

To all Members of the Council
 You are hereby summoned to attend the meeting of Ryton on Dunsmore Parish Council to be held in the Village Hall, High Street on Wednesday 3rd June 2026 at 7.00 p.m. for the purpose of transacting the following business

signed 

Lindsay Foster Clerk to the Parish Council 28th May 2026

AGENDA

1. Apologies for Absence
2. Declarations of interest and dispensations
- 2.1. To receive declarations of interest from councillors (existence and nature) with regard to items on the agenda
- 2.2. To receive written requests for dispensations for disclosable pecuniary interests (if any)
- 2.3. To grant any requests for dispensation as appropriate
3. Reports from Police, County Councillor, Borough Councillors, Village Hall, Festival Committee and Prologis (all for information only)
4. Public participation session WITH RESPECT TO ITEMS ON THE AGENDA, see footnote 1
This item is limited to a total of 15 minutes duration
5. To approve the minutes of the last Parish Council meeting

6. Finance
 - 6.1. To approve payments to be made (can be added to until the meeting with updated payment list presented if required)
 - 6.2. To note bank reconciliation
 - 6.3. To discuss purchase of new keys/locks
 - 6.4. To approve section 1 AGAR
 - 6.5. To approve section 2 AGAR
 - 6.6. To approve dates of period of public rights

7. Planning
 7.1 none

8. Correspondence
 - 8.1 To discuss memorial tree planting application
 - 8.2 Thank you letter
 - 8.3 Substation Land at Church Road
 - 8.4 Use of Church Car Park

9 Items for this meeting

- 9.1 Play equipment report and repairs – Cllr Tetlow
- 9.2 Ryton Water Meadow update – Cllr Smyth/Cllr Henry
- 9.3 To discuss allotment issues- Cllr Jones
- 9.4 Pavilion refurbishment- Cllr Witter
- 9.5 The orchard- Cllr Henry
- 9.6 Ryton Burial ground- Cllr Witter
- 9.7 Recreation Ground Development project-
- 9.8 Village Hall refurb plans; ceiling, roof and main door
- 9.9 Subway update- Cllr Henry
- 9.10 CCTV

10 To receive the reports for information from representatives on other bodies

11 To receive the report of the Chairman (Note: for information only, no decisions can be made)

12 To receive reports from members (Note: for information only, no decisions can be made)

13 Motion under the Public Bodies (Admission to Meetings) Act as amended -

“That in view of the special and confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw”

14 Confidential items for this meeting

15 Date of the next Parish Council meeting 1st July 2026.

(Deadline for input to the agenda is close of play 23/06/2026)

Reporting and recording of the meeting is permitted in accordance with the Parish Council's policy. Councilors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, and other best practice when making decisions at the meeting

1 Note for Public Participation - With the Council hearing first from councillors with pecuniary interests who must leave the room immediately after they have made their representations, answered questions or given evidence i.e. they cannot remain in the room to hear the representations of others. After the close of the public participation session, when a parish council reaches any item of business which councillors have a pecuniary interest in, those councillors would need to leave the meeting room whenever it becomes apparent that the business is being considered at that meeting whether or not they had made representations etc in respect of it within the public participation session.

The Civil Parish of Ryton on Dunsmore
Minutes of the meeting held on Wednesday 6th May 2026 at the Village Hall at 7.00pm

At 7.20pm the Chairman opened the meeting.

Present:

- Councillors: Steve Witter, Kam Bahra, Stuart Tetlow, Simon Miller, Claire Johnson, Stuart Tetlow, Paul Eiden, Marcus Henry
 Mr Ian Castledine - Prologis Liaison
 6 public

Miss Lindsay Foster (Clerk)

Annual Parish Council Meeting

30/26-27 Election of Chairman

Cllr Witter was proposed by Cllr Henry and seconded Cllr Miller. There being no further nominations it was unanimously resolved:

That Cllr Witter be duly elected Chairman of the Parish Council for the year

It is to be noted Thanks given to the Chairman for his work over the last 12 months.

31/26-27 The Chairman's Declaration of Acceptance of Office

The Chairman signed the declaration of acceptance of office with the Clerk.

32/26-27 Apologies for Absence

Cllr Mitchell

33/26-27 Election of Vicechair

Cllr Witter nominated Cllr Tetlow and Miller as vice chair, seconded by Cllr Jones agreed by all present.

34/26-27

Declarations of interests with regard to items on the agenda

None

35/26-27

Dates of and Venue for Council Meetings for the Year

Resolution proposed Cllr Witter, seconded Cllr Bahra

The Council resolves to usually meet on the first Wednesday of the month at 7pm in the Village Hall, but not to meet in August and the January meeting to be set using RBC timeframes to set

36/26-27 Unanimous

To appoint co-ordinators.

The following appointments were made and resolved en bloc:
 Proposed by Cllr Witter seconded by Cllr Tetlow agreed by all.

Unanimous

- Cllr Bahra
 - Cllr Jones
 - Cllr Miller
 - Cllr Eiden
 - Chair and Vice Chair
 - Cllr Henry
 - Cllr Smyth
 - Cllr Henry
 - Cllr Witter
 - Cllr Eiden
 - Cllr Witter
 - Cllr Miller and Bahra
 - Cllr Eiden and Jones
 - Cllr Henry
 - Cllr Jones and Eiden
 - Cllr Tetlow
- Police Liaison
 - Allotments
 - Litter picking
 - Newsletter
 - Commercial organisations liaison
 - Ryton Water Meadow
 - War Memorial
 - Orchard
 - Cemetery Field Management
 - Social Media
 - Streetlights
 - CCTV
 - Footpaths
 - Subway
 - Coventry Way
 - Ryton Pools

Highways
 Millboard
 Coventry City
 Sports Connexion
 Prologis
 Keller
 Police College
 Millboard
 Tarnac
 Flag (holder & raising of flags)
 Barbara Harris

New flag required

37/26-27 Planning Applications
 Planning applications will usually be distributed to all Members for comment by email with a URL link, Councillors should 'reply all' with their comments.
Planning responses delegated powers Proposed by Cllr Witter seconded by Cllr Bahra agreed by all present
Resolution

38/26-27 Disciplinary and Grievance Panels
 Disciplinary and Grievance Panel Chairman (the chairman is independent of panels and oversees procedure - Chairman
 Disciplinary and Grievance Panel – Cllr Jones, Cllr Johnson
 Disciplinary and Grievance Appeals Panel – Cllr Tetlow, Cllr Miller, Cllr Smyth
 Proposed by Cllr Tetlow seconded by Cllr Miller agreed by all present
Unanimous

39/26-27 To appoint Representatives to Sit on Outside Bodies
 Village Hall Trust Committee Representative – Cllr Tetlow
 Steeley Meadows Representative- Cllr Henry
 Proposed by Cllr Witter seconded by Cllr Johnson agreed by all present

40/26-27 To approve direct debits for year.
 Proposed by Cllr Smyth seconded by Cllr Tetlow agreed by all present
Unanimous

41/26-27 To approve standing orders.
 Proposed by Cllr Witter seconded by Cllr Bahra agreed by all present
Unanimous
42/26-27 To approve financial regulations.
 Proposed by Cllr Witter seconded by Cllr Tetlow agreed by all present
Unanimous

43/26-27 To approve contractor list.
 Proposed by Cllr Miller seconded by Cllr Henry agreed by all present.
Unanimous
44/26-27 To approve General Power of Competence for the Council and resolves that it meets the criteria:
 • 2/3 of the council were elected at the last election.
 • The clerk is qualified and has completed the Cllca qualification.

Proposed by Cllr Tetlow seconded by Cllr Jones agreed by all present.

Unanimous

Parish Council Meeting

45/26-27 Public participation

Update given regarding sale of garages on Sodens Avenue: these have been purchased by a local resident and will be upgraded and rented out. The garages first need to be restored, and garage doors replaced. The boundary is overgrown and Prologis will assist with cutting them back. New fencing will be installed for walkway, possibility of a new bin installation. Garages will not have any power.

Concern raised about teenagers congregating at picnic bench. There are no plans to install any further picnic benches as this was installed for parents to use whilst their children play. Bins around the village have not been emptied due to staff illness and new bins are yet to be added to the list by RBC. Concern raised about increase of precept. It was reiterated that the increase is equal to £1 per month increase on a band d property. If road sweeping is required around the village a direct request to RBC is required. Drain on the A45 has been reported to National Highways. Issues again with the bin outside the shop. Has been raised with Cllr Keeling.

46/26-27 Reports from other bodies

Police

No update

Prologis

Tree and hedge cutting to be carried out near to garage site.

Borough Council

none

County Council

Grant pot reopens this month

47/26-27

To approve minutes of the last meeting

Proposed by Cllr Johnson, seconded by Cllr Smyth agreed by all present.

Unanimous

Finance

48/26-27

To approve payments to be made.

Proposed by Cllr Miller seconded by Cllr Henry agreed by all present

Unanimous

49/26-27

Bank reconciliation.

Noted

50/26-27

To approve WALC Membership £797

Proposed by Cllr Witter seconded by Cllr Tetlow agreed by all present.

Unanimous

51/26-27

To approve grant form 2026-27

Proposed by Cllr Tetlow seconded by Cllr Smyth, agreed by all

Unanimous

52/26-27

To discuss quote for subway improvements

Proposed by Cllr Henry to accept the quotation of £3500+VAT to repaint the subway. Paint to be purchased by the parish councils separately. The Parish Council will approve the final design in consultation with the village. Seconded by Cllr Smyth agreed by all present.

Unanimous

- 53/26-27 To discuss further funding for AV equipment £128,24
Proposed by Cllr Witter seconded by Cllr Henry agreed by all present. Unanimous
- 54/26-27 To approve electrical works at village hall £800+VAT
Proposed by Cllr Smyth seconded by Cllr Miller agreed by all present Unanimous
- 55/26-27 To approve green bin permits x2 £92
Proposed by Cllr Witter seconded by Cllr Henry agreed by all present Unanimous

Items for this meeting

- 56/26-27 Play Equipment and pavilion report
Sofas to be removed
- 57/26-27 Water Meadow
none
- 58/26-27 To discuss allotment issues
Allotment holder to speak directly to the resident regarding the cone being placed. The Parish Council is unable to enforce this
- 59/26-27 The orchard
Trees to be ordered
- 60/26-27 Burial Ground
Consider lighting at the burial ground for access using solar powered light. Hedge to be cut back around noticeboard.

- 61/26-27 Planning
No response despite repeated requests. Cllr Milelr and Bahra to look into reset options.
- 62/26-27 war memorial hedge
Speak to arborist and local residents
- 63/26-27 Report of the Chairman
none
- 64/26-27 Member reports
No answer regarding substation
Issues with lights on Sodens Avenue and Cedar Avenue
Bedding plants bought with remainder of grant funding
Tractor has been purchased by Steetley Meadow

- 65/26-27 Confidential matters
None
- 66/26-27 Date of the next meeting.
The meeting unanimously resolved that the next Parish Council meeting will be held on Wednesday 1st June at the village hall at 7pm.

The meeting closed at 20.43pm.

Signed _____ Chairman _____ Date _____

Payments to be made in	May		
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Payments to be made in June

to whom

Clerk

WCC

HMRRC

N Meggitt

S Witter

salary

pension contributions

tax and ni contributions

handyman

dog bags

direct debits

BT

microsoft

british gas

taken on 26th May

taken on 8th May

taken on 19th May

£82.23 office internet and phone line

£8.49 laptop subscription

£970.06 street lighting electricity

£140.00

£72.60

6.1

8

6.2

Ryton on Dunsmore Parish Council

BANK RECONCILIATION: Apr 2026

Current Account No
40-18-17 11376020

Opening balance	14,991.98		
Bankings	0.00		
Less o/s cheques			
Balance per Bank Statement	<u>14,991.98</u>		
Payments		57.60	
Closing Balance			<u>14,934.38</u>
			14,934.38 *

Plus o/s credits			
Date Deposit			
Amount			<u>14,934.38</u>
			0.00

checksum 0.00

BMM Account No
40-18-17 01705857

Opening Balance	98,041.29	Transfers out	0.00
Bankings	50,000.00	Closing Balance	148,041.29 *
Balance per Bank Statement	<u>148,041.29</u>		

Unity Trust Account			
Opening Balance	30,856.46	Transfers out	7,530.18
Bankings	0.00	Closing Balance	23,326.28
Balance per Bank Statement	<u>30,856.46</u>		

To discuss purchase of new keys/locks

6.3

6.3

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Ryton on Dunsmore Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

Agreed		Yes	No*	*Yes means that this authority:
1.	We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2.	We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3.	We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4.	We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5.	We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			considered and documented the financial and other risks it faces and dealt with them properly.
6.	We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7.	We took appropriate action on all matters raised in reports from internal and external audit.			responded to matters brought to its attention by internal and external audit.
8.	We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9.	(For local councils only) Trust funds including charitable, in our capacity as the sole managing trustees we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
10.	We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Chair

Clerk

Signed by the Chair and Clerk of the meeting where approval was given:

SIGNATURE REQUIRED

SIGNATURE REQUIRED

https://www.rytonondunsmoreparishcouncil.gov.uk/

POST/WEBSITE ADDRESS

6.4

Section 2 – Accounting Statements 2025/26 for

Ryton on Dunsmore Parish Council

Year ending	Notes and guidance	
	31 March 2026	31 March 2025
1. Balances brought forward	85,773	76,158
2. (+) Precept or Rates and Levies	91,881	85,411
3. (+) Total other receipts	47,803	2,667
4. (-) Staff costs	29,040	28,075
5. (-) Loan interest/capital repayments	0	0
6. (-) All other payments	52,527	50,388
7. (=) Balances carried forward	143,890	85,773
8. Total value of cash and short term investments	143,890	85,773
9. Total fixed assets plus long term investments and assets	308,325	305,836
10. Total borrowings	0	0

For Local Councils Only		Yes	No
11 Do the figures in the accounting statements above exclude any trust transactions?		✓	

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in the Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

DD/MM/YYYY

SIGNATURE REQUIRED

Date

I confirm that these Accounting Statements were approved by this authority on this date: DD/MM/YYYY

as recorded in minute reference: MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Smaller authority name: Ryton on Dunsmore Parish Council

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026**

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE

NOTES

1. Date of announcement Thursday 4 June 2026 (a)

2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:

(b) Clerk L Foster
clerk@rytonondunsmoreparishcouncil.gov.uk

commencing on (c) Friday 5 June 2026

and ending on (d) Friday 16 July 2026

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

Moore East Midlands (Ref AP/HD)
 Rutland House
 Minerva Business Park
 Lynch Wood
 Peterborough
 PE2 6PZ



5. This announcement is made by (e) L Foster Clerk

(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

(a) Insert date, which must be at least 1 day after the date of announcement in (a) above and extends for a single period of 30 working days (inclusive) ending on the date appointed in (d) below

(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts

(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and extends for a single period of 30 working days (inclusive) ending on the date appointed in (d) below

(d) The inspection period between (c) and (d) must also include the first 10 working days of July.

(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

Application form to be circulated separately in person

8.1

71

Trustees

Richard Ridges

Caroly Reilly

Joe Taylor

With many thanks

The new tractor will enable us to work more effectively and carry out a wider range of conservation activities.



On behalf of Ryton Conservation Trust, we would like to thank you for the Section 106 money to support with the purchase of a new tractor. This will enable us to continue to maintain and manage 35 acres of meadows, woodland and ponds at Steetley Meadows and the village water meadow.

Dear members of the Parish Council

14th May 2026

Ryton-on-Dunsmore Parish Council
The Village Hall
High Street
Ryton on Dunsmore
CV8 3EY



I have had a look through the file Allison held for this job and see following a site meeting a proposal was put forward to in relation to a sub station location within the grounds of the church car park.

I note in your email to Allison, you have stated the offer made for the substation site was "extremely low" but have not given any indication as to what figures the Parish Council thought would be acceptable. Please could you elaborate on this and let me know what figure the Parish Council thought was acceptable?

National Grid Electricity Distribution have a responsibility to in accordance with its licence conditions and the Electricity Act 1989 and, in doing so, operate our network efficiently and economically. Any offers made for land are made based on guidance offered by our Property team which are based on comparable sites.

Request via email

We are having a religious function at our house on the 11th July from 10-3 and were wondering if we could use the Church Car Park for our guests to park their cars.

8.4

17

9 Items for this meeting

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- 9.2 Ryton Water Meadow update - Cllr Smyth/Cllr Henry
- 9.3 To discuss allotment issues - Cllr Jones
- 9.4 Pavilion refurbishment - Cllr Witter
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- 9.9 Subway update - Cllr Henry
- 9.10 CCTV

9.1 - 9.10

- 10 To receive the reports for information from representatives on other bodies
- 11 To receive the report of the Chairman (Note: for information only, no decisions can be made)
- 12 To receive reports from members (Note: for information only, no decisions can be made)
- 13 Motion under the Public Bodies (Admission to Meetings) Act as amended -
 "That in view of the special and confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw"
- 14 Confidential items for this meeting
- 15 Date of the next Parish Council meeting 1st July 2026.