

MINUTES OF THE MEETING OF BINLEY WOODS PARISH COUNCIL HELD IN THE MORRISON ROOM, VILLAGE HALL, RUGBY ROAD, BINLEY WOODS ON 3rd SEPTEMBER 2025

PRESENT: Councillors P Salisbury, S Roberts, Mrs E French, Mrs A Bye, G Dunn, Mrs E Johnson, K Brambill and Mrs P Docker. Borough County Councillor Anne-Marie Sonko was also in attendance

Councillor P Salisbury in the Chair

There were no residents in attendance

**Minute
Number**

25-26/70 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the member of the Public.

25-26/71 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST

Apologies for absence were received from Councillor N Brinton (family commitment), Councillor Mrs L Harbour (prior commitment) and Borough Councillor Heather Timms

No financial interests were declared

25-26/72 MINUTES OF LAST MEETINGS, DECISIONS TAKEN OUT OF MEETINGS

The minutes of the meeting held on 16th July 2025 were agreed as a true record and were to be signed by the Chairman

The following decision was taken out of meeting: -

Improvements to the Patio outside the Sports Pavilion – Following receipt of the Lottery Grant Funds in the sum of £11,500.00. An Urgency Sub Committee was held by email and IT WAS AGREED that JW Home Improvements be awarded the contract. Work commenced on the 12th August 2025 at an agreed price of £11,000.00 inclusive of VAT. Shortly after works had started, the Contractor contacted the Chairman and suggested that block paving as opposed to tarmac would create a better finish to the project. This would increase the contract price to £11,500.00 exclusive of VAT. An Urgency Sub Committee was held by email and IT WAS AGREED that the

Contractor proceed on the new figure. The actions of the Urgency Sub Committee were duly approved

25-26/73 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA

There were no matters arising.

25-26/74 GENERAL CORRESPONDENCE

There was no correspondence other than that which had been circulated by the Clerk by email.

25-26/75 ACCOUNTS, FINANCIAL MANAGEMENT AND OTHER ADMINISTRATIVE BUSINESS OF THE COUNCIL

Accounts

The following accounts, which had been authorised by the Chairman and Councillor Roberts were paid out of meeting by the Clerk using electronic bank payments: -

SSE – Footway Lighting - £1,472.42
Water Plus - £23.40
Zurich – Annual Insurance Premium - £774.06
Valda Energy – Pavilion - £125.80
J Cook – Salary including Back Pay - £651.32
HMRC – PAYE on Clerk’s Salary £142.60
HMRC - Employers NI on Clerk’s Salary- £44.54
BT – Village Hall - £57.01
BT – Parish Council - £44.99
Perennial – Grass Cutting - £1,212.00
JW Home Improvements – Sports Pavilion - £13,800.00
SSE – Footway Lighting - £1,521.49
Water Plus - £28.12
Mr C Clarke – Fluorescent Lights - £50.00
Valda Energy – Pavilion - £101.80

The following accounts were submitted for payment: -

J. Cook – Salary and Expenses – September - £567.17
HM Revenue and Customs – PAYE on Clerk’s salary - £126.80
HMRC – Employers NI on Clerk’s Salary - £38.04
P Salisbury – Fluorescent Light Tubes - £89.94
Perennial – Grass Cutting - £1,212.00

Mrs P Docker – Plants - £5.00
Mr S Roberts – Lawn Seed - £12.00

The Clerk was authorised to pay the accounts by electronic bank payments

Councillor Roberts had produced a report on the current financial position of the Parish Council and produced a mini statement for the months of July and August 2025 which were distributed at the meeting and duly noted.

25-26/76 REPORTS

Police; Community Alert

Councillor Roberts reported on the most recent “Pop in” session and informed the meeting that the next session would be held during September 2025.

Borough Councillor’s Report – In the absence of Borough Councillor Mrs Timms there was no report.

County Councillor’s Report – The Parish Council raised a number of highway matters with County Councillor Sonko in particular white lines at road junctions, further review of potential at the Oakdale Road/Monks junction and the state of road gutters throughout the Village, who took copious notes and agreed to revert to the Parish Council in due course. County Councillor Sonko informed the meeting that she understood that the Developers had withdrawn their request for adoption of the roads at Abbey Grange. She agreed to check the information and revert

Primary School – In the absence of Councillor Mrs Harbour there was no report

Youth Club – In the absence of Councillor Mrs Harbour there was no report

Football Clubs – There were no matters to report.

Village Hall – There were no matters to report.

Allotment Garden – Councillor Mrs Docker reported on matters generally.

Bus Services – In the absence of Councillor Mrs Harbour there was no report

25-26/77 NOTIFICATION OF PLANNING APPLICATIONS AND OTHER PLANNING MATTERS

The following applications had been received: -

229 Rugby Road – Existing Use of a children’s care home - No objection subject to Neighbour and Statutory Consultations.

140 Rugby Road – Erection of boundary wall and gates (retrospective) - No objection subject to Neighbour and Statutory Consultations.

148 Rugby Road – Installation of two wooden sliding gates - No objection subject to Neighbour and Statutory Consultations.

25-26/78 LOCAL PLAN/NEWSLETTER

Local Plan – There was nothing to report.

Newsletter – The Chairman informed the meeting that he would proceed to compile the next Newsletter and invited suggestions for inclusion.

25-26/79 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE

Recreation Ground – Large cracks had appeared at the Sports Pavilion wall which appeared to be due to subsidence. The Clerk reported the matter to the Insurers who decided that as the cracks were due to subsidence and/or root damage they were not covered. There was a possibility of underpinning may be required and IT WAS AGREED THAT Councillor Bramble obtain 3 quotes from builders to ascertain the cost of remedial works. A further discussion took place as to what would be needed once the repair had been completed, including repaint, gutter cleaning, tile replacement, new badge and name and maintenance of block paving areas.

Village Green – It was reported that the play area had become overgrown with weeds, had become dilapidated and in need of remedial work. Councillors agreed to carry out much of the works but it would need more extensive work. The Chairman had requested a quotation from Jerry Widass who carried out repairs in the past. The Clerk informed the meeting that ROSPA that included the play area in their next inspection which would take place in early September..

Highway Verges – There were no matters to report.

Litter and Dog Litter – The next Litter Pick will be on a date to be determined.

Trees/Tree Planting – Large Hedge adjacent to 42 Woodlands Road opposite the shops. The large hedge had become overgrown, blocking the footpath. The Clerk reported this this matter to the Highways Department at Warwickshire County Council and he and Councillor Roberts gave an update on the situation. Councillors Mrs Docker and Mrs Bye agreed to arrange a village walk round to ascertain hotspots (i.e. overhanging hedges /hedging etc) which required action and to develop an Action Plan to rectify where possible

25-26/80 HIGHWAYS AND TRANSPORT ISSUES

Highway repair and maintenance – Councillor Roberts informed the meeting that the footpath on the south side of Craven Avenue adjacent to the Playing Field was in a dangerous condition and there was a real danger of injury. The Clerk was instructed to contact Warwickshire County Council as a matter of urgency that the footway was repaired and made safe. The Clerk was requested to investigate the applicability “No vehicle on Verge signs” and the possibility of additional signs on Rugby Road

Pedestrian Rights of Way – There were no matters to report.

Footway Lighting – The Clerk informed the meeting that a face to face meeting with a representative form E.on was to be held on 9th September 2025 at 10.00 am and would also be attended by the Chairman, the Clerk, Councillor Roberts and Councillor Mrs Docker.

Hedge Maintenance – Ther Clerk was requested to contact Perennial for an update on the quotation for hedge trimming at the Allotment Garden.

25-26/81 ABBEY GRANGE – This matter was dealt with at minute reference 25-26/76 above.

25-26/82 DEFIBRILLATORS – A discussion took place in respect of having a third Defibrillator in the Village. The existing Defibrillators were towards the western end

of the Village and it was agreed that the third one should be at the eastern end.
Councillor Dunn agreed to contact the One Stop on Rugby Road to ask if they would agree to have one on their exterior wall

25-26/83 WISH LIST– There were no matters to report

25-26/84 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED

The Action List was reviewed and a revised Action List is attached to these minutes.

25-26/85 NEXT MEETING – The next meeting of the Parish Council will be held on Wednesday 15th October 2025.

The meeting closed at 9.30pm

CHAIRMAN

	Action List		Name	Complete
1	Monitor street light repairs		PD, SR	
2	Thanks to Lisa Male for organising Litter Picks		Clerk	
3	Assistance with Website		LH	
4	Contact WCC to repair dangerous footpath on the south side of Craven Avenue adjacent to the Playing Field		Clerk	
5	Monitor situation in respect of cars parking on highway verges		All	
6	Monitor repairs to potholes		All	
7	Contact Warwickshire County Council to request cutting back trees on Woodlands Road		Clerk	
8	Obtain 3 quotes for remedial works to inspect and repair cracks in the wall at the Sports Pavilion		KB	
9	Contact Rugby Borough in respect of Planning Enforcement breaches		Clerk	
10	Inform Chairman of preferred location of planting trees on highway verges		All	
11	Preparation of Newsletter		PS	
12	Chase Perennial for quotation for hedge trimming		Clerk	
13	Monitor progress in respect of cutting back trees on footpath to the rear of 42 Craven Avenue		Clerk	
14	Respond to Parish Council on highways issues		A-MS	
15	Contact One Stop in respect of siting a Defibrillator at their premises on Rugby Road		GD	
16	Village Walk Round to ascertain hotspots.		PD.AB	
17	Investigate the applicability of “No vehicle on Verge signs” and the possibility of additional signs on Rugby Road		Clerk	