



Whitwick Community Office, 3a Market Place, Whitwick, Coalville, LE67 5DT  
Phone: 01530 459527 Email: [clerk@whitwickpc.org.uk](mailto:clerk@whitwickpc.org.uk) Website: [www.whitwickpc.org.uk](http://www.whitwickpc.org.uk)

Thursday 9<sup>th</sup> January 2025

**To: The Members of Whitwick Parish Council**

(Chair Sue Colledge, Cllr Audrey Barker, Cllr Tony Barker, Cllr Amanda Briers, Cllr Phil Casson, Cllr Tony Gillard, Cllr Peter Moulton, Cllr Andy Roach, Cllr Ray Woodward, Cllr Michael 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 16<sup>th</sup> January 2025 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', is written in a cursive style.

Sharon Kaye  
Parish Clerk

**AGENDA**

**1. CASUAL VACANCY FOR PARISH COUNCILLOR**

To note the resignation of Councillor Lisa Collins as of 2/1/25 and that the process for the casual vacancy will be advertised according to due process.

**2. APOLOGIES**

To receive and approve apologies for absence.

**3. DECLARATIONS OF INTEREST**

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

**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.

**5. PUBLIC PARTICIPATION SESSION**

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

## 6. DRAFT NWLDC LOCAL PLAN 2020-2040

To receive and note a report, if any.

## 7. MINUTES

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

Thursday 19<sup>th</sup> September 2024 (if available)

Thursday 21<sup>st</sup> November 2024 (if available)

Thursday 12<sup>th</sup> December 2024 (if available)

**APPENDIX A**

**APPENDIX B**

**APPENDIX C**

## 8. PROPERTY MANAGEMENT AND GENERAL PURPOSES

### COMMITTEE MINUTES

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

Thursday 3<sup>rd</sup> October 2024

**APPENDIX D**

## 9. FINANCE

### a) Bank Balances

Members to note the latest bank balances as at 30<sup>th</sup> November 2024:

Unity current account £174,656.87

Unity instant access savings account £12,937.05 2.6% AER interest rate

CCLA Public Sector Deposit Fund £225,000.00.

### b) CCLA Public Sector Deposit Fund Mandate Form.

**APPENDIX E**

To receive and approve the changes on the updated Mandated Form.

### c) Income & Expenditure

i) Details of income received up to 31<sup>st</sup> December 2024 (to be tabled)

ii) Details of payments made up to 31<sup>st</sup> December 2024 (to be tabled)

iii) Details of wages paid up to 31<sup>st</sup> December 2024 (to be tabled)

iv) Members to receive and approve payments to be made for January (to be tabled).

## 10. PLANNING AND LICENSING MATTERS

### a) Licensing Applications and Decisions

To note no new licensing applications or decisions as a consultee to NWLDC have been received.

### b) Planning Applications

**APPENDIX F**

To receive and note planning applications in Whitwick, as a consultee to NWLDC.

### c) Planning decisions

**APPENDIX G**

To receive and note planning decisions approved by NWLDC.

### d) Street Naming Application

**APPENDIX H**

To approve the street naming application for land to the rear of 21-63 Church Lane.

## 11. .GOV.UK DOMAIN

To receive an update from the Parish Clerk about moving the Parish Council domain to .gov.uk.

## 12. PARISH COUNCIL WEBSITE

**APPENDIX I**

To receive and approve a proposal for a new Parish Council website, so as to be compliant with the Disabilities Act and Public Sector Bodies Website regulations 2018.

## 13. COMMUNITY PROJECTS

### a) Vehicle Activated Signs (VAS)

**APPENDIX J**

To note the production of data from the last location has been circulated and published at

<https://whitwickpc.org.uk/news/>

### b) CCTV

**APPENDIX K**

To receive and approve the expected set up and ongoing costs for CCTV installation.

#### **14. THE OLD STATION BUILDING LEASE**

#### **APPENDIX L**

To receive and comment on the existing lease, for the proposed renewal request from Whitwick Historical Group.

#### **15. DISTRICT COUNCILLOR'S REPORT**

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

#### **16. COUNTY COUNCILLOR'S REPORT**

To receive reports from County Councillor, if any.

#### **17. EXCLUSION OF PUBLIC AND PRESS (to be read out)**

*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.

#### **18. STAFFING**

##### **a) Staffing Update**

To receive a report from the Parish Clerk.

##### **b) Toil**

To receive a toil update from the Parish Clerk.

#### **19. DATE OF NEXT MEETING**

Thursday 20<sup>th</sup> February 2025 7pm Council Meeting

Thursday 20<sup>th</sup> March 2025 7pm Council Meeting.

#### **20. FUTURE AGENDA ITEMS**

To note that all future agenda items should be raised with the Parish Clerk for consideration.

### **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.