

MINUTES OF THE MEETING OF BINLEY WOODS PARISH COUNCIL HELD IN THE MORRISON ROOM, VILLAGE HALL, RUGBY ROAD, BINLEY WOODS ON 18th MARCH 2026

PRESENT: Councillors P Salisbury, N Brinton, S Roberts, G Dunn, Mrs P Docker, K Brambill, Mrs A Bye, Mrs L Harbour and Mrs E Johnson.

Councillor P Salisbury in the Chair

**Minute
Number**

25-26/164 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

25-26/165 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST

There were no apologies for absence

No financial interests were declared

25-26/166 MINUTES OF LAST MEETINGS, DECISIONS TAKEN OUT OF MEETINGS

The minutes of the meeting held on 18th February 2026 were agreed as a true record and were to be signed by the Chairman.

The following decision was taken out of meeting: -

Planning application – 38 Monks Road - Variation of condition 3 of R25/0673 to alter exterior facing materials from facing brick to white render (Single storey extension to the rear. Single storey extension to the side. New roof with rear dormer and front dormer windows to allow for additional bedroom space.) - No objection subject to normal neighbour and statutory consultations.

25-26/167 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA

July and September Meetings – Following a discussion with the Chairman, the Clerk submitted a request for the July meeting to be put back a week from 15th July 2026 to 22nd July 2026 to allow him sufficient time to prepare the Agenda Papers on his return from holiday. Also this would allow the September to revert to 16th September 2026, the third Wednesday of the month. The Clerk confirmed that the

Morrison Room was available for these dates. IT WAS AGREED THAT the Clerk's request be granted.

25-26/168 GENERAL CORRESPONDENCE

The Clerk had circulated all correspondence by email

25-26/169 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: -

Valda Energy – Pavilion -

The following accounts were submitted for approval

J. Cook – Salary and Expenses – March - £567.17

HM Revenue and Customs – PAYE on Clerk's salary - £126.60

HMRC – Employers NI on Clerk's Salary - £32.54

SSE – Street Lighting - £1,680.97

BT – Parish Council - £45.61

Water Plus – Pavilion -

P Salisbury – Defibrillator lock and key - £15.18

Rugby Borough Council - Litter and Dog Bins - £777.60 – Subject to confirmation that the Invoice refers to the period of October 2025 to March 2026

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

Financial Management - Councillor Roberts had produced a report on the current financial position of the Parish Council and produced a mini statement for the month of February 2026 which was distributed at the meeting and duly noted.

Internal Auditor – The Clerk contacted Dave Lee regarding the 2026/27 Internal Audit who gave him a price of £750.00. The Clerk was able to track down Tracie the RFO at Wolston Parish Council who put him in touch with Helen DuBois who acts as their and other Parish Councils Internal Auditor. Tracie was impressed with Helen and had no problem in recommending her.

The Clerk spoke to Helen DuBois and she agreed to act for Binley Woods Parish Council in respect of 2026/27. She said that she would be able to deal with our accounts at the beginning of May and this would give us sufficient time to submit everything to the External Auditor before the 1st July deadline. Her fee is £390.00. IT WAS AGREED THAT Helen DuBois be appointed as the Internal Auditor for Binley Woods Parish Council for the 2026/27 Financial Year

25-26/170 REPORTS

Police; Community Alert –Councillor Roberts reported on Police and Community Alert matters. He informed the meeting that the first CPR Training Session would take place on 21st March 2026 between 10.00am and 12.00pm and 12.00pm and 2.00pm with the final session taking place on Monday 6th April, 6.00pm to 8.00pm

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

County Councillor's Report – In the absence of County Councillor Sonko there was no report.

Primary School – Councillor Mrs Harbour reported that works had commenced in respect of a Special Resources Unit and the Defibrillator Unit was to be re-instated.

Youth Club – Councillor Mrs Harbour reported that next Management Meeting would be held shortly

Football Clubs – There were no matters to report.

Village Hall – Councillor Mrs Docker informed the meeting that the Village Hall committee was to be held on 26th March 2026.

Allotment Garden – There were no matters to report.

25-26/171 NOTIFICATION OF PLANNING APPLICATIONS AND OTHER PLANNING MATTERS

The following application was received: -

140, Rugby Road - Erection of Boundary wall and Gates (Retrospective) - The application was duly noted.

25-26/172 LOCAL PLAN/NEWSLETTER

Local Plan – There was nothing to report.

Newsletter – There was nothing to report.

25-26/173 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE

Recreation Ground/Village Green – Councillor Mrs Johnson declared a family connection and took no part in this matter. Councillors Roberts, Dunn and Councillor Mrs Johnson together with Mr Lee Johnson of BJ Building Contractors Ltd had inspected the interior of the Pavilion. He had prepared a quotation which was considered at the meeting. Councillor Roberts agreed to review the quotation with a view to determining which items could be dealt with the Parish Council and which could be deleted. Once completed Councillor Roberts to an updated quote from BI Johnson which would act as a template for two further quotations that the Parish Council will seek. Councillor Brambill agreed to get a quote from a local electrician to ascertain the cost of an exterior armoured light.

Highway Verges – There were no matters to report.

Allotment Garden – There were no matters to report.

Litter and Dog Litter –Councillor Roberts had contacted Octavius to see if litter pick could be completed by them during future road closures on the A46. He was advised that the resource required for this would be from Rugby Borough Council. He contacted Borough Councillor Timms and requested if the clean could be arranged.

Trees/Tree Planting – The Chairman had circulated 2 quotations in respect of Tree Pruning which would include the cutting the oak adjacent to the bungalow at the bottom of Birchwood Road to 2 metres from the fence. (above the garage) Beechwood Contractors quote was £4,055.00. and Trees Wise Men £6,000.00 IT WAS AGREED THAT the lower quote of £4,005.00 from Beechwood Contractors be accepted and the order placed. The Chairman and Councillor Brinton agreed to meet the owner of 27 Birchwood Road to ascertain if he would be prepared to contribute half of the cost of cutting the oak tree referred to above.

25-26/174 HIGHWAYS AND TRANSPORT ISSUES

Highway repair and maintenance – It was reported that the 4 weekly sweeping of the roads had recommenced.

Bus Services – Councillor Mrs Harbour reported on matters generally.

Pedestrian Rights of Way – There were no matters to report

Footway Lighting – The Clerk agreed to chase progress with Eon in respect of the Maintenance Agreement . The Clerk also agreed to report to County Councillor Sonko that the recently repaired Lamp at the junction of Rugby Road and Woodlands Road opposite the Pizza Parlour had failed.

Hedge Maintenance – There were no matters to report

25-26/175 ABBEY GRANGE – There were no matters to report.

25-26/176 DEFIBRILLATORS – There were no matters to report.

25-26/177 WISH LIST– There were no matters to report

25-26/178 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED – This item was deferred to the April meeting.

25-26/179 NEXT MEETING – The next meeting of the Parish Council will be held on Wednesday 15th April 2026.

The meeting closed at 9.45pm

CHAIRMAN

	Action List	Name	Complete
1	Monitor street light repairs	PD, SR	
2	Inspect interior of Pavilion for potential improvements	SR/EJ	
3	Contact E.on to request draft Maintenance Agreement	Clerk	
4	Obtain quote for exterior light at the Pavilion	KB	
5	Monitor situation in respect of cars parking on highway verges	All	
6	Monitor repairs to potholes	All	
7	Contact Rugby Borough Council to chase progress on 203 Rugby 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	Write Letter of Thanks to resident for tidying footpath outside Broad Street Rugby Club	PS	
11	Preparation of Newsletter	PS	
12	Ask Perennial of the exact location of the broken concrete and the defective drains referred to in the quotation	Clerk	
13	Village Walk Round to ascertain hotspots - Supply Clerk with location of sites of the trees to be reported to Warwickshire County Council.	AB/PD	
14	Raise complaint with Stagecoach in respect of new Electric Buses	Clerk	
15			
16			
17			

