



Whitwick Community Office, 3a Market Place, Whitwick, Coalville, LE67 5DT
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11th July 2024

To: The Members of Whitwick Parish Council

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

Dear Councillors,

NOTICE OF MEETING – WHITWICK PARISH COUNCIL

I hereby give notice that the next meeting of Whitwick Parish Council will be held at Whitwick Park Hall, North Street, Whitwick, LE67 5HB on

Thursday 18th July 2024 at 7.00pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The public and press are welcome to attend meetings of the Parish Council.

In accordance with The Openness of Local Government Bodies Regulations 2014 the meeting may be recorded by any form of audio, visual or electronic means.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Sharon Kaye'.

Sharon Kaye
Parish Manager

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest in regard to any agenda items.

3. MINUTES

To approve and sign the minutes of the Council meetings held on:

Thursday 25th January 2024

Thursday 21st March 2024

4. COMMUNITY POLICING

Attendance at meeting by local PCSO or to receive and note any current report, if available. Dates of future beat surgeries to be provided, if available.

5. PUBLIC PARTICIPATION SESSION

To receive representation and questions from the public in respect of items of business on the agenda.

6. PROPERTY MANAGEMENT & GENERAL PURPOSES COMMITTEE NON-COUNCILLOR COMMITTEE MEMBERS

To receive and approve the applications for the two non-councillor positions on the Committee.

7. PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MINUTES

To receive the draft minutes of the PMGP Committee meeting held on:

Thursday 13th June 2024

8. GRANT APPLICATIONS

- a) Hospice Hope
- b) Woodstock in Whitwick

9. FINANCE

a) Bank Balances

Members to note the latest bank balances as at 30th June 2024:

Unity current account £186,697.36

Unity Deposit account £12,762.52

CCLA Public Sector Deposit Fund £225,000.00.

b) Income & Expenditure

Members to note income and expenditure account for Quarter 1 - April to June 2024 inclusive.

c) Payments over £500

Members to note all payments made over £500 for Quarter 1 April to June 2024 inclusive.

d) Payments for July 2024

Members to receive and approve payments to be made for July, including salaries, grants, clerk expense claim and Whitwick Park Hall hirer refunds.

e) BACS Payments

Members to receive a report from the Parish Manager re the Parish Council being able to make BACS Payments.

10. ANNUAL INSURANCE

a) Employers Liability Insurance policy

To receive, comment and approve the annual Insurance Policy

b) Cyber Insurance policy

To receive, comment and approve the new Cyber Insurance Policy

11. PLANNING AND LICENSING MATTERS

a) Licensing applications and decisions

To note no licensing applications or decisions in Whitwick this month.

b) Planning applications

To note no planning applications in Whitwick have been received this month, as a consultee to NWLDC.

c) Planning decisions

To receive and note planning decisions approved by NWLDC.

12. EVENTS 2024

a) Remembrance Parade 2024

To receive a verbal report from the Parish Clerk.

b) Christmas 2024

To receive a verbal report from the Parish Clerk.

13. COMMUNITY PROJECTS

a) Vehicle Activated Signs (VAS)

To note the production of data from the last location on Thornborough Road has been circulated and published at <https://whitwickpc.org.uk/news/> Signs were moved to the next location Hall Lane on Monday 8th July 2024.

14. DRAFT NWLDC LOCAL PLAN 2020-2040

To receive and note a report, if any.

15. CHAIR'S REPORT

To receive a Chair's report, if any.

16. DISTRICT COUNCILLOR'S REPORT

To receive reports from District Councillor's, if any.

17. COUNTY COUNCILLOR'S REPORT

To receive reports from County Councillor, if any.

18. EXCLUSION OF PUBLIC AND PRESS

As the following agenda item includes confidential information it is likely to be considered with members of the public excluded from the meeting in accordance with The Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 sections 100 and 102 for the reason that the nature of the business of the Parish Council is of a confidential nature.

- a) To approve the exclusion of the public for the next agenda item.

19. STAFFING

- a) To receive an update on LRALC recruitment for PT Deputy Clerk and PT Administration Assistant.
- b) To receive an update on Temporary Administration Assistant recruited.
- c) Parish Clerk toil update
- d) Parish Clerk contract
- (i) To consider and approve the date of the Parish Clerk's initial pay review
- (ii) To consider the Parish Clerk's report re her contract
- (iii) To consider the Parish Clerk's report re Pension Contribution rate
- (iv) To consider the Parish Clerk's initial 6 month's employment for her probationary period review, due 1st August 2024.
- (v) To approve the end of the Parish Clerk's probationary period, and for her employment to continue if both parties wish it to, following the 6 month probationary period review.
- e) To approve Parish Clerk attendance at SLCC Annual Conference October 2024

20. PARISH MANAGER'S REPORT

To receive a Parish Manager's report, if any.

21. DATE OF NEXT MEETING

16th May 6.30pm Annual Parish Meeting
16th May 7.00pm Annual Council Meeting

N.B. THIS IS A COUNCIL MEETING HELD IN PUBLIC AND THERE IS A STATUTORY RIGHT FOR ANYONE TO RECORD IT. Please can everyone read this advice and important information.

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 meeting held in public 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.