

# *Minutes of Wolston Parish Council Meeting Thursday 3<sup>rd</sup> April 2025*

*Start: 7:15p.m.*

*Venue: Wolston Baptist, Main Street, Wolston CV8 3HJ*

## **Public Forum:**

The Chair of the Garden walkabout attended to update on the following

- Consideration of locations for the Car motor club
- A representative from PC was requested for next meeting on 16<sup>th</sup> April. Cllr Rainey agreed
- Possible Road closure was discussed
- RFO agreed to look into adding the event to public liability insurance as has happened in the past

A local resident raised concerns about Watercourse matters in the village, in particular Brook Street and raised concerns regarding concrete, rubble, stone, bricks and iron bars. Cllr Wright also raised concerns regarding a pipe that is above the brook level.

Chair agreed to take photos and sent to the environmental agency.

A local resident raised concerns about figures posted on facebook regarding precept. RFO confirmed that they are investigating how it has been presented in previous years and looking to interpret previous data.

The chair and RFO invited any who have queries to email [wolstonpc@wolstonpc.co.uk](mailto:wolstonpc@wolstonpc.co.uk) rather than facebook.

A local resident raised concerns about an overgrown hedge on John Simpsons Close causing inconvenience to partially blind resident.

A resident raised issues regarding Yardleys Meadow and Melodys meadow. The chair strongly recommended that residents who have concerns should contact the environmental agency directly. The chair had already called in the site based on noise nuisance and impact on privacy.

The chair again underlined the importance of residents registering their concerns separately

## **Meeting started: 20:00**

**Present:** Cllr. WILLIS (Chair), Cllr. RAINEY, Cllr. RAMSAY, Cllr. WRIGHT. Cllr. MILNE, Cllr. OSMOND  
RBC Cllr POOLE, Clare Malyon CLERK, Tracie Ball RFO Members of public:8

211. **Apologies.** – Apologies received from Rugby Borough Councillor Simon Ward and Warwickshire County Councillor Heather Timms

212. **Declarations of Interest (existence and nature) on items on the Agenda** – Councillors to declare any personal and/or pecuniary interest on items on the agenda.

Cllr. WILLIS – any items/matters with regard to Rugby Borough Council, and Item 218 Salisbury Trust

Cllr Wright – Personal Interest in Item 216, **R25/0030** as overlooks the property and has been acting for residents, Interest in 225 Allotments as representing a contractor in chasing monies owed.

Cllr Ramsay – Item 225 Allotments as spouse is an allotment holder but requested dispensation to comment.

Cllr Rainey – Item 216 Cemetery Extension as member of the WBBJBC

213. **Minutes –**

a). To review and if appropriate, approve the minutes of the Parish Council meeting held on Thursday 6<sup>th</sup> March 2025

**RESOLVED:** that the minutes of the previous meeting held on 6<sup>th</sup> March 2025 – be deferred to the next meeting. Proposed Cllr Wright, Second Cllr Willis unanimous

b). To review and if appropriate, approve the minutes of the Parish Council meeting held on Wednesday 26<sup>th</sup> March 2025

**RESOLVED:** that the minutes of the previous meeting held on 26<sup>th</sup> March 2025, as they had not been circulated – be defer to the next meeting. Proposed Cllr Wright, Second Cllr Willis unanimous

**ACTION** Clerk to establish what minutes are currently unapproved. Councillors agreed in principle to accept the minutes as circulated for 19<sup>th</sup> February 2025

214. **Co-option** – To discuss and consider co-option of a prospective councillor, to receive any expressions of interest and if appropriate, vote and co-opt a councillor.  
None received.

215. **Finance –see Appendix 1**

a). To approve payments for March 2025.

**RESOLVED** to approve payments as recorded. Proposed Cllr Wright, Second Cllr Rainey unanimous

b). To note payments received.

**Noted** – None

c). To note the latest bank reconciliation

**RESOLVED** Deferred as currently in the process of completing AGAR, Proposed Cllr Wright, Second Cllr Rainey unanimous

d). To approve Finance Group recommendation for payment of installation of Christmas lights on Beech tree outside Baptist Church.

**RESOLVED** in Item 215a

e). To approve Finance Group recommendation for repair of bus shelter in School Street-

**RESOLVED** in Item 215a for emergency work, full repair still required

**ACTION** Clerk to obtain quotes for repairs supported by the RFO

f). To approve payment of alarm service for Pavilion, Dyer's equipment Lane.

**RESOLVED** in Item 215a

g). To approve payment for service of maintenance equipment for PWL

**RESOLVED** in Item 215a

h). Finance Report. -

All items reported in item 215

216. **Planning**

a. **Proposal at: R25/0030: YARDLEYS MEADOW, STRETTON ROAD, WOLSTON** For: Retrospective Application - Change of use from solely paddock to allow commercial dog walking

Discussion took place in the Open Forum, Cllr Willis reported that the application had been 'called in' to the full planning committee at Rugby Borough Council. The Clerk confirmed that a letter of concern from the Parish Council has been logged on RBC planning portal.

**RESOLVED** Wolston Parish record an objection to the planning application, based on a noise nuisance and loss of privacy Proposed Cllr Wright, Second Cllr Ramsay 5 in favour, 1 abstention.

b. **Cemetery Extension-** Clarification, if possible, on the plans to extend the Dyers Lane cemetery into the Telephone Exchange site of 1.04 hectares further to it being included the Rugby Borough Local Plan Preferred Option Draft dated March 2025.

Cllr Willis reported that as a Borough Councillor he had raised concerns about the effect this would have on the existing flooding issues, and that this site has been earmarked a possible extension to the Dyers Lane Cemetery. Cllr Wright reported that the WBBJC have been trying to safeguard land for the extension to Cemetery.

**Resolved:** Clerk to send a letter on behalf of WPC opposing the site for 15 houses to be built and safeguard the land for a cemetery extension as part of the Parish Council's response to the Local Plan. Proposed Cllr Wright, Second Cllr Willis unanimous

217. **Notice of Motion Proposed .-** Under Standing Order No 8- In light of the Wolston Parish Councils unprecedented increase of 6.5% in the Council's budget for 2025/6. I request the parish council carry out an urgent in-depth evaluation of its staffing requirements to ensure the council taxpayers are getting value for money in the longer term. (Cllr Wright)

Cllr Wright asked that this be discussed even though no seconder was forthcoming.

Councillor Willis noted that the proposal's wording might cause officers to feel undervalued. However, he acknowledged the Parish Council's responsibility to ensure value for public expenditure. An independent review would cost money, and this is inappropriate at this time. Cllr Willis proposed that the request be reworded as not to undermine the current staff and resubmit the motion. Cllr Rainey advised that a restructure had only just taken place, and this will need to be evaluated in due course

**Resolved** To defer any action until the Notice of Motion has been reworded. Proposed Cllr Rainey seconded Cllr Willis unanimous

218. **Membership of the Salisbury Trust** - Councillors feel that they have met with some resistance when making enquiries about the Trust with a Brandon/Bretford Councillor regarding this feels that the issue requires clarification.

Cllr Willis advised that membership of the trust is defined as representative and invited.

Cllr Wright has been previously appointed by WPC to act as the representative.

**Resolved:** Clerk contact the Clerk of G AND L SALISBURY'S HOMES Charity number: 214571 to regain representation for Wolston Parish Council. Proposed Cllr Willis, Second Cllr Ramsay 5 in favour, 1 abstention

**Declarations declared:** T Willis

219. **Wolston PC AGM-** To decide a date to combine this at the beginning of May with monthly PC meeting as per precedent

**Resolved:** It was agreed by full Council to combine the two meetings 1<sup>st</sup> May Propose Cllr Wright, seconded Cllr Rainey, unanimous

220. **VE Day Village Commemorations-** to make appropriate decisions regarding, Planning for VE Day celebrations in village on Thursday 8<sup>th</sup> May 2025 including potential road closure.

The Churches and School have planned for their own commemoration events, Cllr Ramsay reported that School are willing to let parents know of any events.

Cllr Wright requested that the Parish Council recognise the fallen at the memorial in accordance with the programme issued by the Government and agreed to lead on organising any event agreed. Cllr Ramsay and Cllr Osmond agreed to support.

The RFO advised that two short services could take place as described in the Programme – 9.30 am to lower the union flag and raise the VE Day Flag, then 9.30 pm to light lanterns.

Cllr Willis asked if the planning could involve VJ Day on 15<sup>th</sup> August 2025

**Resolved** No road Closure to be applied for. Cllr Wright to lead on organising the two events. WPC propose that the 80 year anniversary of VE Day and VJ Day are commemorated at the appropriate times at the War Memorial. Proposed Cllr Willis second Cllr Rainey unanimous

221. **Annual meeting of the Parish-** Suggest 21<sup>st</sup> May 2025 at 6pm. Clerk to invite all groups and churches.

**Resolved:** It was agreed by full Council to host the meeting On Wednesday 21<sup>st</sup> May 2025. Propose Cllr Wright, seconded Cllr Rainey, unanimous

222. **Remembrance Day Commemorations-** to make appropriate decisions regarding Planning for Remembrance Day in village in November 2025 including potential road closure.

**Resolved:** WPC agreed to apply for a road closure for the service on Sunday 9<sup>th</sup> November 2025 Propose Cllr Willis, seconded Cllr Ramsay, unanimous

223. **Christmas in Wolston-** to make appropriate decisions regarding planning for Christmas celebrations in village on Saturday 29<sup>th</sup> November 2025 including potential road closure.

**Resolved:** Proposed to apply for a road closure for one hour on Saturday 29<sup>th</sup> November 2025, as per the event held in 2024. A full event program to established. Propose Cllr Rainey, seconded Cllr Ramsay, 5 for 1 against

224. **Correspondence passed on to councillors** – to review trial and make appropriate decisions

Cllr Wright asked if there is any correspondence outstanding that requires a reply from the Council. The Clerk confirm as she has only been in post for three weeks and is currently documenting any outstanding correspondence handed over. This will be addressed in a timely manner

**Resolved:** Full council agreed that current system working well and should continue. Propose Cllr Ramsay, seconded Cllr Willis, unanimous

225. **Working Group Delegates Reports and Recommendations** – To receive timely headlines and consider any recommendations from working groups and committees and make any appropriate decisions. **NB.** Work Group Leads to send highlight report/update to the Clerk for circulation to Councillors prior to the meeting.

a) **Flood Action Group** – No report/update except what was discussed in Open Forum

b) **Open Spaces** – Grass cutting started. All contracts will be reviewed in the next few months. Cllr Wright advised a quote had been received to do necessary work on play equipment and when was this being done.

**Resolved:** Contractor to be contacted to discuss the work required at a site meeting with Cllr Wright, and Cllr Rainey. **ACTION** Clerk to circulate quote, contact Contractor and RFO to request S106 monies from RBC.

c) **Allotments** – Site meeting with Spitfire 4<sup>th</sup> April 2025, to sign off management building. 12 months cool off period to rectify any issues. Cllr Wright asked about warranties on items, a pack will be provided with information. The sub lease is progressing with WPC solicitor's and WBAGA. Cllr Wright stated that WPC are signing the document knowing that all issues have not been fully resolved. Cllr Rainey requested that the insurance cover requirements are confirmed, and a copy of all the final lease documents are made available. Cllr Milne requested that WPC solicitors are contacted to establish what if anything the Parish Council are required to do, when the documents are signed.

**Resolved:** WPC to attend meeting on 4<sup>th</sup> April 2025 and participate in the handover and accept the management building and all supporting warranties and documentation. Propose Cllr Willis, seconded Cllr Rainey, 5 for 1 abstention **ACTION** Clerk to contact solicitors for WPC next actions. Cllr Rainey/Wright to provide the RFO with a floor plan of the building. RFO to add items to the Asset Register as appropriate and contact WPC Insurers to check if covered and make any take any necessary action.

d) **Neighbourhood Development Plan** - Covered in Open forum

**Cllr Wight proposed and extension of 10 minutes, Cllr Ramsay seconded – 5 for 1 abstention.**

e) **Communications** - No report/update

f) **Joint Burial Board** - No report/update

Cllr Willis asked as the Parish Council now consists of just six Councillors, are Working Groups still required. The Clerk advised that this can be addressed at the AGM when working groups are reviewed.

Cllr Ramsay updated the meeting regarding WLCC - He has now been elected as a trustee, and they are happy to have a Parish Council representative back on board. WLCC will be approaching WPC for a grant, Cllr Ramsay and the RFO are currently drafting a grant scheme policy for consideration by the council.

The Clerk reported that she will update the Council regarding Health & Safety issues.

226. **Date of Next Meeting** – To consider and confirm the date of **Thursday 1<sup>st</sup> May 2025** as the next Council meeting at The Baptist Church, Main Street, Wolston at 7:15pm. If an interim meeting required, an agenda will be sent to Councillors and be put on the website and in the Main Street noticeboard three clear days before the meeting is held

**Resolved** Propose Cllr Ramsay, seconded Cllr Rainey, unanimous

227. **Exclusion of Press and Public** In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda items owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

**Resolved** Propose Cllr Wright, seconded Cllr Rainey, unanimous

228. **Review contract for Clerk of Joint Burial Committee-** to ensure that that the contract is fair and aligned with other employees

**Resolved:** The WPC will review the contract issued by the WBBJBC to ensure it aligns with those provided to other employees of WPC. Propose Cllr Wright, seconded Cllr Ramsay, unanimous

**ACTION** Clerk to undertake.

Meeting Closed 21:55

**Agenda Item** 215a  
**Date of Meeting** 03/04/2025

## APPENDIX 1

### Payments to be authorised

2025-26 Budget

Supplier	Details	Invoice	Amount	Cheque	Minute	Note
C Payne	Millstone Beds	claim form	£ 22.97	134	184.e	2025/26 Budget
DACT fire & Security	CCTV service	17793	£ 180.00	135	184.e	2025/26 Budget
On call Utilities	Alarm annual service - Pavillion	59905	£ 96.00	136	195.f	
Flagmakers	1 VE Day and 1 union flag	296081/2	£255.55	137	198	
Vita	Bin bags & wipes	202503	£120.48	138	clerk	
WALC	annual subscription in NALC	Jun-03	£924.00	139	184.e	2025/26 Budget
P Bird	Service, maintenance and parts - PWL Equipment		£314.98	140	195.g	
M Cooper	Beech tree Christmas lights & bus shelter repairs		£329.95	141	195.d	

### Pre- Authorised

Supplier	Details	Invoice	Amount	Cheque	minute	Note
WCC pensions	Mar-25	N/a	£ 571.17			
WCC pensions	Feb-25	N/a	£ 447.08			
WCC pensions	Jan-25	N/a	£ 447.08			
WCC pensions	Dec-24	N/a	£ 447.08			
WCC pensions	Jul-24 - cheque not received	N/a	£ 830.12	130	N/a	Total = £2742.53
T Ball Expenses	Microsoft 265 4 x annual subs		£ 522.96	131	207.2.6	re-imbursement - cheque not acceptable
P Dixon Expenses	Fuel to 31/3/25	N/a	£ 78.60	132	209.1.2	missed from last payments
JL Martin	Cheque 000102 not rec'd - Christmas tree		£ 205.00	133		

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