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

**MINUTES of the MEETING OF WHITWICK PARISH COUNCIL held on Thursday
12th December at 7.00 pm in Park Hall, Whitwick Park, North Street, Whitwick,
Coalville, Leicestershire LE67 5DT**

Present: Councillor S Colledge (Chair), Cllr A Barker, Cllr P Moulton, Cllr P Casson, Cllr R Woodward, Cllr A Briers, Mrs Cllr A Barker.

In Attendance:
Sharon Kaye, Parish Clerk

Members of public present: 0

Meeting start time: 7:01pm

3751	WELCOMES	ACTION
	A big welcome to Cllr Audrey Barker from all at the Parish Council.	
3752	APOLOGIES FOR ABSENCE	
	It was RESOLVED to accept and approve apologies from Cllr Collins, Cllr Gillard and Cllr Roach.	
3753	DECLARATIONS OF INTEREST	
	Cllr Briers had nothing to declare.	
	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 pecuniary interest in Coalville C.A.N.	
	Cllr Audrey Barker declared a pecuniary interest in Whitwick Historical Group.	
3754	BEAT SURGERY DATES	
	Parish Clerk read out all upcoming Beat Surgery dates. These will be available on our website and Facebook or the public, as well as on Leicestershire Police.	
3755	PUBLIC PARTICIPATION SESSION	
	None	
3756	DRAFT NWLDC PLAN 2020-2040	
	Meeting last week sometime regarding other parcels of land that could be taken into the local plan. Recommendations will be put forward in the meeting on Monday 16 th December 2024. Allocations will not be discussed at this meeting.	
3757	CHAIRS REPORT	
	Christmas event went ahead, despite the weather with Woodstock (over 70 children) Thanks to the parish council for supporting the events.	
3758	DISTRICT COUNCILLOR REPORT	
	Cllr A Barker also attended the Local plan meeting and will be attending again on Monday 16 th December 2024. Cllr P Moulton discussed the waste, consultation earlier this year regarding bins. Cllr S Colledge stated that residents are becoming annoyed with the waste consultation taking so long. Cllr Colledge asked the district councillors to address the state of the streets when the recycling bins and rubbish are emptied and there is lots left all over the roads and streets.	
3759	COUNTY COUNCILLOR REPORT	
	Not in attendance – nothing been sent through.	
3760	PARISH CLERK REPORT	
	Thanked Cllr Moulton and Cllrs A and A Barker. Office has progressed with decorating every day. Christmas tree is now up, and signage is up. Comments from passers by have been positive. Thanks to Cllr A Barker, JR Landscaping and Cllr M Wyatt and the Bardonia Community Fund for the trees that have now been planted at Hilary Crescent. Cllr A Barker would like it to be minuted that the driving force behind this is the Parish Clerk and Deputy Clerk for constantly driving these projects forward and offered his thanks.	
3761	MINUTES	
	No minutes. Deferred until January.	
3762	FINANCE	
	Members to note the latest bank balances as of 30 th November 2024: Unity current account £217,292.56 Unity Deposit account £12,850.98 CCLA Public Sector Deposit Fund £225,000.00. Appendices: Appendix A - details of income received up to 30 th Nov 2024. Appendix B – payments made in Nov 2024 from the current account. One unpaid cheque now rectified. Appendix C – summary of salaries, HMRC PAYE and pensions. Appendix D – current proposed payments for Dec 2024.	

	<p>Cllr P Moulton requested that when presenting the current balance of the bank, could we have the balance from the month before, to compare. Parish Clerk to action.</p> <p>CCLA – Cllr P Moulton asked if the CCLA account balance is at the limit. Cllr S Colledge explained there is a legal requirement for the value of reserves that we need to hold. Parish Clerk to confirm that for the upcoming budget meetings.</p> <p>Cllr S Colledge proposed approval. Cllr R Woodward seconded. All in favour. MOVED.</p>	
3763	PLANNING & LICENSING MATTERS	
	<p>APPENDIX E – Licensing applications Three horseshoes 'Pollys' pavement application – granted. Condition of the application was that the benches should be moved every evening when closed.</p> <p>APPENDIX F – Planning applications 5 applications since last meeting</p> <p>APPENDIX G – Street naming – Timson Close For the dwellings being built off church lane. Not sure if the planning application is going to go through. Cllr A Barker was told no decision will be made until March 2025. RESOLVED: Defer decision until a later date – leave it off agenda until we have a planning decision.</p> <p>APPENDIX H – Planning decisions Change of use from public house to a dance studio on North Street – has been withdrawn. All others have been permitted.</p>	
3764	EVENTS 2024	
	<p>Christmas 2024 – already been discussed. Clerk will be continuing getting the electrician to complete the work needed on the lampposts in this year's budget. 30 lampposts were stress tested and all passed.</p>	
3765	COMMUNITY PROJECTS	
	<p>Vehicle Activated Signs – Latest VAS Data presented. Camera has been repaired. Managing to get data correctly from it now. Parish Clerk also updated the councillors regarding the purchase of 2 new 'smiley face' VAS cameras from the funding received by Cllr T Gillard. They have been put up on Hall Lane as a first location. The mph settings need altering to ensure they work correctly. Cameras should not be in the same location consecutively. Deputy Clerk will revise the VAS schedule and send it out to Cllrs. New cameras need Bluetooth enabling inside the cameras.</p> <p>CCTV – CCTV user group been set up, meet once a month. 18th December 2024 9am – 10am on teams is the next one. Clerk will forward the invite to all members. Paul Collett emailed on 15th Nov 2024. He has secured a grant for £2000 for each location (Whitwick Park being one) Invite has been offered out for any councillor or office member to see the CCTV control room at NWLDC.</p>	
3766	PMGP COMMITTEE VACANCY	
	<p>To note the new vacancy created on the Property Management & General Purposes Committee following Cllr A Barker's appointment to full Council. We will need to advertise that vacancy.</p>	

	Standing orders for PMGP is 5 councillors and 2 non-council members. Schedule as an agenda item for January's meeting to review the Terms of Reference.	
3767	CALENDAR OF MEETINGS 2025	
	APPENDIX I – Proposed calendar presented. PMGP – Feb, April, Jun, July, break in August, Sept, Nov and Dec 2025 Staffing – ad-hoc as needed Council – monthly or bi-monthly with extra meetings scheduled around important times, i.e. budget etc? Planning decisions are a push point, as they have short turn around times if we go bi-monthly with council meetings. RESOLVED: maintain monthly council meetings with reports submitted prior to the meeting for councillors to read, makes the meetings decision led rather than discussion led and reduce appendices. PMGP calendar dates approved	
3768	FUTURE PLANNING	
	a) Parish council consultation survey has been put together. Deputy Clerk has put that on the website and on Facebook, and paper copies are also available outside the office and key locations around the village that people can complete them (shops, drs, dentists, pubs, hairdressers etc.) b) Clerk asked members has there been any discussions previously regarding future objectives / plans for 1,3 5 years for council and residents. With the current financial climate, it does curtail council plans/ambitions. We need to start researching and completing grant applications for funding plans to enable larger projects/visions for the village. c) List from PMGP for future projects for budget/precept to be brought to full council.	
3769	BUDGET AND PRECEPT PLANNING	
	Awaiting our email from council re banding.	
	Items for members to think about prior to that meeting: <ul style="list-style-type: none"> • Allotment – management agreements • Bowling pavilion building – windows and door conditions • Bowling pavilion fee review and lease renewal • Railway station boiler re-location • Railway station damp issues • Railway station fee review and lease • Community office relocation and storage issues • Whitwick Park public toilets • Park Hall – Wi-Fi enabled • Park Hall storage • Park Hall improvements – blinds, sports activities for holiday clubs • Play areas – surface repairs and better/new equipment • Land purchases from LCC/NWLDC? • Notice boards around the village entrances • Information notice boards for the community/NWLDC to display • Entrances to village signage – wooden? • Remembrance garden plan • Repairs /dilapidation funds – planning for future • Staffing / pension provision • Expanding poppies/signs • Christmas lights • Community events 2025 	
3770	THE OLD STATION BUILDING LEASE	

	Lease is up in January 2025. Solicitors' details for their lease have been sent to Clerk. They are looking to continue on the same terms of peppercorn rent. Previous lease to be put onto the agenda and discussed at January's meeting.	
3771	WHITWICK PARK HALL HIRERS FEEDBACK	
	Brownies Group feedback – They requested the option of being able to store some items at Park Hall. All members voted against. Insurance wouldn't cover it. Meadow Barn View feedback – requested blinds to block the sun coming in. Cllr S Colledge stated this agenda item needed to be referred to PMGP. Wi-Fi – Clerk is looking into grant funding to install.	
3772	EXCLUSION OF PUBLIC AND PRESS	
	<i>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.</i> Cllr A Barker proposed. Approved by all members.	
3773	STAFFING	
	a) Toil hours – lower this month, clerk is taking annual leave before Christmas. b) Recruitment – admin assistant to start on 6 th January 2025. Received 87 applications for the role. Phone screened 12, and invited 3 to interview.	
3774	DATE OF NEXT MEETING	
	Thursday 16 th January 2025 7pm.	
3775	FUTURE AGENDA ITEMS	
	All future agenda items should be raised with the Parish Clerk for consideration.	
	Meeting terminated and closed 8:52pm.	
	FULL SIGNATURE OF CHAIR: DATE:	