supported by an amendment to the Accounts and Audit Regulations 2015 which has introduced “Backstop” dates in addition to the existing statutory deadlines. These are set out in the table below.

<b>Financial years</b>	<b>Backstop date</b>
Up to and including 2022/23	13 December 2024
2023/24	28 February 2025
2024/25	27 February 2026
2025/26	31 January 2027
2026/27	30 November 2027
2027/28	30 November 2028

- 2.6 The initial discussions with Azets regarding the process of building back towards a true and fair opinion has made clear that this will only be possible from 2027/28 at the earliest due to the amount of work involved in closing down each “current” year as well as addressing the prior years disclaimed opinions.
- 2.7 The table of backstop dates also shows that there isn’t an anticipated quick fix as it extends out to 2027/28’s Accounts. This is also the current expected “vesting” date for the new Councils from Local Government Reorganisation when it would certainly help to be back on track.

### 3 **Report**

- 3.1 The initial approach for the 2024/25 Audit, agreed with Azets, was that they would present their Audit Plan at this meeting. We had shared that we would not be in a position to meet the usual statutory timescales of end of June, due to a combination of the knock-on impact of the lateness of resolving the 2023/24 Accounts and issues addressing problems with the implementation of the new Finance System (Unit 4).
- 3.2 The plan therefore was to publish Accounts in September 2025 with the External Audit to follow in October/November.
- 3.3 Since establishing the issues related to the implementation of the Unit 4. The team along with additional support from Embridge, who supplied the system, have been working hard to resolve them.
- 3.4 These principally relate to the reconciliation of income within the system, between the payment module (Pay360) and the bank. This should have been

resolved as part of the implementation in April 2024 and trying to fix this whilst “live” has been complex and time consuming.

- 3.5 In order to fix the issue multiple changes have been made to both Pay360 and Unit 4, but we have now successfully reconciled income in the test environment to allow us to start posting the income back into live.
- 3.6 The impact of the issue is that without reconciled income in the system we have not been able to complete Revenue Outturn and as a consequence we have been unable to progress the full closedown process.
- 3.7 We have progressed those areas not reliant upon income such as Capital Outturn which was reported to Resources Board in July. The remaining process should take in the region of 6 – 8 weeks once the income is in.
- 3.8 In view of the issues highlighted regarding the quality of the Statements and working papers it is proposed that interim specialist support is used to ensure progress is made as planned. This can be met from the current underspends from vacant posts.
- 3.9 We are therefore targeting end of October for the publication of the Accounts, if this is met the backstop Audit date is still achievable albeit with a further disclaimed opinion. This would have been the case even without the delay.
- 3.9 We will continue to work with Azets with a view to them presenting their Audit Plan in November and will provide any further updates to the closedown process. In addition, we have published a Notice of Delay to Publication on the website as required under the Accounts and Audit Regulations 2015.

#### **4 Report Implications**

##### **4.1 Finance and Value for Money Implications**

- 4.1.1 The financial implications are set out throughout the report.

##### **4.2 Legal, Data Protection and Human Rights Implications**

- 4.2.1 There are no direct legal implications arising from this report.

The Contact Officer for this report is Paul Sutton (719374).

<b>Background Paper No</b>	<b>Author</b>	<b>Nature of Background Paper</b>	<b>Date</b>
N/A			

## **Agenda Item No 7**

### **Executive Board**

**15 September 2025**

#### **Report of the Chief Executive**

#### **Appointment to outside Bodies (Sherbourne Recycling Limited)**

### **1 Summary**

- 1.1 A number of Members and Officers represent the Council on outside bodies, either via Annual Council or by appointment of the Leader of the Council through the Leader's Statement.
- 1.2 With the recent departure of the Interim Corporate Director Streetscape Cathryn James, it is important that the Council confirms its replacement in writing to Sherbourne Recycling Limited. Mike Brown has been appointed to that Interim role and will take this work forward.
- 1.3 It is therefore proposed that the role of Interim Corporate Director Streetscape, as the relevant officer, continues to represent the Council on this outside body, and that the appointment be notified to Sherbourne Recycling Ltd.

#### **Recommendation to the Board**

- a To authorise the appointment of the role of Corporate Director of Streetscape to represent the Council on Sherbourne Recycling Ltd; and**
- b To authorise the Chief Executive to write to Sherbourne Recycling Ltd to confirm the named appointment of Mike Brown.**

### **2 Consultation**

- 2.1 Consultation has taken place with the Chair of Communities & Environment Board, who supports the appointment of the current Corporate Director Streetscape to the outside body Sherbourne Recycling Ltd.

### **3 Introduction**

- 3.1 The Head of Legal Services maintains a list of all Outside Bodies to which the Council appoints an Elected Member or Officer. Each year the Council reviews the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.

- 3.2 Determination is based on one or more of the following criteria being met:
- the proposed appointment is a statutory requirement;
  - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
  - the proposed appointment would add value to the Council's activities.

#### **4 Appointment to Sherbourne Recycling Limited**

4.1 Sherbourne Recycling Limited is a company that is jointly owned by eight local authorities across the West Midlands. It was established to process recyclate from the participating eight local authorities and to change the face of waste management through a newly built, state-of-the-art Materials Recycling Facility (MRF) in Coventry.

4.2 The previous Interim Corporate of Director Streetscape was appointed to the Company's Board of Directors on the 14 February 2023.

4.3 The Council now needs to appoint a replacement to represent the interests of the Council, and it is proposed, after the consideration of the criteria set out in 3.2 above, that the Person undertaking the role of Corporate Director Streetscape (interim or permanent) be the appointed person on the Sherbourne Board to represent the interests of the Council.

4.4 The Council will need to notify Sherbourne Recycling Limited in writing, and confirm that Mike Brown has been appointed to the Corporate Director Streetscape role.

... 4.5 The terms of appointment are set out at Appendix 1 (attached)

#### **5 Report Implications**

##### **5.1 Finance and Value for Money Implications**

5.1.1 The NWBC appointed role to the Sherbourne Recycling Limited, represents the Council's interests in the Company. It is important that the Council retains a seat at the table to enable the interests of the Council to be reflected in the organisations decision making process.

##### **5.2 Safer Communities Implications**

5.2.1 N/A

##### **5.3 Legal, Data Protection and Human Rights Implications**

5.3.1 The legal requirements regarding this appointment are set out in the report.

##### **5.4 Environment, Climate Change and Health Implications**

5.4.1 The aims of Sherbourne Recycling Limited include the aim to increase the amount of recycling.

## **5.5 Human Resources Implications**

- 5.5.1 The job description for the role of Corporate Director Streetscape will be updated to include the responsibility to be the appointed person on the Sherbourne Board to represent the interests of the Council. The job description will be applicable to any person in the role, whether interim or permanent, and will be a contractual obligation.

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

[date]

Dear [ ]

**Terms of your appointment to the Boards of the Company Group**

This letter contains the terms which we have discussed and agreed for your appointment as a Board Representative of the Company and each Company Subsidiary as at the date of this letter. Your appointment is made pursuant to and is subject to the terms and conditions set in the Shareholders' Agreement dated on or around the date of this letter and made between (1) The Council of the City of Coventry (2) North Warwickshire Borough Council (3) Nuneaton and Bedworth Borough Council (4) Rugby Borough Council (5) The Metropolitan Borough of Solihull (6) Stratford-on-Avon District Council (7) Walsall Metropolitan Borough Council (8) Warwick District Council and (9) the Company ("**Shareholders' Agreement**").

1. You shall not be entitled to any other fees or remuneration in connection with your appointments to such boards unless expressly agreed in writing.
2. You shall be expected to attend Board Meetings, Shareholder Panel Meetings and Shareholders' Meetings of the Company and each Company Subsidiary to which you are appointed as a Board Representative. You shall receive details of all such meetings in advance.
3. You shall not, whether during the appointment or after its termination, except in the proper course of your duties or as required by law, use or divulge (other than as permitted by the Shareholders' Agreement) any trade or business secrets or any information concerning the business or finances of the Company or any Company Subsidiary or of any dealings, transactions, or affairs of such party or any client, customer or supplier thereof which comes to your knowledge during the course of this appointment and shall comply with the provisions of Clause 36 (Confidential Information and Freedom of Information) of the Shareholders' Agreement as if it applied to you. You will, however, be entitled to disclose information to the Shareholder appointing you as permitted under the Shareholders' Agreement.
4. The appointment as Board Representative shall automatically cease in relation to the Company and each Company Subsidiary in the event that:
  - 4.1 you resign as a Board Representative; or
  - 4.2 upon the lodgement or delivery of a notice from the Shareholder(s) removing you as a Board Representative; or
  - 4.3 in any of the circumstances set out in (and in accordance with) Clause 14.3 of the Shareholders' Agreement (Removal of a Board Representative or Shareholder's Representative).
5. Without limitation to the paragraphs above, in signing this letter, you acknowledge that your position as a Board Representative is subject to the terms of and you shall comply with the Shareholders' Agreement and may be terminated as permitted under the terms of the Shareholders' Agreement and that upon such termination you shall vacate your position as a Board Representative in relation to the Company, and any Company Subsidiary forthwith.

6. On termination of your appointment as a Board Representative, you agree that you shall promptly return to the Company Board all papers and property of the Company and any Company Subsidiary which are in your possession.
7. On termination of your appointment, you agree that you shall promptly enter into a letter addressed to each and every Company Group Member in the form requested by the Company or such Company Subsidiary.

Please indicate your acceptance and acknowledgement of these terms by signing the attached copy and returning it to me. I look forward to seeing you at the first Board Meeting.

Yours sincerely

.....  
Signatory, duly authorised  
for and on behalf of the Company

.....  
Signatory, duly authorised  
for and on behalf of the Trading Subsidiary

I agree to and acknowledge the terms and conditions set out above relating to my appointment as a Board Representative of the Company Group.

Signed: .....

Dated: .....

## **Agenda Item No 8**

### **Executive Board**

**15 September 2025**

#### **Report of the Chief Executive**

#### **Community Governance Review - Caldecote**

### **1 Summary**

- 1.1 This report asks the Board to note the outcome of the consultation on the Community Governance Review in respect of Caldecote and agree the next steps.

#### **Recommendation to the Board**

- a That the consultation on the Caldecote Community Governance Review be noted; and**
- b That the next step(s) be identified in the Review.**

### **2 Report**

- 2.1 Members will recall that at the June meeting of this Board, the Council resolved to undertake a Community Governance Review (CGR) in respect of the Caldecote parish, having been in receipt of a valid petition from local residents.

- ... 2.2 The background to CGRs was set out in the report to that meeting and is attached as Appendix A to this report. Members will recall that for a Caldecote Parish Council to achieve the minimum size, a number of properties would need to transfer from the Hartshill Parish area.

- 2.3 Consultation has taken place on the CGR, including two drop in sessions – one in Caldecote and one in Hartshill. In addition letters were sent to all properties in Caldecote and Hartshill. This was supplemented by direct consultation with Hartshill Parish Council and social media posts.

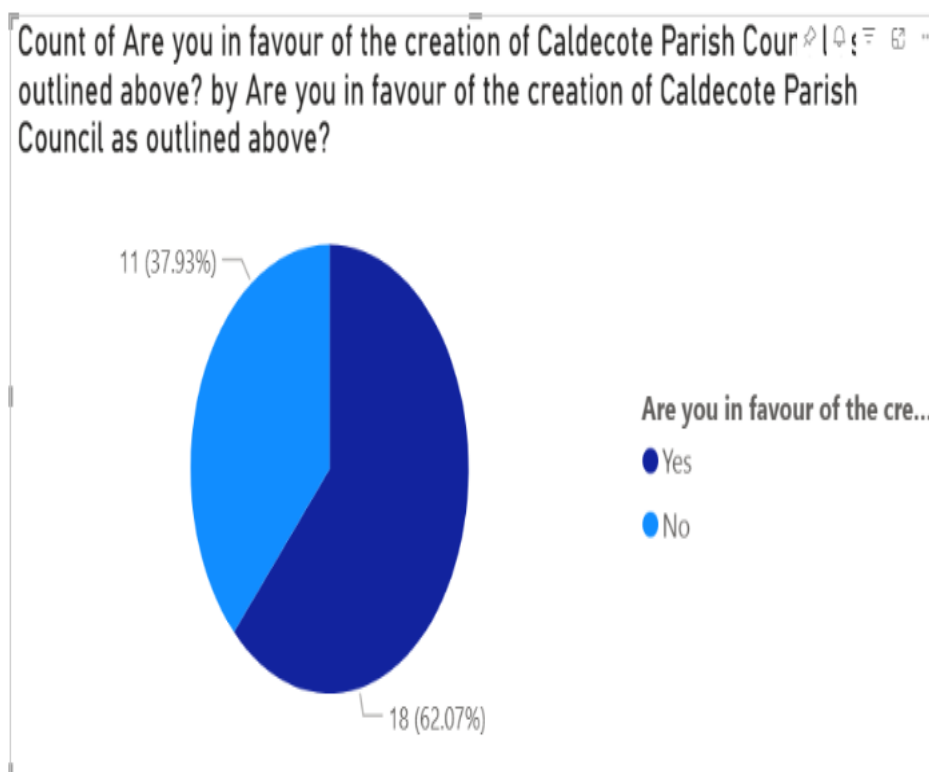
- ... 2.4 The Council also created a dedicated website [page](#) (see Appendix B) and a questionnaire was created for residents to give their views. Hard copies of the questionnaire were available at the drop in sessions and it included in the letters and emails detailed above.

- 2.5 Those who had organised the petition and Hartshill Parish Council were offered the opportunity to submit any comments they wished to be included in



the consultation and displayed at the drop in events. Those comments can be seen on the web page and in Appendix B.

- 2.6 29 responses to the questionnaire were received and the results are summarised below and the comments received are contained in Appendix C:



- 2.7 Members are asked to consider the results of the consultation and the comments. In particular an issue has been raised about whether Caldecote should join Hartshill Parish Council. The views of the main parties on this issue (those who organised the petition and Hartshill Parish Council) have been sought and will be reported to Members. If this option was to be considered further, an additional consultation would be required.
- 2.8 The Council now needs to decide the next steps; in terms of options, the Council could decide not to create a Parish Council for Caldecote, agree to a Parish Council for the area or consider other options, such as reconsulting on a 'joint' Parish Council or seeking whatever further information Members need.

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

**Agenda Item No 9****Executive Board****10 June 2025****Report of the Chief Executive****Community Governance Review -  
Caldecote****1 Summary**

- 1.1 This report asks the Board to recommend to Council that a Community Governance review for Caldecote and part of Hartshill be undertaken.

**Recommendation to Council**

**That a Community Governance review of Caldecote and Hartshill be agreed.**

**2 Report**

- 2.1 North Warwickshire Borough Council has received a petition from local residents asking for a Community Governance Review ('CGR') of Caldecote. The area to be reviewed includes an area of Hartshill. There are 92 properties in Caldecote (138 Electors) and 9 in the area of Hartshill (19 electors) as set out in Appendix 1.

- 2.2 The Local Government and Public Involvement in Health Act 2007 ('the Act') provides that such a petition must contain at least 37.5% of the relevant electorate, in cases where this is fewer than 500 cases (as it is in this case).

- 2.3 The petition was received on 2nd February 2025 and a redacted version is attached as Appendix 2. It calls for a community governance review to be carried out with the aim of creating a parish council for the currently un-parished area of Caldecote. It also calls for the transfer of adjacent parts what is currently part of the Hartshill Parish Council area into the newly created Parish Council.

- 2.4 The Council is not currently undertaking a CGR nor has it recently completed one and therefore is under a duty to now undertake a CGR given that a valid petition has been received. The Council has 12 months in order to carry out the review and must set out the terms of reference for the CGR. The Board is asked to approve the undertaking of the review, the terms of reference for which are set out in Appendix 3.

- 2.5 The Act requires the Council to consult with Warwickshire County Council and this has taken place.

### **3 Report Implications**

- 3.1 The legal implications are set out in the report. There will be some staffing implications with consultation work being carried out by colleagues from the Democratic Services, Communications and Forward Planning teams.

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

ADDRESS
19 Cladecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
20 Cladecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
21 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
22 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
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31 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
32 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
33 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
Clock Tower, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
1 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
2 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
3 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
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15 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
16 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
Studio Apartment, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
1 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
2 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
3 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
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7 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
8 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
9 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
1 Caldecote Mews, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
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6-7 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
8 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
9 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Bonnie Cottage, 10 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Fools Nook, 11 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
12 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Anker Cottage Farm, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Fincher Place, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Greenacre, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Meadow Brook, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Nursery House, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Purefoy Lodge, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Springwood Bungalow, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Beeches, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Bungalow, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Grange, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
4 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
5 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
6 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
7 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
8 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
9 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
10 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
1 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
2 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
3 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
4 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
5 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
Fyves Court, Watling Street, Caldecote, Nuneaton, CV10 0SB
14 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
15 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Orchard House, 16 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Primrose Cottage, 17 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Hayfield, 18 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Highlands, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Homelands, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Ingladene, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Keepers Gate, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Park View, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Rookwood, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
School House, Weddington Lane, Caldecote, Nuneaton, CV10 0TS

South View, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
The Elms Farm, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
The Shades, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Timberlea, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Trees, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Woodside, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
19-20, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
21, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Old Mill Cottage, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Leathermill Grange, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Woodford Lodge Farm, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
1 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
2 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
3 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
4 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX

Democratic Services,  
North Warwickshire Borough Council  
The Council House, South Street,  
Atherstone, Warwickshire  
CV9 1DE

03 February 2025

To whom it may concern,

### **Re: Petition To Establish Caldecote Parish Council**

Please find enclosed a full petition from Caldecote residents to establish a Caldecote Parish Council.

Recognising that there has previously been an effective Council for this parish, our motivation for reestablishing the Parish Council and our commitment is for the continued conservation, development and protection of this important, historic, parish and its community; parts of which are now a Designated Conservation Area that requires considered, proactive, management. In addition, there have recently been many proposed developments that would impact the environment here and Caldecote residents feel that a Parish Council would be the most effective and democratic vehicle to ensure we are unified in responding to these important matters going forwards.

Our petition calls for a larger 'Geographical Area' to be administered by the Parish Council than the current Caldecote boundary, assuming, in addition, part of that which is currently within Hartshill – *see appendix Geographical Area*. The reasoning for including this particular part of Hartshill is due to its historic inclusion in the Caldecote Estate and connection with Caldecote parish. It is consequently closer to and more integrated with Caldecote through roads and footpaths than it is to the centre of Hartshill. Combined within the current Caldecote boundary and the additional area, there is a sufficient number of electorate to form a Parish Council.

We recognise that the timing of our petition coincides with a review of North Warwickshire Ward Boundaries and Caldecote residents are adamant that Caldecote, along with this extended area must sustain in whole within a given Ward.

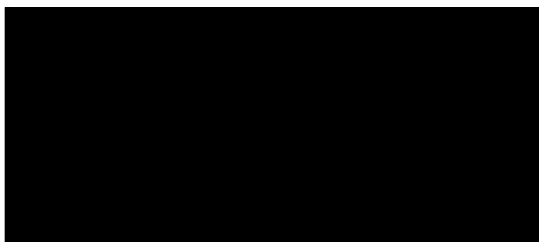
We have sufficient signatures representing >37.5% of the 158+ electorate within the Geographical Area to make this petition valid and we are committed to establishing the appropriate administrative structure and systems.

We feel there is no reason to delay a response on this matter and that it is in the best interest of all to begin the Community Governance Review as soon as possible. To confirm receipt of this petition and to respond to the petitioners please use the following communication channels:

**In writing to:**



**By email to:**



We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
1	ANNE THOMAS		
2	IAN MILLER		
3	ELANE HARRIS		
4	Monique VINE		
5	Martin VINE		
6	JOHN HUGHES		
7	LEMFORD E DUNBAR		
8	Deburdh Brindley		
9	Jonathan Brindley		
10	Susan Randle		
11	STEVEN RANDLE		
12	SANDY SANDON		
13	Sarah Moore		
14	ANDREW MOORE		
15	MELISSA CANNON		



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	Full Name	Address and postcode	Signature
16	Reedard Cannon		
17	Glenn Mayall		
18	Lorenzo Del Busso		
19	Rocco Del Busso		
20	Antonio Del Busso		
21	Gickel Del Busso		
22	Louise Storrow		
23	LUIS ANGEL SANTAMAR		
24	Prudence Schleutke		
25	Rebecca Wood		
26	Aaron Carr		
27	DAVID RAWLAND		
28	Kate Gudgeon		
	<del>XXXXXXXXXXXX</del>		

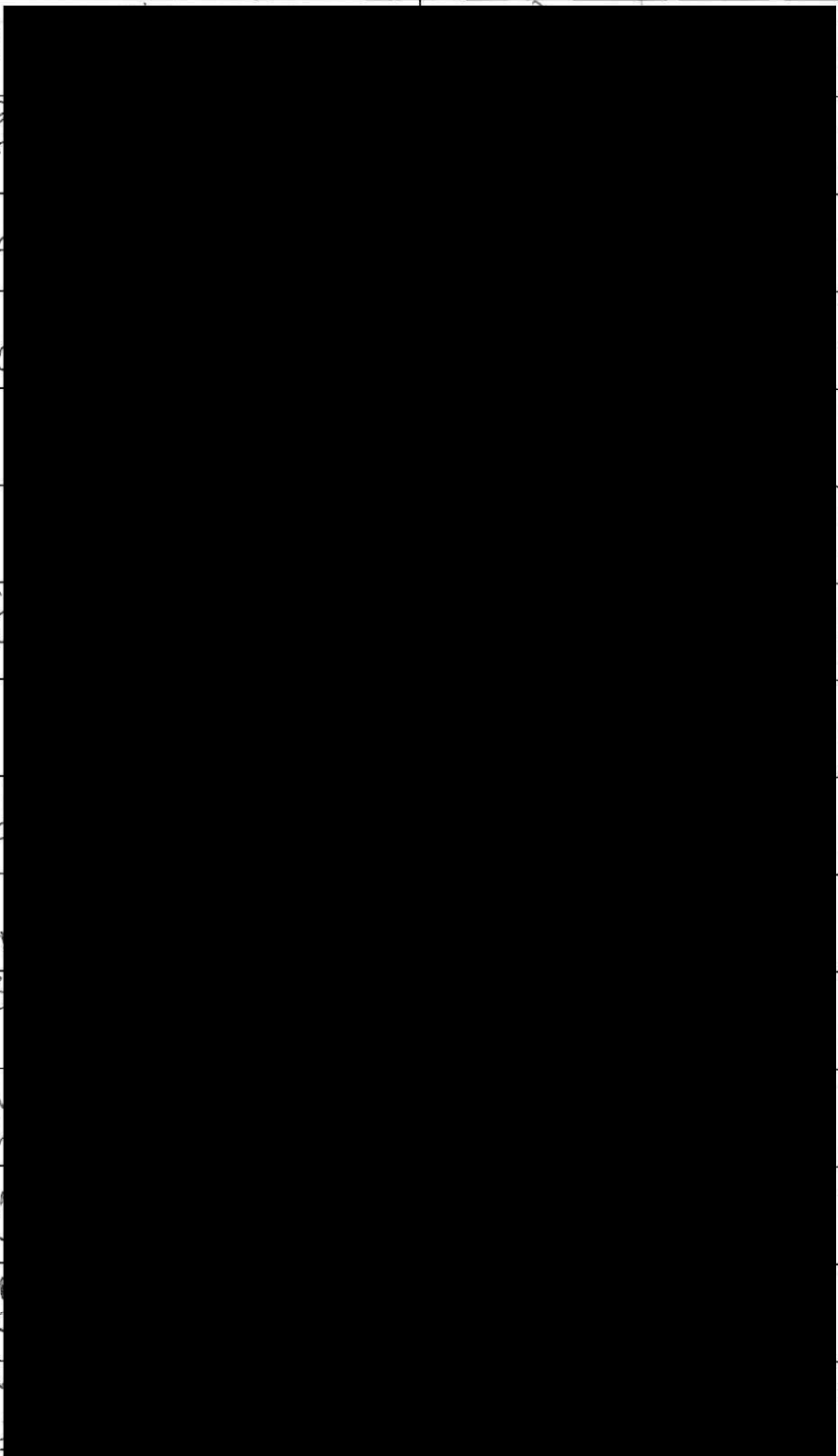
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	Full Name	Address and postcode	Signature
29	THOMAS LEE STORROW		
30	JAMES STURGE ELDER		
31	AMANDA LOUISE ELDER		
32	Michelle Tandi Horner		
33	CLAIRE LOUISE ILES		
34	MARILYN HOWE		
35	David Williams		
36	JASON JONES		
37	Oliver Jones		
38	JENNY JONES		
39	MARGARET MANDER-HOWELLS		
40	KEITH HOWELLS		
41	SACHA IRVINE		
42	CAMERON JONES		
43	ANN KELLY		

We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
44	JOHN HURST		
45	JOY DENISE HURST		
46	AMANDA JAYNE CHECKLAND		
47	MATTHEW ROY CHECKLAND		
48	CHRISTINE BROWN		
49	WILLIAM BROWN		
50	GAYNOR SMITH		
51	NEIL CROAD		
52	FLORA & MARK NEALE		
53	PAUL FRETTER		
54	SOPHIE FRETTER		
55	PAUL MARRIOTT		
56	STEPHEN CROSS		
57	CLAIRE CROSS		
58	JOY HUTCHINSON		
59	DAVID HUTCHINSON		

We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
60	Mr Ramesh Dajji		
61	Mrs Rama Dajji		ATH
62	KEN TAYLOR		
63	ANITA TAYLOR		ATH
64	N. S. WILBORE		ATH
65	C W		ATH
66	MR. K. ASHBY (KEVIN ASHBY)		ATH
67	MRS. A. ASHBY (ANITA ASHBY)		ATH
68	JEFF TURNER		
69	CHERYL TURNER		ATH
POTENTIAL DUPLICATE 70	A ELLER		ATH
71	DIANE NMAZI		
72	KAYVAN NMAZI		
73	Karen Baxter		
74	MALIN BAXTER		

75 MICHAEL McDONNELL

76 ANDREA McDONNELL

[REDACTED]

---

**From:** Andrea McDonnell <[REDACTED]>  
**Sent:** 01 February 2025 01:59  
**To:** [REDACTED]  
**Subject:** Petition signing remotely

Dear [REDACTED]

Please would you add my name to the petition as I'm in agreement with the petition to North Warwickshire Borough Council to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area [that you have seen] including that within the current Caldecote boundary and the additional area currently held within Hartshill. "

Yours sincerely  
Andrea McDonnell

[REDACTED]



---

**Subject:**

Petition signing remotely

**From:** Michael McDonnell 

**Sent:** 01 February 2025 02:04

**To:** 

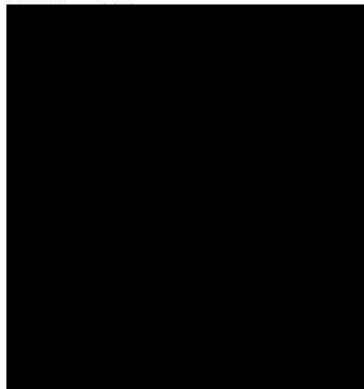
**Subject:** Petition signing remotely

Dear 

Please would you add my name to the petition as I'm "in agreement with the petition to North Warwickshire Borough Council to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area [that I have seen] including that within the current Caldecote boundary and the additional area currently held within Hartshill. "

Yours sincerely

Michael McDonnell



## Geographical Area

The Geographical Area of administration for the Caldecote Parish Council includes the current Caldecote Boundary (highlighted purple) and the additional area currently within Hartshill (highlighted yellow).



### Caldecote Community Governance Review – Draft Terms of Reference

#### **Background**

North Warwickshire Borough Council has received a petition from local residents asking for a Community Governance review of Caldecote.

The petition was received on 2<sup>nd</sup> February 2025. It calls for a community governance review to be carried out with the aim of creating a parish council for the currently un-parished area of Caldecote. It also calls for the transfer of adjacent parts what is currently part of the Hartshill Parish Council area into the newly created Parish Council.

#### **Legal Framework**

In undertaking the Review, the Council will be guided by:

- Part 4 of the Local Government and Public Involvement in Health Act 2007
- the relevant parts of the Local Government Act 1972
- Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and the Local Government Boundary Commission for England in March 2010
- Local Government (Parishes and Parish Councils) (England) Regulations 2008
- Local Government Finance (New Parishes) Regulations 2008

#### **Reason for this Review**

Having received a valid petition from local residents, the Council must undertake a Community Governance review as per these terms of reference and in accordance with Section 83(2) of the LGPIHA 2007.

The campaigners, in organising the petition state:

*Our motivation for re-establishing the Parish Council and our commitment is for the continued conservation, development and protection of this important historic parish and its community...*

*...Caldecote residents feel that a Parish Council would be the most effective and democratic vehicle to ensure we are unified in responding to these important matters [proposed development affecting/adjacent to Caldecote]*

#### **What is a Community Governance Review?**

A community review is the process used to consider parish arrangements. It is a review to consider one or more of the following:

- creating, merging, altering or abolishing parishes;
- the naming of parishes and the style of new parishes;
- the electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding), and
- grouping parishes under a common parish council or de-grouping parishes.



## Existing Parish Governance in North Warwickshire

The Council believes parish councils play an important role in terms of community empowerment at the local level. The Council wants to ensure parish governance in our Borough continues to be robust, representative and enabled to meet the challenges that lie before it.

Furthermore, it wants to ensure there is clarity and transparency to the areas parish councils represent. It wants to ensure that the electoral arrangements of parishes – the warding arrangements and the allocations of councillors – are appropriate, equitable and readily understood by their electorate.

North Warwickshire currently has 30 parishes, with 28 having a Parish Council. The civil parishes of Caldecote and Great and Little Packington do not currently have a Parish Council and in law (though not necessarily in practice) are served by an annual parish meeting.

## Key Decision to address

Given the request within the petition, the Council must determine, following consultation with relevant stakeholders whether:

- the residents within that area would be well served by the creation of a new parish council,
- whether an alternative proposal should be implemented, or
- no change made to the current governance arrangements for the area.

## Proposed Consultation

To include but not be limited to:

- Webpage with information and response form
- Public meetings - Caldecote and Hartshill PC
- Online consultation for Borough/County Councillors and NWALC
- Main drop to properties in Caldecote and Hartshill
- Emails to those residents in Caldecote and Hartshill signed up to Gov Delivery
- Social media campaign
- Posters for local area
- Formal consultation with Hartshill PC
- Petition organisers and Hartshill PC invited to make such representations as they wish, to be included in the consultation documents
- Details of financial and budget implications to be included in the consultation information

## Timetable for the Review

Stage	What Happens?	Timescales	Dates
Commencement	Terms of Reference agreed by Council on 18 June 2025	0	Council, 18 <sup>th</sup> June 2025
Preliminary Stage	Local Briefing – Caldecote/Hartshill	One Month	

	residents and other stakeholders (e.g. County Council, NWALC)		
Stage One	Initial Consultation Response	Three months	
Stage Two	Consideration of all submissions received to consultation exercise	Two months	Executive Board 24 <sup>th</sup> November
Stage Three	Draft Recommendations published – for further consultation	Two months	Executive Board 15 <sup>th</sup> September or 24 <sup>th</sup> November (depending on level of consultation responses)
Stage Four	Final Recommendations Published	Two months	Exec Board then Council – February
Final implementation (if necessary)	Re-organisation order published/		February

# Community Governance Review

## Caldecote

North Warwickshire Borough Council has received a petition from local residents asking for a Community Governance Review (CGR) of Caldecote. The petition suggests the creation of Caldecote Parish Council. For legal reasons this must include additional properties to achieve the required size for a Parish Council. It is proposed in this case that 9 properties, currently in Hartshill Parish, will move to Caldecote Parish.

This means that there are 92 properties in Caldecote (138 Electors) and 9 in the area of Hartshill (19 electors) are directly affected by this proposal.

The Local Government and Public Involvement in Health Act 2007 (the Act) provides that such a petition must contain at least 37.5% of the relevant electorate, in cases where this is fewer than 500 cases (as it is in this case).

Having received a valid petition from local residents, North Warwickshire Borough Council must undertake a Community Governance review as per these terms of reference and in accordance with Section 83(2) of the LGPIHA 2007.

## What is a Community Governance Review?

A community review is the process used to consider parish arrangements. It is a review to consider one or more of the following:

- creating, merging, altering or abolishing parishes,
- the naming of parishes and the style of new parishes,
- the electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding), and
- grouping parishes under a common parish council or de-grouping parishes.

## What does this mean for you?

The creation of this new Parish Council will allow residents to elect Parish Councillors and for the Parish Council to raise funds.

## Financial Information

Transferring nine properties from the parish of Hartshill would result in a reduction of the council tax base, leading to a budgetary loss of £735.62 for the Parish Council. Currently, Hartshill Parish Council's total budget amounts to £105,531.92.

A newly established Parish Council could set a precept for the residents in Caldecote which would mean additional Council Tax payments for residents. The amount is not predetermined; for instance, Hartshill's current Band D precept stands at £99.27. If Caldecote were to adopt the same precept, it would provide the Parish Council with a total budget of £9,180.



## Background Information about Caldecote from the group who have organised the petition

Caldecote is a unique parish within North Warwickshire with a rich history that surrounds the surviving Hall and its estate owners over 100s of years, including, most notably, the Siege of Caldecote Hall in 1642, which led to William Purefoy being one of the signatories on the King Charles I death warrant in 1648. Other owners included Dempster Heming an infamous politician and key investor and advisor behind Joseph Hansom's famous Hansom cab (Joseph also designed and built one of the Caldecote houses); Hon Thomas Bowes (3x GG of our current King Charles) and the benevolent Townshend family who provided many public services to the townspeople of Nuneaton and ensured suitable water and sewerage management.

More of Caldecote's History can be read up on the holding website: <https://incaldecote.wixsite.com/caldecote-parish/history>

The layout of the village and surrounding properties have remained unchanged for 150 years since the Townshend rebuild of 1880 and many older buildings survive dating back to 1700s, such as those in the village. The Caldecote Parish Council will allow for the continued conservation, appropriate development and protection of this important, historic, parish and its community; parts of which are now a Designated Conservation Area that requires considered, proactive, management. It will allow us to proactively and appropriately improve and enhance the area. In addition, there have recently been many proposed developments that would specifically impact the environment here and Caldecote residents feel that a Parish Council would be the most effective and democratic vehicle to ensure we are unified in responding to these matters going forwards.

The larger proposed 'Geographical Area' includes the small part of Hartshill (including Leather Mills & Woodford Lodge) that have been historically connected to the Caldecote Estate and the Caldecote parish, reflected in historic census data and parish records. It is consequently closer to and more integrated with Caldecote through roads and footpaths than it is to the centre of Hartshill.

Amongst other services, precept funds could allow the Caldecote Parish Council to support existing community groups, the Caldecote Village Hall (once the old Caldecote School) that hosts weekly community events, as well as explore the best channels to protect the ancient Caldecote church, which holds much of the historical monuments connected with Caldecote dating as far back as 1600s. The previous Caldecote Parish Council ensured the ongoing protection of our historic sites.

## The Statement from the Council in response to the consultation:

Hartshill Parish Council will naturally be disappointed if the occupiers of the affected residential properties decide they wish to join the new Caldecote Parish Council however the Council will respect the views of the majority of those residents after the formal consultation has taken place.

Hartshill Parish Council's ethos is to serve the residents of the parish as best it can in the services it is able to provide. These include a paid Clerk who is available during weekdays to give advice, support and information on any issues residents may have. The Parish Council runs the cemetery which is now only available for residents of the Parish. It also manages the Community Centre, Community Library, Community Cafe, Snowhill Recreation Ground including football pitches, playground and pavilion.

It is very unlikely that the size of the new Caldecote Parish Council will be able to provide that range of services to residents because of the number of residential properties in their proposed parish but we acknowledge their reasons for their endeavour.

At last night's meeting the Council also agreed that should plans for a new Parish Council not work out for Caldecote they would be welcome to the idea of combining Hartshill and Caldecote as one Council if that was something they wanted to consider in the future.

**Timetable for the review**

Date	Event
2nd February 2025	Petition received
10th June 2025	Terms of Reference agreed by Council (see relevant documents below)
2nd July to 12th August 2025	Consultation with residents
9th July 2025 5pm – 7pm	<b>Drop-in session - Caldecote Village Hall</b> , Weddington Lane, Caldecote, CV10 0TS
23rd July 2025 5pm – 7pm	<b>Drop-in session - Hartshill Community Centre</b> (Adjacent to Holy Trinity Church) Church Road, Hartshill, Nuneaton, Warwickshire, CV10 0LY
12th August 2025	End of Consultation
15th September 2025	Consideration of all submissions received to consultation exercise
24th November 2025	Draft Recommendations published – for further consultation – NWBC’s Executive Board
10th February 2026	Final Recommendations published – NWBC’s Executive Board
Spring 2026	Possible date for new Council to be in place

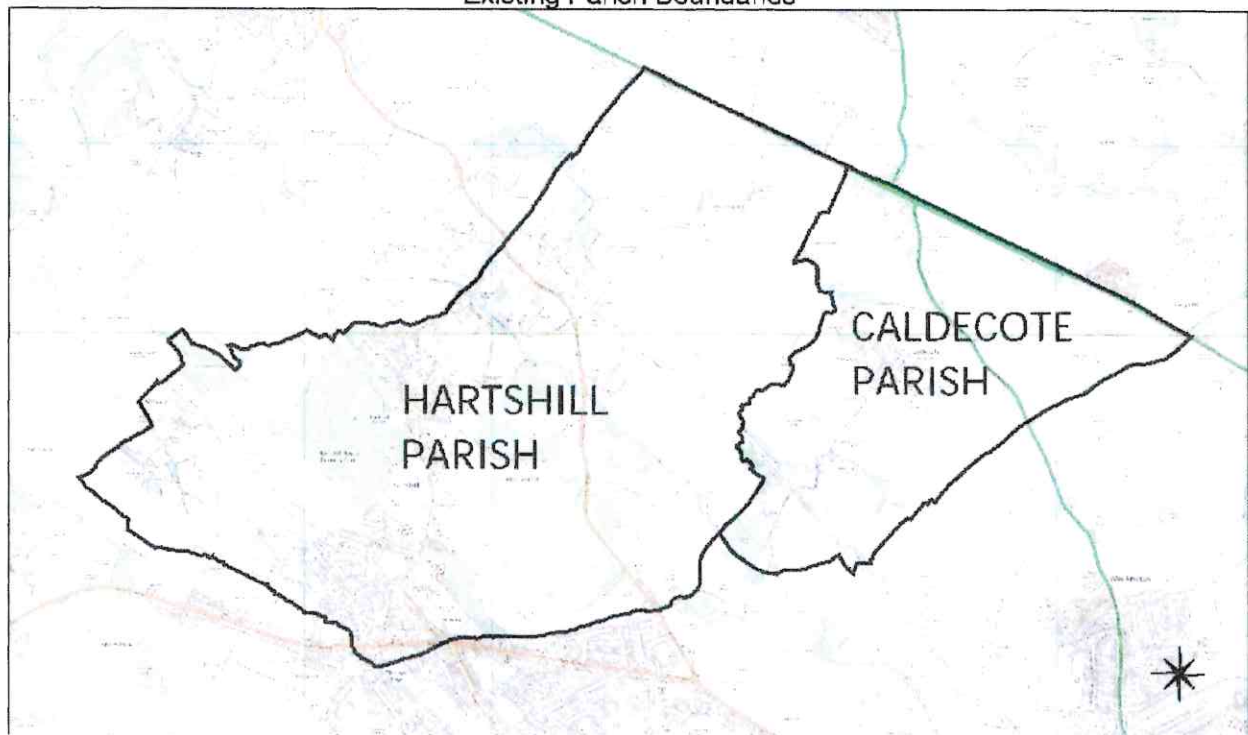
## Relevant Documents

- 1 [Full Board Report including Terms of Reference – Exec Board – 10<sup>th</sup> June 2025](#)
- 2 [Existing Hartshill and Caldecote Parish Boundaries Map PDF](#)
- 3 [Proposed Hartshill and Caldecote Parish Boundaries Map PDF](#)

Please come back to this page as further documents/information is expected.



### Existing Parish Boundaries



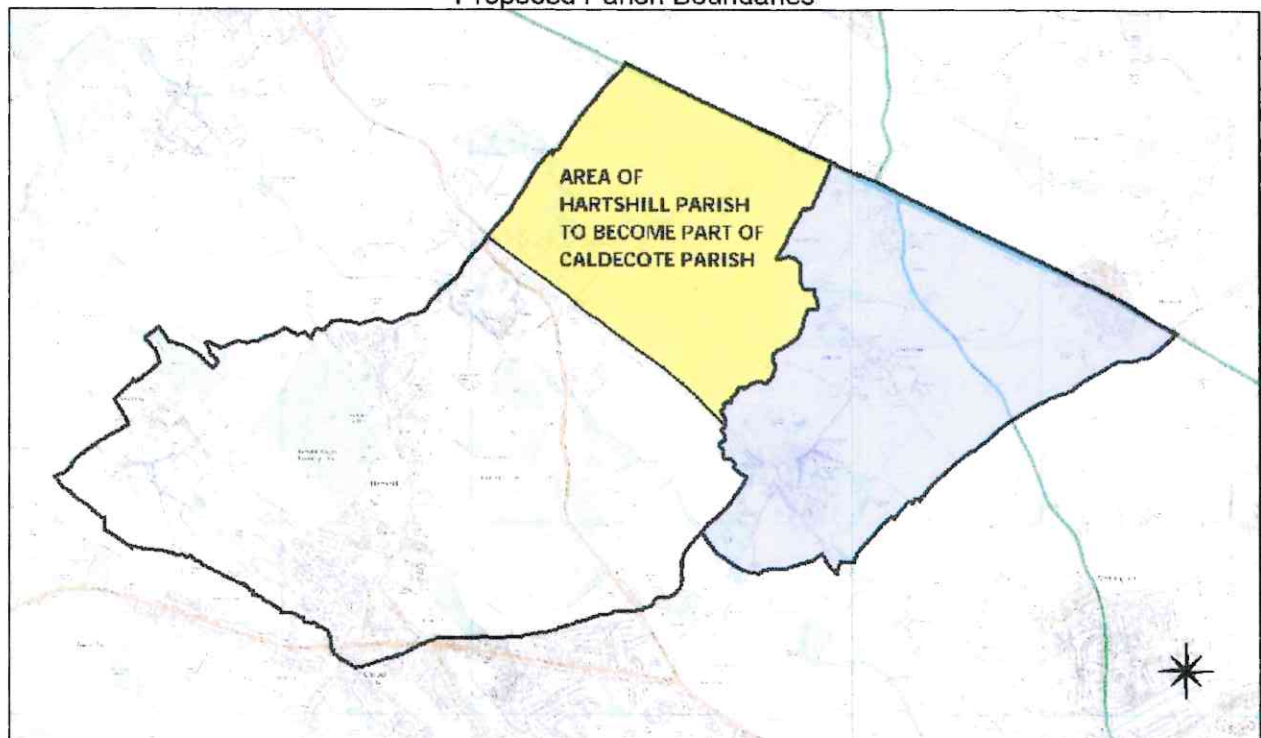
North Warwickshire Borough Council  
The Council House  
South Street  
Atherstone  
CV9 1DE



Date: 23 June 2025  
Scale: 1:7500

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Ordnance Survey A00500823273

### Proposed Parish Boundaries



North Warwickshire Borough Council  
The Council House  
South Street  
Atherstone  
CV9 1DE



Date: 23 June 2025  
Scale: 1:7500

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Ordnance Survey A00500823273

## Next Steps

Or come along to the North Warwickshire Borough Council drop-in sessions for residents seeking additional information - see timetable above.

Your name will not be published in the results of the survey.


Our preferred method for responses is online as this assists with administration of the process.

The deadline to complete the questionnaire is midnight on Tuesday 12<sup>th</sup> August 2025.

If you have any other queries please contact: [planningpolicy@northwarks.gov.uk](mailto:planningpolicy@northwarks.gov.uk) or call 01827 719499/451

[Privacy Statement](#)

North Warwickshire Borough Council



## Sign up to our email updates

### Email Updates

Stay informed about North Warwickshire services that interest you

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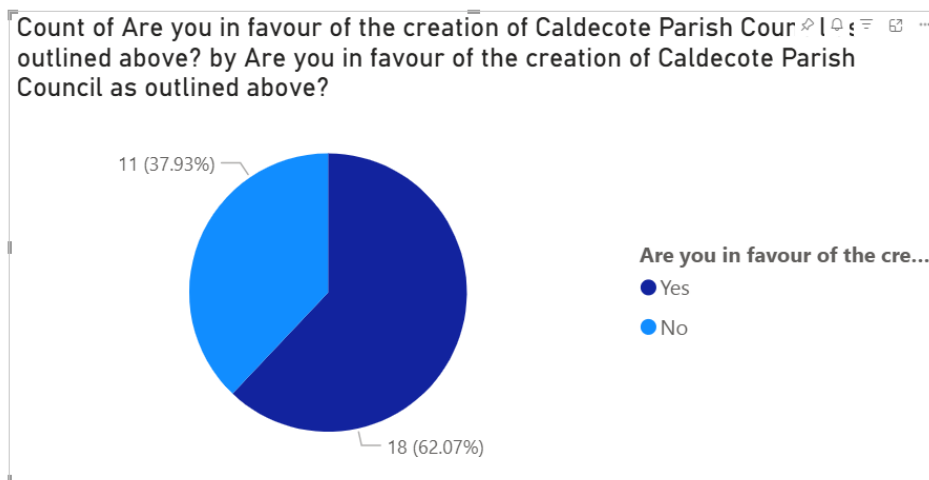
Designed and Powered by [Jadu](#).



Caldecote Community Governance Review

## Community Governance Review – Caldecote

Are you in favour of the creation of Caldecote Parish Council as outlined?





## Please give your reasons

1. Caldecote is distinctive area consisting of Caldecote Hall households, the nearby hamlet and Hawkutt Drive, a farm and a few Weddington Lane households. The Hall's estate is now a Conservation Area but will be impacted by the future expansion of the MIRA business park. We would benefit from a parish council focused on our local needs and interests to help maintain the area's rural, agricultural and heritage character.
2. Better communication
3. I don't see why Hartshill should lose land or funds in their favour, I do not object to their being a Caldecote parish council in theory; just do not see why Hartshill should suffer as a result
4. Caldecote Parish is so small, and poor value for money for its residents, it should be merged within Hartshill. The opposite to the proposal
5. To be able to elect our own parish councillors for Caldecote
6. For Caldecote to have its own Parish
7. Keep it in Hartshill as part of the community
8. Given the expansion of housing approved by both NWBC and N&BBC around the Caldecote Conservation Area and the special environment surrounding the village/area, I think that it is essential for local residents to have more direct say in what is going on around us. Caldecote is also an historic parish and its heritage and identity needs to be recognised.
9. I believe that the establishment of a Parish Council will assist on all of these fronts.
10. Caldecote would then be recognised as the historic village that it is.
11. We do not want to be part of another parish.
12. It would be independent of other parishes.
13. We would have more say about further buildings etc that are to be built within our parish.
14. We are now on a conservation sight, we need to protect this and have more communication with developers.. as a parish this would be a great help, to safe our village from further destruction."
15. Our house was originally part of the Caldecote estate so it seems right to vote in favour.
16. Our house was originally part of the Caldecote estate so it seems right to vote in favour.
17. Better representation
18. The services that the Clerk provides are valuable to Hartshill and Caldecote will not have the knowledge of the community to provide value. This proposal isn't cost effective or indeed working in collaboration with residents
19. A Parish Council will help to recognise the heritage of Caldecote and give residents some say about the excessive housing development that seems to be encroaching upon us, I hope.
20. I object only on the grounds that part of the Historic boudoirs of Hartshill will change and the amount of country side that the parish of Hartshill will disappear. if caldecote was to join with Hartshill Parish this would be more except able without losing any of the parish.
21. Community Identity: Argue that the proposed changes do not reflect the identities or interests of the affected communities.
22. Service Impact: Highlight how the new parish may not be able to provide the same level of services as Hartshill Parish Council.
23. Financial Concerns: Raise issues about potential increases in council tax or loss of budget for Hartshill.
24. Historical Boundaries: If you live in the affected Hartshill properties, emphasize your historical and practical ties to Hartshill rather than Caldecote."
25. Having reviewed the issues, I see no practical benefit that cannot be achieved by simpler means. No real requirement for any change.
26. For me it is about community and building on the strength of the village that is already in place. Caldecote is a unique area. Having our own parish will mean that collectively we can protect the villages uniqueness and ensure that the village continues to evolve as localised issues are raised and resolved to the benefit of its residents and the geographical area involved.
27. "There is low participation from the residents of Hartshill, they are unsure what it means and only one opportunity to raise concerns is not good enough, it will not reflect the true will of the community.
28. Without a strong follow through, a governance review can become a box ticking exercise with little change.

29. Reviews that don't address deport issues, for example culture, leadership or funding may not achieve the desired improvements."
30. We need more cohesion with Caldecote, not less. I appreciate the residents desire to have autonomy however, my concern is that the affluent homeowners in Caldecote will prioritise their own self serving agenda to the detriment of Hartshill residents.
31. To have local control and influence over our small community.
32. As a small business within caldecote I think it's important that we are represented at parish level.
33. I feel Hartshill will be losing quite a large chunk of area which, though mostly agricultural, is historically part of Hartshill's varied culture of countryside, quarrying industry, residential properties and associated schools with open green spaces for sport etc. We would lose the Anchor River in our Parish which, in conjunction with the Coventry Canal, has been part of the Parish for many years.
34. We need to be recognised. more often than not our village is over looked be councillors etc.
35. As a parish we will be noticed, can give our opinions and be heard .. "
36. We agree with a parish for Caldecote it will be beneficial for all and exciting to maintain a beautiful part of the town and its history - church village hall etc
37. "A parish council will give the local community a formal voice to influence decisions, manage resources, and address issues that directly affect residents' daily lives.
38. It will provide a stronger sense of belonging by bringing people together to plan for the parish's future.
39. Provides local control for the best interests of Caldecote village.
40. "Verbal objections, as expressed here, were made at drop in session 23rd July 2025.
41. Main objection was how the proposal was communicated to Hartshill Parish and residents. Public documents show the matter first raised with NWBC in February 2025. However, the proposal was not communicated to Hartshill residents and Parish Council to some 5/6 months later with deadline for raising comments/objections reduced to matter of weeks. Caldecott did manage to liaise with Leicester Shire Parish Council.
42. In the petition Caldecott placed great emphasis on its cultural background and history. Hartshill similarly has a great cultural/historic background that rivals Caldecott's.
43. Briefly there is Hartshill Grange, historic residence home of Nathaniel Newton where amongst other artefacts a Roman Kiln and Ice Cave have been found.
44. In one of the barns adjacent to the Grange, George Fox founder of the religious movement known as The Quakers held meetings. Incidentally Nathaniel Newton is interned in Westminster Abbey along with the Hartshill poet Michael Drayton a honour few villages can boast of.
45. Geographically Hartshill has historic connections as a boundary joins that of Roman Mancetter. Also Hartshill has a historical boundary on the A5 Roman Watlington Street, also County boundary of Leicestershire , now East/,West Midlands. These are matters of importance to some Hartshill residents.
46. Caldecote is a very important part of local history, it has previously had its own Parish and deserves to have one again. Hartshill pays no attention to Caldecote unless we personally request assistance. Hartshill is growing and Caldecote is falling more and more into the background. Caldecote deserves to be heard by its residents- we are the only people who actually know what is happening.

## Do you have any other relevant information that would assist NWBC coming to its decision?

1. 5 people answered No and 14 people didn't comment on this question
2. The strength of the petition response demonstrates that, whilst we may not be a large potential Parish, there is significant support for our own Parish Council.
3. Money should not be an issue!!
4. The community must come first, and their needs addressed. This is vital to offer a best in class service.
5. Community Governance Review challenge assumptions, and ensure democratic accountability:  
Governance and Representation

How will the proposed Caldecote Parish Council ensure equitable representation for residents of the nine Hartshill properties included in the boundary change?

What mechanisms will be in place to prevent duplication or fragmentation of services between Hartshill and Caldecote?

How will the council assess whether the new governance structure reflects the identities and interests of the affected communities?

Financial and Service Implications

What financial modelling has been conducted to estimate the long-term sustainability of the proposed Caldecote Parish Council?

Will residents of Caldecote be consulted on the level of precept before it is set, and how will affordability be assessed?

How will the loss of £735.62 from Hartshill's budget affect existing services, and what mitigation strategies are proposed?

Legal and Procedural Integrity

What criteria were used to validate the petition, and how was the 37.5% threshold verified?

How will the council ensure procedural fairness in the consultation, especially for minority voices within the affected area?

What legal safeguards exist to challenge or appeal the outcome of the CGR if residents feel it does not reflect their interests?

Community Identity and Historical Context

How has historical data (e.g. census records, parish boundaries) been used to justify the inclusion of Hartshill properties in the proposed Caldecote Parish?

What evidence supports the claim that the affected Hartshill properties are more integrated with Caldecote than Hartshill?

How will the new parish council balance heritage conservation with modern development pressures?

Evaluation and Accountability

What metrics will be used to evaluate the success or failure of the new parish council if implemented?

Will there be a post-implementation review, and how will residents be involved in that process?

6. If the CGR is unsuccessful or unpopular, what is the process for reversing or revising the decision?
7. These questions are designed to be respectful yet probing, and they align with the statutory principles outlined in the Local Government and Public Involvement in Health Act 2007—particularly around community identity, effective governance, and public accountability."
8. Hartshill has all the necessary amenities to support parishioners. I feel Caldicot would benefit from combining forces rather than going it alone.
9. "We are now a conservation area.
10. and due to the Mira building plans just outside of this it will help our village from over development ..
11. It is steeped in history. it used to be a parish why not be a parish again. to save smaller historic buildings, villages like ours
12. We have attended the meetings, and we have put forward the work done around the history which is important for the Heritage etc
13. As a local resident I fully support the creation of a local council
14. I feel that Caldecott residents do not fully appreciate the work, knowledge and commitment involved in running a Parish Council, a matter that Hartshill has long experience of doing.
15. I believe that Caldecott residents would be better served making a separate petition to form a joint council with Hartshill Parish Council. HPC have operated in prudent, experienced manner for the residents benefits, including the Community Centre, Library, Snowhill and Grange Rd Community areas and cemetery.
16. Caldecote needs to be recognised by the Council and given its chance to support its residents with the council. Especially in light of the current developments and speed awareness.

Additional comments received:

I am writing in response to the ongoing Community Governance Review (CGR) concerning the proposed formation of a new Caldecote Parish Council.

While we acknowledge the original petition met the legal threshold, we believe it does not reflect the broader wishes of the community. Many residents were unaware of the petition or its implications, and we are concerned about the financial and administrative impact of creating a new council.

We respectfully submit this counter petition and request that the council consider the following points:

#### **Key Concerns**

- **Limited Community Engagement:** The original petition lacked widespread consultation, leaving many residents uninformed.
- **Financial Implications:** Establishing a new parish council would incur costs for staffing and administration, potentially increasing the local precept without clear benefit.
- **Historical and Practical Identity:** Caldecote has long-standing ties with neighbouring governance structures, and its community identity is shared, not isolated.

#### **Alternative Proposal**

We propose that Caldecote be incorporated into the existing Hartshill Parish Council. This would:

- Retain current parish boundaries and historical continuity
- Reduce administrative costs by using Hartshill's existing infrastructure, including its full-time clerk
- Benefit from Hartshill's experience managing community assets and services
- Strengthen local representation without duplicating governance

This proposal offers a balanced solution that respects Caldecote's heritage while ensuring efficient and experienced local governance.

#### **Historical and Cultural Significance**

Hartshill is not merely a geographic neighbour to Caldecote; it is a parish steeped in literary and spiritual heritage. It was the birthplace of **Michael Drayton (1563–1631)**, one of England's most prolific Elizabethan poets. Drayton's celebrated work *Poly-Olbion* is a topographical epic that immortalises the landscape and folklore of Britain. Local tradition holds that he composed poetry while seated on Hartshill's hill, overlooking the River Anker and the Leicestershire countryside. His deep connection to the land is further honoured by his burial in **Poets' Corner at Westminster Abbey**, a rare distinction for a parish-born poet.

Equally significant is Hartshill's role in the early development of **Quakerism**. The nearby village of **Fenny Drayton** was the birthplace of **George Fox**, founder of the Religious Society of Friends (Quakers), in 1624. Fox's formative spiritual experiences in the hills of Hartshill and his meetings with early followers, including **Nathaniel Newton**, led to the establishment of one of the earliest Quaker gatherings in a barn at Hartshill Grange. This site later became home to a Quaker school and meeting house, contributing to the region's reputation for religious tolerance, education, and community service.

The **physical and cultural ties between Hartshill and Leicestershire**, particularly with Fenny Drayton and the parish of Mancetter, are longstanding and deeply rooted. These connections reflect a shared heritage that transcends administrative boundaries and should be preserved in any future governance arrangements.

We respectfully submit that such historical depth and inter-parish continuity must be considered in the council's deliberations. The legacy of Hartshill is not merely anecdotal; it is woven into the fabric of England's literary and spiritual history. Any decision that alters its governance should honour and reflect this enduring legacy.

We kindly ask that this counter petition be considered during the consultation phase and that the council publish impact assessments to support transparency and informed decision-making.

Thank you for your time and consideration.

*[Please note that the comment above referred to a petition but no attachment was received – the resident has been contacted but no further response received]*

I am writing as a resident of Hartshill Parish to formally object to the proposal set forth under the Community Governance Review (CGR) concerning the creation of a Caldecote Parish Council and the subsequent transfer of nine properties from Hartshill into the proposed Caldecote boundary.

While I respect the historical significance and heritage of Caldecote, I wish to raise substantive concerns regarding the implications of this proposal for governance, community representation, public service provision, and procedural integrity. My objections are outlined below:

### 1. Representation and Democratic Equity

The proposed governance structure appears to risk disproportionate representation for those transferred from Hartshill Parish. The inclusion of only nine properties, representing a small minority of electors, raises questions about how their specific interests and community affiliations will be recognised in the new parish council. It is unclear what mechanisms will ensure inclusive democratic participation for these residents.

### 2. Service Provision and Financial Viability

The approximate loss of £735.62 from Hartshill's council tax base could adversely affect existing services provided by Hartshill Parish Council, many of which, such as the cemetery, community centre, and library, are not likely to be replicated at similar scale within Caldecote. Furthermore, there appears to be insufficient financial modelling presented on the long-term viability of the proposed Caldecote Parish Council, particularly regarding precept levels and resident affordability.

### 3. Historical and Practical Affiliation

Although historical references have been cited to justify the integration of select Hartshill properties into Caldecote, contemporary realities, such as service use, infrastructure alignment, and community identity, suggest a stronger affiliation with Hartshill Parish. The assumption of historical continuity must be balanced against current lived experience.

### 4. Procedural Clarity and Legal Safeguards

I seek assurance that the petition's validity has been appropriately scrutinised under Section 83(2) of the Local Government and Public Involvement in Health Act 2007. Transparency in how the 37.5% threshold was met is essential to public trust in this process. Additionally, clarity on residents' rights to appeal or challenge the CGR outcome is necessary for procedural fairness.

In view of the above, I respectfully urge North Warwickshire Borough Council to reconsider the implications of this proposal and ensure that all affected residents are given full opportunity to engage, challenge, and participate meaningfully in the decision-making process.

Thank you for your attention and for upholding the principles of democratic consultation.

## **Agenda Item No 9**

### **Executive Board**

**15 September 2025**

#### **Report of the Chief Executive**

#### **Houses in Multiple Occupation – Planning Policy**

### **1 Summary**

- 1.1 This report asks the Board to agree to the Council taking further steps towards considering an Article 4 Direction with regard to Houses in Multiple Occupation should be adopted for North Warwickshire.

#### **Recommendation to the Board**

- a That the work of the Council on this matter be noted; and**
- b That the Council should consider whether an Article 4 Direction with regard to Houses in Multiple Occupation should be adopted.**

### **2 Report**

- 2.1 Officers and Members have been considering the issue of Houses in Multiple Occupation (HMOs) recently informally, based on emerging queries about increased numbers and/or concentrations of HMOs. A HMO is defined as a house with at least three tenants, forming more than one household and sharing certain facilities.
- 2.2 HMOs are not intrinsically a problem and are an important part of the overall housing supply for the proper planning of an area, particularly in providing low cost housing for young people and other groups. As with all components of the housing supply however Local Planning Authorities should ensure that HMOs are not out of balance with the needs of the area or having particular impacts in all or some of the Borough. Some of the observed potential impacts on concentrations of HMOs include pressures on parking, noise, a loss of local character, changes to local retail provision and a decline in more settled population of an area.
- 2.3 Conversions of domestic properties to HMOs do not require planning permission unless there are more than six occupants in the unit. Houses will also require a HMO licence where five or more people from two or more households live in the housing unit.

- 2.4 Local Planning Authorities can withdraw the permitted development rights that allow this conversion by issuing what is known as an Article 4 Direction, under the Town and Country Planning General Permitted Development Order 2015. As with all Article 4 Directions, this does not mean that HMOs are automatically unacceptable but allows the Local Planning Authority a measure of control over the number, concentration and location of them, and may allow the Council to include conditions on any permissions that serve a proper planning purpose. It would mean that any planned HMOs would require a planning application.
- 2.5 Initial work shows that the Borough currently has 28 HMOs which are required to have a licence due to the number of occupiers. However the number of HMOs is likely to be higher given the number of residents that are allowed under permitted development rights detailed above and before the mandatory licensing scheme becomes applicable. It is estimated there are between 15-25 of these unlicensed HMO's housing with less than 5 occupiers which the Council proactively inspect when they become known.
- 2.6 Given the queries that have been raised with Officers it is suggested that the Council now formally considers whether an Article 4 Direction should be made for all or part of the Borough. The criterion for an Article 4 Direction includes evidence showing harm to the local area, the risk of a negative impact on housing stock, community balance and/or a negative impact on the streetscape character. The Government's National Planning Policy Framework sets out the following:
- 54. The use of Article 4 directions to remove national permitted development rights should:*
- a) where they relate to change from non-residential use to residential use, be limited to situations where an Article 4 direction is necessary to avoid wholly unacceptable adverse impacts (this could include the loss of the essential core of a primary shopping area which would seriously undermine its vitality and viability, but would be very unlikely to extend to the whole of a town centre)*
- b) in other cases, be limited to situations where an Article 4 direction is necessary to protect local amenity or the well-being of the area (this could include the use of Article 4 directions to require planning permission for the demolition of local facilities)*
- c) in all cases, be based on robust evidence, and apply to the smallest geographical area possible.*
- 2.7 Officers will therefore prepare further reports for consideration by the Planning and Development Board.

### **3 Report Implications**

#### **3.1 Finance, Human Resources and Value for Money Implications**

- 3.1.1 The consideration of an Article 4 direction can be done within existing budgets. Extra monitoring will require staff time and requiring a planning application may raise a small amount of money.

#### **3.2 Safer Communities Implications**

- 3.2.1 A number of the issues that can arise from an imbalance of HMOs touch on the safer communities agenda.

#### **3.3 Legal, Data Protection and Human Rights Implications**

- 3.3.1 The process for an Article 4 direction is governed by law and with the opportunity for owners of HMO properties, residents and other stakeholders to input via the consultation.

#### **3.4 Equalities Implications**

- 3.4.1 When the Council receives further reports and considers an Article 4 direction further then this will need an Equalities Impact Assessment.

#### **3.5 Links to Council's Priorities**

- 3.5.1 Ensuring the Council has a balanced supply of housing creating liveably, locally recognisable places that respect the character of our communities is a key element in the Council's Priorities.

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

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

<b>Background Paper No</b>	<b>Author</b>	<b>Nature of Background Paper</b>	<b>Date</b>



**Agenda Item No 10**

**Executive Board**

**15 September 2025**

**Report of the  
Chief Executive**

**Exclusion of the Public and Press**

**Recommendation to the Board**

**To consider whether, in accordance with 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 involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**Agenda Item No 11**

**English Devolution and Local Government Reorganisation – Report of the  
Chief Executive**

Paragraph 1 – Information relating to an individual.

**Agenda Item No 12**

**Admission of Honorary Freemen - Report of the Chief Executive**

Paragraph 1 – Information relating to an individual.

**Agenda Item No 13**

**Exempt Extract of the Minutes of the meeting of the Executive Board  
held on 16 July 2025**

Paragraph 1 – Information relating to an individual.

In relation to the items 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 Julie Holland (719237).