

MINUTES of the MEETING of WHITWICK PARISH COUNCIL held on THURSDAY 18 JULY 2019 at 7 pm at Park Hall, Whitwick Park, off North Street, Whitwick.

Present: Councillor L Collins (Chairman)

Cllrs A Barker, L Gillard, S Gillard, T Gillard, P Moulton, T Oldham, L Spence, J Straw and R Woodward

In Attendance:

Mrs C Tibbles, Parish Manager/Responsible Finance Officer

10 Members of the public

1022. APOLOGIES

Cllrs M Wyatt. Cllr Straw arrived during this item.

1023. DECLARATIONS OF INTEREST

Cllr J Straw declared a disclosable non-pecuniary interest in all planning matters regarding the Green Wedge as a member of Whitwick Action Group.

Cllr P Moulton declared a disclosable non-pecuniary interest as a Link Councillor to Whitwick Historical Group and as a member of Whitwick Bowls Club, Items 1029 (a & b).

Cllr A Barker declared a disclosable non-pecuniary interest as a signatory at Walkers Flats Allotment Group and a member of Whitwick Historical Group.

Cllr T Gillard declared a non-pecuniary interest in Item 1027, the Hermitage Leisure Centre.

1024. MINUTES

Resolved that the minutes of the meeting held on 20 June 2019 be approved as a correct record. Cllr Barker stated that Standing Orders referred to meetings being finished by 9.30 pm and therefore felt that Cllr Wyatt was out of order at the last meeting by stating he needed it to finish by 8.30 pm. The Chairman confirmed she would not be repeating that action.

1025. COMMUNITY POLICING

With apologies from PSCO Rose who had been unable to attend for operational reasons, a summary had been sent saying that to the 13th July there had been 2 incidents of theft, 2 burglaries, 1 incident of criminal damage. The Parish Manager also reported that there had been a full investigation of a suspicious incident that occurred late at night in the village centre, with prompt attendance by Sgt. Dolby to check CCTV footage at local businesses. A full explanation had been given on the suspicious actions of the motorist who had been tracked down, identified and interviewed. The Parish Manager wished to publicly commend Sgt Dolby and her team for their dedicated commitment to conclude the matter in such a satisfactory manner.

1026. PUBLIC QUESTION AND ANSWER SESSION

A visit to Swannington's Vehicle Activated Speed signs run by the parish council had been very good and was commended by a member of the public, who served on the new working party. He believed it was imperative that Whitwick Parish Council should make provision on Talbot Street, Loughborough Road, Hall Lane and Leicester Road. Councillors Barker and Woodward, who had also visited Swannington and recorded their thanks to the Chairman of Swannington Parish Council who had provided a wealth of information with positive results now being seen from their scheme. The downloaded information from the VAS system was given every month at parish meetings and provided clear evidence of the size and scale of where the problems were in the parish. Quotes had been requested and the District Council approached to assist with the forms. Cllr Moulton explained that after the Whitwick Community Speedwatch the police acted as a result with patrols still taking place. Whilst the VAS did not record vehicle data for fines, it would provide regular data for the police.

A question was asked to Cllr Tony Gillard on a county matter that affected the appearance of the whole village due to poor Highways maintenance of paths etc which prevented accessibility for people – specifically part of Hermitage Road footpath, a longstanding fallen tree, overhanging branches and trees awaiting removal at Leicester Road. Cllr Gillard undertook to action these and report back.

A member of the public had visited the consultation in May regarding the new leisure centre, being disappointed that no-one from Highways was available to discuss alternative access solutions that could be safer than accessing from A511. He did not believe that Thornborough Road was too steep to be used as an entrance and he certainly did not support traffic turning right across the road to the entrance. Cllr Tony Gillard said the access to the site was still being designed and although the bridge was detailed in the new planning application, the access was not yet detailed or finalised.

1027. FUTURE OF HERMITAGE LEISURE CENTRE

Latest information could be found on the NWLDC website: https://www.nwleics.gov.uk/pages/leisure_centres_project. Members noted that the parish council had just received notification of the formal planning application being submitted and there were numerous documents available to view on the District Council website. The deadline for response of comments was listed as 6 August but the Planning Department had indicated the deadline would be extended due to the August recess. The Parish Manager would later confirm if the parish views could be submitted on 20 September – should this not be confirmed then an extra parish council meeting would be called during August to also enable members of the public to have the opportunity to make their views known to the parish.

1028. COMMUNITY SAFETY CHAMPION

Cllr Woodward explained his role following training by the Community Safety Partnership Team to support residents in Whitwick who might benefit from improving their personal and/or home safety. A variety of resources were available and some demonstrated (shed alarms, labels, wallets to protect car key fobs, security marker pens, signage, purse bells). Requests could be directed to the Community Office in future. Cllr Woodward had been requested to attend Woodstock in Whitwick and the parish council would hope to have these resources available, with parish councillors needing to help on Sunday 18 August and give information about their roles also. The Parish Manager would attend on Saturday 17 August.

1029. GRANT APPLICATIONS

Resolved that the applications for £250 be approved:

- a) for Whitwick Historical Group towards cost of printing the annual Whitwick Calendar;
- b) for Whitwick Bowls Group towards cost of 75th Anniversary Open Day being held to celebrate and promote the group publicly and recruit members.

1030. INDUCTION, TRAINING AND FUTURE PLANNING

Resolved/noted:

- a) Reports given by the Chairman, highlighting how essential training was, who had attended LRALC New Councillor training with Cllrs Barker and Woodward, informal meetings with the Parish Manager, read a variety of books, an excellent Chairman's Training event and hoped the public would see the benefit in time. Cllr Moulton had attended a Playground Inspection course on 17 June which focussed on weekly checks on all equipment. More detailed checks were undertaken by JR Landscaping at quarterly intervals, needing a different qualification, and annual inspections were undertaken independently. The Parish Manager confirmed the annual visit was changing to a new company, who were RPII qualified. Cllr Woodward endorsed the Chairman's comments and said training was vital for all members, regardless of experience, because of new legislation and initiatives. Cllr Tony Gillard confirmed he, with Cllrs Louise and Stuart Gillard, had attended Code of Conduct training at NWLDC and found it very informative.
- b) Confirmation received by 7 members of their planned attendance at the extra Code of Conduct Training provided at Park Hall by NWLDC Legal Services on Thursday 5 September at 7 pm (refreshments from 6.30 pm). Reply awaited from Cllr Wyatt.
- c) **That the Parish Manager identify a convenient date in October for the Skills Audit to be reviewed and the Visioning Outcomes to be discussed.** Forms were awaited from Cllrs Stuart Gillard, Tony Gillard, Moulton, Oldham and Spence.

1031. CHRISTMAS LIGHTING SCHEME 2019

Resolved that the Parish Council should allocate £1000 (Community Events Budget 4540) to subsidise the cost of alternative lighting scheme, investigating purchase of own lights instead of rental. A working party was appointed to proceed with running a lighting scheme for local businesses but on a council purchase basis – reviewing how to quickly find a new design, source solar lights, storage, weight, cost options for business donation/sponsorship and participation options. Members: Cllrs Collins, Moulton and Woodward, joined by Ms. Colledge.

1032. PARISH PROJECTS

Resolved/noted:

- a) Date set for new Playgrounds Working Party to meet at 6.15 pm on 25 July at Whitwick Park to start review of current playground equipment provision non parish land, as requested by PMGP Committee. The role is to meet and consult with children and the wider community on future needs, to explore grant funding and potential improvements and make recommendations to the Committee, prior to consideration by council.
- b) Reports noted earlier from Project Working Party on VAS scheme; explanation and discussion on written report from Cllr Spence about website review and research undertaken, noting there would be recommendations to consider at next council

meeting; from Cllr Spence about Civic Protocols and an excellent policy he had found elsewhere to base our draft protocols on.

1033. GREEN SHOOTS FUNDING – NWLDC GRANT OPPORTUNITY

Resolved to apply for bulbs under match funding scheme for a community planting event in the parish, on the basis that 5 councillors were available to support this.

1034. ENVIRONMENTAL PROTECTION TEAM

Members noted the changes at NWLDC after a recent service review.

1035. EVENTS AND EXTRA MEETINGS

Resolved/noted the following events

Council Bowls Match with Whitwick Bowls Club on Wednesday 14 August at 6.15 pm to be attended by **Cllrs Marker, Moul, Oldham and Woodward. Members welcome to join in.**

Woodstock in Whitwick on Saturday 17 August to be attended by **Parish Manager** and Sunday 18 August by **Cllr Woodward. Volunteers requested.**

Standing Orders review meeting – confirmed as Thursday 22 August at 3.30 pm (Community Office) for **Chairman, Past Chairman and Parish Manager**, with all recommendations for changes to be submitted to Council for consideration and approval at the September or October meeting. **Cllr Spence** was invited to join the review.

Staffing/Appeals Committee Joint Meeting – confirmed on Wednesday 18 September at 6.15 pm (provisionally in the Pavilion at Whitwick Park) **to be attended by Cllrs Collins, Louise Gillard, Stuart Gillard, Tony Gillard, Spence and Wyatt** to urgently review and update the Discipline and Grievance Policies and suggest revisions to the Terms of Reference for submission to the council for approval.

Provisional date for extra Council or Committee meeting - Thursday 22 August at 7 pm dependant on any priority need and assessed the week before, with agenda notification by 16 August.

No Macmillan event to be held in 2019 due to staff/volunteer shortages.

1036. PARISH COUNCIL BYELAWS

Members considered the responses from the public consultation and the support that had been forthcoming. **Resolved to approve the Statement Outlining the Regulatory Assessment of the New Proposed Byelaws and proceed with submission to MHCLG.**

1037. CONSULTATION –

Noted with interest and some discussion, although a council response was not proposed:

a) Leicestershire County Council - consultations

At the meeting of Leicestershire County Council's cabinet on Tuesday 25th June, approval was given to commence a public consultation exercise over proposed changes to the Recycling and Household Waste Sites summer opening hours. The proposal is to reduce the summer opening hours by 2 hours a day to close at 5pm instead of 7pm, April to September. Winter hours will remain the same. The consultation on the proposed service change will start on **Monday 1st July and run until 23rd September 2019.** A link

to the consultation can be found here: www.leicestershire.gov.uk/wastesitechanges The report also noted that the Environment and Waste Service intend to expand the current permit scheme to accept commercial style fridges and freezers and the acceptance of car tyres and hazardous wood for a small charge. These changes are estimated to achieve savings of £134,000 from a change to operational hours, and £2,000 from the introduction of the additional waste streams, by the end of 2020/21.

b) Where Leicestershire County Council spends its money (as circulated) deadline for reply was 8 September 2019

c) Better Care Together Briefing

Changes proposed by the partnership on hospital services at 3 sites – Glenfield Hospital, Leicester Royal Infirmary and Leicester General Hospital. Video and information available at <http://www.bettercareleicester.nhs.uk/the-bct-plan/acute-and-maternity-reconfiguration/> or by visiting Better Care Together on YouTube - <https://www.youtube.com/channel/UCcxnYSIBP-B5qBnYwtMNvdA> **For more information please visit** www.bettercareleicester.nhs.uk

d) Inspectors Report for the Leicestershire Minerals & Waste Local Plan –

Members noted the additional information which followed the public examination hearing sessions held on 22 and 23 October 2018 and consultation on the proposed main modifications to the Plan of January to March 2019, the Inspectors' report had now been made. The report concluded that provided the proposed main modifications were made to it, the Plan would be sound and should be adopted. The Inspectors' report can be viewed online and downloaded at: <https://www.leicestershire.gov.uk/environment-and-planning/planning/minerals-and-waste-local-plan/submission> and is available for inspection at County Hall, Glenfield, Leicester LE3 8RA between Monday-Thursday: 8.30am – 5pm (Friday until 4.30 pm). Members of the public wishing to view the report at County Hall were advised to contact the planning team by emailing planningcontrol@leics.gov.uk or phoning 0116 305 1085.

1038. NOTICE OF MOTION

Resolved unanimously that Mr T Pulford be appointed as a non-councillor member of the Property Management and General Purposes Committee, in line with the Local Government Act 1972, Section 102(3) and outlined in the previous report and advice, with the powers and duties as clarified.

1039. PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE

Members noted the minutes of the PMGP Committee meeting held on 11 July 2019 and the delegated decisions taken.

1040. DISTRICT COUNCILLORS' REPORTS

Cllr Tony Gillard reported current District Council matters on behalf of himself, Cllr Louise Gillard and Cllr Stuart Gillard, and would hand his report to the Parish Manager after the meeting. Questions were asked about land being sold, covenants being lifted, why income was not ring-fenced, High Street Funding success in first round, Green Flag for park, cemeteries, new homes, relaunch of Shop Frontage Scheme, future events in Coalville, new leisure centre and autumn consultation on future of Hermitage Leisure Centre site that had exciting plans, figures and information about recycling, praise for customer service at Everyone Active Gym. The Parish Manager asked members for their recollection of future public consultation arrangements.

1041. COUNTY COUNCILLOR'S REPORT

Cllr Tony Gillard reported current County Council matters and would hand his report to the Parish Manager after the meeting. Questions were asked about future transport links, wildflower planting on verges (map awaited of Thornborough Road location by Cllr Gillard from Parish Manager). The Parish Manager was asked if other written reports had been received from District or County Councillors for Whitwick and she confirmed there had not been any.

1042. PLANNING MATTERS

- a) **Invitation to Guest Speaker** – following a presentation at Swannington Parish Council about a potential leisure development that crossed the borders of Swannington and Whitwick parishes, location details were displayed. **Resolved that the Parish Manager should repeat the invitation to the developer's representative for the September council meeting.**
- b) **The Council had been consulted by NWLDC on the following applications and it was resolved that no objections be raised:**

REF 19/01183/FUL - Hall Lane Methodist Church, Hall Lane - Re-surfacing of existing car park (deadline 22/7/19)

REF 19/01215/FUL - 7 Whitwick Moor Thringstone - Erection of extension and alteration (deadline 24/7/19)

c) **Prior Approval Scheme**

Members noted the information on the new process to allow planning consent without formal application to the planning authority or notification to the parish council.

d) **Decisions**

NWLDC have now **approved** the following applications:

REF 19/01047/PDNLHE – 63 Rosslyn Road - Erection of a single-storey rear extension measuring 5.1 metres in length from the rear wall of the original dwelling house, a maximum eaves height of 2.245 metres and a maximum ridge height of 3.468 metres

REF 19/00992/FUL – 36 Mossdale - Erection of a single storey side extension

REF 19/00832/FUL:- 21 Hall Lane – Amended Re-submission of Single storey side extension

REF 19/00871/FUL - 7 Perran Avenue - Single storey rear extension

REF 19/00739/TPO:- The Forest Rock Offices Leicester Road - Felling of 1no horse chestnut and works to 10no trees (protected by preservation order) (deadline 21 May)

REF 19/00760/FUL:- 5 Torrington Avenue - Erection of a two-storey front extension and single-storey rear extension (deadline 22 May)

REF 18/01773/FUL - Land at Stephenson Way, Hermitage Road - Erection of nine dwellings with associated off street parking and landscaping

1043. REPRESENTATIVES ON OTHER BODIES/EVENTS ATTENDED

The Chairman reported her attendance at the Parish Liaison Meeting with NWLDC on 21 May where a presentation was given on Civic Protocols, risk assessment process for good tree management – and arrangements about Condolence Books in the event

of the death of a prominent figure. On 15 June the Chairman had attended the LRALC AGM where commitment of members who served on more than one council/one tier of government was debated, following by discussion of how LRALC would accommodate staff shortages. Assistance was provided by neighbouring CALCs who had stood in to present the Chairman's Training course, as reported earlier in the meeting.

Cllr Moulton commended the Playground Inspection course attended on 17 June as most informative.

Cllr Gillard reported he had attended the Thornborough Road Allotment Society meeting on Sunday 30 June, explaining the rent collection system which could unfortunately result in delays to the process expected by the parish council. Discussion took place on action needed to improve visibility: the responsibilities were outlined for the grass verge and overgrown vegetation (County), cutting the outside of the hedge (parish council contractor to be instructed after nesting season); cutting inside of the hedge (TRA Society); clearing of the ditch – undecided and County officer currently investigating.

1044. PARISH MANAGER'S REPORT AND MATTERS PENDING

Members noted the report, together with the updated list of outstanding council action points.

1045. FINANCE AND ACCOUNTS FOR PAYMENT

Resolved that:

- a) the income of £1001.59 received since the last meeting be noted;
- b) the latest payment list and retrospective salary payments of £23,721.35 be approved;**
- c) the latest income and expenditure report for 2019/20 be noted;
- d) the bank balances at last month end were noted as Unity current a/c £178,765.39; Unity Deposit a/c £12,166.06 and CCLA Public Sector Deposit Fund £145,000 be noted;
- e) to agree delegated authority to the Parish Manager to approve urgent invoices for payment during the August recess, with list of payments to be submitted to council retrospective approval.**

Full signature of Chairman: Date:

The meeting terminated at 8.59 pm.

Date of next council meeting:

Possibly Thursday 22 August 2019 at 7 pm (if required)

Thursday 19 September 2019