

MINUTES of the MEETING of WHITWICK PARISH COUNCIL held on THURSDAY 15 NOVEMBER 2018 at 7 pm at Park Hall, Whitwick Park, off North Street, Whitwick.

Present: Councillor R Woodward (Chairman)

Cllrs A Barker, S Colledge, D Howe, P Moulton, T Pulford and J Straw.

In Attendance:

Mrs C Tibbles, Parish Manager

10 Members of the public [Items 781 –803 only]

Guests:

Sgt G Johnson, Neighbourhood Police Team [Items 781 – 782 and 785 only]

On behalf of the council, the Chairman thanked everyone who attended and supported the Whitwick Remembrance Parade on Sunday afternoon. He also expressed his personal thanks to everyone who organised, worked, assisted or contributed to the Armistice Tea Dance by Woodstock in Whitwick at the Hermitage Leisure Centre on Saturday 10 November. Cllr Barker added his thanks for the phenomenal event. Cllr Straw also expressed her thanks and knew that Sue Colledge had been the driving force behind organising the Tea Dance which had been fabulous.

781. APOLOGIES

Received from Cllrs R Adams, T Gillard and L Spence. Cllr D Everitt was absent.

782. DECLARATIONS OF INTEREST

Cllr S Colledge declared a disclosable non-pecuniary interest in all planning matters regarding the Green Wedge as a member of Whitwick Action Group and as a neighbour.

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 D Howe declared a disclosable non-pecuniary interest in any matter regarding the Bowls Club.

785. COMMUNITY POLICING

As the police had to attend another meeting this evening, the Chairman explained this item would be considered early. Sgt Johnson gave the crime figures for the last reporting period to 1/11/18 with 3 thefts from stores, 1 theft from a dwelling, 4 incidents of ASB, 1 burglary, 2 motor vehicle thefts, 2 other thefts and 1 attempted theft of a motor vehicle. Sgt Johnson referred to the recent drug closures that had taken place and said that more addresses were currently being targeted for action. Members of the public were asked to remain vigilant and pass on accurate and timely information to the police to aid future action. He highlighted the problems with thefts from vans but use of a recent detection measure had been successful with 3 people arrested last week. In response to a question from Cllr Howe, Sgt Johnson said that preventing van crime was the latest police campaign and if any advice/help was needed it could be sent via the Parish Manager. A public question was asked about speeding traffic

and the frustration that the County Council were not prioritising the needs of Whitwick after the Community Speedwatch programme earlier in the year and that there was little enforcement being done. Loughborough Road, Cademan Street and Talbot Street were highlighted. Sgt Johnson said changes were happening at Ashby but 'average speed' cameras had been legally challenged elsewhere.

783. PUBLIC QUESTION AND ANSWER SESSION

Members of the public referred to the known issues with a development on Loughborough Road since 2014 and questioned why enforcement action had not been taken by the planning authority on the 21 conditions stipulated in the outline permission. Their concerns escalated following an entrance being created on Swannymote Road without permission. Residents had voiced their strong objections to NWLDC and the Chairman confirmed that he also had referred this matter to the Enforcement Team when (in September) he had met their new officers at a Parish Liaison Meeting. He had given specific details of 4 locations in the parish that were breaching the planning regulations but no feedback had been received. Residents referred to the latest application for Loughborough Road and said that the demolition of an outbuilding had already taken place. As the parish council had no direct power or jurisdiction over planning enforcement, councillors suggested that residents write individually to NWLDC to complain about lack of enforcement action. As District Councillors, Cllr T Gillard and/or Cllr Everitt could be asked to represent their views. A question was asked regarding the agenda item for the County Council appeal for voluntary snow wardens. Information was shared between two volunteers who had endeavoured to clear their pavements for many years.

784. MINUTES

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

786. FUTURE OF HERMITAGE LEISURE CENTRE

No new information was anticipated until 2019.

787. CONSULTATIONS

Resolved that:

- a) North West Leicestershire District Council survey on parish hall facilities and play areas – this was delegated to the Parish Manager, who would prepare a draft for councillors to review (deadline 7 December 2018);
- b) Snow Warden Scheme by the County Council be noted.

788. TREE PROBLEM

Members noted the County Council were making another site visit to clarify the ownership of trees with overhanging branches on the pavement at Leicester Road, near to the City of Dan car park.

789. MEETING THE NEEDS OF THE PARISH

Members noted the desire of the Property Management and General Purposes Committee to know how the parish could best to serve the interests of outlying areas of the parish. Although frustrated by the county regulations when consulting on new locations for grit bins, as requested by residents, the parish council undertook to re-

visit this process at a future date as the problem of icy roads in severe weather needed to be addressed. The parish council had Whitwick signs at each of the entrance roads to the parish, flower tubs were under all the signs and another 1000 bulbs had just been planted by Cllr Barker and Mrs. Barker. Benches had been requested and some locations identified and consultation would be the next stage. **Resolved: that further consideration be given by members and ideas brought to the next meeting.**

790. GROUNDS MAINTENANCE TENDER AWARD

The Chairman announced the result of the tender process and confirmed the contract has been awarded to JR Landscaping and Property Maintenance who successfully met the quality threshold required and submitted the lowest price of £118,859.48. Handover meetings would be taking place with the Parish Manager, supported by the Tender Working Party, in preparation for 1 April 2019 when standards would be monitored and maintained. The council would consider in due course what benefit was best achieved with the savings made by this change. The current contract with North West Leicestershire District Council would end on 31 March 2019.

791. WORKING PARTIES

Resolved:

- a) to note the report of the Finance Working Party meeting held on Thursday 8 November that had reviewed current income/expenditure in preparation for the 19/20 budget, with specific recommendations to consider under Item 792; thanks were expressed to the Parish Manager for the explanations on the work done;
- b) to note the report of the Tender Working Party meeting held on 29 October with JR Landscaping and Property Maintenance when a visit had been made to Whitwick Park and arrangements being needed for future meetings;
- c) **to confirm the insurance threshold for public liability should remain as specified in the GM contract specification;**
- d) to note the report of the Byelaws Working Party following a meeting with Legal Services department at the District Council on 29 October, with specific recommendations to consider under Item 804.

792. BUDGET PLANNING 2019/20

Resolved:

- a) to note the budget setting training that had been provided to all members;
- b) **to accept the basis of the initial budget setting, on the understanding there would be further monitoring and refining of the draft budget as each month concluded;**
- c) **that coding for future grounds maintenance would be split to reflect different works and the draft breakdown when prepared be considered at a future meeting;**
- d) **that the 'option to tax for VAT' not be undertaken now after considering the 19/20 income budget forecast;**
- e) to note that the Staffing Committee would meet to review staff costs and changing roles/responsibilities but the 19/20 pay scales had not been announced by NALC;
- f) **to allow a provisional 3% increase for inflation costs, unless known factors require a different rate**
- g) **that the working party meet again to make further refinements;**

793. COMMUNITY EVENTS/PROJECTS

a) **Poppies on Lampposts** – noted that the display was put up on Thursday 25 October and removed that morning by councillors; that over £100 had been received in donations; that a limited stock would be available for ‘sale’ from the Community Office the following day;

b) **Christmas Lighting Scheme** – noted that 11 local businesses had taken part in the scheme and all permissions were in place, with provisional installation date of 19 November (although not lighting up until 1 December as the trees are pre-programmed). Also noted that the council may need to explore how viable the scheme may be in future years or whether alternative options should be considered;

c) **Heritage Exhibition** – members noted the exhibition attracted nearly 40 visitors during the 5 sessions that it was open in Park Hall. The Chairman thanked all volunteers from the parish council and Whitwick Historical Group that had attended;

d) **Armistice Tea Dance** – noted that the event had been a fabulous success. Cllr Colledge said that the Woodstock Committee was grateful to everyone who had contributed with displays, help, donations or enthusiasm. The Committee had been delighted to provide a free event for an older generation who had enjoyed attending and being served by the local scouts. It was hoped to have another event in the future.

794. SECTION 106 FUNDING AGREEMENT

Resolved that in light of the clarification received, the Parish Manager should apply for retrospective release of S106 funding by NWLDC for any works paid for by the parish council that may meet the qualifying criteria.

795. PARISH COUNCIL ELECTIONS 2019

It was noted that:

a) the current term of office expires in May 2019 and elections would be held for all 11 seats on the parish council, with a reminder of the special event providing information for any prospective candidate (parish or district) on Saturday 17 November at Charnwood Borough Council on Southfield Road in Loughborough between 10 am and 12 pm;

b) **Resolved to hold a Parish Election Drop-In Evening on 7 March 2019 from 7.00 pm – 8.30 pm, for an informal chat and light refreshments.** The Parish Manager would arrange to book Park Hall for this event and councillors were asked to put the date in their calendar.

796. DISTRICT COUNCILLORS' REPORTS

No District Councillors present but Cllr Gillard had sent thanks to organisers of the Parades.

797. COUNTY COUNCILLOR'S REPORT

No County Councillor present.

798. PLANNING MATTERS

a) The Council had been consulted by NWLDC on the following applications:

REF 18/01746/DEM - 191 Loughborough Road - Demolition of outbuilding (prior notification of demolition) - recommended for approval, with the suggestion that photographs be taken of the outbuilding (for historical records as it is of local

interest) before the demolition takes place. NB A member of the public had earlier commented that the demolition has already been completed.

REF 18/01817/VCI - 10 Parsonwood Paddock - Removal of condition 4 of planning permission reference 16/00942/FUL so as not to provide 2nd off-street parking space – concern expressed that removal of a 2nd parking space may affect other residents in the cul-de-sac.

REF 18/01938/FUL - 79A Silver Street - Two-storey side/rear extension along with single storey rear extension - resolved that no objections should be made on the condition that a parking space is being retained.

REF 18/01965/FUL- 143 - 145 Thornborough Road - Change of use of land for the parking of vehicles pre and post repair in connection with the use operated from 143-145 Thornborough Road - resolved that the application be recommended for REFUSAL as this change of use is out of character for the area.

The Parish Manager referred to the County Council consultation REF 2018/VOCM/0198/LCC – Midland Quarry Products Ltd – Proposed variation of condition 51 of planning permission ref 2010/1032/07 dated 30/03/11 to allow removal of vegetation/trees to improve the existing access to the quarry – Whitwick Quarry, Leicester Road. Deadline for response before 27 November 2018. This had inadvertently not been included in the agenda so for the benefit of public consultation it would be placed on the parish council website and facebook pages. Members were invited to submit their views to the Parish Manager to enable her to make a response under delegated powers.

Members noted that application **REF 18/01782/PDNATR** – had been **WITHDRAWN** (274 Church Lane - Prior approval notification for change of use of agricultural building to one dwelling) and that under delegated powers, the Parish Manager had responded to application **REF 18/01393/FUL - 191 Loughborough Road** - Proposed extensions and alterations to existing dwelling to allow its subdivision to form three residential dwellings with associated off-street parking – stating no objections were made.

b) Decisions notified and approved by the District Council:

REF 18/00804/FUL – Shop, 2 North Street – demolition of existing workshop buildings and erection of three town house

Decisions notified and refused by the District Council:

REF 18/00686/FUL - 74 Silver Street - Erection of two single storey detached dwellings with associated off street parking along with works to existing dwelling to enable visibility at the access.

18/01206/OUT - Land Rear Of 21 To 63 Church Lane - Erection of three dwellings (Outline - Details of Access included) (Revised Scheme)

799. PROPERTY AND LAND MATTERS

Members received the minutes of the Property Management and General Purposes Committee meeting held on 8 November 2018 and noted the decisions taken. The Chairman recorded a vote of thanks to Ms Mabey for her dedicated work in recruiting new hire customers for Park Hall.

800. REPRESENTATIVES ON OTHER BODIES/EVENTS ATTENDED

The Chairman had earlier reported his thanks for the events attended.

801. PARISH MANAGER'S REPORT AND MATTERS PENDING

Members noted the report and updated list of outstanding action points. Problems were reported with syncing the documents/emails in the office which had disrupted the accuracy of some work being completed but this was hopefully now resolved. Late communications included a one-day road closure notice for Stinson Way (displayed on the table for the benefit of members/public), changes in procedures by CCLA due to EU regulations, Local Plan Emerging Options and an article tabled for consideration at the next meeting about future Civic arrangements for national events. Members were asked to consider potential areas for planting bulbs (1000 remaining).

802. FINANCE AND ACCOUNTS FOR PAYMENT

Resolved that:

- a) **the latest payment list and retrospective salary payments be approved;**
- b) the updated income received since the last meeting be noted;
- c) the latest income and expenditure report for 2018/19 and journal vouchers be noted;
- d) to note the bank balances at 31/10/18 were noted as Current Account £142,588.01, Deposit Account £22,030.94 and CCLA Public Sector Deposit Fund £145,000.00;
- e) the Chairman's reported the quarterly scrutiny of the accounts had been undertaken in accordance with the internal control measures.

803. EXCLUSION OF PRESS AND PUBLIC

Resolved: That having regard to the confidential nature of the business to be transacted under Item 804 and the need to consider sensitive information, publicity in respect of which would be prejudicial to the public interest, **the press and public be now excluded from the meeting in pursuance of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended.**

804. PARISH COUNCIL BYELAWS

Following discussion of the Byelaws Working Party report and careful advice, consideration was duly given. Members accepted that the parish council had a responsibility as landowner, as a neighbour to others and to all residents in the parish to ensure that protection existed to control the use of all parish open spaces and recreation grounds. **Resolved that byelaws were clearly needed and the council should create byelaws for all land to replace those currently in place when the land was owned by North West Leicestershire District Council. The Parish Manager to instruct the District Council to initiate the consultation and legal process and co-ordinate the rescission of District Byelaws upon adoption of new parish byelaws, in line with the process and costs outlined.**

Full signature of Chairman: Date:

The meeting terminated at 8.32 pm.

Date of next council meeting: Thursday 13 December 2018 at 7 pm