WOLSTON PARISH COUNCIL

Draft Minutes of Meeting Held on 2 July 2026
Venue: Wolston Village Hall
Time: 7.15pm

Present

Cllr Wright (Chair for the meeting), Cllr McCabrey, Cllr Osmond, Cllr Taylor, Cllr Kenney, Cllr Fernandez

Cllr Rainey- joined the meeting at 08:30pm

In attendance

Clare Malyon, Clerk, Tracie Ball, Responsible Financial Officer (RFO)
Borough Cllr Willis
Members of the public: 1

50. APOLOGIES
Apologies were received from the Chair for late arrival, Cllr Poole and Cllr Ward and Cllr Sonko. The resignation of Cllr Ramsay was noted and members recorded thanks for his service.

51. DECLARATIONS OF INTEREST
No declarations of interest were made.

52. BOROUGH COUNCILLOR REPORT
The Borough Councillor reported on allotment snagging works, Main Street traffic surveys, the Heart of England Fund, food waste collections, Local Plan matters, Neighbourhood Development Plan progress, Melody's Meadow planning matters and flood warning arrangements. Members thanked the Borough Councillor for his work on behalf of the village.

53. COUNTY COUNCILLOR REPORT

None received

PUBLIC QUESTION TIME
Residents raised questions concerning speed monitoring regarding the location of council owned speed cameras and the need to reinstate the voluntary group, pedestrian crossings, highways matters and neighbourhood planning. Follow-up action was agreed. Local resident in attendance noted thanks to the team for getting the replacement defibrillators in place, in particalr the installation team including former Cllr Ramsay and RFO Ball.

54. CO-OPTION

No applications for co-option were received. The Clerk was instructed to notify Rugby Borough Council of the Councillor vacancy arising from Cllr Ramsay's resignation.

55. MINUTES OF PREVIOUS MEETINGS

RESOLVED: approval of outstanding minutes be deferred pending resolution of IT and audit issues. An Extraordinary Meeting will be arranged.

Proposed: Cllr Wright
Seconded: Cllr McCabrey
Vote: All Councillor's voted in favour of deferring the item

56. FINANCE

The Council considered the RFO report.

RESOLVED:

- Approve payments relating to AG IT, AED Foundation, Flamex, Parish Online and flower bed maintenance.
- Reimburse the green bin payment on receipt of invoice.
- Continue email and website migration arrangements.
- Continue discussions with HSBC regarding banking and online banking access.

Proposed: Cllr Wright
Seconded: Cllr Fernandez
Vote: All Councillor's voted in favour of paying items

56.1. To approve accounts for payment.

Supplier	**Description**	**Amount**	**Comments**
Edge IT	Set up	£105.60	In RFO expenses as no longer accept cheques
Our Jay Foundation	2 x defibs	£2599.95	RFO- sent letter of thanks
Lakeside			Waiting on invoice- expected £1864.80
Flamex	Fire Ext	£48.00	From 2025- RFO not received
Parish on-line	Software	£144	Mapping and asset register requirement
D Postlethwaite	Flower beds	£150	Within budget

Held over from May 26

RBC	Parish bins	£259.20	In query as says for Motte Mews
Vision ICT	Backup	£144.00	To be Cancelled as no longer required
Vision ICT	Web & email	£877.80	Cllrs requested 3 months until end of contract

56.2. To confirm payment of officer and councillor expenses.

Name	Details	Amount	Comments
Staff costs	Payroll	£4422.42	June 26- Payroll, HMRC, Pension contributions
Cllr Wright	Cllr Expenses	£93.70	Flower beds
Tracie Ball	Officer expenses	287.08	SLCC Membership, envelopes, paper, edge IT software set up

RESOLVED: proposed by Cllr Wright, seconded by Cllr Fernandez to approve all payments included above.

56.3 To discuss and review gov.uk changes to officer and councillor expense allowances- deferred to change wording to adopt for the next meeting

56.4 To note payments received- none received

56.5 To consider grant applications and make decisions as appropriate- None received

57 NOTICE OF MOTIONS (NOMs) FROM CLLR WRIGHT- UNDER STANDING ORDER NO.9

57.1 To discuss the NoM originally proposed in April 2026 under the previous Council and agree how to move forward.
Wolston Parish Council debate the need to save money and make better use of Council staff by extending the lowest grass cutting tender to include all areas of grass coloured red and purple on the current tender document map for 2026/2027.
Thus, enabling essential health and safety works and urgent maintenance works to be carried out in house.
This NoM was originally presented as item 185. April meeting and deferred until the new council

Members discussed extending external grass-cutting arrangements to release staff time for maintenance work. RESOLVED: Proposed that consultation and discussions with the contractor and Public Works Lead should proceed to be led by the Chair and Clerk

Proposed: Cllr Wright
Seconded: Cllr Osmond
Vote: All Councillor's voted in favour of commencing consultation and discussions with the contractor and Public Works Lead

57.2 Update regarding NoM that was originally presented as item 167 in March 2026 and minute cited as below.
167) Notice of Motion- From Cllr Wright- Under Standing orders Wolston Parish Council debate the need to provide value for money by finding if there is a way to make savings by doing it better. This could reduce costs, improve services by efficiency and effectiveness and ensure that residents are getting best value. Thus, complying with good practice. A discussion was undertaken where the Chair Cllr Willis agreed that this was an excellent principle and Cllr Osmond stated that he was confident as well as other that this was indeed already in place.

RFO Ball suggested a financial audit to start with the largest expenses first and to work back on each item to provide a full report and breakdown to the full council

The Council noted the previous resolution regarding review of major expenditure items and agreed further work would continue by way of creating a small committee of councillors and officers to review and report back as necessary.

Proposed: Cllr Wright
Seconded: Cllr Osmond
Vote: All Councillors voted in favour to create a small committee to review and report back.

58. PLANNING MATTERS
An update was received regarding Melody's Meadow. Members noted advice that a planning determination was anticipated in the coming weeks.

59. CORRESPONDENCE
Correspondence was received concerning the Neighbourhood Development Plan, parish finances, historic flooding enquiries, mobility access matters and street lighting issues. Follow-up action was agreed.

60. CLERK REPORT
The Clerk's report was received and noted.

61. WORKING GROUP REPORTS
61.1 Burial Board Committee
Insurance arrangements and Terms of Reference were discussed. Draft terms to be circulated.

61.2 Events
Christmas event planning was discussed including tree arrangements, volunteer recruitment and associated infrastructure. Cllr Kenney outlined his proposals.

61.3 Open Spaces
Members discussed playground maintenance, wet-pour cleaning, pavilion improvements and Public Works Lead equipment requirements. A site meeting was agreed to consider necessary electrical defection and to finalise repairs to take place prior to summer holiday use.

It was noted that an electrical inspection was scheduled to take place the next day for the pavilion and workshop.

61.4 Flood Action Group
The Council noted the intention of the current chair RBC Cllr Willis to step down and agreed to consider future arrangements. Retiring Chair will be requested by the Clerk to convene a meeting to ensure continuity.

61.5 Allotments
Members discussed maintenance issues, lease matters, site inspections and hold future meetings with allotment representatives to endeavour to ensure outstanding agreed works are completed.

Clerk to write to the allotments to enable a meeting to take place.

62. REPORTS OF PARISH COUNCILLORS
No further reports were submitted.

63. DATE OF NEXT MEETING
The next ordinary meeting will be held on 3 September 2026. An Extraordinary Meeting will be arranged before this date if required.

64. CONFIDENTIAL MATTERS
RESOLVED: that the public and press be excluded for confidential staff and legal matters.

Information required from Cllrs regarding this as officers not in attendance.

65. CLOSE OF MEETING
The meeting closed following completion of confidential business at 10pm

ACTIONS ARISING
1. Notify Rugby Borough Council of vacancy.
2. Arrange Extraordinary Meeting.
3. Follow up highways, crossing and speed camera matters.
4. Confirm Burial Board insurance arrangements.
5. Progress Christmas event planning.
6. Arrange pavilion inspection meeting.
7. Convene Flood Action Group meeting.
8. Arrange allotment inspection and stakeholder meeting.
9. Continue banking and email migration work.