



Thursday 20th March 2026

To: The Members of Whitwick Parish Council

(Chair Sue Colledge, Cllr Audrey Barker, Cllr Tony Barker, Cllr Elijah Bennett, 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 COUNCIL MEETING

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

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

Thursday 26th March 2026 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 or contact our office team for a copy on 01530 459527 or email clerk@whitwickparishcouncil.gov.uk.

A handwritten signature in black ink, appearing to read 'S. Colledge', is positioned above the printed name of the chair.

Cllr Sue Colledge
Chair

AGENDA

26-137 APOLOGIES

To receive and approve apologies for absence.

26-138 DECLARATIONS OF INTEREST

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

26-139 PUBLIC PARTICIPATION SESSION

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

26-140 PLANNING APPLICATIONS

To comment on the latest planning applications, received as a consultee from NWLDC, in addition to any applications received up to the meeting date.

26-141 UK-SPF COMMUNITY GRANT SCHEME

To receive a update from the Parish Clerk about our application.

26-142 POLICIES AND PROCEDURES UPDATE - CCTV POLICY

To review and approve the CCTV policy.

26-143 POLICIES AND PROCEDURES UPDATE - IT POLICY

To review and approve the IT policy

26-144 POLICIES AND PROCEDURES UPDATE – FOI PUBLICATION SCHEME

To review and approve the FOI Publication Scheme.

26-145 POLICIES AND PROCEDURES UPDATE – MEDIA POLICY

To review and approve the Media Policy

26-146 POLICIES AND PROCEDURES UPDATE – WEBSITE PRIVACY POLICY

To review and approve the Website Privacy Policy

26-147 POLICIES AND PROCEDURES UPDATE - SAFEGUARDING POLICY

To review and approve the Safeguarding Policy

26-148 POLICIES AND PROCEDURES UPDATE – LONE WORKING POLICY

To review and approve the Lone Working Policy

26-149 POLICIES AND PROCEDURES UPDATE – LONE WORKING RISK ASSESSMENT

To review and approve the Lone Working Risk Assessment.

26-150 GDPR

To receive an update from the Parish Clerk about GDPR and training for staff and Councillors.

26-151 CYBER SECURITY

To receive an update from the Parish Clerk about the cyber security insurance.

26-152 AUDIT

To receive an update from the Parish Clerk about the Audit and Assertion 10.

26-153 ASSET REGISTER

To approve the asset register.

26-154 COMMUNITY PROJECTS – FLOOD RESILIENCE PLAN

To receive an update from the Parish Clerk about the flood resilience plan.

26-155 COMMUNITY PROJECTS – SCHOOL PARKING PLAN

To receive an update from the Parish Clerk about the flood resilience plan.

26-156 COUNCIL MEETING MINUTES

To approve the minutes of the Council meeting, held on:

26th February 2026

19th March 2026

26-157 FINANCE – PAYMENTS TO APPROVE

To approve payments to be made for March and April 2026, as shown below, plus any additional later scheduled payments.

Voucher	Date	Payment Ref	Description	Supplier	Total to pay
			MARCH 2026		
397	13/03/2026	BACS	Scribe Bookings	Starboard Systems Limited t/a Scribe	-48.00
398	31/03/2026	DD	Bank Charges Feb26	Unity Bank	14.20
399	24/03/2026	DD	Mobile phones Feb26	SCG Cloud Ltd	46.69
			APRIL 2026		
	01/04/2026	DD	Software Accounts	Starboard Systems Limited t/a Scribe	93.60
				GRAND TOTAL=	106.49

26-158 PARISH CLERK REPORT

To receive a report from the Parish Clerk.

26-159 DATE OF NEXT COUNCIL MEETING

Thursday 21st May 2026 7pm Annual Council Meeting at Whitwick Park Hall

26-160 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.