MINUTES OF MEETING

Stretton on Dunsmore
PARISH COUNCIL

Name of Meeting	Annual Meeting of Stretton-on-Dunsmore Parish Council
Date, Time and Venue of Meeting	Monday 11th May 2026 at 6.30pm at Knightlow School.
Meeting Chair	Cllr Paul Gordon (PG)
Minute Taker	Helen Stewart (HS)
Attendees	Cllr James Bavington (JB), Cllr Chris Tickle (CT), Cllr Stephen Smyth (SS), Cllr Sarah Gambling (SG), Cllr Warwick Dipple (WD), Cllr Gillian Key-Vice (GKV), and 4 members of the public.
Apologies from those summoned	Cllr Alan Abbey (AA)
Absent	None

Agenda Number	Minute	Actioner	Date
1.	**Election of Chair** Cllr Gordon was nominated as Chairman by Cllr Tickle which was seconded by Cllr Smyth. No other nominations were made. The motion to elect Cllr Gordon as Chairman for the next 12 months was carried by a majority of 6 councillors. GKV abstained.	No Action	
2.	**Election of Vice Chair** Cllr Smyth was nominated as Vice-Chair by Cllr Bavington which was seconded by Cllr Gordon. No other nominations were made. The motion to elect Cllr Smyth as Vice-Chairman for the next 12 months was carried by a majority of 6 councillors. GKV abstained.	No Action	
3.	**Apologies** Cllr Alan Abbey (AA) Parish Councillor. Also noted were apologies from Rugby Borough County Councillors Umesh Mistry & Jill Simpson-Vince.		
4.	**Constitution Documents** The Clerk confirmed that all members present have signed the followed the documents and submitted them to her - Register of Members' disclosable pecuniary interests - Code of Conduct Cllr Gordon was provided with a copy of the Declaration of Acceptance of Office for his tenure as Chairman for 2026-27. The following documents were reviewed and agreed unanimously following a proposal from Cllr Gordon was seconded by Cllr Tickle. - Standing Orders - Financial Regulations - Scheme of Delegation to the Proper Officer - Civility and Respect Pledge - IT Policy - Data Protection Policy - Data Breach Policy - Action Plan 2026-27	No Action	
5.	**Working Groups and Committees: -** **Platinum Plott and Serenity Orchard Working Group** The Terms of Reference for the Platinum Plott & Working Group were reviewed and adopted. **HR Committee**	No Action	

	The Terms of Reference for the HR Committee were updated, and councillor membership remains as: Cllrs Gordon, Smyth and Bavington.		
6.	**General Power of Competence** It was agreed that the Parish Council still met the criteria to maintain the General Power of Competence for the Parish Council.	No Action	
7.	**Annual Governance and Accountability Return 2025/26** a. Members received and noted the Internal Auditors Report. b. The Annual Governance Statements were read aloud and agreed unanimously. c. It was agreed unanimously to accept Annual Accounting Statements for 2025-26. The Parish Clerk and the Chairman signed the document.	No Action	
8.	**Reports** The following people and organisations were invited to give a report:- a. Helen Stewart – Proper Officer and Responsible Financial Officer (report read by the Clerk) b. Cllr Gordon – Parish Council Chairman 2025-26 (report read by the Chairman) c. Cllr Dale Keeling – Warwickshire County Councillor for Dunsmore Ward. – No report provided. d. Cllr John Keeling & Cllr Jill Vince-Simpson – Rugby Borough Councillors for Dunsmore Ward. (report prepared by Cllr Jill Simpson-Vince read by the Clerk) e. Nicola Haywood – Chair of the Knightlow School Board of Governors. (Report read by Clive Haywood) f. Vicki Ledger – Group Leader of Stretton Scouts (report read by Fred Salt) g. Douglas Hutchinson – Church Warden for All Saints Church (Report read by the Clerk) h. Clive Haywood – Chair of the Village Hall Trustees (Report read by Clive Haywood)		
9.	**Date of Next Meeting** 10th May 2027 6.30pm.	No Action	

Meeting Closed 7.03pm

STRETTON ON DUNSMORE PARISH COUNCIL
3 ORCHARD WAY
CV23 9HP
EMAIL: clerk@stretton-on-dunsmore-parishcouncil.gov.uk
PARISH CLERK – MRS HELEN STEWART