

**MINUTES OF THE MEETING OF BINLEY WOODS PARISH COUNCIL HELD IN THE MORRISON ROOM, VILLAGE HALL, RUGBY ROAD, BINLEY WOODS ON 19th NOVEMBER 2025**

PRESENT: Councillors P Salisbury, N Brinton, S Roberts, Mrs A Bye, G Dunn and K Brambill .

Councillor P Salisbury in the Chair

There were no residents in attendance

**Minute  
Number**

**25-26/99 QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from the member of the Public.

**25-26/100 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST**

Apologies for absence were received from Councillors Mrs L Harbour (unwell), Mrs P Docker (prior commitment) Councillor Mrs E French (unwell) Councillor Mrs E Johnson (prior commitment) and Borough Councillor Mrs H Timms

No financial interests were declared

**25-26/101 MINUTES OF LAST MEETINGS, DECISIONS TAKEN OUT OF MEETINGS**

The minutes of the meeting held on 15th October 2025 were agreed as a true record and were to be signed by the Chairman

The following decisions were taken out of meeting: -

**Planning Application – 29 Craven Avenue – Rear single storey and conversion of garage to habitable room with new bay window** — No objection subject to normal neighbour and statutory consultations.

**Pavilion Roof Clean** - Calvin Sky Blue Window Cleaner quoted to remove all moss from the roof as well as clearing the gutters out after and also cleaning the windows and replacing the three broken tiles in the sum of £400.00 An Urgency Sub Committee agreed to accept the quotation and the Chairman would instruct the Contractor to commence the works as soon as possible. The action of the Urgency Sub Committee was ratified.

## **25-26/102 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA**

The Chairman had spoken to Andy Shepherd, the Chairman of Broad Street Rugby Club regarding traffic chaos caused at a recent event. The Chairman agreed to contact Mr Shepherd and invite him to meet the Parish Council at the next Parish Council meeting.

## **25-26/103 GENERAL CORRESPONDENCE**

**Request for Match Funding** - The Clerk had circulated an email which had been received from Rugby Borough Women and Girls Football Club. Following discussions. IT WAS PROPOSED BY COUNCILLOR DUNN AND SECONDED BY COUNCILLOR MRS BYE THAT the request be refused on the grounds that the proposal was outside the Parish Council's catchment area and the Parish Council would only consider it if it was for the Village rather than the whole of the Borough. There were no amendments to the proposal which was carried unanimously.

## **25-26/104 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: -

Water Plus – Pavilion - £23.84  
SSE – Street Lighting - August - £1,320.29  
BT – Village Hall - £57.01  
SSE – Street Lighting - September - £1,444.87  
Valda Energy – Pavilion - £181.92  
S Roberte – Top Soil - £58.97  
E.on – Street Light Repair - £468.00  
WP Smith & Sons – Pavilion Repairs- £1,350.00  
Perennial – Grass cutting - £1,212.00  
Safelincs – Defibrillator Pads - £85.12  
Sky Blue Windows – Pavilion Roof - £400.00

The following accounts were submitted for approval

J. Cook – Salary and Expenses – November - £567.17  
HM Revenue and Customs – PAYE on Clerk's salary - £126.60

HMRC – Employers NI on Clerk’s Salary - £32.54  
BT - Parish Council - £44.99  
SSE – Street Lighting – October - £1,768.80  
Water Plus – Pavilion - £53.44

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 month of October 2025 which was distributed at the meeting and duly noted.

## **25-26/105 REPORTS**

### **Police; Community Alert**

Councillor Roberts reported on the most recent “Pop in” session and informed the meeting that the next sessions would be held on 6th December 2025 from 1.00pm to 2.00pm and 10th January 2026 from 12.00pm to 1.30pm. Councillor Roberts reminded the meeting of the need to address parking proposal adjacent to the Recreation Ground as previously discussed with Borough Councillor Timms

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

**County Councillor’s Report** – In the absence of the County Councillor there was no report.

**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** – The Chairman reported the Football Team had taken over pitch marking. IT WAS AGREED that the Football Team have permanent use of the Line Marker and the Parish Council would purchase 3 tubs of Line Marker fluid for their use.

**Village Hall** – In the absence of Councillor Mrs Docker there was no report.

**Allotment Garden** – – In the absence of Councillor Mrs Docker there was no report.

## **25-26/106 NOTIFICATION OF PLANNING APPLICATIONS AND OTHER PLANNING MATTERS**

The following application had been received: -

**OLD LODGE FARM, BRINKLOW ROAD, BINLEY WOODS, COVENTRY, CV3 2AB** - Listed building consent for proposed repairs to farmhouse including repairs to windows and stonework.. The application was noted.

## **25-26/107 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.

## **25-26/108 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE**

**Recreation Ground/Village Green** – The Chairman reported on the current position in respect of the required remedial works following receipt of the Annual ROSPA Report to instruct the contractor to commence works as soon as possible. The Recreation Ground Working Party agreed to inspect the Recreation Ground to ascertain which works could be carried out themselves. The Parish Council wished to place on record their thanks to Councillor Brambill for his assistance during the recent Pavilion Patio refurbishment. Councillors Roberts, Mrs Docker and Mrs Bye volunteered to clean shutters etc at the pavilion. Councillor Brambill agreed to assess what he can do for minor repairs. Councillor Roberts, the Chairman agreed to meet at Pavillion to discuss next steps on refurbishment programme.

**Highway Verges** – Councillor Roberts informed the meeting that the planters had been cleaned out and new plants would be fitted in the Spring of 2026..

**Allotment Garden** – There were no matters to report.

**Litter and Dog Litter** – There were no matters to report.

**Trees/Tree Planting – Large Hedge adjacent to 42 Woodlands Road opposite the shops.** The large hedge had become overgrown, blocking the footpath. The Clerk agreed to chase this matter up with the Highways Department at Warwickshire County Council. Councillors Mrs Bye reported on the 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. Councillor Mrs Bye agreed to supply the Clerk with the location of sites of the trees to be reported to Warwickshire County Council. The Parish Council agreed to plant two trees on land by at rear of Woodlands Rd house on Court Leet as requested by resident.

## **25-26/109 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 had instructed Warwickshire County Council as a matter of urgency that the footway was repaired and made safe. The emergency works had been carried out. The Clerk was requested to investigate the applicability “No vehicle on Verge signs” and the possibility of additional signs on Rugby Road

**Bus Services** – Councillor Dunn reported on requests from residents for benches to be provided outside Bus Stops on Rugby Road. In the absence of Councillor Mrs Harbour this matter was deferred to the December meeting.

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

**Footway Lighting** – The Chairman informed the meeting that the tree at the rear of 53 Karen Grove had become overgrown and was obstructing the footway light. IT WAS AGREED THAT the Clerk contact the owner of the property requesting that the tree be cut back. Councillor Roberts reported on the progress of improved dealings with E.on. However he could see no reason matters which were addressed were still to be resolved namely :-

1. Detailed Maintenance Contract and ongoing history of maintenance

2. Updated list of lampposts and renumbering.
3. Test, inspect and clean all columns and
4. Schedule of proposed updates, perhaps over 10 years.

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

**25-26/110 ABBEY GRANGE** – There were no matters to report.

**25-26/111 DEFIBRILLATORS** – The Clerk had circulated a Memorandum and Undertakings which Councillor Dunn had received from the owners of the One Stop on Rugby Road which showed their requirements should they would require if a defibrillator was fitted to the external wall of the property. IT WAS AGREED THAT the matter proceed on the basis of the Memorandum and Undertakings subject to Councillor Dunn investigating the possibility of obtaining the requisite funding.

**25-26/112 WISH LIST**– There were no matters to report

**25-26/113 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED**

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

**25-26/114 NEXT MEETING** – The next meeting of the Parish Council will be held on Wednesday 17th December 2025.

The meeting closed at 9.05pm

CHAIRMAN

	<b>Action List</b>		<b>Name</b>	<b>Complete</b>
1	Monitor street light repairs		PD, SR	
2	Thanks to Lisa Male for organising Litter Picks		Clerk	
3	Assistance with Website		LH	
4	Seek the advice of WALC and respond to owner of Land at 40 Heather Road in respect of recent complaint.		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	Liaise with the contractors in respect of a start date for works to 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 and quotation for a fixed price 3 year contract from 2026		Clerk	
13	Monitor progress in respect of cutting back trees on footpath to the side of 42 Craven Avenue		Clerk	
14	Raise complaint with Stagecoach in respect of new Electric Buses		LH	
15	Apply for funding in respect of siting a Defibrillator at the One Stop premises on Rugby Road		GD	
16	Village Walk Round to ascertain hotspots - Supply Clerk with location of sites of the trees to be reported to Warwickshire County Council.		AB	
17	Investigate the applicability of “No vehicle on Verge signs” and the possibility of additional signs on Rugby Road		Clerk	