

MINUTES of the MEETING of WHITWICK PARISH COUNCIL held on THURSDAY 19 SEPTEMBER 2019 at 7 pm at Park Hall, Whitwick Park, off North Street, Whitwick.

Present: Councillor L Collins (Chairman)

Cllrs L Gillard, S Gillard, T Gillard, P Moulton, T Oldham, L Spence, J Straw, R Woodward and M Wyatt [Items 1054-1071 only]

In Attendance:

Mrs C Tibbles PSLCC, Parish Manager/Responsible Finance Officer.

Ms. E Trahearn, Community Focus Team Leader, NWLDC [Items 1054-1059 only]

6 Members of the public [not all present for all of the meeting]

1054. APOLOGIES

Cllr A Barker.

1055. 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.

Cllr M Wyatt declared a non-pecuniary interest in Item 1059 as a member of North West Leicestershire District Council and a member of the Planning Committee.

Cllr T Gillard declared a non-pecuniary interest in Item 1059 as a member of the Cabinet of North West Leicestershire District Council.

Cllr Wyatt later declared a non-pecuniary interest as a member of the Special Expenses Committee of North West Leicestershire District Council.

1056. MINUTES

Resolved that the minutes of the meeting held on 18 July 2019 be approved as a correct record.

1057. COMMUNITY POLICING

With apologies from PSCO Rose who had been unable to attend for operational reasons, a summary had been sent saying that in September there had been 5 crimes: a public order incident, harassment, two incidents of actual body harm/common assault and one of criminal damage.

1058. PUBLIC QUESTION AND ANSWER SESSION

A question was asked about Holly Hayes Wood as recent reports were found confusing and it was explained that the owners of the Wood had made arrangements

with Coalville Enterprise Partnership to maintain and look after the woodland in future. However, as the land was neither owned nor managed by the Parish Council, if residents required more information they could contact the Parish Manager at the Community Office to be given contact details. The Parish Council was publicly thanked for their support and attendance at Woodstock in Whitwick and an invitation extended to members to attend the forthcoming Cheque Presentation afternoon on 19 October at 2.30 pm at the Hermitage Leisure Centre with local residents to enjoy entertainment and refreshments. The Woodstock Committee were donating funds to the parish council to provide an 'accessible to all' roundabout to go in the park. Members congratulated the Committee for the success of the Woodstock event held in August. A concern was expressed about the new system of projecting the agenda which the public agreed was too small to see clearly and too bright when scrolling through the information. Ms. Trahearn invited members to the forthcoming Parish Fair being held locally on 25 September. Publicity was given to a new grant opportunity provided by the District Council for 'VE Day 75 years on' to help groups and parishes organise events for 8 May 2020.

1059. LEISURE CENTRE PROVISION

- a) New Leisure Centre – the parish council were being consulted by NWLDC on their planning application for the new Leisure Centre (see later agenda item).
- b) Future of Hermitage Leisure Centre – Ms. Trahearn announced that a public consultation event was being held for residents and leisure site users to talk about what they would like to see happen to the Hermitage building and recreation ground after the new leisure centre was open. The visioning event would be held on Monday 4 November at the Hermitage Leisure Centre between 5 pm and 9 pm with everyone being asked to bring their ideas. Invitations were left and help given by member to distribute them and the Community Office would also promote the event. Latest information could be found on the NWLDC website: https://www.nwleics.gov.uk/pages/leisure_centres_project.

1060. PARISH PROJECTS – WORKING PARTY/LINK COUNCILLOR REPORTS

Resolved/noted:

- a) **Project Working Party – resolved to accept the report and the recommendations to proceed with VAS signs for Whitwick as outlined;** the Chairman recorded thanks to the group and particular Mr Dyke, a local resident, who had contributed tremendously to the report. The Parish Manager was asked about timescales for completion and confirmed this was not known at this stage;
- b) Christmas Lights Working Party: date of first meeting to be set;
- c) Standing Orders Review Meeting: two meetings held with several further meetings anticipated before covering the numerous topics in the revised draft Model;
- d) Civic Protocols Link Councillor: Cllr Spence had researched other policies and as a starting point had converted Winsford Town Council policy to create a draft (circulated 18 September). He would incorporate suggestions/alterations for a revised draft at the next meeting;
- e) Defibrillator Link Councillors: no report given;
- f) Flood Action Plan Link Councillor: no report given;
- g) Grit Bins Link Councillor: no report given;
- h) Quarry Link Councillor: **Resolved that Cllr Woodward be elected to fill the vacancy to represent the parish council.**
- i) Website Link Councillor: Cllr Spence reported he planned to present website review options at the November council meeting;

- j) Whitwick Historical Group Link Councillor(s): Cllr Moulton reported he had attended Committee meetings on 7 August and 4 September, with minutes being sent to the Parish Manager. The Green Grant for new lighting had been approved by the District Council and the project could now be undertaken. Accounting procedures were being modified and options to apply for grant funding to the District Council were being explored.

1061. CONSULTATIONS/REPRESENTATIVES

Resolved that:

- a) no nomination be made to join new patient group which would play a role in local healthcare;
- b) the Chairman and the Parish Manager to complete the submission to Leicestershire County Council on the National Highways and Transport (NHT) Public Satisfaction Survey- 'Measure 2 Improve' (before 31 October);
- c) that Cllr Spence be nominated as representative on a new Steering Group that aimed to shape future customer service in Hermitage Leisure Centre and the new Coalville Leisure Centre;
- d) to confirm the 3 Whitwick sites previously included in the Strategic Housing and Economic Land Availability Assessment (SHELAA) should remain and new (updated) information would be submitted for NWLDC Local Plan Review for Land at the City of Dan (Ref C63), R/O Hilary Crescent (Ref C64) and Holly Hayes. Rosslyn Road (Ref C65).

1062. INDUCTION, TRAINING AND FUTURE PLANNING

Resolved/noted:

- a) confirmation that the Chairman was booked to attend a Planning training event;
- b) confirmation given that 9 members had attended the Code of Conduct Training provided by NWLDC Legal Services. Reply awaited from Cllr Wyatt;
- c) that the Parish Manager endeavour to 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;
- d) noted that the IOSH course (H&S) that the Parish Manager had hoped to attend had been cancelled due to insufficient numbers; it was hoped to arrange a new date.

1063. GRANT SUBMISSIONS FOR FUNDING

Resolved/noted:

- a) that the final report had been submitted to NWLDC on completion of the Green Grant funding in 2018 for projector/screen at Park Hall;
- b) noted that the Green Grant had been approved for LED lighting in the Old Railway Station and work would now go ahead;
- c) awaiting the outcome of the application to NWLDC for bulbs to plant in the parish (previously submitted);
- d) a provisional date for community planting would be needed and it was agreed to include parish land at Thornborough Road (opposite Stephenson College) and Car Hill Rock;
- e) opportunity to apply for substantial funding for Whitwick Park Entrance Improvements (and/or Park Hall exit improvements) be explored; Cllr Moulton was inviting potential contractors to register their interest in the project; this could be publicised via FB and parish website.

1064. ASSET TRANSFER OF LAND (CAR PARKS) – NWLDC

Cllr Wyatt declared a non-pecuniary interest as a member of the Special Expenses Committee on the District Council.

- a) **Following recommendation of the Property Management & General Purposes Committee, resolved to refuse the offer by NWLDC of the transfer of Cademan Wood Car Park;**
- b) **Following separate consideration, resolved to refuse the transfer of 3 NWLDC car parks at City of Dan, Market Place and Vicarage Street.**

1065. PARISH COUNCIL BYELAWS

Members noted that a response was awaited from NWLDC Legal Services Department following the July parish resolution to proceed with submission to MHCLG. This had been agreed after the public consultation and approval of the Statement Outlining the Regulatory Assessment.

1066. PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE

Members noted the minutes of the PMGP Committee meeting held on 5 September 2019 and the delegated decisions taken.

1067. DISTRICT COUNCILLORS' REPORTS

Members noted the response by four District Councillors declining the request to provide written reports to the Parish Council. Cllr T Gillard reported current District Council matters and gave an update on a public question raised in July about tree maintenance on Leicester Road.

1068. COUNTY COUNCILLOR'S REPORT

Cllr T Gillard reported current County Council matters. Questions were asked about whether a route had been agreed for Coalville Urban road improvements.

1069. PLANNING MATTERS

- a) **Invitation to Guest Speaker** – members noted that there had been no replies to the repeated invitations to a representative of a potential leisure development that crossed the borders of Swannington and Whitwick parishes. District Councillors confirmed that there was no planning application submitted yet and were asked to find out if the matter had been progressed any further.
- b) **The Council had been consulted by NWLDC on the following applications and it was resolved that no comments were to be submitted:**

REF 19/01343/FULM - Land Adjacent to A511 Stephenson Way Coalville - Erection of a detached building for use as a leisure centre (Use Class D2) together with external landscaping, pedestrian accesses and parkland (including external trim trails and activity stations) associated parking and servicing areas alongside provision of a new vehicular and pedestrian site ingress/egress from A511 Stephenson Way. (Thanks to be expressed for the extension of the deadline granted to 20/09/19)

REF 19/01566/FUL - Land Adjacent to A511 Stephenson Way - Construction of a temporary vehicular site access off the A511 for construction traffic and related works in association with planning application ref. 19/01343/FULM (deadline 10/9/19 – extension granted)

REF 19/01601/FUL - 56 Coverdale - Proposed two-storey side extension (deadline 10/9/19 – extension granted)

c) Decisions

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

REF 19/01150/FUL - 43 Temple Hill - Proposed front extension and alterations to existing flat roof to side elevation.

REF 19/01226/FUL - 130 Brooks Lane - Single-storey front and side extension including addition of velux windows in roof.

REF 19/01495/PDNLHE - 46 Peterfield Road - Erection of a single-storey extension measuring 3.7 metres in length from the rear wall of the original dwelling house with a maximum eaves height of 2.1 metres and maximum height of 2.5 metres.

REF 19/01418/FUL - 160 Thornborough Road, Erection of a two-storey side extension and entrance porch

REF 19/01183/FUL - Hall Lane Methodist Church, Hall Lane - Re-surfacing of existing car park

REF 19/01074/FUL: - 346 Hall Lane - Erection of two storey side extension and single storey rear extension

REF 19/00715/FUL: 20 Crusader Close - Two storey side extension

REF 19/00823/REMM - 191 Loughborough Road - : Erection of five dwellings with associated parking works (reserved matters of appearance, scale, layout and landscape to outline permission 18/00863/VCUM)

1070. REPRESENTATIVES ON OTHER BODIES/EVENTS ATTENDED

Members expressed their enjoyment of the recent Bowls Match with Whitwick Bowls Club and were grateful for the opportunity given to the council to play.

1071. PARISH MANAGER'S REPORT AND MATTERS PENDING

Members noted the report, with many additional late communications also received, together with the updated list of outstanding council action points. An email from the external auditor on 17 September had sought additional clarification on figures submitted for staffing costs on the last 2 annual returns and this had been responded to, with a full breakdown that was available to view. Cllr T Gillard asked the Parish Manager about maintenance of the hedge at Thornborough Road alongside the allotments.

[Cllr Wyatt left the meeting at 8.19 pm.]

1072. FINANCE AND ACCOUNTS FOR PAYMENT

Resolved that:

- a) the income of £743.72 and £7461.45 received since the last meeting be noted;
- b) the latest payment list and retrospective salary payments of £24,950.76 and £8,829.95 be approved, with the addition of a payment of £13,602.89 to JR Landscaping under Financial Regulation 5.5(b) to avoid late payment charge;**
- c) the latest income and expenditure report for 2019/20 be noted;

N.B. All Minutes are deemed as draft until formally approved and signed.

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d) the bank balances at last month end were noted as Unity current a/c £144,843.74; Unity Deposit a/c £12,166.06 and CCLA Public Sector Deposit Fund £145,000 be noted;

Full signature of Chairman: Date:

[Cllr Wyatt left the meeting at 8.19 pm.]

The meeting terminated at 8.23 pm.

Date of next council meeting: Thursday 17 October 2019 at 7 pm