



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

Whitwick Parish Council Meeting **Thursday 19th June 2025 7pm**

Meeting Date: Thursday 19th June 2025

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

Meeting Start Time: 7pm

Councillors Present:

- Cllr Peter Moulton (Vice-chair) Cllr Anthony Barker, Cllr Audrey Barker, Cllr Sue Colledge.

Officers Present:

- Hollie Seager, Deputy Clerk

Public Attendees:

- 4 members of the public in attendance.

25-209 APOLOGIES

Cllr Tony Gillard – Holiday

Cllr Ray Woodward – Cataract surgery

Cllr Phil Casson – In attendance at another meeting

Cllr Andy Roach – Work commitments

Cllr Michael Wyatt – District Councillor meeting

Cllr Amanda Briers – Family commitments

On the motion of Cllr Anthony Barker, seconded by Cllr S Colledge.

RESOLVED: Councillors accepted the apologies.

25-210 DECLARATIONS OF INTEREST

Cllr Anthony Barker

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

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

Cllr Audrey Barker

Cllr Audrey Barker declared a **registerable interest**

- as a member of Whitwick Historical Group

Cllr S Colledge

Cllr Colledge declared a **registerable interest** in

- all matters connected to Whitwick Historical Group as a member
- a registerable interest in Whitwick Action Group as a member on any matters relating to planning
- a registerable interest as a point of contact for Meadow Barn View

a **pecuniary** interest as

- a shareholder of Coalville C.A.N.
- a registrable interest as a supporter of Coalville C.A.N

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

Cllr P Moul

Cllr Moul declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward

25-211 COMMUNITY POLICING

No report received prior to the meeting.

BEAT surgery dates given to members.

25-212 COUNTY COUNCILLOR REPORT

No report received prior to the meeting.

25-213 DISTRICT COUNCILLOR'S REPORT

No reports received prior to the meeting.

Cllr P Moul informed members that at the recent Local Plan Meeting there has been a petition put in for West of Whitwick.

Next local plan meeting will decide on the parcels of land that will be put into the regs 19. This is being held on 30th July 2025.

25-214 PUBLIC PARTICIPATION SESSION

1 member of the public questioned why in APPENDIX K and M were there empty open brackets, why hadn't they been completed and published with that information?

Deputy Clerk explained that agenda items 22 and 23 were to discuss and vote with the Council members the information to be put into these open brackets that would be adopted from our current standing orders and financial regs document to create our model documents for adoption this year.

No more questions.

25-215 GRANT APPLICATIONS MADE BY WHITWICK PARISH COUNCIL

Appendix B shows the current information for grants we have / are applying for on behalf of Whitwick Parish Council.

Cllr Anthony Barker stated he was happy that we are now very active in pursuing grants where we can.

25-216 MINUTES

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

Thursday 21st November 2024

Thursday 20th March 2025 – **deferred, not currently available.**

Thursday 15th May 2025 – **deferred, not currently available.**

On the motion of Cllr Anthony Barker, Seconded by Cllr Audrey Barker. Carried.

Councillors RESOLVED to approve and accept the minutes of Thursday 21st November 2024 as a true and accurate record and to defer the minutes of Thursday 20th March 2025 and Thursday 15th May 2025.

25-217 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MINUTES

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

Thursday 13th March 2025.

Received and noted.

25-218 STAFFING COMMITTEE MINUTES

To receive the signed minutes of the Staffing Committee Minutes held on:

Thursday 30th January 2025.

Received and noted.

25-219 ANNUAL PARISH MEETING MINUTES

To receive and note the unapproved Annual Parish Meeting Minutes, to be approved at the 2026 Annual Parish Meeting.

Not currently available – deferred.

25-220 FINANCE – BANK BALANCES

To receive and note the latest bank balances:

Unity current account:

£236,471.56 on 31st May

£248,979.97 on 30th April,

£95,541.52 on 31st March 2025

First precept payment of £165,962.50 received on 23/04/25.

Unity instant access savings account:

£13,018.50 on 31st May, 30th April and 31st March 2025.

CCLA Public Sector Deposit Fund

£225,000.00 on 31st May, 30th April and 31st March 2025.

Received and noted.

25-221 FINANCE – INCOME & EXPENDITURE

To receive and note the income and expenditure reports.

April 2025 Payments

April 2025 Receipts

May 2025 Payments

May 2025 Receipts

APPENDIX F

APPENDIX G

APPENDIX H

APPENDIX I

Received and noted.

25-222 FINANCE – PAYMENTS

To receive and approve payments to be made for June 2025.

(to be tabled)

Not available – deferred until the next meeting.

25-223 COMMUNITY EVENTS – WOODSTOCK IN WHITWICK SUMMER EVENT

To note the date for the summer music event this year is Saturday 16th August 2025 being held at the Man Within Compass pub (Rag and Mop).

Cllr Sue Colledge informed the members of the current plans for the event. All are welcome.

£9000 in donations has been given to great causes so far this year from last years successful event.

25-224 COMMUNITY EVENTS – SCARECROW FESTIVAL 2025

Deputy Clerk informed members that this would not be progressing as a project this year. Other members also informed the council that we had attempted to run this event before and it wasn't successful. The Events Working party will discuss when they next meet.

25-225 COMMUNITY EVENTS - VJ DAY 80th ANNIVERSARY FRIDAY 15th AUGUST 2025

Councillors RESOLVED that Whitwick Parish Council would lay a wreath at the War Memorial on North Street. The wreath will be provided by Cllr Sue Colledge.

25-226 COMMUNITY EVENTS – COMMUNITY SUPPORT COFFEE MORNING

Deputy Clerk proposed a FREE coffee and cake morning to be held once a month / bi-monthly at Whitwick Park Hall. Residents can make their cakes and bring them to the Hall to socialise with other residents in the area. Cllr S Colledge stated that as its Parishioners money that we run off, our costs for this need to be kept to a minimum and a full plan to be made for complete transparency. All members agreed. Deputy Clerk to propose a plan for a 'trial event' to review the attendance/success of such event.

25-227 COMMUNITY PROJECTS - Vehicle Activated Signs (VAS)

To note production of data issues from the new smiley VAS cameras.

Data from the last location has been circulated and published at <https://whitwickpc.org.uk/news/>

Noted.

- Installation of solar panels to the smiley face VAS cameras.

APPENDIX J

Deputy Clerk explained the issue with the batteries retaining their battery life.

Members all agreed we should go back to Westotec (higher than our previous communication) to make a formal complaint that the batteries/devices are not fit for purpose as they are not lasting the month and this was not explained to us when we purchased the new smiley face units.

Deputy Clerk/Parish Clerk to action the formal complaint procedure.

25-228 CASUAL VACANCY FOR PARISH COUNCILLOR

The Parish Councillor vacancy has been re-advertised, and the closing date for has been set at 15th July 2025. Candidates will be invited to the 17th July 2025 Council meeting.

Cllr P Moulton as Vice Chair advised members that 17th July meeting would be too soon after the closing date for applications or all councillors to review the application and make a decision.

Councillors RESOLVED that the candidates would therefore be invited to the NEXT council meeting, Thursday 18th September 2025 and would make that recommendation to the Clerk to action.

25-229 STAFF VACANCY FOR PART TIME JOB SHARE CARETAKER

The previous candidate has unfortunately left, and the vacancy has been re-advertised.

Closing date for applicants is 15th July 2025. Deputy Clerk informed the Council we have had three applications so far.

25-230 STANDING ORDERS REVIEW

To review and approve the new model Standing Orders to be adopted for the Parish Council.

NALC Model Standing Orders, updated 31st March 2025

APPENDIX K

Whitwick Parish Council Existing Standing Orders 19th May 2022

APPENDIX L

Deputy Clerk went through the NALC model standing orders and explained she had inserted into the (empty bracket spaces) on the model document, the information from the CURRENT existing standing orders to make it relevant to Whitwick Parish Council.

Cllr P Moulton and Cllr Anthony Barker requested it was minuted to give thanks to the Clerk and Deputy Clerk for their work and staff commitment with reviewing these two lengthy documents and creating our new Standing Orders and Finance Regulations documents.

On the motion of Cllr Anthony Barker, seconded by Cllr S Colledge. All carried.

The councillors RESOLVED to adopt the new model document as our Standing Orders as of 19th June 2025 review.

25-231 FINANCIAL REGULATIONS REVIEW

To review and approve the new model Financial Regulations to be adopted for the Parish Council.

NALC Model Financial Regulations, updated 5th March 2025

APPENDIX M

Whitwick Parish Council Existing Financial Regulations 19th May 2022

APPENDIX N

Deputy Clerk went through the NALC model Financial Regulations and explained she had inserted into the (empty bracket spaces) on the model document, the information from the CURRENT existing Financial Regulations to make it relevant to Whitwick Parish Council.

On the motion of Cllr S Colledge, seconded by Cllr Audrey Barker. All carried.

The councillors RESOLVED to adopt the new model document as our Financial Regulations as of 19th June 2025 review.

25-232 DATE OF NEXT MEETING

Meeting dates scheduled for:
Thursday 17th July 2025 7pm Council Meeting
Thursday 18th September 2025 7pm Council Meeting

25-233 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: 19:53pm.

Chairman’s Signature:

Chairman Name:

Date Signed: