

Minutes of Wolston Parish Council Meeting Thursday 5th June 2025

Start: 7:15p.m.

Venue: Wolston & Brandon Village Hall, Main Street, Wolston CV8 3HJ

Meeting started: 19:15

Present: Cllr. WILLIS (Chair), Cllr. RAINEY, Cllr. RAMSAY, Cllr. WRIGHT. Cllr. MILNE, Cllr. OSMOND
County Cllr SONKO Borough Cllr POOLE, Borough Cllr WARD, Tracie Ball RFO Members of public 2

23. **Apologies:** to receive apologies and approve reasons for absence.

RESOLVED: Apologies from Clare Malyon, Clerk accepted

24. **Information items:** to consider and discuss items for information and comment if appropriate:

24.1 County Councillor report

County Cllr Sonko advised that grant funding applications extended to from 9th June to 4th July 2024

Portfolio holders are now in place

The Regulatory committee meeting – deferred until 1st July 2025 [Browse meetings - Regulatory Committee – Warwickshire County Council](#)

24.2 Borough Councillor report

Cllr Poole – Unusually quiet at RBC. Resident reported that correspondence from elections office had typo's and spelling mistakes, this is genuine. Relates to a govt paper regarding the postal vote, constituents will be getting letter or email re-sign for postal votes

Green bins that had not been collected, had not had the new stickers attached – ACTION CLERK send out FB message to advise residents

Cllr Ward – The Love Rugby Festival will be taking place between 20 June – 6 July [Love Rugby Festival - The Rugby Town - Rugby Borough Council](#)

Cllr Willis (as Borough) – work is under way on the Attenuations ponds on the Fosse Way.

A flooding S19 report available on WCC website ([Flood investigations \(Section 19 reports\) – Warwickshire County Council](#)) this will show the issues. The highways team have been invaluable

24.3 Local Government Reform in Warwickshire update

Cllr Poole was at a RBC briefing on 5th June, more details to follow.

Cllr Sonko advised that the date is to be confirmed for the next meeting.

25. **Public participation:**

Public forum started: **19:33**

A request from a resident, are the PC celebrating VJ day. Cllr Willis advised plans are being considered
A resident of Hawthorn Close, complained that the trees from Blumels are getting very large –

ACTION -Cllr Willis will visit, and if required Clerk to write Marsden's, the land agent.

A resident from Brook Street advised that the rumble under the bridge had still not all been removed
Issues in Dyers Lane, damage to horse fields and theft from car- at cemetery. – **ACTION - Clerk to contact police** – Cllr Osmand asked if the CCTV can be looked at and could we see an increase of police presence in the village.

Cllr Wright requested clarification regarding dog walking incidents. Are WPC insured if people dogs fight and get hurt on their land? ACTION RFO to check with WPC insurers.

Cllr Wright asked, What signage can be put up. Dyers Lane Playing fields. KC guidance socialisation – **ACTION Clerk to review all signage in playing field.**

Cllr Willis gave an update on Melodys Meadow. – RBC planning officer Callum Mason feedback on 30/5/2025, the landowners, have been operating the site for at least 10 years as a dog walking field.

ACTION Cllr Willis to follow up

Cllr Wright advised that there had been significant anti-social behaviour in the playing field especially on the roof on Climbing frame - - **ACTION -Cllr Willis to contact RBC regarding ASB and RFO to contact insurance and** ask if they have any guidance.

Closed **19:52**

26. Declarations of interest

26.1 To declare any personal interests or prejudicial interests in items on the Agenda and their nature

Cllr Willis - any items/matters with regard to Rugby Borough Council,

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

Cllr Rainey – Wolston Poppies and parking issues on Main Street

26.2 To receive, consider and approve any requests for dispensation relating to Agenda items

Cllr Ramsay –Allotments as spouse is an allotment holder but requested dispensation to comment - **Granted**

27. Minutes of previous meeting:

To review and if appropriate, approve the minutes of the Parish Council meeting held on 19th February 2025, 6th March 2025, 26th March 2025 and 3rd April 2025, Annual Parish Meeting 2024

RESOLVED: that the minutes of the previous meetings held on 19th February 2025, 6th March 2025, 26th March 2025 and 3rd April 2025, Annual Parish Meeting 2024 be deferred until an extra ordinary meeting on Wednesday 11th June 2025 at 6pm - ACTION All Councillors to circulate comments no later noon 9th June 2025

Proposed Cllr Willis Second Cllr Rainey unanimous

28. Notice of Motion proposed by Cllr Wright on 09/05/25 for donation to Royal British Legion as follows:

'In appreciation of the debt owed to W.W II veterans, Wolston Parish Council donate any monies budgeted for and not spent on the V.E Day celebrations to the British Legion to support care for service personnel, disabled during the war.

Cllr Rainey requested change to all who have lost their life in conflict. Divide the money between RBLI and youth. Split donations do something positive.

RESOLVED: support the proposal but to wait until WPC has clarified the points above and exactly how much will be available out of the budget in March 2026 Proposed Cllr Osmand, seconded Cllr Wright Unanimous –

Cllr Wright withdrew the original proposal.

29. Wolston Poppies- RFO to present an update on the ongoing work for Remembrance Sunday Cascade and request support for a PC led enterprise to support local crafters who can make poppies, providing materials are provided

Cllr Rainey requested further information

RESOLVED: that the request be deferred until an extra ordinary meeting on Wednesday 11th June 2025 at 6pm Proposed Cllr Ramsay seconded Cllr Wright Unanimous

30. Progress reports/information from working groups and committees, items of update for Parish Council – to consider/decide matters relating to each as required

30.1 Flood Action Group

No further update from last week, attenuation pond news is great. EA have contacted Borough Cllr Willis regarding work and retrospective funding. ACTION Cllr Willis will circulate update.

Cllr Wright reported that residents have moaned about nothing done about clearing the brook.

He proposed to write to EA, to get a section of Brook, from the Vicarage to the Bridge, to take 18 inches of silt away from this section.

Riparian owners should clear their half of the brook.

Cllr Ramsay responded that this is a repetitive claim, and removing 18 inches of silt in this small part will not be sufficient, for the volume of water. We must trust the experts

Cllr Osmand advised a letter has been received from the EA.

Please see Appendix 1, 2 and 3 for relevant emails

30.2 Allotments

On going issues with Spitfire, negotiations are happening.

New drive visual splay at entrance complete and the gulley inside to discharge into the attenuation pond. Cllr Wright moaned about this not being done, as gulley on was on the other side of road, paths not as expected and fencing not completed

Cllr Willis advised that the wooden cladding on new shed had been installed, WBAGA were satisfied with their outcomes. Concrete for delivery not done. Spitfire have refused to undertake any new work, in this regard as they had fulfilled the original plans. Cllrs discussed what could be done, consider using figure in compensation monies as 1/3 kept back approximately £14K.

Cllr Rainey has not resolved yet on liabilities and WPC exposure.

ACTION RFO writes to Richard Millar for details of whom we must invoice.

ACTION Cllr Ramsay to set up meeting with WBAGA to discuss future

ACTION Clerk to chase Rotherham's for sublease

30.3 Parking Main Street- Chair to advise on update from local resident concerns, Cllr Wright reminded Cllrs that WPC had met with residents in 2022 to discuss parking. A report has been compiled. Cllr Wright requested that the report be condensed and circulated to residents. RFO emailed all Cllr with a copy of the report. **ACTION** a Cllr to resurrect the project, no volunteer forthcoming.

Cllr Willis advised WCC responded regarding their actions to change the kerb line in Main Street, had received support from the residents. Site visit will be arranged.

Cllr Rainey advised that bollards are to protect people and not grass. He also advised that the demographic of the residents in the cottages in Main Street has changed over the years, and residents have considerably more vehicles per household now.

Cllr Wright confirmed that the bollards being stored in the compound are suitable for use in the conservation area.

PWL will not be able to install the bollards because it will need to work on the road.

Cllr Rainey advised that the bollards that WPC have are to protect the disabled access in the center of the village.

RESOLVED A resident consultation should be progressed in the first instance with those Main Street households directly affected, i.e., numbers 16 to 26.

Proposed Cllr Willis seconded Cllr Wright Unanimous **ACTION** Cllr Willis will revert to Councillors to discuss how the project will be progressed.

Cllr Wright asked that the entrance to the doctor's surgery be discussed at the meeting with WCC.

Cllr Rainey offered to be included in discussion regarding the bollards.

31. Finance

31.1 To approve accounts for payment.

Supplier	Details	Invoice	Amount	Cheque	Minute	Note
Lakeside	May grass cuts x 2	31/05/2025	£1,820.40	160	184h	No contract in place

RESOLVED: To confirm payment of outstanding invoices, Proposed Cllr Milne, Second Cllr Ramsay unanimous

31.2 Finance update for approval, to include bank reconciliation.

Not available as missing bank statements have only just been handed to the RFO

Cllr Wright questioned how the two bank accounts are operated. The RFO responded that a new reserves policy will be circulated. At present none of the bank signatories for the Lloyds account have started to use their online access. The RFO requested that this been done sooner rather than later as the issues raised by Cllr Wright will be able to be progressed.

Cllr Wright also questioned why the £60k held in reserves was not receiving any interest. The RFO advised that approximately £800 pa has been received in interest.

Cllr Wright also requested that a loss of £1000 be explained.

ACTION Cllr Rainey and the RFO, will investigate

ACTION Cllr Wright to provide the information behind the allegation.

31.3 To note payments received.

None - Noted

31.4 Consider Grant applications and make any appropriate decisions.

None - Noted

31.5 Consider Charitable donations and make any appropriate decision

None - Noted

32. Planning To receive information on planning applications and decide any actions as appropriate: -

32.1 Update on Rugby Borough local plan

Nothing to report at present. The Chair asked for this item to be removed until updates are available.

32.2 New planning applications to be distributed to all Councillors on receipt.
None

33. Clerks Report - Progress report and update and decide any actions as appropriate.

Cllr Rainey advised apologies received from the Clerk. No report available

34. Events Update— to consider/decide matters relating to each as required.

34.1 To include Clerk and RFO update on clarification of cancellation insurance measures in place for events due to weather and or other factors outside of PC control

No update available

35. Adoption of Policies; To discuss any policies which require reviewing

RESOLVED WPC agreed all policies to be reviewed by August 2025.

36. Confirmation of Committees and membership

RESOLVED WPC re-adopt the membership of Committees as presented

37. Confirmation of Working Groups and membership

RESOLVED WPC re-adopt the membership of Working Groups as presented

38. Confirmation of Representation on outside bodies

RESOLVED WPC re-adopt the Representation on outside bodies as presented

Cllrs raised the issue of current representation of WPC on The **G AND L SALISBURY'S HOMES TRUST**

Charity number: 214571. **ACTION** Clerk to contact the Clerk of the Trust from the details on the Charity Commission website. **Address:**16 Avondale Road Brandon COVENTRY CV8 3HS

Phone:07720882972 **Email:** salisburytrustclerk@gmail.com to arrange a meeting with the trustees.

39. Future Agenda Items – Councillors are asked to use this opportunity to raise items for future agendas.

Wolston NDP - next steps

WBBJBC – Purchase of land for the extension of the Cemetery **ACTION** Cllr Wright to provide details to the Clerk.

G AND L SALISBURY'S HOMES TRUST representation

Purchase of new flag

40. Date of Next Meetings –

To confirm Thursday 3rd July 2025 at 7.15pm for the for the next regular meeting of the Parish Council

If an interim meeting is required, an agenda will be sent to Councillors and be put on the website and in the Parish noticeboard **three** clear days before the meeting is held.

RESOLVED To accept 3rd July 2025 to be the date of the next regular meeting, and an extra ordinary meeting on Wednesday 11th June 2025 at 6pm, venue to be confirmed Proposed Cllr Willis seconded Cllr Ramsay unanimous

To confirm the dates of the future parish Council meetings for 2025/26, the first Thursdays of each month are as follows

2025- 07/08/25 If required, 04/09/25, 02/10/25, 06/11/25, 01/12/25

2026- 08/01/26, 05/02/26, 05/03/26, 02/04/26

RESOLVED To accept the dates above. Proposed Cllr Willis seconded Cllr Ramsay unanimous

41. Confidential matters: to consider the exclusion of the public and press in the public interest for discussions and decisions in relation to either Personnel matters or Legal matters.

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 The exclusion is on the grounds that items of business to be discussed are likely to include discussions about staffing. Proposed: Cllr. Wright Seconded: Cllr. Ramsay Unanimous

42. Clerk to update after seeking advice from WALC regarding Previous Clerk Additional payment decision and make any decisions necessary

Advice has been obtained from WALC, however Cllrs require more details. **ACTION** Clerk to provide and update regarding seeking advice from WALC regarding Previous Clerk Additional payment decision and make any decisions necessary. A copy of the request and reply to be circulated to Councillors before the next meeting

RESOLVED: that that due to the absence of the clerk, this item to be deferred to the extra ordinary meeting on Wednesday 11th June 2025 at 6pm

Meeting Closed at **21:30**

DATES OF NEXT MEETINGS

<u>DATE</u>	<u>TIME</u>	<u>TYPE</u>	<u>VENUE</u> (subject to change)	<u>COMMENTS</u>
11/06/25	18:00	Extra ordinary	WLCC	No Public forum
03/07/25	19:15	Ordinary	Wolston & Brandon Village Hall	
07/08/25	19:15	Ordinary	Wolston & Brandon Village Hall	If required
04/09/25	19:15	Ordinary	Wolston & Brandon Village Hall	
02/10/25	19:15	Ordinary	Wolston & Brandon Village Hall	
06/11/25	19:15	Ordinary	Wolston & Brandon Village Hall	
01/12/25	19:15	Ordinary	Wolston & Brandon Village Hall	
08/01/26,	19:15	Ordinary	Wolston & Brandon Village Hall	
05/02/26	19:15	Ordinary	Wolston & Brandon Village Hall	
05/03/26	19:15	Ordinary	Wolston & Brandon Village Hall	
02/04/26	19:15	Ordinary	Wolston & Brandon Village Hall	

**4 Nov24 feedback from Environment Agency after 31 Oct 24 site visit further to TW queries of 25 and 30
Oct 24 re: clearance of vegetation in Wolston brook and River Avon**

Good Morning Tim,

I hope you are well, my apologies for the delay in responding to you.

Last Thursday I visited the Wolston Brook through the village and down to the confluence with the River Avon to review the concerns raised. For the most part conveyance of flows appears to be good throughout the village and the watercourse is well maintained. The watercourse bed is generally gravelly, particularly along Main Street, though there are some areas where silt berms have built up at a low level (which can be seen upstream and downstream of the bridge on Warwick Road and on Brook Street) and low-lying vegetation and weed is evident.

Based on the level of vegetation and silt evident within the watercourse in the area's recently impacted by flooding, I do not believe that dredging or de-silting would have a significant impact in reducing flood risk. The channel capacity is not significantly reduced by their presence at current levels and removal would be unlikely to have a long-term effect. These berms have formed naturally in areas where flows are reduced in normal conditions (the inside of bends) and it is likely that if removed they will quickly form again due to the nature of the watercourse.

Upon my visit I would assess that vegetation levels would be lower than usual as we are in the winter months, so I believe it would be important for maintenance checks to be conducted and weed control undertaken to manage it and ensure it does not have a detrimental impact on flows – this could take the form of spraying or strimming these areas. I have discussed this with our field team with a view to setting out additional routine checks to keep the vegetation at a lower level.

There are numerous crossing points, both pedestrian and vehicular, throughout Wolston and none of these appeared to be blocked upon my visit – these are however likely to impact conveyance of flows in the high-water events we have seen and keeping these structure's clear of debris would be key. I would suggest that our incident response number is shared with the community, this is a 24/7 line and concerns raised by the community can be assessed by our flood incident duty officers who will take appropriate action – 0800 80 70 60.

I also visited the confluence with the River Avon, although there were rushes and vegetation in the location I do not believe these will have a detrimental impact on flows from the Wolston Brook. In my view the lower part of the Wolston Brook sits within the flood plain of the River Avon, when levels on the River Avon are high this restricts the Brook and causes it to back up, vegetation management at the confluence is unlikely to have an impact on flood risk.

I cannot comment on the concerns regarding the footbridge pillars as this structure does not fall within the scope of our responsibility, WCC as the highway authority may be better placed to advise.

I am happy to discuss in more detail if that would be helpful, if you feel a site visit would be useful to clarify any of my response with yourself, a member of my team or I can also be available for that.




Many thanks,

John Conniff Engtech MIHE, AMICE

Asset Performance Team Leader | Asset Performance South | [West Midlands Area Environment Agency](#) | Sentinel House, 9 Wellington Crescent, Lichfield, WS13 8RR

Incident Management Standby Role: Flood Incident Duty Officer

Wolston Brook Visit – JC – 31/10/24

		
Upstream of Warwick Road Bridge	Downstream of Warwick Road Bridge	Wolston Brook/ Avon Confluence

5 Dec 24 feedback from Environment Agency to RBC Cllr Willis after 3 Dec 24 site visit re: clearance of vegetation in Wolston brook and River Avon

Good Morning Tim,

Thank you for meeting with myself and Andy on Tuesday and talking us through the flooding concerns relating to the Wolston Brook and River Avon.

I have summarised some of the points of discussion below and proposed Environment Agency actions.

- The blockage reported upstream of the culverts on Brook Street had been removed by EA operatives under our permissive powers following the high flows during Storm Bert.
- We discussed the land upstream of the village, on the ordinary watercourse section of the Wolston Brook. I have spoken to Andrew Richardson in PSO and advised him of the suggestions from the landowner around potential support for works on his land.
- I would refer to my initial email around dredging/ de-silting in the village
- Based on the level of vegetation and silt evident within the watercourse in the area's recently impacted by flooding, I do not believe that dredging or de-silting would have a significant impact in reducing flood risk. The channel capacity is not significantly reduced by their presence at current levels and removal would be unlikely to have a long-term effect. These berms have formed naturally in areas where flows are reduced in normal conditions (the inside of bends) and it is likely that if removed they will quickly form again due to the nature of the watercourse. We discussed this in more detail which I hold will aid your conversations with concerned residents.
- Managing water flow around structures within the village will have an impact on reducing flood risk from a blockage perspective. Please share our incident hotline with the community (0800 80 70 60) this is a 24/7 365 contact number, and concerns will be passed to our on-call flood risk duty officers who will assess the risk and take appropriate action. This could include EA operatives attending to remove blockages or officers engaging with riparian landowners to remind them of their responsibilities.
- I have arranged for operational checks to take place on a routine three monthly basis within Wolston. EA operatives will attend and can undertake minor maintenance work (removing self-setting vegetation or minor blockages) throughout the village. This is in addition to spraying of vegetation which will take place through Spring and Summer to keep vegetation at an acceptable level. I would advise though if blockages are noted within the village then these are reported via our incident hotline.
- At the confluence with the River Avon we have agreed to undertake a vegetation clearance on the Wolston Bridge arch containing the silt berm extending downstream to the point where the Wolston Brook flows in. This will allow us to assess the impact of the silt and consider our next step's. I will continue to engage closely with yourselves to advise when this is planned, I would expect this to take place in the Spring.

Please let me know if I have missed anything off or you require further clarification on the points above.

Many thanks,

John

EA response to 14 Jan 25 request for update – received 23 Jan 25

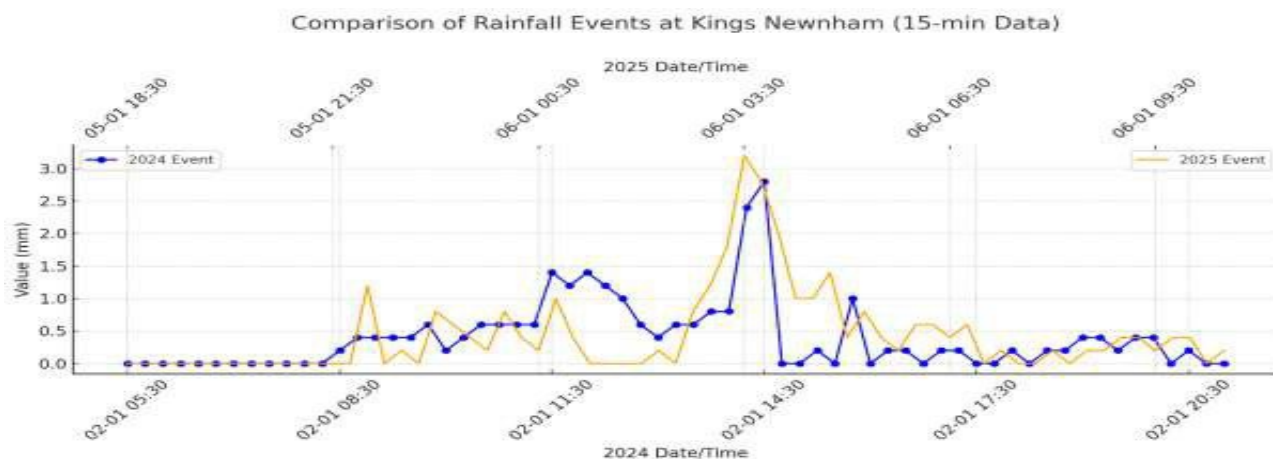
Hi Tim,

Thank you for the confirmation regarding the next FLAG.

I've had the review come through and can share with you our response to your original email.

We have reviewed data from the most recent flood events and the 2024 flood events.

Although there are nearby gauges on the River Avon, our analysis indicates that the flooding observed was not directly caused by the Avon. Based on the 2014 model of the Wolston Brook, while the Avon influences the rate at which the Wolston Brook discharges, it is not a significant contributing factor to flooding in this area.



Rainfall data has, therefore, become a key focus of our analysis. The nearest rainfall gauge is located at Kings Newnham, which, although outside the Wolston Brook catchment, likely experienced comparable rainfall levels.

The two events appear similar in terms of rainfall patterns, with the most recent event recording a slightly higher total—approximately 28 mm compared to 23 mm. Both events were of similar duration, with peaks occurring at comparable times. However, wetter ground conditions in 2024 likely exacerbated flooding impacts. Given that both events resulted in flooding to approximately 15–18 properties, we are confident that the Kings Newnham gauge can serve as a proxy for a Wolston-specific rain gauge.

We have conducted a high-level review of potential mitigation options:

1. Flood Walls:

- To protect against a January 2024-type event, we estimate that Approximately 550 metres of walls would be required.
- The cost, including lifetime maintenance, is estimated at £2,500,000.
- While reducing the wall length could lower costs, it would require careful positioning to prevent bypassing by floodwaters and ensure no adverse impacts on neighbouring areas.

2. Flood Storage Options:

- Whether looking at multiple smaller storage options or a single larger option these all incur high costs
- Would require the agreement and compensation of landowners upstream
- approximately £2.5 million to £5 million including maintenance

3. Dredging

- The volume of water being displaced by silt or other materials in the river is relatively small when compared to the floodplain
- Dredging would need to be constantly undertaken as silt is constantly being dropped making this a constant requirement with benefits being reduced immediately after completion.
- The Environmental concerns with dredging and loss of habitat make a permit for this unlikely to be granted, whether that is for ourselves carrying out the works or a community lead group.
- We have not undertaken cost benefit for this work as we believe that there would be no noticeable benefit and thus we would attract no funding.

For these options, we have calculated the benefits using government-provided figures derived from research by the Environment Agency, DEFRA, Middlesex University

London, and the Flood Research Centre. The high-level estimate for benefits, in terms of avoided damages, is £780,000 for flood storage and flood walls. We don't estimate there to be any benefit to dredging.

As funding requires the benefits to at least equal the costs, the significant funding gap necessitates alternative approaches.

Focus on Property Flood Resilience (PFR)

Given the financial challenges of large-scale flood protection schemes, we are prioritizing Property Flood Resilience (PFR) as a practical alternative. While PFR cannot address community-wide flood risks, it offers a cost-effective way to reduce flood impacts at the property level. Measures such as flood barriers, non-return valves, and water-resistant materials can help homeowners limit damage and recover more quickly after flooding.

PFR has several advantages, including its lower cost, adaptability to individual properties, and minimal disruption during installation. However, its effectiveness depends on maintenance, flood severity, and individual property conditions.

We will work closely with residents to provide guidance on available PFR options and explore funding opportunities to support adoption. Additionally, we are investigating the feasibility of installing a rain gauge within the Wolston Brook catchment to enhance future data accuracy, though this will depend on funding and practical considerations.

Flood Warning

Currently there is not a flood warning (for likely property flooding) from the Environment Agency for flooding primarily from the Wolston Brook, although it is covered by a flood alert. Flood alerts are issued for wider areas and cover likely flooding of roads and land.

This flood alert was issued on 06 January at 10:53. Flood alerts are only received by people who register for them at <https://www.gov.uk/sign-up-for-flood-warnings> where you can also sign up for the flood warning for the River Avon.

Our Flood Resilience Team will investigate any options around providing flood warning coverage for the Wolston Brook from the national Flood Warning Service. Due to rapid onset nature of this flooding the community may also wish to consider a local warning system, using a community river level gauge.

In addition to receive advance notifications of any weather warnings including for heavy rain which might cause impacts on the Wolston Brook, its quick and easy to download the Met Office weather app. Just press the save button for your home location forecast to receive push notifications to your phone of any weather warnings issued.

Community Engagement

We would be pleased to come and meet with the FLAG, and we would also like to reach out to the wider community in the area so they can provide us with further

understanding of what happened locally, and we can offer information and answer questions directly.

It would be most powerful to reach out to the community at an event hosted by local

people so we would prefer to do this in partnership with the flood group. In this way we can work together to raise awareness of local flood risk and build on the resilience of the community. We would like to hold this event in coming weeks, and welcome your input on suitable dates, timing and locations.

If you have any questions on the above or anything else, just let me know.

Cheers, Andrew

Andrew Richardson - Flood Risk Advisor | West Midlands Area

Environment Agency | Sentinel House, 9 Wellington Crescent, Lichfield, WS13 8RR

Incident Hotline | 0800 80 70 60