



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

Whitwick Parish Council Meeting Minutes **Thursday 18th September 2025 7pm**

Meeting Date: Thursday 18th September 2025

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

Meeting Start Time: 7pm

Councillors Present:

- Cllr Sue Colledge (Chair), Cllr Peter Moulton (Vice-chair), Cllr Anthony Barker, Cllr Audrey Barker, Cllr Elijah Bennett (item 25-289 onwards), Cllr Andy Roach, Cllr Ray Woodward

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- 1 member of the public in attendance (for items 25-284 to 25-288).

25-284 APOLOGIES

Cllr Briers - family commitments.

Cllr Casson - working away.

Cllr Gillard – ill.

Cllr Wyatt – work commitments.

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

RESOLVED: to accept the apologies.

24-285 DECLARATIONS OF INTEREST

Cllr Anthony Barker

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

- North West Leicestershire District Council as a District Councillor
- Holly Hayes Woods as a Director.
- Whitwick Historical Group as a member.

Cllr Audrey Barker

Cllr Audrey Barker declared a **registerable interest**

- Whitwick Historical Group as a member.

Cllr S Colledge

Cllr Colledge declared a **registerable interest** in

- Whitwick Historical Group as a member

A **pecuniary interest** as

- Coalville C.A.N. as a member and shareholder

a **potential pecuniary interest** as

- Woodstock in Whitwick as a committee member
- The old Hermitage Leisure Centre site as an immediate neighbour.

Cllr P Moul

Cllr Moul declared a **registerable interest** in

- North West Leicestershire District Council as a ward member for the Thornborough Ward
- Agenda Item 25-294 Grant Application for Whitwick and Thringstone Tenants Association – attends their meetings as a Ward Member.

Cllr A Roach

Cllr Roach had nothing to declare.

Cllr R Woodward

Cllr Woodward declared a **registerable interest** as

- Whitwick Historical Group as a member
- Whitwick Quarry Liaison Group as a member

Received and noted.

25-286 COMMUNITY POLICING

Local PCSO from the Bardon Hill beat team unable to attend the meeting this month.

No report received.

Dates of future beat surgeries provided by the Parish Clerk.

Received and noted.

25-287 PUBLIC PARTICIPATION SESSION

1 member of public present. No issues raised.

25-288 CASUAL COUNCILLOR VACANCY - APPENDIX A

Members reviewed the applicant's application in Appendix A. The candidate then made a presentation to the Members about why he wished to become a Parish Councillor.

Members took the opportunity to ask the candidate some questions.

The Parish Clerk confirmed that 3 expressions of interest had initially been received. 1 application form was received by the advert deadline and therefore presented at the meeting for consideration.

The candidate had been invited to attend the meeting and was sent further details about the role and resources to look at to find out more about what the Parish Councillor role entails.

The Parish Clerk confirmed that the 3 potential applicants had all been contacted prior to the meeting, to let them know their interest would not be taken forward, as an application form had not been received, as per the application instructions in the vacancy advert.

The candidate was asked to leave whilst the decision on the application for the casual councillor vacancy was discussed, and then invited back to hear the decision.

Proposed by Cllr Tony Barker, seconded by Cllr Andy Roach.

RESOLVED: to accept the applicant Elijah Bennett for the vacant Councillor position.

The applicant Elijah Bennett was thanked for his application and welcomed to the Council.

The Member of public left the meeting and took his place as a newly elected Councillor.

25-289 COUNTY COUNCILLOR REPORT

No written report had been received from County Councillor Boam.

Cllr Boam had been invited but was not in attendance.

The Parish Clerk also took the opportunity to thank our former County Councillor Tony Gillard on behalf of residents and the Parish Council, for obtaining the Members' Highway Fund grant funding that enabled the Parish Council to complete the recent grit bin purchases and installation.

Members echoed this sentiment and asked that a letter of thanks be sent to Councillor Gillard.

25-290 DISTRICT COUNCILLOR'S REPORT – APPENDIX B

The Chair thanked Cllr Moulton for taking the time to liaise with the contractors and the Historical Group with regards to the development next to the Railway Station.

Cllr Peter Moulton – Whitwick Historical Group Committee Meeting report had been provided in appendix B.
Received and noted.

Cllr Peter Moulton – Rough sleeper on Parish Council land.

Cllr Moulton explained that he had been helping assist and liaise with the NWLDC outreach team, regarding a homeless person on Parish Council land, backing onto residents' homes on Hall Lane. This was the second occasion that this person had been on parish land. The person had been offered refuge in a hostel in Loughborough as a temporary measure, but had initially turned it down. However, the person had now left the site, but his belongings were still there, awaiting collection. The Parish Council now need to consider the next action to take for future occurrences, as complaints had been received, and there were potential health and safety concerns, so trespass action could need to be taken if help was refused. Cllr Moulton said there were different policies in place for homeless people and rough sleepers, when he spoke to the officer at NWLDC. Cllr Moulton wondered whether the Council need to consider having a policy for how we as a Parish Council should act in these situations.

Members requested that the Parish Clerk contact relevant partners and external agencies to find out their processes and policies.

25-291 COUNCIL MEETING MINUTES- APPENDIX C

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

RESOLVED: to approve the Council Meeting Minutes for 17th July 2025 as a true record, to be signed by the Chair.

25-292 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MINUTES – APPENDIX D

The minutes of the PMGP Committee meeting held on Thursday 3rd July 2025, approved on 4th September 2025, had been provided.

Received and noted.

25-293 GRANT APPLICATION – COALVILLE PUBLIC RADIO - APPENDIX E

To approve a grant application for their Ofcom and Digital License Fee.

“Coalville Public Radio is a volunteer-led, non-profit community station serving North West Leicestershire. We are applying for funding to cover our Ofcom registration fee, enabling us to apply for a DAB (Digital Audio Broadcasting) licence. This will allow Whitwick residents to tune in more easily on traditional radios, not just online, making our local programming more accessible and inclusive.

DAB access will allow us to better promote Whitwick events, groups, and achievements, bringing local stories directly into homes, workplaces, and community spaces. It also opens up opportunities for Whitwick residents to volunteer, train with us, and have their voices heard on a wider platform.

The requested £250 will contribute directly to this goal, ensuring Whitwick's voice is part of a growing, accessible, and sustainable local radio network. Thank you for considering our application. We would be proud to support Whitwick with enhanced local coverage and community presence.”

On the motion of Cllr Andy Roach, seconded by Cllr Tony Barker,

RESOLVED: to approve the £250 community grant application to assist with Coalville Public Radio's License Fee.

25-294 GRANT APPLICATION – WHITWICK AND THRINGSTONE TENANTS ASSOCIATION – APPENDIX F

To approve a grant application for fencing and a gate to improve their outdoor area for users' health and well-being.

"We have a small outdoor space that would benefit our coffee mornings on a Monday, plus we hold an exercise class on a Wednesday. Also Bumble Bee's toddler group on a Thursday. We would like a fence and gate putting up around the area to make it safe and comply with Health and Safety regulations, so all groups can benefit the outside space, to improve our health and well-being."

Members discussed the application and the question was raised whether they had approached NWLDC as it was NWLDC facilities. The concern was also raised whether the group had permission from NWLDC to install the fencing and gate on their land. The association activities are based at Howe Road Community Lounge. Members supported all the activities being promoted by the association.

On this occasion, Whitwick Parish Council are refusing the £250 community grant application to assist Whitwick and Thringstone's Tenants Association in improving their outdoor area with a gate and fencing, as what they have applied for is not suitable for a Parish Council Community Grant.

The Council wished them well with their activities and would encourage the group to update the Parish Council, once they have had a conversation with NWLDC regarding their project.

25-295 PLANNING APPLICATIONS - APPENDIX G - TABLED

To comment on the latest planning applications, received as a consultee from NWLDC.

Extensions were not accepted by NWLDC for applications 1-3.

Application 1 - 25/00919/CLP 27 Barr Crescent – has already been permitted.

Application 2 - 25/00959/OUTM Broom Leys Farm – we have already submitted our objection.

Cllr Barker stated a petition was due to be submitted on Tuesday, but the lady submitting could not get there due to an accident, so it had been deferred to the November meeting.

Application 3 – 25/00989/REM Land off Loughborough Road – change of access. This was discussed as previously objected to this access.

Application 5 - 25/01013/VCU 86 Leicester Road – we submitted an objection to the original application but development was permitted with conditions.

Applications 7 and 8 – TPOs on Brooks Lane and Loughborough Road – The Clerk confirmed she had received a Councillor response with some comments to be submitted with the response.

Received and noted. No additional objections to be submitted as objection already submitted for application 2 - 25/00959/OUTM Broom Leys Farm.

25-296 PLANNING DECISIONS - APPENDIX H - TABLED

To note the latest planning decisions made by NWLDC.

Received and noted.

25-297 COMMUNITY PROJECTS - Vehicle Activated Signs (VAS)

To note the latest data published on <https://whitwickpc.org.uk/news/>

3rd July -6th August 2025 Leicester Road **APPENDIX I (TABLED)**

6th August – 4th September 2025 Talbot Street **APPENDIX J (TABLED)**

Cllr Anthony Barker asked whether the CEO of Westcotec had been contacted yet about the smiley van cameras that were often not working. The Parish Clerk updated members about the proposed return of the newer cameras. Members confirmed the company had been recommended by Leicestershire County Council initially. The first standard speed cameras have been working satisfactorily and batteries hold their charge for the full month. The newer cameras are only staying active for approximately 5-7 days. There is a design fault somewhere, as the batteries have been tested so it either needs a more powerful battery or

there is a problem with the camera and they are not fit for purpose. Members requested the Clerk also tried to find out which other parish councils have these smiley cameras.

Cllr Audrey Barker also asked for an update on a proposed location at the top of Thornborough Road. This had been delegated to the Deputy Clerk so the Parish Clerk would liaise with her and see what needs to be done to move this forward.

Received and noted.

25-298 COMMUNITY PROJECTS – CHRISTMAS LIGHTS – APPENDIX K, L and M (TABLED)

Members received an update from the Parish Clerk regarding the Christmas Lights project and installation of electrics for the selected lamp posts. Stress testing was completed in 2024. Electrics installation cost has increased from an estimated £300-£400 per lamp post cost to £538.26 in the quote attached in appendix K. Members said County Councillor support would have been helpful to move projects like this forward quicker and to understand the increase of costs, so Members would like the Clerk to copy him in on the chaser email, so he is aware of the issues we have faced.

The Clerk confirmed that it had been very difficult to get any other contractor to undertake the work due to the level of certification and documentation required to support the S178 application to Leicestershire County Council.

The quote for £10,765.20 plus vat (Appendix K) was for 20 out of the 30 lamp posts that had been stress tested, with an additional plan required for the remaining 10 as they either had signage on or the column does not have space for the additional electrical installation required.

Members stated that this was a very expensive cost which was hard to justify, but appreciated that the Parish Council had been trying to get Christmas Lights installed for many years. The Clerk confirmed multiple members of staff would be involved, with specialist vehicles and equipment during the installation. There was also the additional cost for the lights themselves to still consider.

There is an estimated 12 week lead time for the electrical work to be completed, which meant it may or may not be done for this year. The Clerk stated that if we did not proceed this year, we would have to start the work all over again, and may end up in the same situation next year. As we had been trying to move this project forward for at least the previous 2 Clerks, prior to her appointment, she felt it would be prudent to approve this work to get the next stage of the project completed at least.

Last year we purchased 7 snowflake designs and had 1 of these outside the Community Office. For this year we have purchased another 12 (Appendix L). They can be attached to a column using brackets, or hung.

The proposal is to contact local businesses, particularly around Market Place, where we have a lot of issues with lamp posts that can't be utilised as yet, to have electrics installed on the outside of the buildings to hang the 1m snowflakes. It would also allow for outlying businesses to be part of the scheme in future years.

The Parish Clerk confirmed the Parish Council had £10,000 in this year's budget, as well as £3,000 in this year's reserves, allocated to the Christmas Lights project.

If we order from the brochure for next year, the cost for decorations would be at least twice the price. The decorations we have already purchased, and the lamp post motifs proposed are from the pre-loved brochure (so second hand and refurbished) and significantly cheaper.

Appendix L contained the quote for the additional 12 snowflake lights – 12 @ £138.80, total £1665.60 plus delivery of £160.00, all plus VAT.

Appendix M contained 3 quotes for 3 styles of lamp post motif lights. As preloved lights, they can only be reserved for 7 days before committing to and paying for the purchase.

Option 1 - Estelle lights 2.05m x 0.80m £226.00 each plus vat – 10 available.

Option 2 - Alyze lights 3.00m x 1.00m £284.40 each plus vat – 10 available.

Option 3 – Boreal lights 2.30m x 0.90m £236.00 each plus vat – 10 available.

Delivery would be an additional cost unless we had them delivered with the snowflake lights to reduce the delivery cost.

Videos of each light had been sent to all members prior to the meeting.

Cllr Colledge proposed the purchase of 10 of the lamp post motif lights for this year and the additional 12 snowflakes, to ensure that if the lamp posts aren't done in time, we still have the snowflake lights on business premises. It would also mean we would have a starting point with the lamp post motifs for next year, if the electrics aren't completed, if we have the stock ready.

Local businesses would be approached, starting with those businesses that took up the hanging brackets scheme the Parish Council ran a few years ago, to gauge the interest for the snowflake lights. Any other locations can be suggested. Cllr Audrey Barker said Owen Williams Kitchens had approached us before wanting to be involved in any scheme, which was duly noted. Whitwick Fryer was also suggested by Cllr Anthony Barker. Cllr Colledge volunteered to speak with the Deputy Clerk, to then approach the businesses next week, as the Clerk is on holiday.

Members then debated which style of lamp post lights to purchase. Option 3 was discounted first. A show of hands was then taken for option 1 or option 2. Option 2 was chosen.

Summary:

For lamp posts:

10 lamp post motif lights £2844.00 plus delivery and vat

Electrics £10,762.50 plus vat

Installation of light fittings cost to be confirmed.

Known costs total so far - £13,606.50 plus delivery and vat

For businesses:

12 hanging snowflake lights £1665.60 plus delivery £160.00 plus vat - £1825.60

Installation of electrics for hanging snowflake lights – costs TBC

Known costs total so far - £1825.60 plus vat

Total costs so far £15,432.10 plus vat

Additional funding is therefore required from general reserves to EMR Christmas Lights reserves.

The Parish Clerk proposed moving £10,000, which if unspent this year, would then remain in the reserves.

Members discussed this and £5,000 was then proposed instead.

The Parish Clerk confirmed this was not additional funding from residents, but just a re-allocation of existing Parish Council funds to this project.

On the motion of Cllr Sue Colledge, seconded by Cllr Tony Barker,

RESOLVED: to move £5,000 from General Reserves to the Project Christmas Lights Reserve to fund the purchase of the lamp post lights this year and fund the electrics installation for the stars and lamp post lights, with any funds carried forward to next year, if the work has not been completed.

On the motion of Cllr Tony Barker, seconded by Cllr,

RESOLVED: to purchase 10 of option 2 lamp post lights, 12 of the snowflake lights, and electrics and lights to be installed, the final cost of which is to include the costs quoted and known so far of £15,432.10 plus vat.

Cllr Roach also made the comment that it would be helpful to suggest when LCC install new lamp posts, they were installed with the appropriate electrical connections for Christmas Lights in the lamp post, to mitigate these costs for Parish Councils and the extra work for their contractors.

25-299 COMMUNITY PROJECTS – REMEMBRANCE PARADE

The Parish Clerk held a planning meeting with key parties involved with the parade, which was also attended by Cllr Colledge, Moulton and Roach, so thank you to all involved.

Parade route is to be extended this year to the old Hermitage Leisure Centre site and also a return parade back to the car park after the Church service, for this year's event. The road closures application has been completed as has the attendance request sent through to the Lord-Lieutenant's office. Timings for the church service were also discussed and confirmed. Church service had been stated as 20 minutes, but last year it was 45 minutes. Half an hour maximum from 2.15pm-2.45pm was agreed. Invitations to go out to veterans. Volunteers will be required for putting up poppies and Tommy signs. Marshalls already arranged.

Received and noted.

25-300 COMMUNITY PROJECTS – CCTV

Parish Clerk confirmed we have been chasing this with NWLDC, but we are still awaiting a response. District Councillors were asked to help move this along if possible, and it was confirmed that Paul Sanders, Head of Communities would be the appropriate person to speak to, if required.

Received and noted.

25-301 COMMUNITY PROJECTS – REMEMBRANCE GARDEN

Thanks were given by the Parish Clerk to Cllr Tony Barker for his assistance with inspecting the depth of the concrete. A further meeting is scheduled for October with the designers to be able to progress to quotes for the groundworks.

The mural wall will be repaired shortly. The artist has been unable to complete this over the summer for personal reasons but this will be followed up with him in the next month.

Received and noted.

25-302 COMMUNITY PROJECTS – TOILETS AT WHITWICK PARK

Unfortunately, vandalised again over the summer.

Original plumber quote approved has not been responsive in clarifying the specification, so we have had to start again getting more quotes. At least 6 companies contacted so far.

Produced our own initial specification now to speed up the process and to ensure the quotes are more detailed, and costings are accurate.

Councillor Barker also stated that the plumber would not start without the doors being made secure.

Received and noted.

25-303 RESIDENT ISSUE – SPEED ON LOUGHBOROUGH ROAD

An accident at the bottom of Loughborough Road has been brought to our attention by a local resident and thanks to Councillor Ray Woodward for attending. The accident was at the corner of City of Three Waters and Grace Dieu Road. The Parish Clerk had contacted Leicestershire County Council on 9/9/25 regarding what action we can take to look at speed reduction measures in that area. Cllr Roach also reported another incident at the top of Loughborough Road, where speeding had been a factor. The Clerk will follow up on the action recommended and Cllr Colledge requested the County Councillor be copied in on the action taken.

Received and noted.

25-304 RESIDENT REQUEST – MEMORIAL TREE

Resident had wanted to know the cost to plant a little tree or rose bush and if it would be allowed. The Parish Clerk proposed to refer this item to the Property Management & General Purposes Committee as it would need to be discussed as part of the Remembrance Garden scheme.

The Parish Clerk also wanted Members to consider a Memorial policy for trees, bench plaques, memorial posts, and any subsequent charging policy? The office team can research what County, District and other Parishes do. Members stated there was a memorial plaque policy in place, which the Parish Clerk was not aware of. Members said there were agreed charges in the policy and also confirmed they had not been reviewed since inception. The Parish Clerk would investigate further.

Received and noted.

25-305 RESIDENT REQUEST – SPRING BULB PLANTING

To comment on a request to plant spring bulbs from a resident. Cllr Audrey and Anthony Barker and Cllr Sue Colledge have planted many bulbs before, including under Welcome to Whitwick signs, at Carr Hill Rock, and at Hermitage Road land and play area. They do get mown down though so this needs to be reviewed. The District Council are not doing any bulbs scheme this year.

It was agreed to refer this item to the Property Management & General Purposes Committee.

Received and noted.

25-306 FLOODING DROP-IN EVENT

The event is being held on Thursday 2nd October, between 2pm and 6pm at the Century Theatre Studio at Snibston, Ashby Road, Coalville, LE67 3LN, run by Leicestershire County Council. Residents, Councillors and staff welcome to attend. There will be free parking.

Received and noted.

25-307 LRALC AGM AND CONFERENCE 18th October 2025

Attendance is open to elected Councillors and employed officers from member councils to attend the Leicestershire and Rutland Association of Local Councils, who advise Councils and produce policies and templates for documents etc, in association with NALC (the national association). All members should have a log in and should also read the weekly Round Robin emails. Attendance is £15 per delegate. One voting delegate should attend, and non-voting delegates also welcome. Members can also submit agenda items and nominate themselves for election to the Board of Directors, deadline 25th September 2025.

Proposed by Cllr Tony Barker, seconded by Cllr Ray Woodward,

RESOLVED: to approve that the Parish Clerk should attend the meeting as the voting representative on behalf of the Parish Council

Proposed by Cllr Elijah Bennett, seconded by Cllr Ray Woodward,

RESOLVED: to approve the payment of the £15 fee for the Clerk to attend the LRALC AGM on behalf of the Parish Council.

25-308 HERMITAGE RECREATION GROUND

The Parish Clerk updated members with a written response she had received from Paul Sanders, Head of Community Services, at NWLDC regarding Hermitage Recreation Ground.

“The eco park play area has been funded by Everyone Active and they are responsible for its management under a lease from the Council.

We are working on the play area as best we can within the Council’s limited resources.

- 1 The Shelter has now been repaired.
- 2 The zip wire is repaired
- 3 The long slide has been damaged beyond repair. Due to the vandalism of the slide, we have had to now remove the slide body, the bank will need to be cleared, so we are in the process of trying to come up with a program of works that are Safe to undertake, as the severe slope of the bank is causing problems with access. Also due to the funding not being in place until 2026/27, the new bank will not be in place until early Summer 2026. We’ve had an indicative cost for something similar which was £24,000.
- 4 Due to the bank (where the slide has been removed) not being safe, we are not able to open the play area until the bank is made safe, we are hoping this can be completed in the next few weeks, when we are hopefully open the play area, and the equipment can be enjoyed safely.”

Received and noted.

25-309 TREE SURVEYS – 2025 QUOTE

The survey was last done over the winter of 2021 and spring 2022, 3.5 years ago.

Leicestershire County Council were approached for the quote as the preferred contractor, after the previous 2 surveys.

“The cost for the survey would be £3215.00 (+vat if applicable).

The survey would include:-

Site specific report for your sites, 22 in total

A specialist tree health and safety inspection for approximately 490 trees and tree groups

Detailed tree schedule and plans.

Identification of remedial work where it is required to address health and safety issues.

Access to LCC procured tree work contract – an estimate for remedial tree work can be produced on request

The County Council recommend a three-year re-inspection program of all trees within open public areas. Any high-risk trees (trees with major faults within falling distance of busy areas) should be re-inspected every 18 months.

I would be happy to provide any additional advice required, regarding tree maintenance as part of the above cost, this would address issues such as residential complaints, light and leaf issues, encroachment issues.”

The Parish Clerk has also contacted our insurance brokers to confirm the insurance position with regards to a tree survey schedule. The broker has confirmed there is no legal statutory period for tree surveys but we need to do our due diligence and follow the professional recommendation for a three year re-inspection for trees in open land, and 18 month reviews for areas recommended within the survey.

Proposed by Cllr Sue Colledge, seconded by Cllr Ray Woodward,

RESOLVED: to approve the quote of £3215.00 plus vat for the tree survey and the survey schedule be deferred to Property Management & General Purposes Committee to review after the report has been received.

25-310 FINANCE – BANK BALANCES

Bank balance figures provided to members as follows:

2025	Current Acct	Deposit Acct	Investment	TOTAL
30/06/2025	£220,655.00	£13,094.65	£225,000.00	£458,749.65
31/07/2025	£155,084.53	£13,094.65	£225,000.00	£393,179.18
31/08/2025	£134,369.88	£13,094.65	£225,000.00	£372,464.53

Reconciliation reports to be signed were deferred.

Received and noted.

25-311 FINANCE – INCOME & EXPENDITURE

Deferred.

Received and noted.

25-312 FINANCE – PAYMENTS

Deferred.

Received and noted.

25-313 FINANCE – QUARTERLY FINANCE CHECKS

Volunteers were sought to carry out quarterly finance checks in line with auditing standards, as a replacement had not been voted in since the previous volunteer had left.

Thanks were extended by the Chair Sue Colledge to Cllr Peter Moulton for volunteering.

On the motion of Cllr Ray Woodward, seconded by Cllr Peter Moulton,

RESOLVED: to extend the meeting time by 5 minutes.

On the motion of Cllr Sue Colledge, seconded by Cllr Audrey Barker,

RESOLVED: to approve Cllr Peter Moulton as the nominated Councillor to complete quarterly finance checks.

25-314 FINANCE – CCLA ACCOUNT SIGNATORIES

The Parish Clerk explained all existing signatories for this account need to be updated and new forms completed, since the move to .gov.uk email addresses. The Parish Clerk explained that this account sends statements by email and she does not have online access to get copies. The Clerk has not received any of the statements for the last few months as they have been sent to the old clerk email account. However, the

Parish Clerk has been told by CCLA that she is not able to request copies of the old statements as she is not a signatory.

On the motion of Cllr Ray Woodward, seconded by Cllr Peter Moulton,
RESOLVED: to approve the Parish Clerk is added to the CCLA account as a signatory to be able to get statements.

25-315 FINANCE – LLOYDS BANK SIGNATORIES

Members previously approved opening a Lloyds Bank account, as a new account, to run alongside the existing current account, and to acquire a Lloyds debit card to be used for Parish Council purchases, instead of the Clerk paying personally and having to reclaim the expenses. During the online application, the Clerk could not complete it. Lloyds bank have confirmed that the Clerk has to be a signatory on the account to open the account.

On the motion of Cllr Peter Moulton, seconded by Cllr Andy Roach,
RESOLVED: to approve the Parish Clerk as an account signatory for the new Lloyds bank account and debit card.

25-316 FINANCE – EXTERNAL AUDIT

The Parish Clerk updated members that the audit was still ongoing. To note the Parish Clerk facilitated 1 resident inspection of the non-audited accounts and she thanked Cllr Peter Moulton for attending and assisting at that appointment. To note potential extra charges may follow from the auditor, following resident points brought to the attention of the auditor. To note the resident has not sent a copy of the points raised to the auditor, to the Parish Council. Queries have still been received, but the deadline for the audit to be completed is 30th September.

Received and noted.

25-317 DATE OF NEXT MEETING

Thursday 16th October 2025 7pm Council Meeting
Thursday 20th November 2025 7pm Council Meeting

Received and noted.

25-318 FUTURE AGENDA ITEMS

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

Received and noted.

The Chair thanked members for attending and wished the Clerk a good holiday.

Meeting Closed: 9.07pm.

Chairman’s Signature:

Chairman Name:

Date Signed: