



Website: www.whitwickpc.org.uk

Restrictions apply on capacity in the building for public seating

14th March 2024

To: The Members of Whitwick Parish Council

(Cllrs A Barker, A Briers, P Casson, S Colledge, L Collins, T Gillard, A Greenwood, P Moulton, A Roach, R Woodward, M Wyatt)

Dear Councillors

I hereby summon you to attend a **Meeting of Whitwick Parish Council** to be held at **7.00 pm on Thursday 21st March 2024** for the purpose of transacting the following items of business only.

Yours faithfully

Sharon Kaye
Parish Manager

AGENDA	
3491	APOLOGIES FOR ABSENCE
	<i>Members instructions are required</i>
3492	DECLARATIONS OF INTEREST
	To receive declarations of interest in respect of items on the agenda. Members are reminded that they must declare whether the interest is a 'disclosable pecuniary interest' (in which case you must leave the meeting while that item is under discussion) or a 'registerable interest' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).
3493	MINUTES

	To approve the minutes of the meeting that took place on 16th November 2023, 14th December 2023 and 15th February 2024. Minutes from 21st December 2023 and 25 th January 2024 currently unavailable.
	<i>Members instructions are required.</i>
3494	COMMUNITY POLICING
	a) Attendance at meeting by local PCSO or to note the current report (if available).
3495	PUBLIC QUESTION & ANSWER SESSION
3496	COMMUNITY PROJECTS
	a) Vehicle Activated Signs (VAS) – the production of data from the last location has been circulated and published at https://whitwickpc.org.uk/news/ signs were moved to the next Leicester Road on 11 th March 2024
	<i>Members instructions are requested.</i>
3497	THE FUTURE OF THE FORMER HERMITAGE LEISURE CENTRE SITE
	An on-going update report had been requested previously by the Parish Council from North West Leicestershire District Council.
	<i>Members to note the information or members instructions are requested.</i>
3498	DRAFT NWLDC LOCAL PLAN 2020 - 2040
	Update to be provided regarding Public Drop-in Sessions at Park Hall, Thursday 14 th and Friday 15 th March 2024.
	<i>Members to note the information or members instructions are requested.</i>
3499	GRANT APPLICATION
	An application has been received from Woodstock in Whitwick requesting £250 towards the cost of their Woodstock Easter Event Egg Hunt. The event is to provide free entry for all with prizes for each child. (Project cost is £350.00) (see attached information).
	<i>Members instructions are requested.</i>

3500	EVENTS 2023/2024
	<p>a) Woodstock in Whitwick – Winter Wonderland 10th December 2023 Contribution of £150.00 to be made by Whitwick Parish Council to cover food and entertainment at Whitwick’s Winter Wonderland (see attached)</p>
	<p>b) Woodstock Easter Event – Sunday 24th March 2024 – Update to be provided.</p>
	<p>c) Christmas 2024 – Update to be provided.</p>
	<i>Members instructions are requested.</i>
3501	PLANNING & LICENSING MATTERS
	<p>a) Applications – The Council has been consulted by NWLDC on the following applications:</p>
	<p>REF: 24/00220/FUL – 7 Rosemary Crescent – Removal of existing carport and erection of a single-storey side/rear extension – Deadline date – 12th March – Deadline extended to 22nd March</p>
	<p>REF: 24/00237/FUL – 189 Loughborough Road – Installation of Air Source Heat Pump to side of dwelling – Deadline date – 14th March – Deadline extended 22nd March</p>
	<p>REF:2400181/FUL – 7 Temple Hill, Whitwick - Proposed single storey side and rear extension. Hip to gable roof enlargement and raise overall roof height to facilitate loft conversion with rear dormer window. New front porch – Deadline date – 20th March – Deadline extension 22nd March</p>
	<p>REF: 24/00314/FUL – 98 Tressall Road, Whitwick - Erection of a single-storey side/rear extension and single-storey front extension (porch) – Deadline date – 28th March</p>
	<p>REF: 24/00286/FUL – 349 Hall Lane, Whitwick - Demolition of an existing single-storey rear extension and erection of a new single-storey rear extension, demolition of existing detached garage and erection of a new detached garage and a single-storey front extension – Deadline date – 27th March</p>
	<p>b) Decisions by NWLDC who have now approved the following applications:</p>
	<p>REF: 24/00071/FUL – 5 Clarke Close, Whitwick – Erection of single-storey side/rear extension – Deadline date 15th February 2024 – Permitted 26th February 2024</p>

	REF: 24/00051/VCI – 42 Coverdale, Whitwick - Amendments to Condition No. 7 of planning permission 22/00811/FUL which was for the change of use to a mixed residential and beauty salon operating from new detached outbuilding to change the opening hours from Monday 10am - 6 pm, Friday 10 am - 6 pm and Saturday 9am - 2 pm to Monday -Wednesday 9 am - 6 pm, Friday 9 am - 6 pm and Saturday 9 am - 2 pm – Deadline – 8th February – Deadline agreed 15th February – Permitted 29th February 2024
	c) For information:
	REF: 24/00172/CLP – 199 Talbot Street, Whitwick – Certificate of Lawful Proposed Use for the erection of a single storey rear extension – Information only- 7th March 2024
3502	PROCUREMENT & TENDER PROCESS – GROUNDS MAINTENANCE CONTRACT
	a) KPI Audit Meeting – Update to be provided
	b) Grounds Maintenance Contract to be signed and issued – Update to be provided
	<i>Members to note the information or instructions to be provided.</i>
3503	PROPERTY MANAGEMENT & GENERAL PURPOSES COMMITTEE
	To receive the minutes of the PMGP Committee meeting held on Thursday 7 th March 2024.
	<i>Members to note the information or instructions to be provided.</i>
3504	PCC's HATE CRIME SCRUTINY PANEL
	Volunteers required for Hate Crime Scrutiny Panel with the Police and Crime Commissioner for Leicester's Office. Deadline date Friday 15 th March 2024.
	<i>Members instructions are required.</i>
3505	D-DAY CELEBRATIONS – 6TH June 2024
	Information received from Whitwick Scouts and Whitwick Royal British Legion Last date for road closure submission - Friday 12 th April 2024.
	<i>Members to note the information or instructions to be provided.</i>

3506	COMMERCIAL WASTE PARTNER
	Letter received from NWLDC re: preferred commercial waste partner – Subject for discussion. (See attached)
	<i>Members instructions to be provided.</i>
3507	DISTRICT COUNCILLORS' REPORTS
3508	COUNTY COUNCILLOR'S REPORT
3509	BUDGET AGREEMENT 2024/2025
	Members to agree and adopt the final budget plan (see attached).
	<i>Members instructions are required.</i>
3510	PRECEPT AGREEMENT FOR 2024/2025
	The figures for this submission were finalised and resolved at the Extraordinary Meeting on Thursday 25 th January 2024. Precept demand had been submitted to NWLDC and receipt had been acknowledged.
	<i>Members to note the information or instructions to be provided.</i>
3511	ACCOUNTS FOR PAYMENT & FINANCE
	Info needed
	<ul style="list-style-type: none"> a) Details of income received up to 15th March 2024 (to be tabled) b) Details of payments made up to 15th March 2024 (to be tabled) c) Details of latest income and expenditure account for 2023/2024 (to be tabled) d) Latest bank balances as at 29th February 2024 – Unity current account £106,897.75; Unity Deposit account £12,589.30; CCLA Public Sector Fund £225,000.00.
	<i>Members instructions are required.</i>
3512	PAYMENT CARD/BACS PAYMENTS
	Information to be provided.
	<i>Members instructions are required.</i>
	EXCLUSION OF PUBLIC & PRESS
	Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and press is excluded

	from parts of the meeting below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.
3513	STAFFING
	Update from Staffing Committee to be provided.
	<i>Members instructions are required.</i>
	DATE OF NEXT MEETING
	<ul style="list-style-type: none"> • April meeting date to be discussed due to office closure. • Thursday 16th May 2024 – Annual Parish Meeting, 6.30 pm • Thursday 16th May 2024 – Council Meeting, 7.00 pm

PARISH COUNCIL MEETING

N.B. THIS IS A PUBLIC MEETING AND THERE IS A STATUTORY RIGHT FOR ANYONE TO RECORD IT. There is information available to members of the public that explain the regulations that apply to this meeting. Public participation is limited to the item for Public Questions only.

Standing Order 5.8 states: Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted.” The Council asks to be notified prior to the start of the meeting so that councillors and members of the public are aware. Please note the Chairman has the right to ask the recording be stopped if the Chairman reasonably believed that the meeting is being disrupted because of the recording, if the recording is preventing the public participating or is inhibiting community involvement or if the meeting moves into confidential session. If you object to being recorded, please notify the Chairman or Parish Manager. We will endeavour to ensure that your objections are respected. However, we are not able to guarantee this. This is a public meeting and there is a statutory right for anyone to record it. Anyone at the meeting may use Twitter, Facebook or similar social media provided that the Chairman does not consider their actions are disrupting the proceedings of the meeting.



Website: www.whitwickpc.org.uk

MINUTES of the MEETING OF WHITWICK PARISH COUNCIL held on Thursday 16th November 2023 at 7.00 pm in Park Hall, Whitwick Park, off North Street, Whitwick

Present: Councillor S Colledge

Cllrs Barker, Briers [Items 3391 – 3403], Collins, Gillard, [Items 3391 – 3400] Moulton, Woodward and Wyatt

In Attendance:

Tracey McLean, Acting Parish Manager

2 members of the public, both leaving the meeting after Item 3408

		ACTION
3391	APOLOGIES FOR ABSENCE	
	It was RESOLVED to accept and approve apologies from Cllrs Casson and Roach.	
3392	DECLARATIONS OF INTEREST	
	Cllr Wyatt declared a registrable interest in all matters relating to North West Leicestershire District Council.	
	Cllr Briers had nothing to declare.	
	Cllr Moulton declared a registrable interest in Whitwick Historical Group as Link Councillor and a member, a registrable interest in Whitwick Bowls Club as a Link Councillor and a member, a registrable interest in Thornborough Road Allotment Society as a Link Councillor, a registrable interest in Walkers Flats Allotments as a Link Councillor, a registrable interest in Whitwick Action Group as a member and all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward.	
	Cllr Woodward declared a registrable interest as a Director of Holly Hayes Woods a registrable interest as a member of Whitwick	

	Historical Group and a registerable interest in the Quarry Liaison Group.	
	<p>CLlr Colledge declared a registerable interest in all matters connected to Whitwick Historical Group as a member, a registerable interest in Whitwick Royal British Legion as a member (and Ashby), a registerable interest in Whitwick Action Group as a member on any matters relating to planning, a pecuniary interest and registerable interest as a member of Woodstock in Whitwick Committee, a potential pecuniary interest as an immediate neighbour of the old Hermitage Leisure Centre site, a registerable interest as a point of contact for Meadow Barn View and a registrable interest as a supporter of Coalville C.A.N.</p>	
	<p>CLlr Barker declared a registerable interest in all matters relating to North West Leicestershire District Council as a District Councillor, a registerable interest as a member of Quarry Liaison Group, Director of Holly Hayes Woods, a member of Whitwick Historical Society and a registerable interest as a signatory at Walkers Flats Allotment Group.</p>	
	CLlr Collins declared a disclosable pecuniary interest as a trustee member of Whitwick Historical Group.	
	CLlr Greenwood declared a registerable interest in any matters relating to Meadow Barn View as a point of contract	
	CLlr Gillard declared a registerable interest in all matters relating to North West Leicestershire District Council and Leicestershire County Council.	
3393	MINUTES	
	Members RESOLVED: that the minutes of the meeting on 19 th October 2023 be approved as a correct record.	
3394	COMMUNITY POLICING	
	<p>PCSO Emma Ramsey had sent her apologies as she was unavailable to attend the meeting due to work commitments. Councillors requested that a written report be made available, where possible, when police attendance was unavailable at the meeting. Councillors also requested that feedback be provided for resident's queries that were raised at the meeting on 19th October 2023.</p>	

	It was confirmed that the next Beat Surgeries at the Community Office would take place on: Tuesday 28 th November and Saturday 16 th December, 11.00 am – 12.00 Noon.	
3395	PUBLIC QUESTION AND ANSWER SESSION	
	None.	
3396	COMMUNITY PROJECTS	
	a) Vehicle Activated Signs (VAS) – the production of data from the last location had been circulated and published at https://whitwickpc.org.uk/news/ signs were moved to the next location (Loughborough Road) on 13 th November 2023. Cllr Barker commented that additional volunteers were required amongst members to assist with the ongoing movement of the VAS equipment each month. Cllrs Barker and Moulton volunteered to assist. The Acting Parish Manager to send individual email request to each member.	
3397	THE FUTURE OF THE FORMER HERMITAGE LEISURE CENTRE SITE	
	Cllr Moulton had received a report giving details of a suggested access road at a cost of £25,000 to the district council. No further updates at present. Item to remain on the agenda going forward.	
3398	GRANT APPLICATION	
	Members RESOLVED : that a grant of £250.00 be approved in principle, to be awarded to North West Leicestershire Society of Model Engineers towards costs to provide all-weather wheelchair access path to the Garden Railway, on the proviso that Cllr Wyatt carried out further investigations to enquire if NWLDC can provide additional funding to assist the Society. Representatives of the Society also to be directed towards any relevant funding that may be available through the District Council to support them with costs relating to the access path.	
3399	EVENTS 2023	
	a) Remembrance Parade – Sunday 12th November 2023 –	
	The Chair on behalf of the parish council, thanked the Acting Parish Manager and Administration Assistant for the work that had been carried out towards the organisation of the Remembrance Parade. The event was well structured and well attended.	

	It was suggested that the parish council should offer to provide assistance with the cleaning of the war memorial. Cllr Colledge confirmed that she would make some enquiries as to who could provide assistance. This item to be placed on a future agenda.	
	Members RESOLVED: to send a donation of £100 to St John's Ambulance, funds to be taken from the Remembrance budget cost code.	
	Members RESOLVED: that the parish council would continue to organise the yearly Remembrance Event	
	b) Woodstock Christmas Event – Sunday 10th December 2023 - This will be a free event open to all and will take place in the car park at the The Black Horse in Whitwick. A request was made for mince pies, selection boxes and tombola prizes. All children will have the opportunity to visit Santa and will receive a gift.	
3400	PLANNING AND LICENSING MATTERS	
	a) Applications – The Council had been consulted by NWLDC on the following applications:	
	REF: 23/01400/FUL – 35 Tressall Road, Whitwick - Erection of single-storey front and side extensions to provide for a porch, canopy and carport, changes to openings and insertion of new openings, external alterations to provide for a level access to the rear garden, new boundary wall and additional car parking to the site frontage – Deadline 15th November – Deadline extension applied for (Deadline agreed 17th November) - RESOLVED – that no objection be made	
	23/01411/FUL – 49 Tressall Road, Whitwick – Demolition of detached garage and erection of a single-storey side and rear extension, new front porch and rendering of the main dwellinghouse – Deadline 15th November – Deadline extension applied for (Deadline agreed 17th November) – RESOLVED – that no objection be made	
	23/01344/OUT – Land off Loughborough Road, Whitwick – Erection of nine self build dwellings (outline application – all matters reserved) – Deadline – 24th November 2023 – RESOLVED – that the parish council wishes to <u>object</u> to the planning application on the following grounds: <i>The access onto Loughborough Road compromises safety so close to the junction of Loughborough Road and Swannymote Road. The area has already seen significant problems with flooding and</i>	

	<p><i>torrential runoff water in times of heavy rainfall. This could exacerbate the problems with flooding experienced in Cademan Street and Temple Hill, Whitwick. The application is also outside the limits of permitted development within the Charnwood Forest. Members also RESOLVED: that the deadline for the planning application be extended and that the application should be called in.</i></p> <p>23/01443/FUL – 353 Hall Lane - Removal of existing rear projection and erection of a new single-storey rear extension – Deadline 1st December 2023 – RESOLVED – that no objection be made</p>	
	b) Decisions by NWLDC who had now approved the following applications:	
	<p>REF:23/00407/FUL – Glebe Farm, Green Lane, Whitwick – Provision of cabin to be used ancillary to the existing agricultural operation undertaken for the storage of agricultural equipment, the processing of agricultural produce and education purposes – Deadline 12th June – Deadline extension applied for – (Deadline extension granted until 16th June 2023) – Permitted 23rd October 2023</p> <p>REF: 23/01110/FUL – 141 Hermitage Road, Whitwick – Erection of single storey rear extension – Deadline 21st September 2023 – Deadline extended to 22nd September – Permitted 2 November 2023</p> <p>REF: 23/01101/FUL – 2 Rock View Close – Erection of porch and single storey extension – Deadline 15th September – Permitted 2 November 2023</p> <p>REF: 23/01234/TPO – The Forest Rock Offices, Leicester Road - Crown raise up to 5m. of overhanging on various chestnut and lime trees, felling of 1 No. lime and removal of deadwood – Deadline 16th October 2023 – Deadline extension applied for – Permitted 6th November 2023</p> <p>REF: 23/01236/FUL – 20 Hall Lane, Whitwick – Erection of first floor rear extension – Deadline 16th October 2023 – Deadline extended to 20th October 2023 – Permitted – 7th November 2023</p>	
	c) For information:	
	REF: 23/01202/LBC – Whitwick Day Nursery, Market Place, Whitwick – Internal alterations and installation of mechanical	

	extractor fans – Deadline 10th October 2023 – Deadline extension applied for – Deadline agreed – 20th October – REFUSED 6th November 2023	
3401	PROCUREMENT & TENDER PROCESS – GROUNDS MAINTENANCE CONTRACT	
	A meeting had taken place on Thursday 2 nd November 2023 to carry out the scoring evaluation process relating to the ground's maintenance contract tender. Letters had been sent out to successful/unsuccessful tenderers. A 10 day standstill period was now in progress and would end on Monday 20 th November 2023.	
3402	PROPERTY MANAGEMENT & GENERAL PURPOSES COMMITTEE	
	Meeting on Thursday 2nd November 2023 had been cancelled, no minutes to be received.	
3403	DISTRICT COUNCILLORS' REPORTS	
	Cllr Barker nothing to report.	
	Cllr Wyatt informed members that a community tree planting day, relating to Tiny Forests was due to take place on 29 th November and all members were invited.	
	Cllr Moulton informed members that he had attended the Local Plan Meeting on 15 th November 2023. Cllr Moulton read out a pre-prepared report which he asked to be included in the minutes. <i>"I attended the local plan committee as a member of the committee. At the local plan committee on 15th November 2023, it was given consideration to the proposed housing and employment allocations. Within the allocations was a proposal for what is classed as a broad location for potential future development. This was named as land west of Whitwick for identification. This consisted of five areas of land where owners of the land have expressed an interest to develop. This area has possible grounds for objections, which will be consulted upon as with all allocations (probably mid-January 2024). I would like to inform the Parish Council of other actions that deeply concerned me, during the debate on other allocations Councillor Michael Wyatt put forward an amendment to the proposed allocations, in that a proposal at Meadow Lane (within his ward) should be taken out and substituted with another area. I had previously asked the question of Ian Nelson (NWLDC Planning Policy Team Manager), if Meadow Lane was taken out of the proposal</i>	

	<p><i>where would the allocation (400 dwellings) be placed? His reply was C46 which is land at Broom Leys Farm. This land forms part of land which is classed as an area of separation between Coalville and Whitwick. He knowingly proceeded with his amendment; I am deeply disturbed that a Whitwick Parish Councillor put forward a motion when knowing the possible outcome. The consequence of his actions not only means the area of land may be developed, but also means that the area of separation between Coalville and Whitwick will need to be redefined. It also means the rest of the green wedge will be open to development going forward”.</i></p> <p>A heated discussion then took place amongst members on this subject.</p>	
3404	COUNTY COUNCILLOR’S REPORT	
	Nothing to report.	
3405	ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN	
	Members noted the External Audit section of the AGAR.	
3406	DRAFT BUDGET DISCUSSION	
	The first draft had been partly prepared by the Acting Responsible Finance Officer and members were invited to offer preliminary advice on projects, inflationary increases, etc. Members were invited to put forward figures for cost centres that remain as ‘0.00’ for 24/25 to complete this first draft.	
3407	ACCOUNTS FOR PAYMENT & FINANCE	
	<ul style="list-style-type: none"> a) Details of income received for the month of October was tabled at the meeting; b) Details of payments made for the month of October, including salaries were tabled; c) Details of latest income and expenditure account for 2023/24 and the summary of earmarked reserves at 31st October 2023 were tabled; d) To note the latest bank balances as at 31st October 2023, Unity current account £179,549.98; Unity deposit account £12,502.64; and CCLA Public Sector Deposit Fund £225,000.00; 	
3408	EXCLUSION OF PUBLIC AND PRESS	

	Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and press is excluded from parts of the meeting below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.	
3409	LOCAL GOVERNMENT PAY CLAIM 2023-2024 – PAY OFFER ACCEPTED	
	The national unions and the national employers' body have reached agreement on local government pay. The increase is worth 8.92% at the lowest SCP used for parish and town councils (SCP5) reducing to 3.88% for the highest. The increase is backdated to 1 st April 2023. Currently awaiting revised pay scales from NALC.	
3410	RECRUITMENT OF PARISH MANAGER	
	Interviews for the Parish Manager vacancy to take place at the end of the month, dependant on candidate availability.	
	DATE OF NEXT MEETING	
	Thursday 14 December 2023 at 7.00 pm	
	The Chair terminated the meeting at 8.59 pm	
	FULL SIGNATURE OF CHAIR: DATE:	

Cllr Greenwood left the meeting at 8.30 pm and returned to the meeting at 8.32 pm

The Acting Parish Manager left the meeting at 8.50 pm and returned to the meeting at 8.59 pm



Website: www.whitwickpc.org.uk

MINUTES of the MEETING OF WHITWICK PARISH COUNCIL held on Thursday 14th December 2023 at 7.00 pm in Park Hall, Whitwick Park, off North Street, Whitwick

Present: Councillor S Colledge

Cllrs Barker, Briers, Casson, Collins, Gillard [Items 3422 – 3428], Greenwood, Moulton, Woodward [Items 3422 – 3428], Roach & Wyatt

In Attendance:

Jake Atkinson (CEO, LRALC)

Tracey McLean, Acting Parish Manager [Items 3422 -3426], [Items 3428, 3429]

		ACTION
3422	APOLOGIES FOR ABSENCE	
	None	
3423	DECLARATIONS OF INTEREST	
	There were no declarations of interest.	
3424	MINUTES	
	Minutes from the meeting on 16 th November 2023 to be deferred until the meeting due to take place on 18 th January 2024.	
3425	PUBLIC QUESTION AND ANSWER SESSION	
	None.	
3426	ACCOUNTS FOR PAYMENT & FINANCE	
	a) Members noted details of income received for the month of November 2023 had been provided;	

	Members RESOLVED: that the following payments be made/approved;	
	b) Payments to be made for the month of November 2023 (including salaries)	
	c) Members noted details of latest income and expenditure account for 2023/2024 and the summary of earmarked reserves at 30 th November 2023.	
	d) Members noted the latest bank balances as at 30 th November 2023 – Unity current account £179,579.31; Unity deposit account £12,502.64; CCLA public sector deposit fund £225,000.00	
3427	EXCLUSION OF PUBLIC & PRESS	
	Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and press is excluded from parts of the meeting below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.	
3428	STAFFING	
	<p>Members were informed that the recruitment process for the vacant position of Parish Manager had been overseen by NWLDC. It appeared that NWLDC had not been aware of PC legislation and the correct procedures as prescribed by Parish Council law had not been followed.</p> <p>A motion was put forward for the council to vote on a recommendation by Councillors Gillard and Moulton to appoint.</p> <p>Several members requested further information relating to the potential employee, the contract, the position of the current Acting Parish Manager and how the handover would work.</p> <p>Advice provided by Jake Atkinson (LRALC), was to postpone the decision until further information could be made available. A meeting with a single item agenda could then be held.</p> <p>Members RESOLVED: that the motion to postpone the decision until further information could be obtained was passed.</p> <p>A member asked for a recorded vote to be minuted:</p>	

	<p>FOR the motion to postpone the decision until further information could be obtained: Cllrs Briers, Colledge, Collins, Greenwood, Roach, Woodward and Wyatt.</p> <p>AGAINST the motion to postpone the decision until further information could be obtained: Cllrs Barker, Casson, Gillard and Moulton.</p>	
3429	BUDGET SETTING	
	Members took part in a discussion relating to the Draft Budget 2024/2025.	
	<p>End of meeting time reached at 9.30 pm.</p> <p><i>Standing Order 5.20 states the deadline for meetings to end at 9.30 pm and it was agreed by resolution to extend the meeting by no more than 30 minutes.</i></p>	
	Next meeting to be held on: Thursday 21 st December 2024 at 7.00 pm	
	The Chair closed the meeting at 9.45 pm	

The Acting Parish Manager left the meeting at 7.06 pm and returned at 8.30 pm
 Cllr Gillard left the meeting at 8.26 pm
 Cllr Moulton left the meeting at 8.26 pm
 Cllr Briers left the meeting at 9.35 pm
 Cllr Wyatt left the meeting at 9.35 pm



Website: www.whitwickpc.org.uk

MINUTES of the MEETING OF WHITWICK PARISH COUNCIL held on Thursday 15th February 2024 at 7.00 pm in Park Hall, Whitwick Park, off North Street, Whitwick

Present: Councillor S Colledge

Cllrs Briers, Collins, Gillard, [Items 3458 - 3477] Moulton, Roach, Woodward and Wyatt

In Attendance:

Sharon Kaye, Parish Manager

Tracey McLean, Acting Parish Manager

1 member of the public, leaving the meeting after Item 3478 at 8.40 pm

Prior to the meeting taking place, the Chair informed everyone present that Cllr Howe's funeral would be taking place on Friday 16th February 2024, with a church service at St John the Baptist commencing at 1.00 pm. The Chair confirmed that a wreath would be sent on behalf of Councillors and staff expressing their condolences.

A minute's silence was observed.

		ACTION
3458	APOLOGIES FOR ABSENCE	
	It was RESOLVED to accept and approve apologies from Cllrs Barker and Casson. It was noted that Cllr Greenwood was absent without apology.	
3459	DECLARATIONS OF INTEREST	
	Cllr Briers had nothing to declare.	
	Cllr Wyatt declared a registrable interest in all matters relating to North West Leicestershire District Council.	
	Cllr Woodward declared a registerable interest as a Director of Holly Hayes Woods a registerable interest as a member of Whitwick	

	Historical Group and a registerable interest in the Quarry Liaison Group.	
	Cllr Moulton declared a registerable interest in Whitwick Historical Group as Link Councillor and a member, a registerable interest in Whitwick Bowls Club as a Link Councillor and a member, a registerable interest in Thornborough Road Allotment Society as a Link Councillor, a registerable interest in Walkers Flats Allotments as a Link Councillor, a registerable interest in Whitwick Action Group as a member and all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward.	
	Cllr Colledge declared a registerable interest in all matters connected to Whitwick Historical Group as a member, a registerable interest in Whitwick Royal British Legion as a member (and Ashby), a registerable interest in Whitwick Action Group as a member on any matters relating to planning, a pecuniary interest and registerable interest as a member of Woodstock in Whitwick Committee, a potential pecuniary interest as an immediate neighbour of the old Hermitage Leisure Centre site, a registerable interest as a point of contact for Meadow Barn View and a registrable interest as a supporter of Coalville C.A.N.	
	Cllr Collins declared a disclosable pecuniary interest as a trustee member of Whitwick Historical Group.	
	Cllr Roach had nothing to declare.	
	Cllr Gillard declared a registerable interest in all matters relating to North West Leicestershire District Council and Leicestershire County Council.	
3460	MINUTES	
	Members RESOLVED that: Minutes of the meeting that took place on 16 th November 2023 be deferred to the meeting due to take place on Thursday 21 st March 2024	SK/TM
3461	COMMUNITY POLICING	
	Members noted that PCSO Emma Ramsey had sent her apologies as she was unavailable to attend the meeting. No further dates for Beat Surgeries had been confirmed at present.	
	Members considered the request by local PCSO's to use Park Hall for 'hot desking'. Members RESOLVED: that any agreed dates for hire	

	by PCSO's would be chargeable and would require payment for the hire period.	TM
3462	PUBLIC QUESTION AND ANSWER SESSION	
	A member of the public made a brief speech with regard to the late Cllr Derek Howe.	
3463	COMMUNITY PROJECTS	
	a) Members noted that: Vehicle Activated Signs (VAS) – production of data from the last location had been circulated and published at https://whitwickpc.org.uk/news/ signs were moved to the next location (Hall Lane) on 9 th February 2024. The Acting Parish Manager informed members that a new lamppost had been installed on Hall Lane and the VAS bracket had been re-attached much too high causing problems with readings from the VAS equipment. Grounds maintenance contractor had been instructed to lower the bracket as soon as possible.	
3464	THE FUTURE OF THE FORMER HERMITAGE LEISURE CENTRE SITE	
	No official report available.	
3465	EVENTS 2023	
	Members noted:	
	a) Woodstock Easter Event – Sunday 24th March 2024 - The event will take at Whitwick Park. The Chair extended an invitation to all members to attend the event.	
3466	PLANNING AND LICENSING MATTERS	
	a) Applications – The Council had been consulted by NWLDC on the following applications:	
	REF: 24/00051/VCI – 42 Coverdale, Whitwick - Amendments to Condition No. 7 of planning permission 22/00811/FUL which was for the change of use to a mixed residential and beauty salon operating from new detached outbuilding to change the opening hours from Monday 10am - 6 pm, Friday 10 am - 6 pm and Saturday 9am - 2 pm to Monday -Wednesday 9 am - 6 pm, Friday 9 am - 6 pm and Saturday 9 am - 2 pm – Deadline – 8th February 2024	

	Members RESOLVED: No objection	TM
	REF: 24/00071/FUL – 5 Clarke Close, Whitwick – Erection of single-storey side/rear extension – Deadline date 15th February 2024 Members RESOLVED: No objection	TM
	REF: 24/00123/FUL – 3 Lakeside View, Whitwick – Erection of single storey rear extension, front porch and single storey home office building to side – Deadline 27th February 2024 – Members RESOLVED: No objection	TM
	b) Decisions by NWLDC who had now approved the following applications:	
	REF: 23/01613/FUL – 11 Carterdale, Whitwick – Extension to entrance hall and formation of a level access – Deadline date 29th December – Deadline extended to 19th January 2024 – Permitted 23rd January 2024 & non-material amendment permitted 7th February 2024 REF: 23/01708/LBC – Whitwick Day Nursery, Market Place, Whitwick- internal alterations and installation of mechanical extract fans – Deadline 31st January- Permitted 8th February 2024	
	c) For information:	
	REF: 24/00172/CLP – 199 Talbot Street, Whitwick – Certificate of Lawful Proposed Use for the erection of a single storey rear extension – Information only	
3467	PROCUREMENT & TENDER PROCESS – GROUNDS MAINTENANCE CONTRACT	
	Members noted that a KPI training session had taken place on Thursday 1 st February 2024. The Parish Manager provided a brief update.	
3468	HALL HIRE FOR POLICE & CRIME COMMISSIONER ELECTIONS – 2nd May 2024	
	Members RESOLVED: that a fee of £800.00 (including cost increase due to inflation) would be charged for the hire of Park Hall on Thursday 2 nd May 2024.	TM

3469	MEETING DATES FOR 2024	
	Members RESOLVED: that the following revised meeting dates be accepted: <u>Council Meetings</u> – Thursday 16 th May 2024 at 6.30 pm Annual Parish Meeting, 7.00 pm Annual Council Meeting. <u>Property Management & General Purposes Committee</u> – Thursday 9 th May 2024, 7.00 (provisionally to be moved due to Police and Crime Commissioner Elections).	TM TM
3470	RATES OF HIRE FOR PARK HALL (from 1st April 2024)	
	Members RESOLVED:	
	Annual Garden Extension Licences (none currently): £30 (or to review on application) Annual Licence to use land (none forecast): £200.00 (or to review on application) Allotments: agreement of allotment charges to be deferred until meeting with allotment societies, date TBC Bowling Green: Bowls Club season: agreement of charges to be deferred until meeting with representatives from bowls club Individual season ticket - £44.10 Hire Charges – Park and Pavilion: Hourly Rate – casual hirers to increase from £15.00 to £15.50 Hourly Rate – block booking customers to increase from £12.00 to £12.50 Railway Station Lease - £1.00 Tennis Courts: Singles/Doubles Match: FOC	TM
3471	CHRISTMAS LIGHTS IN WHITWICK	
	Members RESOLVED: Parish Manager/Acting Parish Manager to seek advice and information as to Christmas lighting arrangements in neighbouring parishes/NWLDC.	SK/TM
3472	DRAFT NWLDC LOCAL PLAN 2020 - 2040	
	Members RESOLVED: that a public Local Plan drop-in session be arranged as soon as possible. A possible venue identified as Whitwick Methodist Church Hall. The Chair to contact the venue for available dates and times.	SC
3473	RESIDENT REQUEST FOR WPC COMMUNITY OFFICE TO HOST LOCAL PETITION (BUS SERVICE)	

	Members RESOLVED: to refuse the request to host a local petition, as the building did not have the capacity in terms of space. Also, the Community Office would be closed to the public for refurbishment within the next few weeks.	TM
3474	APPEALS PANEL – MEMBER VACANCY	
	Members RESOLVED: that Cllr Colledge would join the Appeals Committee.	
3475	RESIDENT REQUEST FOR ATTENDANCE AT MEETING RE: LITTER ON FOOTBALL PITCHES	
	Members RESOLVED: that as the land in question did not belong to the parish council, the resident would be signposted towards NWLDC/Everyone Active.	TM
3476	DISTRICT COUNCILLORS’ REPORTS	
	Cllr Gillard reported that he was continuing to attempt to re-instate the bus route in Whitwick, dealing with casework and planning issues.	
	Cllr Wyatt nothing to report.	
	Cllr Moulton nothing to report.	
3477	COUNTY COUNCILLOR’S REPORT	
	Cllr Gillard nothing to report.	
3478	ACCOUNTS FOR PAYMENT & FINANCE	
	Members noted:	
	a) Details of income and expenditure account as at 15 th February 2024 provided;	
	b) Details of payments made for February 2024 (including salaries) provided;	
	c) Details to note – the latest bank balances as at 31 st January 2024 – Unity current account £131,442.16; Unity Deposit account £12,589.30; CCLA Public Sector Deposit Fund £222,000.00	
	EXCLUSION OF PUBLIC AND PRESS	
	Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and	

	press is excluded from parts of the meeting below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.	
3479	STAFFING	
	a) Update from Staffing Committee re: Parish Manager appointment	
	Members noted that the Parish Manager was now in post, commencing employment on 1 st February 2024. A tour of the land had taken place and partial induction complete.	
	b) Temporary Admin Assistant Contract	
	Members noted that the current temporary Admin Assistant would be leaving the employ of the parish council on 31 st March 2024. Parish Manager and Acting Parish Manager to discuss hours and duties going forward.	SK/TM
	c) Proposed Office Closure	
	Members RESOLVED: that the Community Office be closed as a priority (for a period of time) to allow the parish preferred contractor to carry out building work to downpipe and roof. Contractor to also remove and replace ceiling tiles and insulation (once it is ascertained that pests cannot gain continued access to the building). Internal decoration to take place and new flooring to be provided. Community Office working area to be redesigned with fit for purpose furniture, updated filing system, photocopier and IT system. It was suggested that staff could use the office at Park Hall to continue with business as usual whilst the Community Office was closed. Date for office closure dependant on contractor availability.	SK
	DATE OF NEXT MEETING	
	Thursday 21 st March 2023 at 7.00 pm	
	The Chair terminated the meeting at 8.50 pm	
	FULL SIGNATURE OF CHAIR: DATE:	

Cllr Gillard left the meeting at 8.40 pm

GRANT AID APPLICATION

WHITWICK PARISH COUNCIL

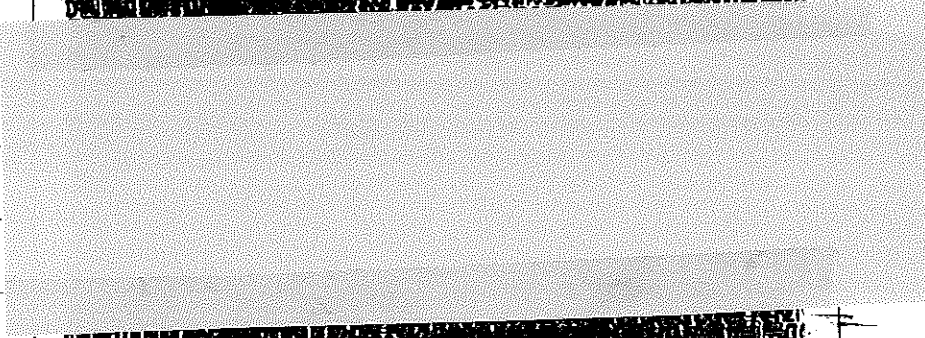
Please allow at least 6 weeks for your application to be considered.

Name of organisation or group:	Woodstock in Winter
What are the aims and objectives of your organisation or group?	Fundraising for local good causes or staging community events
When was your organisation or group established?	2002
Is your organisation a Registered Charity?	Yes (Reg.No.) <input checked="" type="radio"/> No
Does your organisation or group have a constitution? If so, please provide a copy.	<input checked="" type="radio"/> Yes No
Does your organisation or group have a bank account? If so, please provide a copy of the latest bank statement?	<input checked="" type="radio"/> Yes No
If your organisation or group doesn't have a constitution or bank account, please explain why (eg you are a new organisation or group being formed).	annual Easter egg hunt.
Briefly explain what you want to use the grant for? (Continue on separate sheet if necessary)	To provide free entry event for all with prizes for every child.
Who will benefit? Will this include residents of Whitwick?	All local families
What is the total cost of the project or activity?	£350
How much are you asking the Parish Council for? (Up to £250)	£250

Whitwick Parish Council - Verified by	You No: 216
Goods/services rec'd:	Date: Signed:
Certified and Checked:	Date: 22/04/24 Signed: [Signature]
Exp. Code/C.Cen	BACS CHQ: [Signature]
4550/300	

GRANT AID APPLICATION

WHITWICK PARISH COUNCIL

How will you raise the difference?	Donations
When do you expect to complete your project or activity?	24/3/24
Contact name:	Sue Colledge
Position within organisation:	Secretary
Address:	
Postcode:	
Email:	
Phone number:	
If you are successful who should the cheque be payable to?	Woodstock in Whitwick

If you wish, please include any additional comments in support of your application.

This event is very well attended every year and is designed to be as inclusive as possible

ent) to Whitwick Parish
lerk@whitwickpc.org

Constitution

Name of Organisation

The group will be known as Woodstock in Whitwick and referred to hereinafter as the group

Aims and Objectives

The Aims of the group will be

- To raise money to help support charities, groups and good causes within our local area. All beneficiaries will either reside or work within North West Leicestershire or work to benefit residents of North West Leicestershire.
- To provide community events for all to enjoy in the process of raising funds.

Affiliation

The group shall be non-political and all-inclusive.

Membership

There will be members, committee and officers of the group

All members will be subject to the regulations of the constitution and by joining the group will be deemed to accept these regulations and codes of practice.

Membership fees

There is no membership fee

Officers of the group

The officers will be

1. Chair
2. Vice Chair
3. Honorary Secretary
4. Accountant
5. Treasurer

Committee

The officers may regulate their proceedings as they think fit, subject to the provisions of this constitution

New committee members may join at any time

Finance

All group monies will be banked in an account held in the name of Woodstock in Whitwick .

The treasurer will be responsible for the finances of the group.

The financial year will end on 1st December each year

A statement of annual accounts will be produced by the Treasurer

Any cheques drawn against funds should hold the signature of the Treasurer plus one other authorised signatory up to the limit of £1,000 .

Any cheque of value greater than £1,000 must go to a committee meeting for approval.

Discipline

All complaints about the behaviour of members should be presented in writing to the secretary.

The committee will hear complaints within 14 days and has the power to take appropriate disciplinary action including termination of membership.

The outcome of a disciplinary hearing will be notified in writing to the person who lodged the complaint and the member against whom it was made within 14 days of the hearing.

There will be the right to appeal.

The committee should consider this appeal within 14 days.

Dissolution

A resolution to dissolve the group can only be passed at an Extraordinary meeting through a majority vote of the membership. In the event of dissolution any assets of the group that remain will be donated to a good cause nominated by the committee.

Amendments to the constitution

The constitution will only be changed through a majority vote at an AGM or EGM. Any proposals must be submitted to the secretary 21 days before an EGM or AGM

Declaration

Woodstock in Whitwick hereby adopts this constitution as a current operating guide regulating the actions of members.

LLOYDS BANK



J31DAL01E35MBA0000010481001002 343 B 000

WOODSTOCK IN WHITWICK
MISS S STANFORD
32 KING RICHARDS HILL
WHITWICK
COALVILLE
LEICESTERSHIRE
LE67 5BT

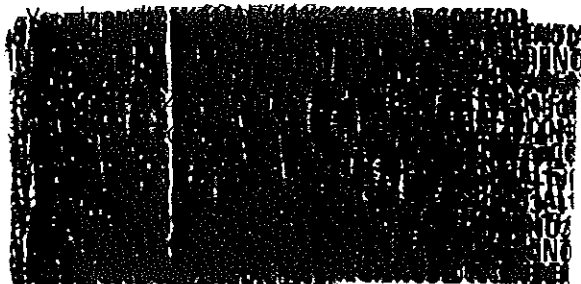
Your account statement

Issue date: 20 October 2023

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com



TREASURERS ACCOUNT

WOODSTOCK IN WHITWICK

Account summary

Balance On 20 Sep 2023

Total Paid In

Total Paid Out

Balance On 09 Oct 2023

Account activity

Date	Payment Type	Details
------	--------------	---------

20 Sep 23

09 Oct 23

FPI

09 Oct 23

FPI

09 Oct 23

FPI

09 Oct 23

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

FPI - Faster Payment

PL/LLOMUS100000

MS2DAI442L D3D2ALC442L

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Invoice

08

Date: 31/1/24 Invoice Number: _____

From: _____



To: **WOODSTOCK**
IN WHITWICK

Whitwick Parish Council

V.A.T. Regd No.: _____ Order No.: _____

Qty	Description	Amount exclusive of V.A.T	V.A.T Net
	Contribution to		
	Cover Food		
	and entertainment		
	at Whitwick's		
	Winter Wonderland		
	10/12/23.	£150-00.	

Please adhere to our payment terms
of days from our invoice date

V.A.T rate:

Payment terms:

Tax Point:

Sub total exc. V.A.T: _____

V.A.T: _____

Total Due: 150-00.

* Delete as appropriate



Community Services

Waste Services

Please ask for: Jonathan Rowse

Telephone: 01530 454554

Email: tradewaste@nwleicestershire.gov.uk

Date: as postmark

Dear Sir/Madam

WASTE COLLECTION

I wish to remind you of the law concerning Duty of Care which aims to control the storage, collection and disposal of all waste material.

You have a duty to ensure that all your waste is stored in a safe and secure manner and you are required to complete a transfer note detailing the type and quantity of waste you produce at your premises. A copy of this notice has been given to the Council's contractor who regularly collects your waste.

Please complete sections 1, 2 and 4 of the enclosed 'Controlled Waste Transfer Note' and return it to the address on this letter. You will need to keep a copy of this transfer note for your own records.

As your waste does not vary greatly from one week to the next, I intend that the transfer note will cover either, emptying of containers hired from NWLDC or collection of trade waste sacks purchased from NWLDC.

I must stress, however, the importance of completing and returning the form since this is a legal requirement placed both upon yourself and this Council, and failure to do so could result in your refuse being uncollected.

As the waste producer, you must also take all such measures available as are reasonable to apply the waste hierarchy, which sets out in order reducing, reusing and recycling waste as the three priorities. If you need help with recycling your waste contact us to discuss the recycling services we offer.

If you require any assistance please contact Jonathan Rowse either by calling 01530 454554 or emailing tradewaste@nwleicestershire.gov.uk.

Please email the completed form to tradewaste@nwleicestershire.gov.uk.

Yours faithfully



Mrs Anna Morgan
Waste Services Team Manager

Enc.

Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	Income									
1076	Precept	274,660	274,660	282,900	282,900	0	0	311,190	0	0
1090	Grants/Donations Received	0	0	0	19,250	0	0	0	0	0
1100	Bank Interest	50	4,629	1,000	9,539	0	0	4,500	0	0
1200	Allotment Inc/ Thornborough Rd	1,040	0	1,040	0	0	0	1,040	0	0
1205	Allotment Inc/ Walkers Flats	583	548	583	274	0	0	583	0	0
1250	Bowling Green & Pavilion Hire	1,000	1,000	1,000	1,000	0	0	1,000	0	0
1300	Whitwick Park Hall Hire	6,500	13,846	6,500	16,631	0	0	6,500	0	0
1350	Other Income	1	0	1	71	0	0	0	0	0
	Total Income	283,834	294,682	293,024	329,664	0	0	324,813	0	0
	Movement to/(from) Gen Reserve	283,834	294,682	293,024	329,664	0		324,813		
200	Salaries									
4000	Staff Salaries	75,315	85,040	88,126	56,492	52,604	0	86,000	0	0
4040	Employers NI	6,994	7,226	8,029	12,329	0	0	6,500	0	0
4050	Employers Pension	3,089	2,613	2,913	4,055	0	0	3,000	0	0
4055	Employment Contingency	1,550	1,550	1,550	0	0	0	3,000	0	0
	Overhead Expenditure	86,948	96,429	100,618	72,876	52,604	0	98,500	0	0
	Movement to/(from) Gen Reserve	(86,948)	(96,429)	(100,618)	(72,876)	(52,604)		(98,500)		
210	Administration									
4110	Stationery/Postage/Consumables	500	550	750	367	0	0	750	0	0
4120	Printing	425	608	750	552	0	0	750	0	0
4130	Bank Charges	120	169	140	108	0	0	140	0	0
4150	Parish Website	440	438	450	348	0	0	560	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4160	Mapping Software(ParishOnline)	170	150	150	150	0	0	200	0	0
4170	Office Equipment	775	419	400	0	0	0	2,000	0	0
4180	Software Licences/Support	1,614	1,026	894	1,213	0	0	1,700	0	0
4250	Internet/Phone	0	0	0	120	126	0	100	0	0
4310	Subscriptions and Memberships	1,766	1,493	1,872	1,370	0	0	1,872	0	0
4320	Insurance	2,425	3,929	11,008	9,175	0	0	14,800	0	0
4330	Audit	1,324	1,215	1,403	1,705	0	0	1,500	0	0
4335	GDPR	1,400	1,660	1,625	1,265	0	0	2,030	0	0
4340	Professional Fees	0	3,240	2,000	8,439	0	0	2,000	0	0
4350	Staff Training	2,000	1,712	2,000	775	0	0	2,000	0	0
4360	Councillors Training	950	545	2,000	50	0	0	2,000	0	0
4370	Staff Recruitment	200	200	200	0	0	0	200	0	0
4380	Election Contingency	3,100	1,154	4,750	4,378	0	0	0	0	0
4390	General Contingency	5,000	5,000	5,000	120	0	0	2,500	0	0
	Overhead Expenditure	22,209	23,507	35,392	30,134	126	0	35,102	0	0
6000	plus Transfer from EMR	0	4,868	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(22,209)	(18,639)	(35,392)	(30,134)	(126)		(35,102)		
300	<u>Community Initiatives</u>									
4510	VAS Scheme	5,000	240	1,000	160	0	0	1,000	0	0
4511	VAS Contingency(compliance)	0	0	546	0	0	0	500	0	0
4515	Air Quality Monitoring	0	0	6,000	0	0	0	0	0	0
4520	Grit Bin Provision	1,200	729	1,272	0	0	0	1,272	0	0
4525	Benches	1,800	946	0	0	0	0	0	0	0
4530	Newsletter and Media	1,449	1,587	1,782	1,380	0	0	2,000	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4540	Community Events&Partnerships	1,000	659	1,000	983	0	0	1,000	0	0
4541	Remembrance Event	3,000	853	1,000	320	0	0	1,500	0	0
4542	Community Christmas Lighting	1,000	0	3,000	0	0	0	7,000	0	0
4547	Flood Action Plan/Contingency	0	0	500	0	0	0	500	0	0
4550	Community Grant Scheme	2,250	1,100	2,250	500	0	0	2,250	0	0
Overhead Expenditure		16,699	6,115	18,350	3,343	0	0	17,022	0	0
6000	plus Transfer from EMR	0	946	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		<u>(16,699)</u>	<u>(5,169)</u>	<u>(18,350)</u>	<u>(3,342)</u>	<u>0</u>		<u>(17,022)</u>		
350	<u>Community Office Running Costs</u>									
4200	Electricity	1,000	983	2,000	939	0	0	4,000	0	0
4210	Water Charges	231	301	275	341	0	0	0	0	0
4220	Business Rates	900	694	1,100	836	0	0	1,100	0	0
4250	Internet/Phone	1,000	589	1,100	516	0	0	1,100	0	0
4260	Fire Extinguisher Servicing	244	28	268	67	0	0	200	0	0
4270	Security Servicing	300	0	300	94	0	0	200	0	0
4280	PAT Testing	45	0	48	21	0	0	50	0	0
4460	Repairs and Maintenance	206	1,028	600	275	0	0	2,500	0	0
Overhead Expenditure		3,926	3,623	5,691	3,088	0	0	9,150	0	0
Movement to/(from) Gen Reserve		<u>(3,926)</u>	<u>(3,623)</u>	<u>(5,691)</u>	<u>(3,088)</u>	<u>0</u>		<u>(9,150)</u>		
400	<u>Park Hall Running Costs</u>									
4200	Electricity	1,300	1,121	1,725	4,982	0	0	4,382	0	0
4210	Water Charges	625	912	688	788	0	0	900	0	0
4220	Business Rates	750	999	1,100	1,166	0	0	1,500	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4250	Internet/Phone	100	109	152	119	0	0	150	0	0
4260	Fire Extinguisher Servicing	169	28	186	67	0	0	200	0	0
4270	Security Servicing	135	0	0	0	0	0	0	0	0
4280	PAT Testing	20	0	22	21	0	0	50	0	0
4310	Subscriptions and Memberships	309	186	328	223	0	0	400	0	0
4410	Waste Collection	124	132	156	96	0	0	0	0	0
4420	Consumables	289	462	338	573	0	0	700	0	0
4440	Sewer Pump Servicing	103	0	650	514	0	0	1,000	0	0
4450	Boiler Servicing	218	0	231	0	0	0	250	0	0
4460	Repairs and Maintenance	5,000	2,068	3,000	633	0	0	3,000	0	0
Overhead Expenditure		9,142	6,017	8,576	9,181	0	0	12,532	0	0
Movement to/(from) Gen Reserve		(9,142)	(6,017)	(8,576)	(9,181)	0		(12,532)		
405	<u>Pavilion and Other Building</u>									
4200	Electricity	1,820	-793	1,820	2,144	0	0	3,000	0	0
4210	Water Charges	1,623	810	1,785	2,364	0	0	2,500	0	0
4280	PAT Testing	25	0	27	21	0	0	27	0	0
4460	Repairs and Maintenance	2,000	182	2,000	835	0	0	2,000	0	0
4480	Running Costs Contingency	2,500	1,927	2,500	0	0	0	2,000	0	0
Overhead Expenditure		7,968	2,126	8,132	5,364	0	0	9,527	0	0
Movement to/(from) Gen Reserve		(7,968)	(2,126)	(8,132)	(5,364)	0		(9,527)		
410	<u>Railway Station Building</u>									
4280	PAT Testing	40	0	42	21	0	0	0	0	0
4450	Boiler Servicing	76	76	81	80	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4460	Repairs and Maintenance	3,000	0	3,000	30	0	0	2,500	0	0
4490	Repairs and Renewals Fund	0	0	1,500	0	0	0	0	0	0
Overhead Expenditure		3,116	76	4,623	131	0	0	2,500	0	0
Movement to/(from) Gen Reserve		(3,116)	(76)	(4,623)	(131)	0		(2,500)		
420	Allotments									
4460	Repairs and Maintenance	250	0	250	0	0	0	250	0	0
4470	Annual Lease	600	600	600	300	0	0	600	0	0
4570	Grants Paid Th Road	950	950	950	0	0	0	950	0	0
4575	Grants Paid W Flats	300	274	300	274	0	0	300	0	0
Overhead Expenditure		2,100	1,824	2,100	574	0	0	2,100	0	0
Movement to/(from) Gen Reserve		(2,100)	(1,824)	(2,100)	(574)	0		(2,100)		
430	Grounds Maintenance									
4310	Subscriptions and Memberships	45	0	48	0	0	0	0	0	0
4710	Grounds Maintenance	11,936	14,632	11,936	4,640	0	0	11,000	0	0
4715	Grass Cutting/Strimming	21,082	20,000	21,082	12,038	0	0	18,500	0	0
4720	Litter Pick/Bin emptying	1,750	1,755	1,750	0	0	0	1,000	0	0
4725	Shrubs/Flower Displays	18,000	17,737	18,000	14,051	0	0	22,000	0	0
4730	Park Ranger Service	55,892	79,073	55,892	91,612	0	0	49,300	0	0
4735	Playground Insp/Maintenance/Sw	7,000	2,506	7,000	360	0	0	9,350	0	0
4736	Bowling Green	5,560	6,194	6,800	5,024	0	0	7,810	0	0
4737	Other GM Works	10,000	9,505	10,000	1,594	0	0	0	0	0
4741	Tree Maintenance	0	13,050	5,000	1,245	0	0	0	0	0
Overhead Expenditure		131,265	164,450	137,508	130,563	0	0	118,960	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

		<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	17,800	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(131,265)</u>	<u>(146,650)</u>	<u>(137,508)</u>	<u>(130,563)</u>	<u>0</u>		<u>(118,960)</u>		
450	<u>Repairs and Renewals Fund Land</u>									
4460	Repairs and Maintenance	27,500	0	10,000	11	0	0	0	0	0
4600	Play Equipment	7,500	0	0	23,993	0	0	20,000	0	0
	Overhead Expenditure	<u>35,000</u>	<u>0</u>	<u>10,000</u>	<u>24,004</u>	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>0</u>
6000	plus Transfer from EMR	0	0	0	6,096	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(35,000)</u>	<u>0</u>	<u>(10,000)</u>	<u>(17,908)</u>	<u>0</u>		<u>(20,000)</u>		
460	<u>Parish Projects</u>									
4620	Park Entrance Improvements	2,500	150	0	0	0	0	0	0	0
4630	New Projects	0	0	1,000	2,920	0	0	3,000	0	0
4635	Climate Change Action Fund	3,090	32	3,000	112	0	0	0	0	0
4640	Fencing - New and repairs	5,150	1,020	2,500	0	0	0	0	0	0
4650	Projects with Grants/Donations	0	0	0	250	0	0	0	0	0
	Overhead Expenditure	<u>10,740</u>	<u>1,202</u>	<u>6,500</u>	<u>3,282</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>
6000	plus Transfer from EMR	0	420	0	2,920	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(10,740)</u>	<u>(782)</u>	<u>(6,500)</u>	<u>(362)</u>	<u>0</u>		<u>(3,000)</u>		
	Total Budget Income	<u>283,834</u>	<u>294,682</u>	<u>293,024</u>	<u>329,664</u>	<u>0</u>	<u>0</u>	<u>324,813</u>	<u>0</u>	<u>0</u>
	Expenditure	<u>329,113</u>	<u>305,370</u>	<u>337,490</u>	<u>282,540</u>	<u>52,730</u>	<u>0</u>	<u>328,393</u>	<u>0</u>	<u>0</u>
	Net Income over Expenditure	<u>-45,279</u>	<u>-10,688</u>	<u>-44,466</u>	<u>47,124</u>	<u>-52,730</u>	<u>0</u>	<u>-3,580</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	24,034	0	9,016	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: FINAL Budget Plan V1. Adopted 21/03/24

	<u>Last Year</u>		<u>Current Year</u>				<u>24/25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(45,279)</u>	<u>13,346</u>	<u>(44,466)</u>	<u>56,140</u>	<u>(52,730)</u>		<u>(3,580)</u>		