

# WOLSTON PARISH COUNCIL

2 Main Street, Wolston, Coventry CV8 3HJ

Telephone: **02476 545515** E-mail: [wolstonpc@wolstonpc.co.uk](mailto:wolstonpc@wolstonpc.co.uk)

Minutes of the Meeting of Wolston Parish Council held at 7:15pm on

Thursday 2<sup>nd</sup> November 2023 at The Village Hall, Main Street, Wolston

Present: WPC Councillors: Mr T Willis (Chair), Mr G Rainey (Vice Chair), Mr T Ramsay, Mrs A Milne, Mr L Wright, Mr R Grainger, Ms J Galliford, Ms S Dobinson, Mrs D George (Clerk)

Rugby Borough Council: Cllr S Ward

Warwickshire County Council: Cllr H Timms.

Plus 8 members of the public

The Chair thanked all in attendance and the meeting began with the Public Forum at 19:16hrs.

The WPC Meeting began at 20:09hrs.

- 122 Apologies** -To receive apologies  
Apologies received from Cllr D Poole
- 123 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 T Willis declared a blanket declaration as a Borough Councillor and Portfolio Holder  
Cllr S Dobinson declared a non-pecuniary interest as a Trustee of WLCC  
Cllr L Wright declared a non-pecuniary interest as a Village Hall Trustee and in Item 134  
Cllr G Rainey declared a non-pecuniary interest as Chair of NDP and Chair and Trustee of the Village Hall  
Cllr T Ramsay declared an interest as WLCC Trustee
- 124 Co-Option of Parish Councillor –** to discuss and consider co-option of prospective councillors, to receive any expressions of interest, and, if necessary, vote and co-opt a councillor (TW)  
Chair asked if any one was interested in becoming a councillor.  
One candidate was interested but Clerk awaiting confirmation of a query to the monitoring officer.  
A discussion took place.  
Cllr G Rainey – asked if this village deserved another election.
- 125 Notice of Motion under Standing Order 8-** The Council's Neighbourhood Development Plan project which is years old appears to have lost momentum. I ask the council to investigate the reason why and debate the finding and decide as to whether completion of the plan after such a period of time will still benefit the village of Wolston if completed. (LW)  
Proposed: Cllr L Wright – reserved his right to speak  
Seconded: Cllr T Ramsay – reserved his right to speak  
A discussion took place regarding the plan moving forward, the many volunteers who had contributed.  
Chair argued against stopping the plan moving forward.  
Cllr T Ramsay – 4 years ago the plan was ready to go.  
Cllr G Rainey reported his disappointed that this has not been taken through the steering group. NDP has been undertaken over 4 ½ years, there are 4 people from the original group. For the last year there have been limited and diminishing resources. The people in the working group have the document not quite ready to go to consultation. If Cllr L Wright withdraws the motion Cllr G Rainey will provide a summary report at the next meeting.

Signed.....

Cllr L Wright refused to withdraw the motion.

Cllr G Rainey explained the concern is real – there are not enough people to help. The issue is that we do not have enough volunteers – we will take professional help. NDP reporting regime has not been adequate lately. Most good plans fail when they run out of steam.

Cllr A Milne was disappointed that this had not been discussed at steering group level.

Cllr R Grainger – Call for sites undertaken, unable to consider greenbelt sites only sites within the borough.

Cllr T Willis acknowledged Cllr L Wrights motion.

A discussion took place. Cllr G Rainey offered to bring a substantive report to the December meeting.

All Cllrs agreed that completion of the plan would benefit the Village of Wolston.

Chair Cllr T Willis asked if all were in favour of the notice of motion as written.

Cllrs all voted in favour of the motion unanimously.

126

#### Minutes –

- a) To approve the minutes of the meeting of Wolston PC held on 5<sup>th</sup> October 2023

**Proposal: To approve the minutes of the meeting of Wolston PC held on 5<sup>th</sup> October 2023.**

**Proposed: Cllr L Wright**

**Seconded: Cllr A Milne**

**Unanimous**

**Resolved: To approve the minutes of the meeting of Wolston PC held on 5<sup>th</sup> October 2023.**

- b) To approve the minutes of the Extra Ordinary meeting of Wolston Parish Council held on 19<sup>th</sup> October 2023.

**Proposal: To approve the minutes of the Extra Ordinary meeting of Wolston PC held on 19<sup>th</sup> October 2023.**

**Proposed: Cllr L Wright**

**Seconded: Cllr A Milne**

**Unanimous**

**Resolved: To approve the minutes of the Extra Ordinary meeting of Wolston PC held on 19<sup>th</sup> October 2023.**

127

#### Finance

- a) To approve payments made in October 2023.

A discussion took place.

Cllr S Dobinson queried one of the payments made to a consultant.

Cllr J Galliford secured the services but did not remember the figure quoted when the consultant was requested to attend site though stated it was money well spent. Cllr T Willis offered a cheque to pay for the consultant.

A further discussion took place.

**Proposal: That WPC do not accept a cheque from Cllr T Willis to pay for the consultant.**

**Proposed: Cllr L Wright**

**Seconded: Cllr G Rainey**

**6 in favour**

**2 abstentions.**

**Resolved: That WPC do not accept a cheque from Cllr T Willis to pay for the consultant.**

Signed .....

**Proposal: That WPC endorse the payments made in October 2023**

**Proposed: Cllr L Wright**

**Seconded: Cllr G Rainey**

**Unanimous**

**Resolved: That WPC endorse the payments made in October 2023**

- b) To note payments received.

A discussion took place on the origin of the un-constituted group Wolston Hive. It was suggested that the finance group investigate how this money can be dispersed. Finance Group to review The Wolston Hive grant payment.

Action – Clerk to research original minute for the Wolston Hive.

**Proposal: To note payments received.**

**Proposed: Cllr L Wright**

**Seconded: Cllr G Rainey**

**Unanimous**

**Resolved: To note payments received.**

- c) To consider a grant application from Wolston Leisure and Community Centre for £6704.51 and make any appropriate decisions.

A discussion took place regarding quotes for the main carpet replacement only excluding VAT and not the landing and the budget ramifications.

**Proposal: To award a grant to Wolston Leisure and Community Centre of £4753.78**

**Proposed: Cllr L Wright**

**Seconded: Cllr A Milne**

**Unanimous**

**Resolved: To award a grant to Wolston Leisure and Community Centre of £4753.78**

- d) Budget and Precept 2023/2024 - To discuss and review the current Budget 2023/2024 and to discuss and invite proposals for inclusion in the DRAFT Budget for 2024/2025

A discussion took place, regarding producing a 3 year forecast and a standard hour for the grass cutting. It was agreed to hold a separate Finance Working Group meeting to discuss the budget.

It was agreed that WPC defer this item to the next WPC meeting.

### **Item 132**

#### **Moved to this section of the meeting.**

Chair moved item 132 to this section of the meeting.

**Warm Spaces for All** – To consider the current process for reimbursement of expenses to participating venues and organisations from ring fenced Warm Spaces for All fund and make any appropriate decisions. (GR, SD&RG)

A lengthy discussion took place regarding the terms and conditions of the National Lottery Warm Spaces for All grant, which must be complied with, financial records to be kept for 7 years, National Lottery Logo to appear on all advertising and it be clearly indicated that the funding comes from the National Lottery.

The Legal Name of the organisation is WPC and cannot be transferred to another organisation, expenses forms not standing up to scrutiny, food hygiene and food suppliers.

It was agreed unanimously that the initial existing invoices incurred would be paid via expenses claim form to the two Cllrs provided that the invoices and receipts were addressed to Wolston Parish Council and clearly marked Warm Spaces.

Signed .....

It was agreed that the Warm Spaces Group and the Finance Working Group have a meeting with the RFO to discuss the process for ordering supplies and future payments.

- 128 Review of Dyers Lane Hedge** – To receive an update from the Emergency Working Group regarding immediate remedial work required and make any appropriate decisions. (TW)

Cllr T Willis reported that a Survey had been obtained and from it a specification will be sent out to three suppliers to obtain quotes for the work.

- 129 Wolston Allotments –**

- a) To consider and if appropriate approve the draft Service Level Agreement Between Wolston Parish Council and Wolston and Brandon Allotment and Gardens Association. (SD)

Cllr S Dobinson reported that the agreement had been updated with the amendments of the contents of the SLA, as advised by the Solicitor.

Cllr L Wright raised concerns on the loss of documents detailing past allotment holders and the conditions and method for applying the compensation to the allotment holders.

Cllr S Dobinson proposed that the SLA be agreed, signed by the Clerk and the Chairman of the Allotment Association, and witnessed.

S Dobinson stated that Phase 1 of the allotments development is almost finished, and WPC will be charged rent but without the SLA the Allotment Association will be unable to pay WPC.

Cllr G Rainey queried what the compensation was in lieu of? Cllr S Dobinson stated it was in lieu of allotment plots which had been lost and that the Allotment Association Committee members had approved the distribution of the compensation.

**Proposal: That WPC accept the SLA document that the Solicitor has approved.**

**Proposed: Cllr S Dobinson**

**Seconded: Cllr J Galliford**

A Recorded Vote was requested.

Cllr L Wright requested an amendment to the proposal.

**Proposal: That item D be deleted from the SLA document until evidence is provided that all compensation money will be paid out in compensation and not out for the purchasing of sheds and slabs and**

**other**

**items on the allotments.**

**Proposed: Cllr L Wright**

**Seconded: Cllr T Ramsay**

**Recorded Vote:**

**In favour: Cllr L Wright, Cllr T Ramsay**

**Against: Cllr S Dobinson, Cllr J Galliford, Cllr A Milne, Cllr R Grainger**

**Abstentions: Cllr G Rainey, Cllr T Willis**

**Resolved: That the amendment to the proposal is refused.**

**Proposal: That WPC approve the draft Service Level Agreement between Wolston Parish Council and Wolston and Brandon Allotment and Gardens Association.**

**Proposed: Cllr S Dobinson**

**Seconded: Cllr J Galliford**

Signed .....

**Recorded Vote:**

**In favour: Cllr S Dobinson, Cllrs J Galliford, Cllr G Rainey, Cllr A Milne, Cllr R Grainger, Cllr T Willis**

**Against: Cllr L Wright, Cllr T Ramsay**

**Resolved: That WPC approve the draft Service Level Agreement between Wolston Parish Council and Wolston and Brandon Allotment and Gardens Association.**

b) Electricity Easement – To consider the proposed Deed of Easement containing a covenant as follows: “Not without the prior written consent of the Company [National Grid] (such consent not to be unreasonably withheld or delayed) to plant any tree hedge bush coppice or wood within the Easement Strip...”

b i) To consider and if appropriate approve that a hedge may be planted across the easement strip.

b ii) To approve the plan (the red edging on the plan does not represent the full extent of the land included in the Lease.

A discussion took place regarding the area of the allotments taken up by the cable.

**Proposal: To defer item 129 b) bi) and bii) to next December Meeting.**

**Proposed: Cllr T Willis**

**Seconded: Cllr L Wright**

**Unanimous**

**Resolved: To defer item 129 b) bi) and bii) to next December Meeting.**

**130 Planning** – 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.

**No Planning Applications received.**

**131 Working Groups**

a) **To endorse Wolston Parish Council Working Groups and make any appropriate decisions.**

**It was agreed to defer this item considering Cllr T Ball’s resignation.**

b) **To endorse Wolston Parish Council Communications Policy, HR and Finance Working Groups Terms of Reference (TB)**

**It was agreed to defer this item to the December meeting.**

c) **Working Group Delegates Reports** – To receive updates from Working Groups, including NDP (GR), Allotments Working Group (SD), Finance Working Group, (TB), Open Spaces Working Group (GR) , Communications Group (TR) and HR Working Group (LW) and make any appropriate decisions.

Allotments Working Group Update – Cllr R Grainger reported that a Clerk of Works is to be appointed to ensure nothing has been missed, budget prices for Rabbit Fencing have been obtained and will be forwarded to the Clerk.

Signed .....

Finance Working Group Update – Notes of the last FWG meeting have been circulated to Cllrs.

Opens Spaces Group Update – item deferred to the next WPC meeting.

Communications Group Update – item deferred to the next WPC meeting.

HR Working Group Update – item deferred to the next WPC meeting.

- 132 Warm Spaces for All** – To consider the current process for reimbursement of expenses to participating venues and organisations from ring fenced Warm Spaces for All fund and make any appropriate decisions. (GR, SD&RG)

This item moved to between items 127 and 128.

- 133 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.**

**Reason for Exclusion** – The exclusion is on the grounds that items of business to be discussed are likely to include discussions about staffing.

- 134 William Cree** – To receive a progress report on current wet pour issues and make any appropriate decisions (GR & LW)

A discussion took place regarding the quotations received, the assessment of the remedial repairs and technical analysis, the dissimilar quotes. Cllr G Rainey, reported that the work will be supervised by a member of the community and fully supported the contractor recommended, subject to minor issues.

**Proposal: That the WPC accept the offer to do the complete works and place an order with Redlynch as set out in their quotation.**

**Proposed Cllr L Wright**

**Seconded Cllr G Rainey**

**Unanimous**

**Resolved: That the WPC accept the offer to do the complete works and place an order with Redlynch as set out in their quotation.**

- 135 HR** – To receive an update from HR Working Group and make any appropriate decisions. This item deferred to the next WPC meeting.

- 136 Future Agenda Items** – Councillors are requested to use this opportunity to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.

Discuss a possible Election.

Recreation Ground being used for Dog Training

- 137 Date of Next Meetings** – To consider and confirm the date 14<sup>th</sup> December 2023 for the next meeting of the Wolston Parish Council at the Baptist Church, Main Street, Wolston 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.

**Proposal: To confirm 14th December 2023 for the next meeting of the Wolston Parish Council at the Baptist Church, Main Street, Wolston at 7:15pm.**

**Proposed: Cllr T Willis**

**Seconded: Cllr A Milne**

**Unanimous**

Signed .....

**Resolved: To confirm 14th December 2023 for the next meeting of the Wolston Parish Council at the Baptist Church, Main Street, Wolston at 7:15pm.**

Meeting closed at 22:37hrs

Signed .....Chair

Date .....

Signed .....

Notes on the Public Forum

Commenced at 19:16hrs

Cllr Simon Ward

Local Plan public consultation till 2<sup>nd</sup> February 2023 – Issues and options consultation.  
Cllr S Ward Read out a section of the plan.  
Sets out planning policies for new development – residents and stakeholders – review every 5 years – last 2019  
Infrastructure Warehousing Housing Development- Gypsies and Travellers and Houses of Multiple Occupancy.

Process includes:-  
Public consultations  
Proposed Preferred Options  
Consultation  
Secretary of State  
Consultation of Proposed amendments  
Adoption of the plan

Village Hall Consultation 4<sup>th</sup> December 2023 in Village Hall  
Information will be online at [rugby.gov.uk](http://rugby.gov.uk)

Chair thanked Cllr S Ward.  
Cllr G Rainey asked if village hall had been booked – it had.

Mop – Does the NDP have any relationship with Local Plan?

Chair - Two plans need to marry up  
Cllr R Grainger stated WNDP will be consistent with the objectives of the Borough Council local plan.  
Copies are on display at the library.

Cllr L Wright – call for sites? Will it be relevant?

Cllr H Timms – Heavily into budget negotiations at WCC – medium term financial plan – some councils declaring bankruptcy – WCC are hopefully in a better position than other councils – Cllrs will be looking carefully at Sustainable Futures Strategy - Bio diversity – transport – energy. Number of large grants given for bus services improvement plan. Looking at indigo service to plug the gap in the services Stagecoach offer in rural areas.  
Large grant EV charging – think about getting involved in consultation and decide where they could be delivered.  
WCC put them in and the provider takes the revenue – 3 million across the county – previously concentrated in towns – they are now looking at rural areas.

MOP 2 – update on Walsgrave Junction. Public consultation to 6<sup>th</sup> December 2023 there is a local one in Brinklow – Paperwork is in the Wolston Library

MOP1 – repairs to the footpath past the bridge round the side of the church –  
Cllr H Timms – Footpath repairs are coming out of her funding but does not have a time frame for it yet.

Signed .....

Cllr S Dobinson – Incredibly dark on foot bridge.

Cllr H Timms said footpath is Brandon’s responsibility – they will not be putting in any more lights. Electricity has gone up immensely.

Cllr L Wright – could we ask other WCC Cllrs to tap into their budgets.

Cllr H Timms – some Cllrs save up their budgets for larger schemes.

Cllr L Wright – When a street light out in a vulnerable position – what is the insurance implications on the authority? Elderly person complained and was quite irate. If someone has an accident, is it our responsibility? What is the time the public expect it to be deal with.

Cllr H Timms – do not have a period of time – if streetlights are out and we cannot get parts, we are doing the best they can. There is a backlog of work.

WCC have sensors on the lights which can tell them when they are out.

When lights are turned off at a certain time – the same thing would apply.

If an incident happens there would be an investigation – through our insurance company.

Action – ask contractor if there is a time limit on the light. Share SLA for streetlights with Cllrs.

Cllr L Wright – hedge Stretton Lane Mr Whites old yard – centre of road – WCC have written to the owners – Cllr H Timms will follow it up.

Cllr L Wright – Melodies meadow – Stretton Lane bottom of the hill – the gullies are in the verge, Cllr H Timms will ask highways to investigate it.

Mop 3 – Agenda 129 – allotments SLA – thought it should have been dealt with earlier – concerned with conditions that Parish have with Crew Wilcox 23<sup>rd</sup> February 2023.

Cllr S Dobinson – Chris and Paul have seen it - she will let him have a copy of the conditions.

MOP 3 – asking about compensation – when will it be paid.

Cllr S Dobinson – compensation depends on SLA getting approved.

MOP 4 - Licence to access – does this replace the old tenancy agreement?

Cllr S Dobinson – because you are not constituted – you will have a licence to occupy.

MOP 3 – is that document ready to go.

Cllr S Dobinson – It is with the solicitor to check

MOP 3 – Insurance enquiry

Cllr Grainger – Insurance has been accepted by Godfrey Payton.

MOP 3 – You have a copy of the rules based on advice from the Allotments Society

Cllr R Grainger – rules have been amended to incorporate the terms of the lease

MOP 3 – Electricity Easement –

Cllr R Grainger – no date from National Grid to move the power cable – power cable will be buried

MOP 3 – there will be power cables overhead.

Cllr T Willis asked about the water.

MOP 3 – top has been drained. – Contractors drive over the plots and compact the soil.

Cllr T Ramsay asked if the WBAGA was happy with the Licence to Access document.

MOP 3 said yes.

Cllr L Wright – SLA – distribute any compensation – how does the formular work. Plots lost through electricity – the centre area fenced off is being used for storage.

Signed.....

MOP 4 – Relates to compensation – calculations – there are many records missing as to the length of tenure – Need to clarify what exposure is to parish council.

Cllr S Dobinson – minor changes today were added after comments from Solicitor.  
Cllr L Wright has been working on site – Cllr R Grainger has been working on the paperwork.  
The association is responsible for working out the compensation to their members. It is not the WPC responsibility to allocate the compensation, only to write and distribute the compensation.

Action : get formular for Cllrs

Cllr Dobinson – cannot distribute any compensation until the SLA and Licence agreement have been approved.

MOP 3 – difficult task to work out the compensation – not sure how figure was arrived at – we were supposed to be given like for like trees, plants and greenhouses. None have been forthcoming. Formula has been based on 5 year blocks. Plot holders who have been on site since 2007 are losing 7 years, the only record that they have is from 2016.

Cllr G Rainey – compensation in lieu of?

MOP3 – based on years of tenancy and size of plots – information is available.

Allotment association have lost the records.

Action: Allotments working group to take this up as business as usual.

Public forum closed at 20:08hrs

Signed .....