

MINUTES of the MEETING of WHITWICK PARISH COUNCIL held on THURSDAY 18 OCTOBER 2018 at 7 pm at Park Hall, Whitwick Park, off North Street, Whitwick.

Present: Councillor R Woodward (Chairman)

Cllrs A Barker, S Colledge, D Everitt, T Gillard [Items 745-766 only], D Howe, P Moulton, T Pulford and J Straw.

In Attendance:

Mrs C Tibbles, Parish Manager

16 Members of the public

Guests:

PCSO A Booth, Neighbourhood Police Team [Items 745 – 749 only]

745. APOLOGIES

Received from Cllrs R Adams and L Spence.

746. DECLARATIONS OF INTEREST

Cllr T Gillard declared a disclosable pecuniary interest in items 751 a and b.

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; and in Item 762(e) Armistice Tea Dance so could give factual information but not take part in the debate as an organiser of the community event.

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 Everitt declared a disclosable non-pecuniary interest in all planning matters as a District Councillor and would not take part in discussions or votes.

Cllr A Barker declared a disclosable non-pecuniary interest in Item 766 Application Ref 18/01708 as he knew the applicant from King Richards Hill.

747. PUBLIC QUESTION AND ANSWER SESSION

At the invitation of the Chairman, Cllr T Gillard provided feedback on questions asked at the July meeting and confirmed that Section 106 monies are not used or set aside for potential floods, explaining that developers had to design in flooding risk and incorporate a drainage scheme for their development. Seven Trent were the authority to consult on flooding issues. Cllr Gillard had additionally requested that Seven Trent check all drainage gullies and levels both in Whitwick and Thringstone to minimize flood potential and he believed that Seven Trent surveyed the area in September and found all to be acceptable.

Members of the public raised objections to the application for 2 bungalows at Silver Street and asked for a site meeting which was noted, although the Chairman explained that the parish council was a consultee and not the decision making body.

748. MINUTES

Resolved that the minutes of the meeting held on 20 September and 4 October be approved as a correct record.

749. COMMUNITY POLICING

PCSO Booth gave the crime figures for the last reporting period with 8 criminal damage, 8 incidents of theft, (including battery thefts from street furniture) and 5 vehicle crime. Reassurance patrols were taking place and members of the public were asked to be vigilant for some of the unusual thefts taking place. Questions were asked by councillors and responded to.

750. FUTURE OF HERMITAGE LEISURE CENTRE

No new information was anticipated until 2019.

751. CONSULTATIONS

Resolved that:

- a) North West Leicestershire District Council Local heritage assets – Cllr Colledge had asked for a building to be added to the list;
- b) Noted the County Council Cabinet report on proposals for Unitary Status;
- c) Noted the invitation for parishes to submit views to NWLDC and the joint statement by borough and district councils on Unitary Status issued on 8 October;
- d) & e) Private Hire Driver and Hackney Carriage licence applications – that in the absence of any identifying information the Parish Manager would enquire about the consultation process;**
- f) Noted the Premises Application was granted on 20/09/18 for Whitwick Constitutional Club, 8 Silver Street for provision of plays, films, indoor sporting events, boxing and wrestling, recorded music, dance and the supply of alcohol (on and off the premises), Sunday to Thursday 11:00 hours to midnight, Friday and Saturday 11:00 hours to 01:00 hours.

752. CHARITY COMMISSION – KING GEORGES FIELD

Members noted the annual return for Whitwick Park (King Georges Field) charity had been submitted and confirmation of receipt had arrived on 25 September 2018.

753. NOTICE OF CONCLUSION OF AUDIT 2017/2018

Members noted the External Audit had been satisfactorily completed on 22 September 2018 by PKF Littlejohn LLP and the Certificate and Closure notice were duly displayed on the website and in the Community Office.

754. FACEBOOK SETTINGS

A new Facebook page had been created during a free workshop meeting and following consideration, it was **resolved to use option (a) of the logo designs created by Cllr Colledge – “Working for our future Because community matters”**. Noted that further action was required before it could be brought into use as a replacement for the Group page currently operating.

755. TREE PROBLEM

- a) Members noted that Cllr T Gillard did not have an update on the agreed County Council tree work but it had been classed as low priority. He undertook to notify the Parish Manager when he had information that could be passed on.
- b) Members noted the Parish Manager had reported overhanging branches on the pavement at Leicester Road, near to the City of Dan car park, to the County Council. The trees were owned by the County Council. Unfortunately the County Council had written to the parish council instructing it to take remedial action within 21 days. The Parish Manager had tried to call the Highways Department but after queuing there had been no reply. An email was sent but the 3 day response had been extended to 10 days due to being busy.

756. SHARPS DISPOSAL

Resolved: to request the District Council to provide facilities for an alternative means of collection (e.g. as provided by Hinckley and Bosworth Council) due to the unsatisfactory position for many residents in some types of housing in Whitwick.

757. SECTION 106 FUNDING AGREEMENT

Members noted that clarification was awaited from the District Council.

758. GRANT APPLICATIONS

Resolved that a grant of £250 be awarded:

- a) **to Whitwick Retired Persons Fellowship towards the cost of providing venue and refreshments for weekly meetings, transport subsidy, social activities and insurance to enable the organisation to continue to meet;**
- b) **to Whitwick Christmas Carols towards the cost of installing/re-siting of Christmas Tree, installation of lights and safety checks, dismantling of tree after the event – application made by St. John The Baptist Church on behalf of the community event.**

759. POLICY REVIEW

Resolved that:

- a) **as the changes made for the introduction of GDPR were working satisfactorily, the next review of Data Protection Policy be considered after May 2019;**
- b) **the extensions to the procedures for Partnership Working be accepted to regulate the usage of the allocated budget;**
- c) **the review of Standing Orders be deferred to 2019.**

760. PARISHIONERS' CASEWORK

Resolved to continue with the current practices which provided parishioners with: the opportunity to visit the Community Office for staff to assist them with enquiries (signposting elsewhere when necessary); with notice boards/website/office displaying contact information for all parish councillors; easy access to some councillors who worked locally; access to some councillors who had daytime availability to respond to enquiries; access to other councillors with evening and weekend availability; opportunity to attend

monthly parish council meetings and raise matters during public question time. Members felt that providing parish council surgeries was not necessary at this time.

761. WORKING PARTIES

Resolved that:

- a) **the Finance Working Party (Cllrs Barker, Howe, Moulton, Straw and Woodward) would meet on Thursday 8 November at the Community Office at 6.30 pm to review current income/expenditure in preparation for the 19/20 budget;**
- b) **the role of the Tender Working Party (Cllrs Barker, Howe, Moulton, Pulford and Woodward) be extended to support the Parish Manager throughout the preparations until the new contract commenced on 1 April and responsibility was transferred to the Property Management and General Purposes Committee (with any recommendations for decisions to be submitted to the council);**
- c) **to note that a meeting had been arranged on Monday 29 October at 4.30 pm for some members of the Byelaws Working Party with the Legal Services department at the District Council to explain why their position had changed about rescission of NWLDC byelaws on parish land.**

762. COMMUNITY EVENTS/PROJECTS

- a) **Macmillan Coffee Morning** – noted that £49 had been raised at the event held in the Community Office on Friday 28 September, with grateful thanks to everyone who had helped, contributed and/or attended the event which had again been organised by Ms Mabey;
- b) **Whitwick Schools Exhibition** – noted the invitation from Whitwick Historical Group to all councillors to attend this 35th anniversary event at Methodist Church Hall on Saturday 20 October from 10.30 am;
- c) **Poppies on Lampposts** – noted the provisional display date of Thursday 25 October, in conjunction with students from Stephenson College with removal possibly on Monday 12 November. Volunteers were invited and a £50 donation had been promised towards the cost of extra poppies;
- d) **Christmas Lighting Scheme** – noted that businesses had been invited to take part, with responses requested by 23 October so that the order could be finalised.
- e) **Armistice Tea Dance – Resolved to use £750 from the Community Events budget towards the cost of specialist sound/video engineer and the hire of crockery and tableware.**

763. 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;
- b) the District Council operated the elections, with planned costs being met by the earmarked reserves already set aside; nomination forms would be issued by the District Council on Wednesday 20 March 2019 and the deadline for their return to the District Council would be 4 pm on Wednesday 3 April (although it was advisable to avoid submitting on the last day if possible);
- c) as the parish was warded, advice had been received that current members who wish to re-stand should discuss their intentions to avoid unnecessary duplication within wards;

- d) events to provide information for any prospective candidate (parish or district) were being arranged and the nearest one was on Saturday 17 November at Charnwood Borough Council on Southfield Road in Loughborough between 10 am and 12 pm;
- e) a Parish Election Drop-In Evening could be organised for an informal chat and light refreshments and the Parish Manager was asked to check availability at Park Hall for March 2019.

764. DISTRICT COUNCILLORS' REPORTS

Cllr Everitt reported there had been no council meetings held but a cabinet meeting had taken place to deal with the usual business. A problem had occurred with the Marlborough Square development and Cllr Gillard said it would be resolved and still go ahead.

765. COUNTY COUNCILLOR'S REPORT

Cllr Gillard reported that consideration of unitary status was on-going. The county council were also consulting on subsidies for bus routes and other potential transport changes. Cllr Barker asked for an update after the Community Speedwatch and Cllr Gillard said that the county council were utilising mobile speed cameras and he was waiting for confirmation if Whitwick was on the list, although it would be for a limited time. The police had done exercises in two local areas – Talbot Street/Hall Lane.

766. PLANNING MATTERS

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

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 - recommended for REFUSAL because the site was on a blind bend and additional traffic would increase the hazard for pedestrians and motorists on this already busy road to an unacceptable level; there were trees in existence on the boundary of the site that had been omitted from the plans and would have a detrimental effect on neighbours in future years; although significant alterations made previously to this property with the stone rendering now covering the ancient diamond brickwork, the council RESOLVED it had unique historic value as one of the oldest remaining buildings in the parish as shown in the 1622 census (with chattels being valued at £151 10/8d) and felt this important heritage building should be protected; objections had been made to the parish council in writing from residents and representations made at the council meeting by residents of the parish. In accordance with Standing Order 5.4 and with the express consent of the Chairman, historic information was given by a member of the public. Cllr Gillard undertook to contact the District Council Planning Department.

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 – resolved to request an extension whilst clarification was sought on the works currently taking place, with the decision being delegated to the parish manager, following consultation with members, if an extension to the deadline was not possible.

REF 18/01708/FUL - 36 King Richards Hill, - Proposed single storey front extension - no objections were raised.

REF 18/01715/FUL - 10 Rock View Close- Proposed first floor front extension - no objections were raised.

REF 18/01747/TPO - Beech House, Loughborough Road - Works to 3 no. Horse chestnut trees (Protected by TPO) – recommended for REFUSAL because the nature of the site was changing with so many other trees having already been removed.

REF 18/01773/FUL - Land At Stephenson Way, Hermitage Road - Erection of nine dwellings with associated off street parking and landscaping - recommended for REFUSAL because the site has extensive history of planning applications and appeal hearings since the 2009 original application; the additional traffic from new properties would increase the hazard for motorists on this already busy road to an unacceptable level, with a history of parked vehicles blocking ambulances and fire engines from accessing Hermitage Road; it would pose a danger to pedestrians as the pavement ceased at the entry point to the site so forcing people to cross the busy road at a junction; the site was adjacent to the Green Wedge and any development would give unacceptable encroachment and urban sprawl towards this location; RESOLVED that strong objections should be made as no work has been undertaken since 2009 and renewal should not be granted;

REF 18/01856/T56 - Land Off, City Of Dan - Installation of a 17.5 metre high monopole coloured grey and steel equipment cabinet coloured green (prior notification of telecommunications development) extension - no objections were raised but request would be made for safeguards for removal of installation should the company cease trading at a future date.

b) Decisions notified and approved by the District Council:

18/01146/VCI - 81 North Street- Variation of condition two of planning permission 17/01593/FUL to alter heights and design of plots 1-3 and 6-7 along with amendments to access

18/01154/FUL – 31 City of Three Waters – single storey extension

18/01200/FUL - 26 Stainsdale Green - Single storey rear extension, single storey front and side extension, replacement detached garage and rendering of property

18/01426/FUL - 7 Rockland Rise - Erection of a two-storey side extension and single-storey front and rear extensions

18/01446/FUL -103 St Bernards Road - Erection of a single storey rear extension (amended scheme)

18/01465/OUT -56 Green Lane - Erection of one dwelling (outline - all matters reserved)

18/01467/FUL – 35 Tressall Road - Erection of single storey front and rear extensions and replacement garage

18/01533/VCI - 48 Hilary Crescent - Variation of condition 2 attached to planning permission 16/00373/FUL to allow for retention of rooflights in eastern roof slope

18/01553/TPO - 19 Church Lane - Felling of 1 no. Ash tree (Protected by TPO)

[Cllr Gillard left the meeting at 8.11 pm.]

767. PROPERTY AND LAND MATTERS

Members received the minutes of the Property Management and General Purposes Committee meeting held on 13 September 2018 and noted the decisions taken.

768. REPRESENTATIVES ON OTHER BODIES/EVENTS ATTENDED

The Chairman reported he had attended the County Service at Leicester Cathedral on 7 October, accompanied by the Parish Manager.

769. PARISH MANAGER'S REPORT AND MATTERS PENDING

Members noted the report and updated list of outstanding action points. The bulbs had been delivered that day and members discussed timescale for planting and possible locations. An invitation had been received to a First Contact event to be held locally on 12 November between 9.30 and 11.30 am.

770. 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 be noted;
- d) to note the bank balances at 30/09/18 were noted as Current Account £178,654.83, Deposit Account £22,030.94 and Investment Account £145,000.00;

771. EXCLUSION OF PRESS AND PUBLIC

Not required.

772. GROUNDS MAINTENANCE TENDER AWARD

The tender had been awarded to a new contractor and a meeting was being arranged shortly. An official announcement was being prepared.

Full signature of Chairman: Date:

Cllr Colledge extended an invitation to everyone present, plus friends and neighbours, to the Afternoon Tea Dance taking place on Saturday 10 November at Hermitage Leisure Centre to commemorate the Armistice Day Centenary. It was an intergenerational event and free of charge, although tickets were required to control numbers.

The meeting terminated at 8.23 pm.

[Cllr Gillard left the meeting at 8.11 pm.]

Date of next council meeting: Thursday 15 November 2018 at 7 pm