

# WOLSTON PARISH COUNCIL

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## Minutes of meeting of Wolston Parish Council held at Wolston Village Hall Thursday 3<sup>rd</sup> August 2023

Present	Present: Councillors Willis, Grainger, Galliford, Rainey, Wright, Ball, Milne, Ramsay Members of Public: 7
	Meeting opened at: 1952
<b>65</b>	<b>Apologies and Acceptance of Reasons for Absence.</b> – To receive apologies.
	Cllr. Dobinson - sickness, Cllr. Shirley – conflicting engagement, Borough Cllr. Ward.
	Proposal: That any personal aspects of Finance and HR delegates reports be moved into item 77 Proposed: Cllr. Wright Second: Cllr. Willis Unanimous
	<b>Resolved:</b> That any personal aspects of Finance and HR delegates reports be moved into item 77
<b>66</b>	<b>Declarations of Interest (existence and nature) on items on the Agenda</b> – Councillors to declare any personal and/or pecuniary interest on items on the agenda.
	Cllr Willis: All re. RBC, 47 and 68d; Cllr. Rainey: 77a
<b>67</b>	<b>Minutes</b>
	<b>a) To approve the minutes of the Meeting of Wolston PC held on 6<sup>th</sup> July 2023</b>
	Proposal: That the minutes of the Meeting of Wolston PC held on 6 <sup>th</sup> July 2023 be approved Cllr Wright proposed an amendment to Minute 56. Delete 'will' replace with 'should' Proposed: Cllr. Wright Second: Cllr Ramsay Unanimous
	<b>Resolved:</b> That the minutes of the Meeting of Wolston PC held on 6 <sup>th</sup> July 2023 be approved, subject to the amendment.
	<b>b) To approve the minutes of the Extra Ordinary Meeting of Wolston PC held on 13<sup>th</sup> July 2023</b>
	Proposal: That the minutes of the Meeting of Wolston PC held on 13 <sup>th</sup> July 2023 be approved Proposed: Cllr Wright Second: Cllr. Milne Unanimous
	<b>Resolved:</b> That the minutes of the Meeting of Wolston PC held on 13 <sup>th</sup> July 2023 be approved.
<b>68</b>	<b>Finance</b>
	<b>a) To endorse payments made in July 2023</b>
	Proposal: That the payments made in July 2023 be endorsed Proposed: Cllr Rainey Second: Cllr. Wright Seven support, one abstention
	<b>Resolved:</b> That the payment made be endorsed.

<b>b)</b>	<b>To note payments received in July 2023</b>
	Proposal: That the payments received in July 2023 be endorsed Proposed: LW Second: GR Unanimous
	<b>Resolved:</b> That the payments received in July 2023 be endorsed
<b>c)</b>	<b>HSBC Bank Mandate – to nominate and agree councillors to sign the new bank mandate as signatories to the WPC Bank Account.</b>
	Short discussion on need for additional signatories. Proposal: That Cllr. Rainey be added to the list of cheque signatories. Proposed: Cllr Wright Second: Cllr Ramsay Unanimous
	<b>Resolved:</b> That Cllr. Rainey be added to the list of cheque signatories.
<b>d)</b>	<b>To consider, and, if appropriate approve a grant application from Brandon Bretford and Wolston History Society.</b>
	Mr. Chatwin had submitted a grant application for £500 in support of BBWHG publication of the book 'Village Life', re history of life in Wolston. Proposal: That a grant of £500 be awarded to BBWHG. Proposed: Cllr. Milne Second: Cllr Wright Unanimous
	<b>Resolved:</b> That a grant of £500 be awarded to BBWHG.
<b>e)</b>	<b>To consider and, if appropriate, approve a contribution of £250.00 to Wolston Leisure &amp; Community Centre Luncheon Club.</b>
	WLCC had requested a grant of £250 towards the luncheon club. Proposal: That a grant of £250 be made to WLCC Luncheon Club, subject to submission of an appropriate grant request form. Proposed: Cllr Wright Second: Cllr Ramsay Cllr Wright requested a recorded vote. In support: Cllrs. Wright Ramsay, Willis, Grainger, Milne, Galliford, Rainey. Against: Cllr Ball
	<b>Resolved:</b> That a grant of £250 be made to WLCC Luncheon Club, subject to submission of an appropriate grant request form
<b>f)</b>	<b>To consider a grant application from Wolston Leisure &amp; Community Centre and make any appropriate decisions.</b>
	Proposal: Proposed to defer, pending meeting between WPC and WLCC Trustees. Chair of WPC agreed to liaise with WLCC to arrange the meeting. Proposed: Cllr. Willis Second: Cllr. Wright Unanimous
	<b>Resolved:</b> That the item be deferred, pending meeting between WPC and WLCC Trustees.
<b>g)</b>	<b>To consider and make any decisions to the split of Parish council funds between two separate financial institutions to protect the council liability within the FSCS compensation limit of £85,000.</b>
	WPC has all assets in one bank, in excess of £85,000. Proposal: That all deposits and 'ring fenced' reserves be held by HSBC, and that new accounts be opened with Unity Bank to hold current account funds. Proposed: Cllr. Wright Second: Cllr Milne Unanimous

Signed .....

	<b>Resolved:</b> That all deposits and 'ring fenced' reserves be held by HSBC, and that new accounts be opened with Unity Bank to hold current account funds.
<b>h)</b>	<b>To provide 'read only' access to all members of the Finance group to Advantage IT, for the purpose of reviewing the financial accounting position.</b>
	Proposal: To provide 'read only' access to all members of the Finance group to AdvantageIT, for the purpose of reviewing the financial accounting position, with two concurrent users at additional cost of £65. Proposed: Cllr Wright - item withdrawn Second: Cllr Ball – item withdrawn Unanimous
	<b>Resolved:</b> Item withdrawn and deferred pending further information.
<b>69.</b>	<b>William Cree Play Area Wet Pour Quotes – To consider recent wet pour quotes and make any appropriate decisions. (LW/GR)</b>
	Cllr Rainey withdrew the proposal, as not ready to proceed. Cllr. Wright drew attention to and expressed concerns regarding the existing risks on the play area. Agreed unanimously Proposal: 1) That WPC request Spitfire Bespoke Homes to provide funding for improvements to William Cree Close play area. Supported unanimously. 2) Discussion re requesting CIL funding from RBC. Supported unanimously. Proposed: None Second: None
	<b>Resolved:</b> The item was withdrawn by the proposer.
<b>70.</b>	<b>Planning –</b> Councillors are to review planning applications prior to the Parish Council meeting. All planning applications and consultations can be viewed on the RBC Planning Portal Website. To discuss and if appropriate comment on any planning applications received.
<b>a)</b>	R23/0690 at 47, THE BEECHES, MAIN STREET, WOLSTON, COVENTRY, CV8 3HH for erection of greenhouse.
	Proposal: Not discussed, already approved by RBC Proposed: Second:
	<b>Resolved:</b> Not discussed, already approved by RBC
<b>71.</b>	<b>Events – To consider and agree a date for the Christmas Light 'Switch On', and to confirm any key arrangements for Remembrance Day (12 November). (TW/ALL).</b>
	Cllr Wright withdrew his offer to lead the organisation of the Christmas celebrations. Discussion re avoiding clash of dates with switch on at RBC. Proposal: That the Christmas lights switch on be on 2 <sup>nd</sup> December. Decisions on key arrangements for Remembrance Day to be deferred. Proposed: Cllr. Grainger Second: Cllr Wright 6 support, 1 against, 1 abstention
	<b>Resolved:</b> That the Christmas lights switch on be on 2 <sup>nd</sup> December. Decisions on key arrangements for Remembrance Day to be deferred.
<b>72.</b>	<b>Unknown Tommy Statue – To consider and if appropriate approve purchase and installation of Unknown Tommy Statue to honour and remember the sacrifices of the brave servicemen and women of Wolston. (ALL).</b>
	Discussion re whether to purchase British Legion silhouette. Proposal: That WPC purchase British Legion silhouettes of man and

	woman, at cost of about £350, including bases. Proposed: Cllr. Wright Second: Cllr. Milne Unanimous
	<b>Resolved:</b> That WPC purchase British Legion silhouettes of man and woman, at cost of about £350, including bases.
<b>73.</b>	<b>WI Bench – To consider and if appropriate approve installation of WI funded commemorative bench adjacent to Memorial Area. (GR)</b>
	Cllr Rainey to confirm that WI will donate the bench to the village. Proposal: That WPC support the proposal by Wolston WI to install a memorial bench near to the War Memorial. Proposed: Cllr. Wright Second: Cllr. Milne
	<b>Resolved:</b> That WPC support the proposal by Wolston WI to install a memorial bench near to the War Memorial.
<b>74.</b>	<b>Working Group Delegates Reports – To receive updates from Working Groups, including Allotments Working Group (SD), Finance Working Group, (TB), Open Spaces Working Group (GR) and HR Working Group (LW) and make any appropriate decisions.</b>
	Preamble: Cllr Willis stressed the need for all Councillors and Working Groups to work co-operatively and collaboratively.
	<b>Allotments WG:</b> Concern that compound fencing inadequate, request that Spitfire provide a formal Risk Assessment w.r.t. the impact of the compound and fencing on the plot holders. Matter referred to AWG to move forward w.r.t letter to solicitor re compound 'Licence to Occupy'.  Proposal: a) To hold a 'round table' meeting of AWG with all Councillors, with pre-submitted questions. Proposed: Cllr. Ball Second: Cllr Ramsay Unanimous  Proposal: b) Request a meeting with Spitfire re progress on Phase 1 Work on allotments site and work programme. Proposed: Cllr Wright Second: Cllr Ramsay Unanimous  Proposal: c) Create a library of all allotments documents. Proposed: Cllr Ball Second: Cllr Milne Unanimous
	<b>Resolved:</b> a) To hold a 'round table' meeting of AWG with all Councillors, with pre-submitted questions. b) Request a meeting with Spitfire re progress on Phase 1 Work on allotments site and work programme. c) Create a library of all allotments documents.
	<b>Open Spaces</b> Hedge in Dyers Lane dying – Open Spaces WG to recommend a way forward. Cllr. Wright recommended use of a professional contractor to tackle the hedge.
	No proposal was made.

<b>75.</b>	<b>NDP –</b>
<b>a)</b>	<b>To consider adoption for public consultation the final draft document of the Neighbourhood Development Plan and make any appropriate decisions.</b>
	Proposal: That WPC adopt for public consultation the final draft document of the Neighbourhood Development Plan, subject to the pending amendments. Proposed: Cllr. Wright Second: Call Ball Unanimous
	<b>Resolved:</b> That WPC adopt for public consultation the final draft document of the Neighbourhood Development Plan, subject to the pending amendments
<b>b)</b>	<b>To update Wolston Parish Council on the proposals for consultation</b>
	Proposal: That WPC authorise Neighbourhood Plan WG to develop a consultation plan. Proposed: Cllr Rainey Second: Cllr Wright Unanimous
	<b>Resolved:</b> That WPC authorise Neighbourhood Plan WG to develop a consultation plan.
<b>c)</b>	<b>To update Wolston Parish Council on the release of the Executive Summary</b>
	Draft Executive Summary available but not yet endorsed by NDP Steering Group. Update: That the NDP Executive Summary be reviewed by the NDP Steering Group and, subject to endorsement, brought to September WPC for adoption for consultation.
<b>76.</b>	<b>Exclusion of Press and Public</b>
	<b>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. Reason for Exclusion – The exclusion is on the grounds that items of business to be discussed are likely to include discussions about staffing.</b>
	The motion to exclude the Press and Public on the grounds that items of business to be discussed are likely to include discussions about staffing was agreed unanimously
	Time 2222: Proposed that the meeting be extended by a maximum of 15 minutes. Proposal: Cllr Willis Second: Cllr Wright Unanimous
	<b>Resolved:</b> That the meeting be extended by a maximum of 15 minutes
<b>77.</b>	<b>Human Resources (Staffing) – To receive any updates on any items of business that are likely to include staffing discussions and make any appropriate decisions.</b>
<b>a</b>	<b>Use of WPC resources</b> <i>CONFIDENTIAL MINUTE</i>
<b>b</b>	<b>Missing £315.</b>
<b>b1</b>	<i>CONFIDENTIAL MINUTE</i>
<b>b2</b>	<i>CONFIDENTIAL MINUTE</i>

<b>c</b>	<b>Unsatisfactory work</b> <i>CONFIDENTIAL MINUTE</i>
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Signed .....

<b>78</b>	<p><b>Date of Next Meetings</b>          To consider and confirm the date of Thursday 7<sup>th</sup> September 2023 for the next meeting of the Parish Council at the Village Hall at 7:15pm. If an interim meeting is 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.</p> <p><b>Resolved:</b> Thursday 7<sup>th</sup> September 2023 for the next meeting of Wolston Parish Council</p>
<b>Meeting closed at 2237</b>	
<p><b>Signed</b> .....<b>Chair</b>      <b>Date</b> .....</p>	

<b>Public Forum</b> opened at 1915 (MoP = member of the public)	
Cllr. Poole	Update on road signs
	Gullies on Rugby Road will be cleared by WCC
	Priory Road – Request for resurfacing at junction near Priory
	RBC – how to increase footfall in town centre
	RBC – town centre upgrade – consultation pending
Cllr Wright	Light on belisha beacon not working. Cllr Poole will report to County Highways
Cllr Rainey	Query re status of proposed WM Combined Authority - is a progress overview available ? Cllr Poole advised that this is on hold, and will now not move forward until at least 2028.
Cllr Wright	Signs on asbestos roof of RBC owned garages need replacing. Cllr Poole will follow up with RBC.
MoP	Request that glass in main notice board be cleaned.
MoP	Request to ensure that regular tests are carried out on the water in the attenuation pond. Cllr Willis to follow up with Spitfire.
Cllr Rainey	Reminded that RBC (H Biddington) had committed to undertake regular tests of the water quality in the attenuation pond.
MoP	Query re publication of allotment drainage plan. Cllr Willis to follow up with AWG.
MoP	Agreed to submit further questions in an email.
Cllr Wright	Queries re hydro-morphological study and the flood risks identified. 'Wolston Flood Risk Mitigation Study'. TW to lead a response.
Cllr Wright	Query re second mitigation pond ? <i>Check source of this info.</i>
MoP	Challenge from WCC re Spitfire calculation of water runoff – info from RBC planning portal for details.
Jeff Chatwin	Spoke to 'Village Life' book, re. request for a grant from WPC to support cost of publication.
<b>Public Forum</b> closed at 1951	