

Friday 30th May 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 EXTRAORDINARY MEETING** **WHITWICK PARISH COUNCIL**

I hereby give notice that the next extraordinary meeting of Whitwick Parish Council will be held at:

**Whitwick Park Hall, Whitwick Park, North Street, Whitwick,**  
**Coalville, Leicestershire LE67 5HB on**

**Thursday 5<sup>th</sup> June 2025 at 6.00pm**

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 invited 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.

**To view the full agenda, please visit [www.whitwickpc.org](http://www.whitwickpc.org) or contact our office team for a copy on 01530 459527 or email [clerk@whitwickparishcouncil.gov.uk](mailto:clerk@whitwickparishcouncil.gov.uk).**

Yours faithfully,

Cllr Peter Moulton  
Vice Chairman (in Chair's absence)

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

## 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. PUBLIC PARTICIPATION SESSION

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

### 4. PLANNING APPLICATIONS

**APPENDIX A**

To receive and comment on any planning applications in Whitwick, as a consultee to NWLDC,

### 5. PLANNING DECISIONS

**APPENDIX B**

To receive and note planning decisions approved by NWLDC.

### 6. GRANT APPLICATION – WHITWICK SCOUT GROUP

**APPENDIX C**

To receive and approve the grant application for their VE Day 80<sup>th</sup> Celebrations project.

### 7. GRANT APPLICATIONS – NORTH WEST LEICESTERSHIRE SOCIETY OF MODEL ENGINEERS LTD

**APPENDIX D**

To receive and approve the grant application for their new concrete ramp and railings project.

### 8. MINUTES

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

Thursday 21<sup>st</sup> November 2024 (to be tabled, if available)

Thursday 12<sup>th</sup> December 2024

Thursday 16<sup>th</sup> January 2025

Thursday 27<sup>th</sup> February 2025

Thursday 20<sup>th</sup> March 2025 (to be tabled, if available)

**APPENDIX E**  
**APPENDIX F**  
**APPENDIX G**

### 9. FINANCE – BANK BALANCES

To note the latest bank balances:

Unity current account £236,482.21 on 31<sup>st</sup> May, £248,979.97 on 30<sup>th</sup> April, £95,541.52 on 31<sup>st</sup> March 2025 – first precept payment of £165,962.50 received on 23/4/25.

Unity instant access savings account £13,018.50 on 31<sup>st</sup> May, 30<sup>th</sup> April and 31<sup>st</sup> March 2025.

CCLA Public Sector Deposit Fund £225,000.00 on 31<sup>st</sup> May, 30<sup>th</sup> April and 31<sup>st</sup> March 2025.

### 10. FINANCE – PAYMENTS

To receive and approve payments to be made for May 2025 (to be tabled).

### 11. FINANCE – INCOME & EXPENDITURE

To receive and note the income and expenditure for April 2025

**APPENDIX H**

### 12. INSURANCE

To approve the properties professional valuation quote.

To receive and note the Parish Clerk's report regarding our insurance policy, expiring 30<sup>th</sup> June 2025.

### 13. DATE OF NEXT MEETING

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



#### **14. 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.

# Planning Applications

## APPENDIX A

No.	Date Received	Application Reference	Location	Proposal	Link to Application	Amended Application	Notes	Comments Due Date	Ward	Planning Officer
			Council Meeting 5/6/2025: Planning Applications							
1				No new applications received this month, as at 30/5/25						

# PLANNING DECISIONS

## APPENDIX B

Consultation Email Date	Proposal	Application Reference	Location	Decision Email Date	Registered Date	Decision Date	Decision	Council Meeting Date
07/02/2025	Erection of single storey rear extension	25/00206/FUL	50 Rosslyn Road Whitwick Coalville Leicestershire	24/03/2025	31/01/2025	24/03/2025	Permitted	15/05/2025
13/02/2025	Erection of single storey side extension.	25/00249/FUL	93 Church Lane Whitwick Coalville Leicestershire	03/04/2025	10/02/2025	03/04/2025	Permitted	15/05/2025
17/02/2025	Certificate of Lawful Proposed Development for a single storey rear and side extension to attach to the garage.	25/00269/CLP	132 Hermitage Road Whitwick Coalville Leicestershire	07/04/2025	12/02/2025	04/04/2025	Refused	15/05/2025
05/03/2025	Erection of a single-storey rear extension measuring 6 metres in length from the rear wall of the original dwellinghouse with an eaves height of 3 metres and a maximum height of 4 metres including a flue (Prior Approval).	25/00345/PNH	87 Tressall Road Whitwick Coalville Leicestershire	14/04/2025	03/03/2025	14/04/2025	Approved - PNH Neighbour Objections	15/05/2025
20/03/2025	Change of use from C4 6 bed HMO to 9 bed HMO for up to 12 people (Sui Generis)	24/01599/FUL	87 - 89 Silver Street Whitwick Coalville Leicestershire	11/04/2025	17/12/2024	11/04/2025	Permitted	15/05/2025
21/03/2025	Certificate of Lawful Proposed Use for the Change of use from C3 dwelling to C2 residential children's care home	25/00238/CLP	33 Green Lane Whitwick Coalville Leicestershire	08/05/2025	13/03/2025	08/05/2025	Permitted	15/05/2025
21/03/2025	Formation of vehicular access and associated driveway	25/00413/FUL	163 Brooks Lane Whitwick Coalville Leicestershire	16/05/2025	14/03/2025	16/05/2025	Permitted	29/05/2025
24/03/2025	Erection of a single storey side extension with flat roof	25/00428/FUL	288 Hall Lane Whitwick Coalville Leicestershire	08/05/2025	17/03/2025	08/05/2025	Permitted	15/05/2025
24/03/2025	Certificate of Lawful Proposed Development for a garage conversion into habitable living accommodation and the installation of a new window	25/00445/CLP	353 Hall Lane Whitwick Coalville Leicestershire	25/04/2025	20/03/2025	25/04/2025	Permitted	15/05/2025
25/03/2025	Erection of a Garden Building	25/00459/FUL	22 Hilary Crescent Whitwick Coalville Leicestershire	20/05/2025	25/03/2025	20/05/2025	Permitted	29/05/2025
07/04/2025	Amendments to conditions 3, 9 and 10 of planning permission 19/02392/OUT which was for the erection of three dwellings (outline- access only) to amend the pedestrian and vehicular visibility splays at the site access	24/01524/VCI	Land Rear Of 21 To 63 Church Lane Whitwick Leicestershire	09/05/2025	29/11/2024	09/05/2025	Permitted	15/05/2025
09/04/2025	Erection of front porch extension	25/00495/FUL	82 Parsonwood Hill Whitwick Coalville Leicestershire	16/05/2025	28/03/2025	21/05/2025	Permitted	29/05/2025

## PLANNING DECISIONS

Consultation Email Date	Proposal	Application Reference	Location	Decision Email Date	Registered Date	Decision Date	Decision	Council Meeting Date
23/04/2025	Erection of single storey rear and rear/side extension and extension to rear garden terrace.	25/00547/FUL	132 Hermitage Road Whitwick Coalville Leicestershire	29/05/2025	07/05/2025	29/05/2025	Permitted	05/06/2025
23/04/2025	Certificate of Lawful Proposed Development to establish that planning permission 21/01710/FUL has been lawfully commenced before the expiry of 23rd May 2025	25/00564/CLP	Land At KFC Restaurant Thornborough Road Coalville Leicestershire	16/05/2025	22/04/2025	16/05/2025	Permitted	29/05/2025



## GRANT AID APPLICATION

## WHITWICK PARISH COUNCIL

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

Name of organisation or group:	Whitwick Scout Group
What are the aims and objectives of your organisation or group?	Scouts gives young people skills for life. We actively engage and support them in their personal development, empowering them to make a positive contribution to society.
When was your organisation or group established?	1974
Is your organisation a Registered Charity?	Yes (Reg.No. ....) No 1015419
Does your organisation or group have a constitution? If so, please provide a copy.	Yes No Yes
Does your organisation or group have a bank account? If so, please provide a copy of the latest bank statement?	Yes No Yes
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).	
Briefly explain what you want to use the grant for?  (Continue on separate sheet if necessary)	To support our VE80 Beacon Event  <a href="https://ve80.com/beacons/">https://ve80.com/beacons/</a>
Who will benefit? Will this include residents of Whitwick?	Scouts and Residents of Whitwick
What is the total cost of the project or activity?	£1,200
How much are you asking the Parish Council for? ( <b>Up to £250</b> )	£250.00

**GRANT AID APPLICATION****WHITWICK PARISH COUNCIL**

How will you raise the difference?	We are applying to other funding sources, NWLDC, East Midlands Airport Community Fund, local Businesses, donations on the night and group funds.
When do you expect to complete your project or activity?	8th May 2025
Contact name:	Michael Reid
Position within organisation:	Group Lead Voulenteer
Address:	Whitwick Scout HQ 109 Leicester Road Whitwick. LE675GN. [REDACTED]
Postcode:	see above
Email:	[REDACTED]
Phone number:	[REDACTED]
If you are successful – please provide your bank details:	Name: [REDACTED] Bank Acct no: [REDACTED] Sort code: [REDACTED]

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

Open community event to comemerate the 80th anniversary of VE80.  
Parade of Light from the City of Dan to the Beacon Site, with Scouts and vintage vehicles.  
Extended Road Closure and Marshalling to Support WPC Family event.  
The Event will be scaled depending upon the ammount of funding acheived  
and within the ammount of time now avaiable and from notification of funding being awarded.

**Please sign and date the form**

Signed [REDACTED]

Date 12/04/2025

When complete please return (with your constitution and bank statement) to Whitwick Parish Community Office, 3a Market Place, Whitwick, LE67 5DT or email to [clerk@whitwickpc.org](mailto:clerk@whitwickpc.org)










## GRANT AID APPLICATION

## WHITWICK PARISH COUNCIL

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

Name of organisation or group:	NORTH WEST LEICESTERSHIRE SOCIETY OF MODEL ENGINEERS LTD
What are the aims and objectives of your organisation or group?	To promote and encourage model engineering in any form and encourage social intercourse between members of the club and the general public.
When was your organisation or group established?	1973
Is your organisation a Registered Charity?	<del>Yes</del> (Reg.No. ....) <input checked="" type="checkbox"/> No
Does your organisation or group have a constitution? If so, please provide a copy.	<input checked="" type="checkbox"/> 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="checkbox"/> 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).	
Briefly explain what you want to use the grant for?  (Continue on separate sheet if necessary)	As part of our continuation of safe access for disabled members, general public and children, the steps leading from the station exit are to be removed and replaced with a concrete ramp and railings.
Who will benefit? Will this include residents of Whitwick?	All disabled and infirm members of the club and the general public during open days including young children.
What is the total cost of the project or activity?	£500
How much are you asking the Parish Council for? ( <b>Up to £250</b> )	£250

**GRANT AID APPLICATION****WHITWICK PARISH COUNCIL**

How will you raise the difference?	From membership subscriptions and monies raised from giving rides on the miniature railway during regular open days.
When do you expect to complete your project or activity?	Late spring 2025
Contact name:	Tim Bottle
Position within organisation:	Company Secretary
Address:	
Postcode:	
Email:	
Phone number:	
If you are successful – please provide your bank details:	Name:  Bank Acct no:  Sort code: 

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

This application is to help with the continuation of the efforts of the club to provide safe access to all disabled club members and general public.

**Please sign and date the form**Signed 

Date 17th March 2025

When complete please return (with your constitution and bank statement) to Whitwick Parish Community Office, 3a Market Place, Whitwick, LE67 5DT or email to [clerk@whitwickpc.org](mailto:clerk@whitwickpc.org)



Sequential numbers to add

Website: [www.whitwickpc.org.uk](http://www.whitwickpc.org.uk)

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

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

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

In Attendance:  
Sharon Kaye, Parish Clerk

Members of public present: 0

Meeting start time: 7:01pm

1.	WELCOMES	ACTION
	A big welcome to our new Cllr Audrey Barker from all at the Parish Council.	
2.	APOLOGIES FOR ABSENCE	
	It was <b>RESOLVED</b> to accept and approve apologies from Cllr Collins, Cllr Gillard and Cllr Roach. Cllr Wyatt was absent with no apology received.	
3.	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.	
<b>4.</b>	<b>BEAT SURGERY DATES</b>	
	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 website.	
<b>5.</b>	<b>PUBLIC PARTICIPATION SESSION</b>	
	None	
<b>6.</b>	<b>DRAFT NWLDC PLAN 2020-2040</b>	
	Cllr Moulton reported a Local Plan Meeting had been held last week sometime at NWLDC regarding other parcels of land that could be taken into the local plan. Recommendations will be put forward in their next meeting on Monday 16 <sup>th</sup> December 2024. Allocations will not be discussed at this meeting.	
<b>7.</b>	<b>CHAIRS REPORT</b>	
	Christmas event went ahead, despite the weather, with Woodstock (over 70 children) Thanks to the parish council for supporting the events.	
<b>8.</b>	<b>DISTRICT COUNCILLOR REPORT</b>	
	Cllr A Barker also attended the Local plan meeting and will be attending again on Monday 16 <sup>th</sup> 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 as there is lots of rubbish left all over the roads and streets.	
<b>9.</b>	<b>COUNTY COUNCILLOR REPORT</b>	
	Not in attendance – nothing been sent through.	
<b>10.</b>	<b>PARISH CLERK REPORT</b>	
	Thanked Cllr Moulton and Cllrs A and A Barker for their assistance with the Christmas Decorations. Office team have been busy progressing these with decorating every day. The new 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.	
<b>11.</b>	<b>MINUTES</b>	
	No minutes. Deferred until January.	
<b>12.</b>	<b>FINANCE</b>	
	Members to note the latest bank balances as of 30 <sup>th</sup> 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 <sup>th</sup> 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 and to also investigate interest earning accounts for some of the balance in the current account.</p> <p><b>Cllr S Colledge proposed approval. Cllr R Woodward seconded. All in favour. MOVED.</b></p> <p>It was <b>RESOLVED</b> to accept and approve the salaries and payments for December 2024</p>	
<b>13.</b>	<b>PLANNING &amp; LICENSING MATTERS</b>	
	<p><b>APPENDIX E – Licensing applications</b></p> <p>Three horseshoes 'Pollys' pavement application – <b>granted. Condition of the application was that the benches should be moved every evening when closed.</b></p> <p><b>APPENDIX F – Planning applications</b></p> <p>5 applications since the last meeting were discussed. No objections raised.</p> <p><b>APPENDIX G – Street naming – Timson Close</b></p> <p>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. <b>RESOLVED:</b> Defer decision until a later date – leave it off agenda until we have a planning decision.</p> <p><b>APPENDIX H – Planning decisions</b></p> <p>Change of use from public house to a dance studio on North Street – has been withdrawn. All others have been permitted.</p>	
<b>14.</b>	<b>EVENTS 2024</b>	
	<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>	
<b>15.</b>	<b>COMMUNITY PROJECTS</b>	
	<p><b>Vehicle Activated Signs –</b></p> <p>Latest VAS Data presented.</p> <p>Camera has been repaired. Managing to get data correctly from it now.</p> <p>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.</p> <p>The mph settings need altering to ensure they work correctly.</p> <p>Cameras should not be in the same location consecutively. Deputy Clerk will revise the VAS schedule and send it out to Cllrs.</p> <p>New cameras need Bluetooth enabling inside the cameras.</p> <p><b>CCTV –</b></p> <p>CCTV user group been set up, meet once a month. 18<sup>th</sup> December 2024 9am – 10am on teams is the next one. Clerk will forward the invite to all members. Paul Collett emailed on 15<sup>th</sup> Nov 2024. He has secured a grant for £2000 for each location (Whitwick Park being one)</p> <p>Invite has been offered out for any councillor or office member to see the CCTV control room at NWLDC.</p>	



16.	<b>PMGP COMMITTEE VACANCY</b>	
	<p>To note the new vacancy created on the Property Management &amp; General Purposes Committee following Cllr Audrey Barker's appointment to full Council.</p> <p>We will need to advertise that vacancy.</p> <p>Standing orders for PMGP is 5 councillors and 2 non-council members.</p> <p>Suggestion was for 7 members, at least 1 of which has to be a member of the public.</p> <p>Schedule as an agenda item for January's meeting to review the Terms of Reference.</p>	
17.	<b>CALENDAR OF MEETINGS 2025</b>	
	<p><b>APPENDIX I –</b></p> <p>Proposed calendar presented.</p> <p>PMGP – Feb, April, Jun, July, break in August, Sept, Nov and Dec 2025</p> <p>Staffing – ad-hoc as needed</p> <p>Council – monthly or bi-monthly with extra meetings scheduled around important times, i.e. budget etc? Council meeting agendas have a lot of items on them.</p> <p>Planning decisions are a push point, as they have short turn around times if we go bi-monthly with council meetings.</p> <p><b>RESOLVED:</b> To return to monthly council meetings with reports submitted prior to the meeting for councillors to read, making the meetings decision led rather than discussion led, and work to reduce the number of items on the agenda.</p> <p>PMGP calendar dates approved.</p>	
18.	<b>FUTURE PLANNING</b>	
	<p>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.)</p> <p>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. We also need to publicise the actions and projects we are completing better, so residents can see the work the Parish Council is doing.</p> <p>c) List from PMGP for future projects for budget/precept to be bought to full council.</p>	
19.	<b>BUDGET AND PRECEPT PLANNING</b>	
	Awaiting our email from council re banding.	
	<p>Items for members to think about prior to that meeting:</p> <ul style="list-style-type: none"> <li>• Allotment – management agreements</li> <li>• Bowling pavilion building – condition of windows and door</li> <li>• Bowling pavilion fee review and lease renewal</li> <li>• Railway station boiler relocation</li> <li>• Railway station damp issues</li> <li>• Railway station fee review and lease</li> <li>• Community office relocation and storage issues</li> <li>• Whitwick Park public toilets</li> <li>• Park Hall – Wi-Fi enabled</li> <li>• Park Hall storage</li> <li>• Park Hall improvements – blinds, sports activities for holiday clubs</li> <li>• Play areas – surface repairs and better/new equipment</li> <li>• Land purchases from LCC/NWLDC?</li> <li>• Notice boards around the village entrances</li> <li>• Information notice boards for the community/NWLDC to display</li> <li>• Entrances to village signage – wooden?</li> </ul>	



Sequential numbers to add

	<ul style="list-style-type: none"> <li>• Remembrance garden plan</li> <li>• Repairs /dilapidation funds – planning for future</li> <li>• Staffing / pension provision</li> <li>• Expanding poppies/signs</li> <li>• Christmas lights</li> <li>• Community events 2025</li> </ul>	
20.	<b>THE OLD STATION BUILDING LEASE</b>	
	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.	
21.	<b>WHITWICK PARK HALL HIRERS FEEDBACK</b>	
	<p><b>Brownies Group feedback –</b> They requested the option of being able to store some items at Park Hall. <b>All members voted against. Insurance wouldn't cover it.</b></p> <p><b>Meadow Barn View feedback –</b> requested blinds to block the sun coming in. Cllr S Colledge stated this agenda item needed to be referred to PMGP.</p> <p><b>Wi-Fi –</b> Clerk is looking into grant funding to install.</p>	
22.	<b>EXCLUSION OF PUBLIC AND PRESS</b>	
	<p><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></p> <p><b>Cllr A Barker proposed. Approved by all members.</b></p>	
22.	<b>STAFFING</b>	
	<p>a) Toil hours – lower this month, clerk is taking annual leave before Christmas.</p> <p>b) Recruitment – admin assistant to start on 6<sup>th</sup> January 2025. Received 87 applications for the role. Phone screened 12, and invited 3 to interview.</p>	
23.	<b>DATE OF NEXT MEETING</b>	
	Thursday 16 <sup>th</sup> January 2025 7pm.	
24.	<b>FUTURE AGENDA ITEMS</b>	
	All future agenda items should be raised with the Parish Clerk for consideration.	

Meeting terminated and closed 8:52pm.

FULL SIGNATURE OF CHAIR: ..... DATE: .....



## APPENDIX F

\*DRAFT MINUTES - These minutes are draft only, until approved by the next meeting of the Parish Council.

## **Whitwick Parish Council Meeting Minutes**

### **16<sup>th</sup> January 2025**

**Meeting Date:** 16<sup>th</sup> January 2025

**Meeting Location:** Whitwick Park Hall, Whitwick Park, North Street, Whitwick, Coalville, Leics LE67 5HB

**Meeting Time:** 7:00 PM

**Councillors Present:**

- Cllr Peter Moulton (Vice-Chair), Cllr Anthony Barker, Cllr Audrey Barker, Cllr Andy Roach (arrived 7.07pm), Cllr Ray Woodward, Cllr Michael Wyatt (left 8.17pm).

**Officers Present:**

- Sharon Kaye, Parish Clerk

**Public Attendees:**

- Two members of public in attendance (left at 7.58pm).

#### **25-014 CASUAL VACANCY FOR PARISH COUNCILLOR**

Members noted the resignation of Councillor Lisa Collins on 2<sup>nd</sup> January 2025 due to a change in her family circumstances, and being unable to give the Council the commitment it deserves.

Members wanted to thank Councillor Collins for the work she had done during her time as a Parish Councillor and wished her well for the future.

The Parish Clerk confirmed the resignation had been reported to Democratic Services and the due process for advertising the Casual Vacancy had started.

Cllr Roach arrived 7.07pm, had been stuck in traffic on way back from the hospital and did text he would be late.

#### **25-015 APOLOGIES**

Apologies were received from the following councillors:

- **Cllr Gillard** – On holiday convalescing.

On the motion of Councillor Anthony Barker, seconded by Councillor Peter Moulton,

**The council RESOLVED to accept the apology.**

- **Cllr Casson** – Family commitments.

On the motion of Councillor Anthony Barker, seconded by Councillor Andy Roach,

**The council RESOLVED to accept the apology.**

- **Cllr Briers** – Illness.

On the motion of Councillor Peter Moulton, seconded by Councillor Tony Barker,

**The council RESOLVED to accept the apology.**

- **Cllr Colledge** – Family commitments.

On the motion of Councillor Ray Woodward, seconded by Councillor Audrey Barker,

**The council RESOLVED to accept the apology.**



## 25-016 DECLARATIONS OF INTEREST

Cllr Anthony Barker declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council as a District Councillor
- a registerable interest as a Director of Holly Hayes Woods
- a registerable interest as a member of Whitwick Historical Society (item 14 on the agenda).

Cllr Audrey Barker declared a **registerable interest**

- as a member of Whitwick Historical Group

Cllr Woodward declared a **registerable interest** as

- a Director of Holly Hayes Woods
- a member of Whitwick Historical Group
- in Whitwick Quarry

Cllr Moulton declared a **registerable interest** in

- Whitwick Historical Group as Link Councillor and a member
- Whitwick Bowls Club as a Link Councillor and a member
- Thornborough Road Allotment Society as a Link Councillor
- Walkers Flats Allotments as a Link Councillor
- Whitwick Action Group as a member
- all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward

Cllr Roach had nothing to declare.

Cllr Wyatt declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council

## 25-017 COMMUNITY POLICING

Report provided by PCSO Ramsay regarding current policing priorities and parking outside schools:

Members reported parking issues at the bottom of Dumps Hill and Cllr Gillard had previously reported it to Leicestershire County Council.

The Parish Clerk confirmed the Beat Surgery dates are on the website and read out the upcoming dates for Meet the Team events. The Policing priorities for January to March 2025 are also on the website.

## 25-018 PUBLIC PARTICIPATION SESSION

Two members of the public reported issues with parking on Leicestershire County Council land on verges and pathways at Dumps Road and Brooks Lane, on grass verge, and near the turning to New Swannington which is forcing public including children walking to school, onto the public highway which is dangerous.

The Council members confirmed these have been reported to LCC many times before and confirmed that Cllr Tony Gillard was our District Councillor at Leicestershire County Council for residents to contact regarding these issues.

A member of public also raised a query regarding a blocked footpath off Talbot Lane to the back of Valley Way

## 25-019 DRAFT NWLDC LOCAL PLAN 2020-2040

Members received a report from Cllr Moulton. The next NWLDC Local Plan Committee meeting is being held on the 29<sup>th</sup> January but the final submission does not have to go in until the end of the year. Residents are welcome to attend that meeting if they wish to find out more information.

## 25-020 MINUTES

Proposed by Cllr Woodward and seconded by Cllr Roach.

**The Parish Council RESOLVED that the minutes for 19<sup>th</sup> September, 21<sup>st</sup> November and 12<sup>th</sup> December 2024 were all deferred.**

## 25-021 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MINUTES

Members had received and noted the signed minutes of the PMGP Committee meeting held on Thursday 3<sup>rd</sup> October 2024.



## **25-022 FINANCE – Bank Balances**

Members noted the bank balances as at 31<sup>st</sup> December 2024.

## **25-023 FINANCE – CCLA Public Sector Deposit Fund Mandate Form**

Members received details from the Clerk that CCLA had requested the admin and contacts were reviewed and updated. Previous Parish Clerk Cathy Tibbles to be removed and Sharon Kaye the current Parish Clerk to be added as the main contact. No other changes required. Cllr Barker, Cllr Moulton and Cllr Woodward to remain as signatories.

## **25-024 FINANCE – Income & Expenditure**

Members noted income received, payments made, and wages paid up to 31<sup>st</sup> December 2024.

The Parish Clerk informed Members that the Council printer had been sold second hand that was no longer usable, rather than paying £75 to have it collected and taken away.

Members received details of payments to be made for January.

## **25-025 PLANNING AND LICENSING MATTERS - Licensing Applications and Decisions**

Members noted no new licensing applications this month.

## **25-026 PLANNING AND LICENSING MATTERS - Planning Applications**

Members reviewed the 3 planning applications received.

Concerns were raised regarding the application for a 9 bedroom HMO on Silver Street with regards to parking, especially as the use of the old leisure centre car park will not be available in the future. It was noted a 9 bedroom property could have approximately 18 vehicles or more being used by residents. There had also been a recent complaint raised regarding refuse bins out on the public paths on this area of Silver Street.

The Parish Clerk was requested to send proposed wording to members using the Material Planning Considerations.

Proposed by Cllr Anthony Barker, seconded by Cllr Ray Woodward.

**The Parish Council resolved to object to Planning Application Consultation ref 24/01599/FUL.**

It was noted there were no objections to the other 2 applications.

An update was also received on 137-139 Church Lane.

## **25-027 PLANNING AND LICENSING MATTERS – Planning Decisions**

Members reviewed and noted the 3 planning decisions, one of which had been withdrawn.

An update was received on 7 Grove Road, Whitwick regarding a planning appeal to the Secretary of State which was dismissed.

## **25-028 PLANNING AND LICENSING MATTERS – Street Naming Application**

Members discussed the street naming application that had been deferred at the December 2024 meeting.

The Parish Clerk confirmed that a planning application had been permitted in 2022 for the development.

Proposed by Cllr Anthony Barker, seconded by Cllr Ray Woodward.

**The Parish Council RESOLVED to approve the suggested name of Timson Close for land to the rear of 21-63 Church Lane.**

## **25-029 .GOV.UK DOMAIN**

Domain cost £100 per annum, but the Parish Clerk claimed the grant of £100 for initial set up for this year so there has been no cost.

Domain of whitwickparishcouncil.gov.uk has now been registered.

Microsoft 365 software has also now been set up for office and councillor emails, which includes Microsoft Office and Excel software for Members phones, tablets, pcs etc to improve communication and the ability to be able to open and read various documents.

2 members of public left 7.58pm.



## 25-030 PARISH COUNCIL WEBSITE

Our current website is a WordPress website with a plug in which is not compliant with the Disabilities Act and Public Sector Bodies Website regulations 2018.

Quote presented from current .gov.uk domain registrant Aubergine for £899.00 plus vat for year 1 to set up the site and hosting and SSL certificate.

£299 plus vat for year 2 for website, hosting, SSL certificate, plus £100 for the domain.

Current website costs: whitwickpc.org.uk

Aqueous UK Ltd:

Website and domain £300 per annum, billed twice a year, expires 4/4/2025.

SSL Certificate: £48.00, expires 4/4/2025.

£348.00 per year – not compliant

Proposed by Cllr Moulton, seconded by Cllr Roach.

**The Parish Council RESOLVED to approve the move of the Parish Council website to Aubergine on the new .gov.uk domain.**

## 25-031 COMMUNITY PROJECTS – Vehicle Activated Signs (VAS)

Members were updated by the Parish Clerk as follows:

Reports were published on the website.

Replacement battery has been ordered for the faulty one.

Displays on the new VAS cameras have been corrected.

Bluetooth data collection still to be added to the new cameras.

It was noted the maximum speed recorded was 60mph at 3.20am.

Extra post location on Thornborough Road to be followed up.

## 25-032 COMMUNITY PROJECTS – CCTV

The Parish Clerk presented the information from the CCTV User Group with NWLDC.

A £2000 grant towards this project has been confirmed by NWLDC, with funding coming from the Police and Crime Commissioner's fund.

The cost for the CCTV unit will be ££5995.00 plus vat as per the quote provided.

Ongoing costs would be the 4G Airtime SIM Card (10Gb Per Month - 24 Months min term, billed annually) £595.00, but the first year costs of £595.00 would be provided free. Excess usage costs £16.00 per Gb (Chargeable on a monthly basis for the amount used).

Additional costs may also be incurred depending on the location chosen for the camera, such as stress testing, electrical connections, but this exact figure is unknown at present until the location is chosen. If we purchase a lamp post for approximately £2000, then you don't have to stress test it for 30 years, so this can be a more straightforward process. Additional costs would be advised to members, once known.

Council have previously approved proceeding with the scheme but did not have the costs at the time.

Proposed by Cllr Barker, seconded by Cllr Woodward.

**The Parish Council RESOLVED to approve proceeding with the CCTV project and the cost of £4000 towards the camera, the sim card cost and additional costs for the installation.**

Cllr Wyatt left the meeting 8.17pm.

## 25-033 THE OLD STATION BUILDING LEASE

Members were informed that Whitwick Historical Group would like to renew the lease, on the same terms as they currently have which is a 10 year term for a peppercorn rent of £1.00.

Members did raise the concern that this building needs a considerable amount of money spending on it, and also to confirm what are the current running costs and repair costs were.

The quote received for the damp work was £30,000.00. There are also roofing issues to be resolved.

The lease is renewable from 1<sup>st</sup> January 2025. There is a 6 month break clause for either party.

Members were unaware of how it was currently being funded and how many parishioners were visiting the premises. It was felt that a meeting should be arranged with the group's committee.

Cllr Moulton, Cllr Roach, Cllr Barker and Cllr Woodward would like to attend.

Members agreed to defer this decision, and arrange a meeting with the Historical Group to discuss the lease, their use of the building and their proposals for the future maintenance of the building and any historical or conservation grants that may be available.



**25-034 DISTRICT COUNCILLOR'S REPORT**

Members noted and discussed Cllr Moul's District Councillor report regarding White Paper Devolution that had been provided.

**25-035 COUNTY COUNCILLOR'S REPORT**

Members noted no report had been provided.

**25-036 EXCLUSION OF PUBLIC AND PRESS**

Proposed by Cllr Woodward, seconded by Cllr Roach.

**The Parish Council RESOLVED to exclude members of public and press for the next agenda items for the confidential session.**

**25-037 STAFFING - STAFFING UPDATE**

Members received a report from the Parish Clerk. The new Administration Assistant has successfully started in position at the beginning of January. Following a series of meetings, the caretaker has now left his post and will be paid the due notice pay. We will be advertising for a new caretaker after this period, and the existing caretaker will cover all duties with support from the Office team in the meantime.

**25-038 STAFFING - TOIL UPDATE**

The Parish Clerk confirmed the toil hours for December.

**25-039 DATE OF NEXT MEETING**

Thursday 20<sup>th</sup> February and 20<sup>th</sup> March 2025 at 7pm confirmed as the next Council Meeting dates. It was noted an extra ordinary meeting would need to be called for the budget figures.

**25-040 FUTURE AGENDA ITEMS**

Members were reminded that all future agenda items should be raised with the Parish Clerk for consideration.

The Chair thanked members for attending.

**Meeting Closed: 8:59 pm**

Chairman's Signature: .....

Chairman Name: .....

Date Signed: .....





\*DRAFT MINUTES - These minutes are draft only, until approved by the next meeting of the Parish Council.

## **Whitwick Parish Council Meeting Minutes**

### **27<sup>th</sup> February 2025**

**Meeting Date:** 27<sup>th</sup> February 2025

**Meeting Location:** Whitwick Park Hall, Whitwick Park, North Street, Whitwick, Coalville, Leics LE67 5HB

**Meeting Start Time:** 7:03 PM

**Councillors Present:**

- Cllr Peter Mould (Vice-Chair), Cllr Anthony Barker, Cllr Audrey Barker, Cllr Phil Casson, Cllr Andy Roach, Cllr Ray Woodward, Cllr Michael Wyatt (left at 7.56pm).

**Officers Present:**

- Sharon Kaye, Parish Clerk

**Public Attendees:**

- No members of public

#### **25-063 APOLOGIES**

Apologies were received from the following councillors:

- **Cllr Colledge** – Family commitments.
- **Cllr Briers** – Personal commitments.
- **Cllr Gillard** – Personal commitments.

On the motion of Councillor Anthony Barker, seconded by Councillor Phil Casson.

**The council RESOLVED to accept these apologies.**

#### **25-064 DECLARATIONS OF INTEREST**

Cllr Anthony Barker declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council as a District Councillor.

Cllr Audrey Barker had nothing to declare.

Cllr Woodward declared a **registerable interest** as

- a Director of Holly Hayes Woods
- a member of Whitwick Historical Group
- a member of the Whitwick Quarry Liaison Group.

Cllr Mould declared a **registerable interest** in

- Item 12 as a member of the Planning Committee at North West Leicestershire District Council
- Item 13 and 18 as a Link Councillor for Walker Flats Allotments Society
- Item 17 as a Link Councillor and Member of Whitwick Bowls Club.

Cllr Casson had nothing to declare.

Cllr Roach had nothing to declare.

Cllr Wyatt declared a **registrable interest** in

- all matters relating to North West Leicestershire District Council.

#### **25-065 COMMUNITY POLICING**

Local PCSO Emma Ramsay (6110) was not able to attend this evening, and no report received.

Beat surgery dates have been published on the Parish Council website and the Parish Clerk read out the March dates for the Meet the Team sessions.



## 25-066 PUBLIC PARTICIPATION SESSION

No members of public were present.

## 25-067 GOV.UK EMAIL ACCOUNTS

The Parish Clerk informed all members that the new accounts are active and Councillors have been contacted to get these accounts set up on their devices. The Clerk would like to progress this as soon as possible so that it is completed prior to the renewal date for the old accounts.

The Clerk stated this should ensure members have easier access to emails on the go and Members can receive timely communication from the Parish Office team. The Clerk hoped this would improve the response rate from members, specifically when they have been contacted by the Parish Office team and a reply is requested. In return, the Parish Office team will work with members, so that they receive the emails they want and need.

## 25-068 MINUTES

Minutes for 19<sup>th</sup> September 2024 were published and emailed prior to the meeting, and tabled.

Minutes for 21<sup>st</sup> November 2024, 12<sup>th</sup> December 2024 and 16<sup>th</sup> January 2025 were deferred.

Thursday 13<sup>th</sup> February 2024 were distributed in the agenda plus – Appendix A.

On the motion of Councillor Ray Woodward, seconded by Councillor Andy Roach,

**The council RESOLVED that the minutes of the meeting of the Parish Council held on Thursday 19<sup>th</sup> September 2024 be confirmed as a true record and signed by the Chair.**

On the motion of Councillor Anthony Barker, seconded by Councillor Ray Woodward,

**The council RESOLVED that an amendment be added to the minutes to clarify that the meeting returned to public session for item 6 budget and precept discussion, and once amended, the minutes of the meeting of the Parish Council held on Thursday 13<sup>th</sup> February 2025 be confirmed as a true record and signed by the Chair.**

## 25-069 FINANCE – BANK BALANCES

Members noted the latest bank balances as at 31<sup>st</sup> January 2025:

Unity current account £151,618.07

Unity instant access savings account £12,937.05

CCLA Public Sector Deposit Fund £225,000.00.

## 25-070 FINANCE – BANK ACCOUNTS

Members discussed the Unity instant access savings account. The Parish Clerk is to investigate the account limits and operational rules of all Parish Council accounts, which will then be reviewed by members, alongside the Financial Reserves Policy, at a future meeting.

## 25-071 FINANCE – INCOME & EXPENDITURE

This item was deferred until all the payments and reports are up to date in Scribe accounts.

## 25-072 PAYMENTS

The Parish Clerk read out the list of proposed payments that were tabled.

On the motion of Councillor Raymond Woodward, seconded by Councillor Phil Casson,

**The council RESOLVED to accept and approve the payments for February 2025.**

## 25-073 APPOINTMENT OF INTERNAL AUDITOR FOR 2024-2025 FINANCE YEAR END

On the motion of Councillor Tony Barker, seconded by Councillor Audrey Barker,

**The council RESOLVED to accept and approve the reappointment of LRALC to provide the Parish Council's internal audit for the financial year 2024-2025.**

On the motion of Councillor Ray Woodward, seconded by Councillor Andy Roach,

**The council RESOLVED to accept and approve the personal, financial, professional independence and competence of the LRALC as the Parish Council's Internal Auditor for the financial year 2024-2025.**



## **25-074 PLANNING AND LICENSING MATTERS - Planning Applications**

Members discussed the previous objection submitted for Planning Application Consultation ref 24/01599/FUL 87 - 89 Silver Street Whitwick Coalville Leicestershire.

Members noted the original objection and photos had been resubmitted for this application. It was felt that parking was still a significant concern as was the Sui Generis change in application. 9 bedrooms could house multiple occupants with multiple cars. 14 cars have been noted outside an existing HMO with less bedrooms, and clarification has been sought from the planning officer at NWLDC with regards to the number of occupants.

Members proposed the Parish Clerk speak to NWLDC regarding Article 4 Directions and the process, to bring this back to Council for discussion.

Members had no objections to any other planning applications on the agenda.

## **25-075 PLANNING AND LICENSING MATTERS - Planning decisions**

Members noted the planning decisions approved by NWLDC.

The Parish Clerk highlighted a late notification received regarding a planning appeal that had been lodged with the Secretary of State for 137-139 Church Lane, that had been forwarded to Members.

## **25-076 GRANT APPLICATIONS – WALKER FLATS ALLOTMENTS SOCIETY**

On the motion of Councillor Anthony Barker, seconded by Councillor Michael Wyatt.

**The council RESOLVED to approve the grant application made by Walker Flats Allotments Society for their signage project.**

## **25-077 GRANT APPLICATIONS – ST JOHN THE BAPTIST CHURCH**

On the motion of Councillor Ray Woodward, seconded by Councillor Phil Caasson.

**The council RESOLVED to approve the grant application made by St John The Baptist Church for their exterior stonework repairs.**

## **25-078 TENNIS PROJECT PEOPLE'S ZONE GRANT APPLICATION**

The Parish Clerk updated members about the application for a tennis coaching scheme project, proposed by Sam Heap, Sports Development Officer at NWLDC, to be made to People's Zone by the Parish Council, which should also help to encourage residents to make use of our tennis court facilities.

On the motion of Councillor Peter Moulton, seconded by Councillor Audrey Barker.

**The council RESOLVED to approve the grant application to be made to People's Zone for funding for a tennis coaching scheme.**

## **25-079 WHITWICK PARK HALL HIRE RATES 2025-2026**

Members reviewed and discussed the current Park Hall hire rates and proposed suggested rates for the period valid from 1<sup>st</sup> April 2025. Three different rates were proposed and voted on.

On the motion of Councillor Peter Moulton, seconded by Councillor Phil Casson.

**The council RESOLVED to approve the standard hire charge to be £17.00 per hour (a £1.50 an hour increase), with a minimum 2 hour hire charge per booking, from 1<sup>st</sup> April 2025.**

7.56pm Cllr Wyatt left.

On the motion of Councillor Phil Casson, seconded by Councillor Audrey Barker.

**The council RESOLVED to approve the discounted hire charge for one regular hirer who uses the facilities 3 days a week, to be £14.00 per hour (a £1.50 an hour increase), with a minimum 2 hour hire charge per booking, from 1<sup>st</sup> April 2025.**



On the motion of Councillor Andy Roach, seconded by Councillor Anthony Barker.

**The council RESOLVED to approve the elections hire charge to remain at £800.00 per day from 1<sup>st</sup> April 2025.**

### **25-080 BOWLING PAVILION – HIRE RATES 2025-2026**

Members reviewed and discussed the costs incurred in providing and maintaining the bowling green and bowling pavilion facilities to Whitwick Bowls Club, and how many residents use the facility.

Members agreed to defer a decision on agreeing the hire rate for 2025-2026 as it was felt it would be appropriate for the Parish Clerk to arrange a meeting with the Bowls Club, with Committee members invited to attend.

### **25-081 WALKER FLATS ALLOTMENTS AGREEMENT**

The Parish Clerk presented the revised allotments agreement.

Council have asked previously that "Priority should be given to residents of Whitwick, on the plot waiting list". This should be added as an amendment to the Allotments Management Agreement.

On the motion of Cllr Andy Roach, seconded by Cllr Anthony Barker.

**The Council RESOLVED to approve the revised Walker Flats Allotments Management Agreement, with the waiting list amendment to be added and the refund on fees received be paid as per the agreement.**

### **25-082 COMMUNITY EVENTS – VE DAY 80<sup>TH</sup> ANNIVERSARY 8<sup>TH</sup> MAY 2025**

Event options, road closure dates, flags and flag locations were discussed with members.

Members agreed that a meeting be arranged by the Parish Clerk with Whitwick Scout Group to discuss their proposed event and how best the Parish Council can support that and be involved with the VE Day 80<sup>th</sup> celebrations.

### **25-083 COMMUNITY EVENTS**

Current events are VE Day 80<sup>th</sup> Celebrations, Remembrance Event, Christmas Lights.

Suggestions:

Farmers Market type event – NWLDC have the charter for markets so we would need to look into the rules and regulations regarding this.

Whitwick Heritage Trail – link in with the Historical Group.

Scarecrow Festival – put notification out to residents of Whitwick, possibly with food and drink stops/entertainment around the village. Week before Woodstock event date to be investigated.

Members agreed to look at the Scarecrow Festival as the first chosen event.

The Parish Clerk was asked to contact NWLDC to find out more about the market charter.

### **25-084 COMMUNITY PROJECTS - Vehicle Activated Signs (VAS)**

Members noted the production of data from the last location has been circulated and published at

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

The Parish Clerk advised members that we had now budgeted for 4 cameras to be moved each month by the Grounds Maintenance contractor.

Bluetooth download has now been installed on the smiley face cameras.

Locks fitted on all VAS cameras.

### **25-085 TEAM BUILDING EVENT FEEDBACK**

The Parish Clerk reported that the event had been successful with positive comments received from employees and Councillors and she would like to thank members for their support for their employees.

### **25-086 DISTRICT COUNCILLOR'S REPORT**

Councillor Barker updated members about the situation with the Hermitage Recreation Ground play area.

This is currently in process of an insurance claim by NWLDC because of vandalism. He has also received a letter stating that the playground inspection found various faults with the equipment so it will be taken out. A complaint letter has been sent to NWLDC about the potential loss of the playground.

Meeting extended by 10 minutes.

Councillor Moulton updated Members about The Oak former public house.



**25-087 COUNTY COUNCILLOR'S REPORT**

Councillor Gillard emailed a brief report re the Government's devolution white paper.

**25-088 DATE OF NEXT MEETING**

Meeting dates scheduled for Thursday 20<sup>th</sup> March and 17<sup>th</sup> April 2025 at 7pm were confirmed for the next Council Meetings.

**25-089 FUTURE AGENDA ITEMS**

Members noted that all future agenda items should be raised with the Parish Clerk for consideration.

The Chair thanked members for attending.

**Meeting Closed:** 9.10 pm

Chairman's Signature: .....

Chairman Name: .....

Date Signed: .....





Whitwick Parish Council

PAYMENTS LIST

30 May 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
6 Software Licenses/Support	01/04/2025		Current Account Unit	P6	Software Bookings	Starboards Systems Limiter	S	40.00	8.00	48.00
1 Software Licenses/Support	01/04/2025		Current Account Unit	P1	Microsoft 365 Email Accounts	Microsoft Limited	S	144.20	28.84	173.04
2 Software Licenses/Support	01/04/2025		Current Account Unit	P2	Microsoft 365 Email Accounts	Microsoft Limited	S	144.20	28.84	173.04
3 Software Licenses/Support	01/04/2025		Current Account Unit	P3	Microsoft 365 Email Accounts	Microsoft Limited	S	144.20	28.84	173.04
7 Software Licenses/Support	01/04/2025		Current Account Unit	P7	Software Accounts	Starboards Systems Limiter	S	78.00	15.60	93.60
5 Business Rates	01/04/2025		Current Account Unit	P5	Business Rates Community Offi	North West Leicestershire I	X	79.83		79.83
4 Business Rates	01/04/2025		Current Account Unit	P4	Business Rates Park Hall	North West Leicestershire I	X	127.40		127.40
11 Staff Salaries	03/04/2025		Current Account Unit	P11	Salaries	Whitwick Parish Council	X	158.04		158.04
12 Staff Salaries	03/04/2025		Current Account Unit	P12	Salaries	Whitwick Parish Council	X	485.55		485.55
8 Staff Salaries	03/04/2025		Current Account Unit	P8	Salaries	Whitwick Parish Council	X	1,285.09		1,285.09
9 Staff Salaries	03/04/2025		Current Account Unit	P9	Salaries	Whitwick Parish Council	X	3,382.25		3,382.25
13 Staff Salaries	03/04/2025		Current Account Unit	P13	Salaries	Whitwick Parish Council	X	1,578.55		1,578.55
10 Community Grant Scheme	03/04/2025		Current Account Unit	P10	WPC Grants Issued	Walker Flats Allotments So	X	250.00		250.00
15 Electricity	04/04/2025		Current Account Unit	P15	Electricity Charge - Office	SSE Energy Solutions	L	611.53	30.58	642.11
14 Electricity	04/04/2025		Current Account Unit	P14	Electricity Charge - Pavilion	SSE Energy Solutions	L	409.53	20.48	430.01
16 Water Charges	09/04/2025		Current Account Unit	P16	Water Rates Office	WATER PLUS	X	91.60		91.60
17 Employers Pension	16/04/2025		Current Account Unit	P17	Pension	Peoples Partnership Pensk	X	710.74		710.74
18 Employers NI	22/04/2025		Current Account Unit	P18	NI and Tax	HMRC CUMBERNAULD	X	2,192.84		2,192.84
19 Stationery/Postage/Consumabl	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	46.96	9.39	56.35
20 Software Licenses/Support	22/04/2025		Current Account Unit	P20	Microsoft 365 Email Accounts	Microsoft Limited	S	144.20	28.84	173.04
19 Community Events and Partner	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	7.80	1.56	9.36
19 Community Events and Partner	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	120.00	24.00	144.00
19 Community Events and Partner	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	X	21.28		21.28
19 Community Events and Partner	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	6.04	1.21	7.25
19 Internet/Phone	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	X	359.00		359.00
19 Repairs and Maintenance	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	49.99	10.00	59.99
19 Repairs and Maintenance	22/04/2025		Current Account Unit	P19	Consumables	Whitwick Parish Council	S	74.99	15.00	89.99
21 Internet/Phone	24/04/2025		Current Account Unit	P21	Phone and Broadband Office	SCG Connect Ltd	S	48.00	9.60	57.60
22 Community Christmas Lighting	25/04/2025		Current Account Unit		Maintenance/Building Works	Euan Sharpe	X	320.00		320.00
22 Repairs and Maintenance	25/04/2025		Current Account Unit		Maintenance/Building Works	Euan Sharpe	X	110.00		110.00
23 Repairs and Maintenance	25/04/2025		Current Account Unit	P23	Maintenance/Building Works	Locks2U Locksmiths	S	150.95	30.19	181.14
24 Bank Charges	30/04/2025		Current Account Unit	P25	Bank Charges	UNITY BANK	X	13.35		13.35
Total								13,386.11	290.97	13,677.08