



Thursday 10th September 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 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 17th September 2026 at 7.00pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The public and press are 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:

- 1) Please visit www.whitwickpc.org
- 2) Contact our office team for a copy on 01530 459527
- 3) Email clerk@whitwickparishcouncil.gov.uk
- 4) Use this QR code



Sharon Kaye
Parish Clerk

3a Market Place, Whitwick, Coalville, Leicestershire LE67 5DT

Phone: 01530 459527 Email: clerk@whitwickparishcouncil.gov.uk Website: www.whitwickpc.org.uk

AGENDA

26-330 APOLOGIES - To approve apologies for absence.

26-331 DECLARATIONS OF INTEREST - To receive any declarations of interest, regarding any agenda item.

26-332 COMMUNITY POLICING -

- a) Attendance at meeting by local PCSO, or to receive and note any current report, if available.
- b) Dates of future beat surgeries to be provided

26-333 PRESENTATION FROM BARRATT REDROW RE PRE-PLANNING CONSULTATION

REGARDING MEADOW LANE - To receive the presentation from Barratt Redrow representatives and hear about the public consultation ending on the 18th September 2026, with the opportunity for Members to ask any questions. **APPENDIX A**

26-334 PUBLIC PARTICIPATION SESSION - To receive representation and questions from the public in respect of items of business on the agenda.

26-335 WHITWICK'S THIRD CITY – To discuss and approve the next steps for Whitwick's third city.

26-336 COUNTY COUNCILLOR REPORT - To receive a report from the County Councillor, if any.

26-337 DISTRICT COUNCILLOR'S REPORT - To receive reports from District Councillors, if any.

26-338 PLANNING APPLICATIONS - To comment on the latest planning applications from NWLDC, received as a consultee, including any applications received up to the meeting date.

Application 1 - Reference: 26/00881/TPO **Location:** 56 Coverdale Whitwick Coalville Leicestershire
Proposal: Works to 1no Multi Stemmed Ash Tree to reduce to a 2m stump (Protected by Tree Preservation Order)

Application 2 - Reference: 26/00906/FUL **Location:** 53 Hilary Crescent Whitwick Coalville Leicestershire
Proposal: Erection of a new wall and sliding gates to the site frontage

Application 3 - Reference: 26/00919/CLP **Location:** 2 Castle Street Whitwick Coalville Leicestershire
Proposal: Certificate of lawful proposed development for the insertion of a new external entrance door in the southern (side) elevation of the main dwellinghouse

Application 4 - Reference: 26/00921/PIP **Location:** Land to West Of 3 Timson Close Whitwick Leicestershire
Proposal: Permission in Principle for the erection of three no. single storey dwellings

Application 5 - Reference: 26/00879/FUL **Location:** 76 Rosslyn Road Whitwick Coalville Leicestershire
Proposal: Erection of single storey rear extension, rendering of rear elevation and removal of door on side elevation

Application 6 - Reference: 26/01043/TPO **Location:** The Forest Rock Offices Leicester Road Whitwick Coalville
Proposal: Felling to 1no. Lime tree (Protected by Tree Preservation Order 180)

Application 7 - Reference: 26/00841/FUL **Location:** 108 St Bernards Road Whitwick Coalville Leicestershire
Proposal: Erection of a single-storey rear extension, first floor hip to gable extension to rear roof slope and new dormer to the side (western) extended roof slope, rendering to the main dwellinghouse, replacement windows, erection of a single-storey side extension (porch), hip to gable extension to the principal roof slope and provision of a gable above the existing bow window

Application 8 - Reference: 26/00553/FUL **Location:** 41 Barr Crescent Whitwick Coalville Leicestershire
Proposal: Erection of a two-storey side extension

Application 9 - Reference: 26/00630/FUL **Location:** 65A Church Lane Whitwick Coalville Leicestershire
Proposal: Erection of one detached dwelling (retrospective - amended scheme)

Application 10 - Reference: 26/01112/FUL **Location:** 36 Parsonwood Hill Whitwick Coalville Leics
Proposal: Demolition of existing garage and erection of two storey side extension

Application 11 - Reference: 26/01137/OUT **Location:** 251 Thornborough Road Coalville Leics LE67 3TN
Proposal: Erection of one dwelling (Outline - all matters reserved except for access)

Application 12 - Reference: 26/01128/REM **Location:** 251 Thornborough Road Coalville Leics LE67 3TN
Proposal: Erection of one self-build dwelling with detached garage building (Reserved matters application including layout, appearance, scale and landscaping to outline planning permission ref: 23/00170/OUT as amended by 25/00242/NMA)

Application 13 - Reference: 26/00280/REM **Location:** 86 Leicester Road, Whitwick, LE67 5GJ
Proposal: PLANNING APPEAL NOTIFICATION - Erection of five dwellings (reserved matters of scale, appearance, landscaping, levels, BNG and bat and bird boxes to outline planning permission ref. 22/01366/OUT as amended by 25/01013/VCU)

26-339 FINANCE – BANK BALANCES - To approve the month end reconciled bank balance figures for July and August 2026. **APPENDIX B**

26-340 FINANCE – INCOME – To receive and note the receipts report for July and August 2026. **APPENDIX C**

Vchr.	Date	Invoice No	Description	Customer	Net
	CODE	1090	Grants/ Donations Received		
25	24/07/2026	Bench Donation	Bench Donation A Barker	A Barker	£500.00
26	28/07/2026	Bench Donation	Bench Donation LCIWTF	Leicestershire Coal Industry Welfare Trust Fund	£500.00
				TOTAL	£1000.00
	CODE	1100	Bank Interest		
27	02/07/2026	30th June to 31 July 2026	Investment Income July	CCLA Investment Management Limited	£712.36
35	04/08/2026	Statement 5th September 2026	Investment Income August	CCLA Investment Management Limited	£739.09
				TOTAL	£1451.72
	CODE	1300	Whitwick Park Hall Hire		
28	04/08/2026	WPCINV26021	MBV August 2026 Hire	Meadow Barn View	£1302.00
29	04/08/2026	WPCINV26023	MBV September 2026 Hire	Meadow Barn View	£1519.00
30	24/08/2026	WPCINV26024	Barson 7nov26 Hall Hire	One Off Hirer	£72.00
31	18/08/2026	WPCINV26020	RBL Jul-Nov Hall Hire	Royal British Legion Industries	£180.00
32	18/08/2026	WPCINV26025	Art Group Sep-Nov Hall Hire	Friday Art Group	£432.00
33	21/08/2026	WPCINV26022	NF 9sep26 Hall Hire	National Forest Company	£72.00
34	27/08/2026	WPCINV26026	McGrory 5sep26 Hall Hire	One Off Hirer	£72.00
				TOTAL	£3649.00
				JULY and AUGUST INCOME	
					£6100.72

26-341 FINANCE – EXPENSES - To receive and note the payment report for July and August 2026.

APPENDIX D

Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
Cost Centre		2 Salaries				
			Salaries	Administration of the council - Local Government Act 1972 s.112(2)	Whitwick Parish Council	£10,624.97
					TOTAL	£10,624.97
Cost Centre		3 Administration				
		CODE	4110 Stationery / Postage / Consumables			
Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
98	31/07/2026	8077187	Restocking Office Stationery	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£58.10
104	31/07/2026	EXP26014	Postage Charge	Local Government Act 1972 s.111	Whitwick Parish Council	£3.80
117	31/07/2026	GB61S36OABI	2 x Staple Removers	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon	£3.06
124	17/08/2026	EXP26018	Postage Charge	Local Government Act 1972 s.111	Whitwick Parish Council	£3.80
137	17/08/2026	EXP26016	Office Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£5.82
Cost Centre		3 Administration			TOTAL	£74.58
		CODE	4120 Printing			
143	17/08/2026	64012246	Posters Drop In Event 10/08	Local Government Act 1972, section 142	NWLDC	£22.09
					TOTAL	£22.09
		CODE	4130 Bank Charges			
119	31/07/2026	1-30jun26	Bank Charges Jun26	Administration of the council - Local Government Act 1972, s151	Unity Bank	£12.55
174	31/08/2026	1-31jul26	Bank Charges Jul26	Administration of the council - Local Government Act 1972, s151	Unity Bank	£12.40
					TOTAL	£24.95
		CODE	4170 Office Equipment			
102	03/07/2026	5223	Laptop Repairs	Provision of Parish and Community Buildings - LGA 1972, s.133	The Coalville Computer Nerd	£66.67

103	09/07/2026	EXP26013	Replacement Laptop	Local Government Act 1972 s.111	Whitwick Parish Council	£514.16
120	31/07/2026	GB61SS1RAB EY	A1 Poster Board with Base	Local Government Act 1972, section 142	Amazon	£65.41
121	31/07/2026	GB61SQRAB EY	A1 Poster Board A-Frame	Local Government Act 1972, section 142	Amazon	£45.79
151	17/08/2026	EXP26026	EXP Office Equipment	Local Government Act 1972 s.111	Whitwick Parish Council	£14.16
					TOTAL	£706.19
		CODE	4180 Software Licenses/Support			
95	01/07/2026	INV-20272	Software Accounts	Local Government Act 1972 s.111	Starboard Systems Limited t/a Scribe accounts	£78.00
122	17/07/2026	GB-TI2603432024	EXP26017 15 x Email Software MS365	Local Government Act 1972 s.111	Whitwick Parish Council	£151.20
136	03/08/2026	INV-21060	Software Accounts	Local Government Act 1972 s.111	Starboard Systems Limited t/a Scribe accounts	£78.00
138	17/08/2026	EXP26019	Voice Translation Software	Community centres - Local Government Act 1972, s.133	Whitwick Parish Council	£22.46
141	17/08/2026	EXP26020	Clerk Expenses 15 x Email Software	Local Government Act 1972 s.111	Whitwick Parish Council	£151.20
152	17/08/2026	EXP26023	EXP Dropbox Yearly Subscription	Local Government Act 1972 s.111	Whitwick Parish Council	£139.90
					TOTAL	£620.76
		CODE	4250 Internet/Phone			
146	13/08/2026	1705911	Mobile phone charges July26	Local Government Act 1972 s.111	SCG Connect Ltd	£26.91
183	28/08/2026	265082641	Phone and broadband August	Local Government Act 1972 s.111	Utility Warehouse	£43.15
					TOTAL	£70.06
		CODE	4310 Subscriptions and Memberships			
147	17/08/2026	AUE-INV-GB-2026-8397826	Prime Business Annual Fee 2026	Local Government Act 1972 s.111	Amazon	£95.00
148	07/08/2026	Z2743425	ICO Data Protection Fee	Local Government Act 1972 s.111	Information Commissioner's Office	£47.00
					TOTAL	£142.00
		CODE	4320 Insurance			
155	24/08/2026	558065242	PA Insurance Jul26-Jun27	Local Government Act 1972 s.111	James Hallam Council Guard	£483.99
156	24/08/2026	34713307	CC Insurance Jul26-Jun27	Local Government Act 1972 s.111	James Hallam Council Guard	£11,780.14
					TOTAL	£12,264.13
		CODE	4340 Professional Fees			
99	09/07/2026	WHI2121	Lease Legal Fees	Local Government Act 1972 s.111	Crane and Walton Solicitors	£166.67
145	17/08/2026	INV-5529	Payroll Services Apr-Sep26	Administration of the council - Local	DM Payroll Services Ltd	£98.00

				Government Act 1972 s.112(2)		
					TOTAL	£264.67
	CODE	4350 Staff Training				
109	17/07/2026	INV-8607	Minute Taking Online Course	Local Government Act 1972 s.111	Hampshire Association of Local Councils Ltd	£30.00
					TOTAL	£30.00
Cost Centre		4 Community Initiatives				
		CODE	4530 Newsletter and Media			
106	17/07/2026	8239	Community Voice Jul26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£151.00
140	17/08/2026	8351	Community Voice Aug26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£151.00
					TOTAL	£302.00
		CODE	4540 Community Events and Partnerships			
149	17/08/2026	EXP26024	EXP Consultation Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£10.16
150	17/08/2026	EXP26025	EXP Consultation Buffet	Local Government Act 1972 s.111	Whitwick Parish Council	£15.83
					TOTAL	£25.99
		CODE	4510 VAS Scheme			
157	24/08/2026	17929	VAS Batteries Replacement	Traffic calming - Local Government and Rating Act 1997 s.30	Westcotec Limited	£566.50
					TOTAL	£566.50
		CODE	4514 CCTV			
111	31/07/2026	12750	Redeployable CCTV Camera	Crime prevention - Local Government and Rating Act 1997, s.31	Rapid Vision Systems	£6,865.00
116	17/08/2026	2014323197	CCTV Signs	Crime prevention - Local Government and Rating Act 1997, s.31	Screwfix	£23.30
139	17/08/2026	14274	CCTV Pole Installation	Crime prevention - Local Government and Rating Act 1997, s.31	Mersions	£1,842.38
					TOTAL	£8730.68
		CODE	4541 Remembrance Event			
123	31/07/2026	EXP26015	Remembrance Day Wool	Local Government Act 1972 s.111	LoveCrafts Group Limited	£34.67
144	17/08/2026	EXP26021	Remembrance Day Wool	Local Government Act 1972 s.111	LoveCrafts Group Limited	£47.11
					TOTAL	£81.78
		CODE	4550 Community Grant Scheme			
125	31/07/2026	Application Date - 20260704	Grant Woodstock Music Festival	General Power of Competence - Localism Act 2011, s.1- 8	Woodstock In Whitwick	£250.00
					TOTAL	£250.00

Cost Centre		5 Community Office				
		CODE	4200 Electricity			
108	22/07/2026	IV04645280	Electricity 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£544.05
					TOTAL	£544.05
		CODE	4220 Business Rates			
97	01/07/2026	2001205271	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00
127	03/08/2026	2001205271	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00
					TOTAL	£156.00
		CODE	4251 Internet/Phone			
110	31/07/2026	262961814	Phone & Broadband Jul26	Provision of Parish and Community Buildings - LGA 1972, s.133	Utility Warehouse	£47.14
112	24/07/2026	1695172	Mobile Phone Charges Jun26	Local Government Act 1972 s.111	SCG Connect Ltd	£25.94
					TOTAL	£73.08
Cost Centre		6 Park Hall				
		CODE	4201 Electricity			
105	21/07/2026	IVO4639741	Electric Charges 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£755.93
					TOTAL	£755.93
		CODE	4221 Business Rates			
96	01/07/2026	2001207574	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
126	03/08/2026	2001207574	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
					TOTAL	£240.00
		CODE	4252 Internet/Phone			
112	24/07/2026	1695172	Mobile Phone Charges Jun26	Local Government Act 1972 s.111	SCG Connect Ltd	£12.97
146	13/08/2026	1705911	Mobile phone charges July26	Local Government Act 1972 s.111	SCG Connect Ltd	£12.00
					TOTAL	£24.97
		CODE	4461 Repairs and Maintenance			
118	31/07/2026	GB605SSJXH 1PNI	Ant Killer Bait Stations	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon	£15.82
113	17/08/2026	2014348087	Door handle, gutters, window clean	Provision of Parish and Community Buildings - LGA 1972, s.133	Screwfix	£34.59
					TOTAL	£50.41

Cost Centre		7 Pavilion and Other Buildings				
		CODE	4202 Electricity			
107	22/07/2026	IV04645708	Electricity 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£807.78
					TOTAL	£807.78
		CODE	4462 Repairs and Maintenance			
115	17/07/2026	2014322805	Anti Climb Paint Signs	Crime prevention - Local Government and Rating Act 1997, s.31	Screwfix	£8.32
114	17/08/2026	2014352568	Paint brush and paint	Provision of Parish and Community Buildings - LGA 1972, s.133	Screwfix	£35.48
					TOTAL	£43.80
Cost Centre		10 Grounds Maintenance				
		CODE	4710 Grounds Maintenance			
100	01/07/2026	1435	June Ground Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping	£10,968.05
142	17/08/2026	1443	July Ground Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping	£10,968.05
					TOTAL	£21,936.10
Cost Centre		13 Parish Projects				
		CODE	4632 Planters Scheme			
101	17/07/2026	14016491	Summer Planter Scheme	Highways - Highways Act 1980, s.96	G Burley & Sons Ltd	£9986.00
					TOTAL	£9986.00
					JULY and AUGUST EXPENSES TOTAL	£69,419.47

26-342 FINANCE – PAYMENTS TO APPROVE - To approve the payments to be made for July, August and September 2026.

APPENDIX E

Voucher	Date	Description	Power To Spend	Supplier	Total
124	17/08/2026	Postage Charge	Local Government Act 1972 s.111	Whitwick Parish Council	£3.80
125	31/07/2026	Grant Woodstock Music Festival	General Power of Competence - Localism Act 2011, s.1- 8	Woodstock In Whitwick	£250.00
126	03/08/2026	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
127	03/08/2026	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00

128-135	31/07/2026	Salaries Mnth 4 Jul26	Administration of the council - Local Government Act 1972 s.112(2)	Whitwick Parish Council	£9,648.33
136	03/08/2026	Software Accounts	Local Government Act 1972 s.111	Starboard Systems Limited t/a Scribe accounts	£93.60
137	17/08/2026	Office Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£6.00
138	17/08/2026	Voice Translation Software	Community centres - Local Government Act 1972, s.133	Whitwick Parish Council	£22.46
139	17/08/2026	CCTV Pole Installation	Crime prevention - Local Government and Rating Act 1997, s.31	Merisons	£2,210.86
140	17/08/2026	Community Voice Aug26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£181.20
141	17/08/2026	Clerk Expenses 15 x Email Software	Local Government Act 1972 s.111	Whitwick Parish Council	£181.44
142	17/08/2026	Julys Grounds Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	Whitwick Parish Council	£13,161.66
143	17/08/2026	Posters Drop In Event 10/08	Local Government Act 1972, section 142	NWLDC	£26.51
144	17/08/2026	Remembrance Day Wool	Local Government Act 1972 s.111	Whitwick Parish Council	£56.53
145	17/08/2026	Payroll Services Apr-Sep26	Administration of the council - Local Government Act 1972 s.112(2)	DM Payroll Services Ltd	£117.60
146	13/08/2026	Mobile phone charges July26	Local Government Act 1972 s.111	SCG Connect Ltd	£46.69
147	17/08/2026	Prime Business Annual Fee 2026	Local Government Act 1972 s.111	Amazon Business	£114.00
148	07/08/2026	ICO Data Protection Fee	Local Government Act 1972 s.111	Information Commissioner's Office	£47.00
149	17/08/2026	EXP Consultation Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£11.20
150	17/08/2026	EXP Consultation Buffet	Local Government Act 1972 s.111	Whitwick Parish Council	£19.00
151	17/08/2026	EXP Office Equipment	Local Government Act 1972 s.111	Whitwick Parish Council	£16.99
152	17/08/2026	EXP Dropbox Yearly Subscription	Local Government Act 1972 s.111	Whitwick Parish Council	£167.88
153	11/09/2026	Cleaning Items & First Aid Kit	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£77.28
154	11/09/2026	Storage, Equipment & First Aid Kit	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£127.68
155	24/08/2026	PA Insurance Jul26-Jun27	Local Government Act 1972 s.111	James Hallam Council Guard	£483.99

156	24/08/2026	CC Insurance Jul26-Jun27	Local Government Act 1972 s.111	James Hallam Council Guard	£11,780.14
157	24/08/2026	VAS Batteries Replacement	Traffic calming - Local Government and Rating Act 1997 s.30	Westcotec Limited	£679.80
158	11/09/2026	Bowling Green Electric Works	Provision of Parish and Community Buildings - LGA 1972, s.133	Leisure Electrical Services	£68.84
159	11/09/2026	WPC Stamp	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon Business	£20.20
160-167	01/09/2026	Salaries Mnth 5 Aug26	Administration of the council - Local Government Act 1972 s.112(2)	Whitwick Parish Council	£9,125.67
168	01/09/2026	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	North West Leicestershire District Council	£120.00
169	01/09/2026	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	North West Leicestershire District Council	£78.00
170	01/09/2026	Software Accounts	Local Government Act 1972 s.111	Starboard Systems Limited t/a Scribe accounts	£93.60
171	04/09/2026	Water Rates 27may-27aug26	Provision of Parish and Community Buildings - LGA 1972, s.133	Water Plus	£3,182.46
172	04/09/2026	TRAS Rent 29sep26-24mar27	Small Holdings and Allotments Act 1908 s26	Brown & Co	£300.00
173	04/09/2026	August Grounds Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£13,161.66
174	31/08/2026	Bank Charges Jul26	Administration of the council - Local Government Act 1972, s151	Unity Bank	£12.40
175	10/09/2026	Manhole Cover Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£60.00
176	10/09/2026	Community Voice Sep26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£181.20
177	10/09/2026	Bank Charges Aug26	Administration of the council - Local Government Act 1972, s151	Unity Bank	£12.25
178	10/09/2026	EXP WP Maintenance	Provision of Parish and Community Buildings - LGA 1972, s.133	Whitwick Parish Council	£10.00
179	10/09/2026	Water Charges 1jun-1sep26	Provision of Parish and Community	Water Plus	£237.26

			Buildings - LGA 1972, s.133		
180	24/09/2026	Mobile Phone Charge Aug26	Local Government Act 1972 s.111	SCG Connect Ltd	£46.69
181	18/09/2026	Walker Flats Allotments Rebate	Small Holdings and Allotments Act 1908 s26	Walker Flats Allotments Society	£316.50
182	14/09/2026	EXP Land & Property Search	Local Government Act 1972 s.111	Whitwick Parish Council	£7.00
183	28/08/2026	Phone and broadband August	Local Government Act 1972 s.111	Utility Warehouse	£51.78
184	04/08/2026	Pension July 2026	Administration of the council - Local Government Act 1972 s.112(2)	Peoples Partnership	£1,226.64
				TOTAL	£67,791.79

26-343 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MEETING MINUTES - To receive and note the Property Management and General Purposes Committee meeting minutes from 7th May, 4th June and 2nd July 2026. **APPENDIX F, G and H**

26-344 STAFFING COMMITTEE MEETING MINUTES - To receive and note the Staffing Committee meeting minutes from 22nd January, 27th May, 5th June and 29th June 2026. **APPENDIX I, J, K and L**

26-345 COUNCIL MEETING MINUTES – To approve the minutes of the Council meetings held on 21st May, 9th June, 18th June, 25th June, 16th July and 10th September 2026. **APPENDIX M, N, O, P, Q, and R**

26-346 ANNUAL PARISH MEETING MINUTES – To receive and note the minutes of the Annual Parish meeting held on 30th April 2026. **APPENDIX S**

26-347 COMMUNITY PROJECTS – CHRISTMAS LIGHTS – To approve the quote for the 2026 Christmas Lights. **APPENDIX T**

26-348 COMMUNITY EVENTS – REMEMBRANCE PARADE – To receive an update from the Parish Clerk.

26-349 PARISH CLERK REPORT – To receive a report from the Parish Clerk.

26-350 DATE OF NEXT COUNCIL MEETING - Thursday 15th October 2026 7pm Full Council meeting at Whitwick Park Hall.

26-351 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.

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Barratt Redrow – Meadow Lane, Whitwick

APPENDIX A

Have your say on plans for a development of beautifully crafted homes, extensive new public open spaces and a new road link between Meadow Lane and Leicester Road

Award-winning homebuilder, Barratt Redrow, is preparing an outline planning application for a new landscape-led development of high-quality, energy-efficient market and affordable homes on a site north of Meadow Lane, Whitwick.

The emerging development proposals include:

- Up to 400 beautifully crafted homes.
- Including homes from the company's premium Redrow brand, featuring high-quality designs inspired by the Arts and Crafts movement.
- The provision of affordable housing in line with local policy, in a mix including shared ownership homes that would appeal to first time buyers.
- A landscape-led design approach which respects the setting of Coalville Meadows Site of Special Scientific Interest (SSSI).
- Existing public right of way through the site retained and enhanced with connections to a new network of walking routes within the extensive new public open spaces.
- The provision of a new road link between Meadow Lane and Leicester Road, alleviating existing congestion at the Leicester Road/Warren Hills Road junction.
- The potential to provide a new drop-off point for Castle Rock School, if required by the school.
- Financial contributions to support local services and community infrastructure.

We would like to hear the priorities and aspirations of local people and prospective residents to help shape the emerging plans. You can find out more and provide your feedback online at:

www.barrattredrowwhitwick.com

The online consultation is now live and runs until midnight on Friday 18th September. If you are unable to get online or have any questions, please contact our consultation team at hello@barrattredrowwhitwick.com or call 0121 6636614.



**Barratt
Redrow**



Scan this QR
code to visit
the
consultation
website



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Whitwick Parish Council

APPENDIX B

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/07/2026		
	Cash in Hand 01/04/2026		371,927.43
	ADD Receipts 01/04/2026 - 31/07/2026		175,619.79
	SUBTRACT Payments 01/04/2026 - 31/07/2026		547,547.22 133,659.50
	Cash in Hand 31/07/2026 (per Cash Book)		413,887.72
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2026	0.00	
	Current Unity 31/07/2026	173,378.10	
	Deposit Unity 31/07/2026	13,374.48	
	Investment CCLA 31/07/2026	227,135.14	
			413,887.72
	Less unrepresented payments		
			413,887.72
	Plus unrepresented receipts		
	Adjusted Bank Balance		413,887.72
	A = B Checks out OK		

Whitwick Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/08/2026		
	Cash in Hand 01/04/2026		371,927.43
	ADD Receipts 01/04/2026 - 31/08/2026		180,007.88
	SUBTRACT Payments 01/04/2026 - 31/08/2026		551,935.31 164,688.73
	Cash in Hand 31/08/2026 (per Cash Book)		387,246.58
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2026	0.00	
	Current Unity 31/08/2026	145,997.87	
	Deposit Unity 31/08/2026	13,374.48	
	Investment CCLA 31/08/2026	227,874.23	
			387,246.58
	Less unrepresented payments		
			387,246.58
	Plus unrepresented receipts		
	Adjusted Bank Balance		387,246.58
	A = B Checks out OK		

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Listing of Receipts in each Code for All Cost Centres
(Between 01-07-2026 and 31-07-2026)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre		1 Income									
Code Number		1090 1090 Grants/Donations Received									
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
25	24/07/2026	Bench Donation 26-304		Current Unity	BACS	Bench Donation A Barker	A Barker	E	500.00		500.00
26	28/07/2026	Bench Donation 26-304		Current Unity	BACS	Bench Donation LCIWTF	Leicestershire Coal Industry Welfare Trust Fund		500.00		500.00
		Subtotal for Code: 1090 Grants/Donations Received									£1,000.00
Code Number		1100 1100 Bank Interest									
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
27	02/07/2026	30th June to 31 July 2026		Investment CCLA	DD	Investment Income July	CCLA Investment Management Limited X		712.63		712.63
		Subtotal for Code: 1100 Bank Interest									£712.63
		Subtotal for Cost Centre: 1 Income									1,712.63
		TOTALS								£1,712.63	£1,712.63

Listing of Receipts in each Code for All Cost Centres
(Between 01-08-2026 and 31-08-2026)

Cost Centre 1 Income									
Code Number		1100 1100 Bank Interest		Payment Ref.	Description	Customer	Vat Type	Net	Total
Vchr.	Date	Invoice No	Minute						
35	04/08/2026	Statement 5th September 2026	Investment CCLA	DD	Investment Income July	CCLA Investment Management Limited	E	739.09	739.09
Subtotal for Code: 1100 Bank Interest								£739.09	£739.09
1300 1300 Whitwick Park Hall Hire									
Code Number		Invoice No		Payment Ref.	Description	Customer	Vat Type	Net	Total
Vchr.	Date	Invoice No	Minute						
28	04/08/2026	WPCINV/26021	Current Unity	BACS	MBV August 2026 Hire	Meadow Barn View	X	1,302.00	1,302.00
29	04/08/2026	WPCINV/26023	Current Unity	BACS	MBV September 2026 Hire	Meadow Barn View	E	1,519.00	1,519.00
30	14/08/2026	WPCINV/26024	Current Unity	BACS	Barson 7nov26 Hall Hire	One Off Hirer	X	72.00	72.00
31	18/08/2026	WPCINV/26020	Current Unity	BACS	RBL Jul-Nov Hall Hire	Royal British Legion Industries	E	180.00	180.00
32	18/08/2026	WPCINV/26025	Current Unity	CHQ	Art Group Sep-Nov Hall Hire	Friday Art Group	E	432.00	432.00
33	21/08/2026	WPCINV/26022	Current Unity	BACS	NF 9sep26 Hall Hire	National Forest Company	E	72.00	72.00
34	27/08/2026	WPCINV/26026	Current Unity	BACS	McGrory 5sep26 Hall Hire	One Off Hirer	E	72.00	72.00
Subtotal for Code: 1300 Whitwick Park Hall Hire								£3,649.00	£3,649.00
Subtotal for Cost Centre: 1 Income								4,388.09	4,388.09
TOTALS								£4,388.09	£4,388.09

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Listing of Payments in each Code for All Cost Centres
(Between 01-07-2026 and 31-07-2026)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre 2 Salaries									
Code Number		2 Salaries							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
							Subtotal for Cost Centre:	2 Salaries	9,398.33
Cost Centre 3 Administration									
Code Number		4110 4110 Stationery / Postage / Consumables							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
98	31/07/2026	8077187	26-304	Current Unity	BACS	Restocking Office Stationary	ESPO	S	69.72
104	31/07/2026	EXP26014	26-304	Current Unity	BACS	Postage Charge	Whitwick Parish Council	E	3.80
117	31/07/2026	GB61S36OABE	26-304	Current Unity	BACS	2 x Staple Removers	Amazon Business	S	3.68
							Subtotal for Code:	4110 Stationery / Postage / Consumables	£77.20
Code Number		4130 4130 Bank Charges							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
119	31/07/2026	1-30jun26	26-304	Current Unity	DD	Bank Charges Jun26	Unity Bank	E	12.55
							Subtotal for Code:	4130 Bank Charges	£12.55
Code Number		4170 4170 Office Equipment							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
102	03/07/2026	5223	26-304	Current Unity	BACS	Laptop Repairs	The Coalville Computer Nerd	S	80.00
103	09/07/2026	EXP26013	26-304	Current Unity	BACS	Replacement Laptop	Whitwick Parish Council	S	616.99
120	31/07/2026	GB61SS1RAB1	26-304	Current Unity	BACS	A1 Poster Board With Base	Amazon Business	S	78.49
121	31/07/2026	GB61SQRQAE	26-304	Current Unity	BACS	A1 Poster Board A Frame	Amazon Business	S	54.95
							Subtotal for Code:	4170 Office Equipment	£830.43
Code Number		4180 4180 Software Licenses/Support							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
95	01/07/2026	INV-20272	26-304	Current Unity	DD	Software Accounts	Starboard Systems Limited t/a Scribe	S	93.60
122	17/07/2026	GB-T12603432026	26-304	Current Unity	BACS	EXP26017 15 x Email Software MS365	Whitwick Parish Council	S	181.44
							Subtotal for Code:	4180 Software Licenses/Support	£275.04
Code Number		4340 4340 Professional Fees							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
99	09/07/2026	WH12121	26-304	Current Unity	BACS	Lease Legal Fees	Crane and Walton Solicitors	S	200.00
							Subtotal for Code:	4340 Professional Fees	£200.00
Code Number		4350 4350 Staff Training							
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
109	17/07/2026	INV-8607	26-304	Current Unity	BACS	Minute Taking Online Course	Hampshire Association of Local Councils Ltd	S	36.00
							Subtotal for Code:	4350 Staff Training	£36.00
							Subtotal for Cost Centre:	3 Administration	1,431.22

Cost Centre		5 Community Office									
Code Number		4200 Electricity									
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
108	22/07/2026	IV04645280	26-304	Current Unity	DD	Electricity 1apr-30jun26	SSE Energy Solutions	L	544.05	27.20	571.25
Subtotal for Code:							4200 Electricity		£544.05	£27.20	£571.25
Code Number		4220 Business Rates									
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
97	01/07/2026	2001205271	26-304	Current Unity	DD	Business Rates Office	NWLDC	X	78.00		78.00
Subtotal for Code:							4220 Business Rates		£78.00		£78.00
Code Number		4251 Internet/Phone									
Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
110	31/07/2026	262961814	26-304	Current Unity	DD	Phone & Broadband Jul26	Utility Warehouse	S	47.14	9.43	56.57
112	24/07/2026	1695172	26-304	Current Unity	DD	Mobile Phone Charges Jun26	SCG Connect Ltd	S	25.94	5.19	31.13
Subtotal for Code:							4251 Internet/Phone		£73.08	£14.62	£87.70
Subtotal for Cost Centre:							5 Community Office		695.13	41.82	736.95

Cost Centre		6 Park Hall	
Code Number	4201	4201 Electricity	
Vchr.	Date	Invoice No	Minute
105	21/07/2026	IVO4639741	26-304
		Bank	Current Unity
		Payment Ref.	DD
		Description	Electric Charges 1apr-30jun26
		Supplier	SSE Energy Solutions
		Vat Type	L
		Net	755.93
		Vat	37.80
		Total	793.73
			£793.73
		Subtotal for Code: 4201 Electricity	
			£755.93

Whitwick Parish Council

Listings of Payments in each Code for All Cost Centres

(Between 01-07-2026 and 31-07-2026)

16 September 2026 (2026-2027)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Code Number		4221	4221 Business Rates		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
96	01/07/2026	2001207574	26-304	Current Unity	DD	Business Rates Park Hall	NWLDC	X	120.00		120.00
Subtotal for Code: 4221 Business Rates									£120.00		£120.00

Code Number		4252	4252 Internet/Phone		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
112	24/07/2026	1695172	26-304	Current Unity	DD	Mobile Phone Charges Jun26	SCG Connect Ltd	S	12.97	2.59	15.56
Subtotal for Code: 4252 Internet/Phone									£12.97	£2.59	£15.56

Code Number		4461	4461 Repairs and Maintenance		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
118	31/07/2026	GB605SSJXH	26-304	Current Unity	BACS	Ant Killer Bait Stations	Amazon Business	S	15.82	3.16	18.98
Subtotal for Code: 4461 Repairs and Maintenance									£15.82	£3.16	£18.98
Subtotal for Cost Centre: 6 Park Hall									904.72	43.55	948.27

Cost Centre 7 Pavilion and Other Buildings

Code Number		4202	4202 Electricity		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
107	22/07/2026	IV04645708	26-304	Current Unity	DD	Electricity 1apr-30jun26	SSE Energy Solutions	L	807.78	40.39	848.17
Subtotal for Code: 4202 Electricity									£807.78	£40.39	£848.17

Code Number		4462	4462 Repairs and Maintenance		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
115	17/07/2026	2014322805	26-304	Current Unity	BACS	Anti Climb Paint Signs	Screwfix	S	8.32	1.66	9.98
Subtotal for Code: 4462 Repairs and Maintenance									£8.32	£1.66	£9.98
Subtotal for Cost Centre: 7 Pavilion and Other Buildings									816.10	42.05	858.15

Cost Centre 10 Grounds Maintenance

Code Number		4710	4710 Grounds Maintenance		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
100	01/07/2026	1435	26-304	Current Unity	BACS	June Ground Maintenance	JR Landscaping & Grounds Maintena	S	10,968.05	2,193.61	13,161.66
Subtotal for Code: 4710 Grounds Maintenance									£10,968.05	£2,193.61	£13,161.66
Subtotal for Cost Centre: 10 Grounds Maintenance									10,968.05	2,193.61	13,161.66

Cost Centre 13 Parish Projects

Code Number		4632	4632 Planters Scheme		Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank							
101	17/07/2026	14016491	26-304	Current Unity	BACS	Summer Planter Scheme	G Burley & Sons Ltd	S	9,986.00	1,997.20	11,983.20
Subtotal for Code: 4632 Planters Scheme									£9,986.00	£1,997.20	£11,983.20
Subtotal for Cost Centre: 13 Parish Projects									9,986.00	1,997.20	11,983.20

Listing of Payments in each Code for All Cost Centres
(Between 01-07-2026 and 31-07-2026)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

TOTALS	£41,264.41	£5,964.17	£47,228.58
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Listing of Payments in each Code for All Cost Centres
(Between 01-08-2026 and 31-08-2026)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre		2 Salaries		2 Salaries									
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
Subtotal for Cost Centre: 2 Salaries													1,226.64
													1,226.64
Cost Centre		3 Administration		4110 4110 Stationery / Postage / Consumabl									
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
124	17/08/2026	EXP26018			Current Unity	BACS	Postage Charge	Whitwick Parish Council	Z	3.80		3.80	
137	17/08/2026	EXP26016			Current Unity	BACS	Office Refreshments	Whitwick Parish Council	E	4.95		4.95	
137	17/08/2026	EXP26016			Current Unity	BACS	Office Refreshments	Whitwick Parish Council	S	0.87	0.18	1.05	
Subtotal for Code: 4110 Stationery / Postage / Con										£9.62	£0.18	£9.80	
Cost Centre		4120 4120 Printing											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
143	17/08/2026	64012246			Current Unity	BACS	Posters Drop In Event 10/08	NWDC	S	22.09	4.42	26.51	
Subtotal for Code: 4120 Printing										£22.09	£4.42	£26.51	
Cost Centre		4130 4130 Bank Charges											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
174	31/08/2026	1-31Jul26			Current Unity	DD	Bank Charges Jul26	Unity Bank	E	12.40		12.40	
Subtotal for Code: 4130 Bank Charges										£12.40		£12.40	
Cost Centre		4170 4170 Office Equipment											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
151	17/08/2026	EXP26026			Current Unity	BACS	EXP Office Equipment	Whitwick Parish Council	S	14.16	2.83	16.99	
Subtotal for Code: 4170 Office Equipment										£14.16	£2.83	£16.99	
Cost Centre		4180 4180 Software Licenses/Support											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
136	03/08/2026	INV-21060			Current Unity	BACS	Software Accounts	Starboard Systems Limited t/a Scribe	S	78.00	15.60	93.60	
138	17/08/2026	EXP26019			Current Unity	BACS	Voice Translation Software	Whitwick Parish Council	C	22.46		22.46	
141	17/08/2026	EXP26020			Current Unity	BACS	Clerk Expenses 15 x Email Software	Whitwick Parish Council	S	151.20	30.24	181.44	
152	17/08/2026	EXP26023			Current Unity	BACS	EXP Dropbox Yearly Subscription	Whitwick Parish Council	S	139.90	27.98	167.88	
Subtotal for Code: 4180 Software Licenses/Suppor										£391.56	£73.82	£465.38	
Cost Centre		4250 4250 Internet/Phone											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
146	13/08/2026	1705911			Current Unity	DD	Mobile phone charges July26	SCG Connect Ltd	S	26.91	5.38	32.29	
183	28/08/2026	265082641			Current Unity	DD	Phone and broadband August	Utility Warehouse	S	43.15	8.63	51.78	
Subtotal for Code: 4250 Internet/Phone										£70.06	£14.01	£84.07	
Cost Centre		4310 4310 Subscriptions and Memberships											
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total	
147	17/08/2026	AUE-INV-GB-2			Current Unity	BACS	Prime Business Annual Fee 2026	Amazon Business	S	95.00	19.00	114.00	

Listing of Payments in each Code for All Cost Centres (Between 01-08-2026 and 31-08-2026)

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148	07/08/2026	Z2743425	Current Unity	DD	ICO Data Protection Fee	Information Commissioner's Office	X	47.00	47.00		47.00
Subtotal for Code: 4310 Subscriptions and Membe									£142.00	£19.00	£161.00
Cost Centre 4320 Insurance											
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.											
155	24/08/2026	558065242		Current Unity	BACS	PA Insurance Jul26-Jun27	James Hallam Council Guard	E	483.99		483.99
156	24/08/2026	34713307		Current Unity	BACS	CC Insurance Jul26-Jun27	James Hallam Council Guard	E	11,780.14		11,780.14
Subtotal for Code: 4320 Insurance									£12,264.13		£12,264.13
Cost Centre 4340 Professional Fees											
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.											
145	17/08/2026	INV-5529		Current Unity	BACS	Payroll Services Apr-Sep26	DM Payroll Services Ltd	S	98.00	19.60	117.60
Subtotal for Code: 4340 Professional Fees									£98.00	£19.60	£117.60
Subtotal for Cost Centre: 3 Administration									13,024.02	133.86	13,157.88

Cost Centre 4 Community Initiatives

4510 4510 VAS Scheme											
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 157	24/08/2026	17929		Current Unity	BACS	VAS Batteries Replacement	Westcotec Limited	S	566.50	113.30	679.80
Subtotal for Code: 4510 VAS Scheme									£566.50	£113.30	£679.80
4514 4514 CCTV											
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 116	17/08/2026	2014323197	26-304	Current Unity	BACS	CCTV Signs	Screwfix	S	23.30	4.66	27.96
Vchr. 139	17/08/2026	14274		Current Unity	BACS	CCTV Pole Installation	Merisons	S	1,842.38	368.48	2,210.86
Subtotal for Code: 4514 CCTV									£1,865.68	£373.14	£2,238.82

Cost Centre 4530 4530 Newsletter and Media

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
140	17/08/2026	8351		Current Unity	BACS	Community Voice Aug26	Latitude Printing t/a Community Voice	S	151.00	30.20	181.20
Subtotal for Code: 4530 Newsletter and Media									£151.00	£30.20	£181.20

Cost Centre 4540 4540 Community Events and Partnersh

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
149	17/08/2026	EXP26024		Current Unity	BACS	EXP Consultation Refreshments	Whitwick Parish Council	S	10.16	1.04	11.20
150	17/08/2026	EXP26025		Current Unity	BACS	EXP Consultation Buffet	Whitwick Parish Council	S	15.83	3.17	19.00
Subtotal for Code: 4540 Community Events and P:									£25.99	£4.21	£30.20

Cost Centre 4541 4541 Remembrance Event

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
144	17/08/2026	EXP26021		Current Unity	BACS	Remembrance Day Wool	Whitwick Parish Council	S	47.11	9.42	56.53
Subtotal for Code: 4541 Remembrance Event									£47.11	£9.42	£56.53
Subtotal for Cost Centre: 4 Community Initiatives									2,656.28	530.27	3,186.55

Cost Centre 5 Community Office

Whitwick Parish Council

Listing of Payments in each Code for All Cost Centres

(Between 01-08-2026 and 31-08-2026)

16 September 2026 (2026-2027)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre 4220 4220 Business Rates									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
127	03/08/2026	2001205271		Current Unity	DD	Business Rates Office	NWLDC	E	78.00
Subtotal for Code: 4220 Business Rates									£78.00
Subtotal for Cost Centre: 5 Community Office									78.00
Cost Centre 6 Park Hall									
Cost Centre 4221 4221 Business Rates									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
126	03/08/2026	2001207574		Current Unity	DD	Business Rates Park Hall	NWLDC	E	120.00
Subtotal for Code: 4221 Business Rates									£120.00
Cost Centre 4252 4252 Internet/Phone									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
146	13/08/2026	1705911		Current Unity	DD	Mobile phone charges July26	SCG Connect Ltd	S	12.00
Subtotal for Code: 4252 Internet/Phone									£14.40
Cost Centre 4461 4461 Repairs and Maintenance									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
113	17/08/2026	2014348087	26-304	Current Unity	BACS	Door handle, gutters, window clean	Screwfix	S	34.59
Subtotal for Code: 4461 Repairs and Maintenance									£41.52
Subtotal for Cost Centre: 6 Park Hall									£41.52
Cost Centre 7 Pavilion and Other Buildings									
Cost Centre 4462 4462 Repairs and Maintenance									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
114	17/08/2026	2014352568	26-304	Current Unity	BACS	Paint brush and paint	Screwfix	S	35.48
Subtotal for Code: 4462 Repairs and Maintenance									£42.58
Subtotal for Cost Centre: 7 Pavilion and Other Buildings									£42.58
Cost Centre 10 Grounds Maintenance									
Cost Centre 4710 4710 Grounds Maintenance									
Code Number	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Total
Vchr.									
142	17/08/2026	1443		Current Unity	BACS	Julys Grounds Maintenance	Whitwick Parish Council	S	10,968.05
Subtotal for Code: 4710 Grounds Maintenance									£13,161.66
Subtotal for Cost Centre: 10 Grounds Maintenance									£13,161.66
TOTALS									£28,155.06
									£31,029.23

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PAYMENTS (AWAITING AUTHORISATION) LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
	31/07/2026 - 01/09/2026				Confidential			19,750.64		19,750.64
124	17/08/2026		Current Unity	BACS	Postage Charge	Whitwick Parish Council		3.80		3.80
125	31/07/2026		Current Unity	BACS	Grant Woodstock Music Festival	Woodstock In Whitwick		250.00		250.00
126	03/08/2026		Current Unity	DD	Business Rates Park Hall	NWLDC		120.00		120.00
127	03/08/2026		Current Unity	DD	Business Rates Office	NWLDC		78.00		78.00
136	03/08/2026		Current Unity	BACS	Software Accounts	Starboard Systems Limited t/a Scribe accounts		78.00	15.60	93.60
137	17/08/2026		Current Unity	BACS	Office Refreshments	Whitwick Parish Council		5.82	0.18	6.00
138	17/08/2026		Current Unity	BACS	Voice Translation Software	Whitwick Parish Council		22.46		22.46
139	17/08/2026		Current Unity	BACS	CCTV Pole Installation	Merisons		1,842.38	368.48	2,210.86
140	17/08/2026		Current Unity	BACS	Community Voice Aug26	Latitude Printing t/a Community Voice		151.00	30.20	181.20
141	17/08/2026		Current Unity	BACS	Clerk Expenses 15 x Email Software	Whitwick Parish Council		151.20	30.24	181.44
142	17/08/2026		Current Unity	BACS	Julys Grounds Maintenance	Whitwick Parish Council		10,968.05	2,193.61	13,161.66
143	17/08/2026		Current Unity	BACS	Posters Drop In Event 10/08	NWLDC		22.09	4.42	26.51
144	17/08/2026		Current Unity	BACS	Remembrance Day Wool	Whitwick Parish Council		47.11	9.42	56.53
145	17/08/2026		Current Unity	BACS	Payroll Services Apr-Sep26	DM Payroll Services Ltd		98.00	19.60	117.60
146	13/08/2026		Current Unity	DD	Mobile phone charges July26	SCG Connect Ltd		38.91	7.78	46.69
147	17/08/2026		Current Unity	BACS	Prime Business Annual Fee 2026	Amazon Business		95.00	19.00	114.00
148	07/08/2026		Current Unity	DD	ICO Data Protection Fee	Information Commissioner's Office		47.00		47.00
149	17/08/2026		Current Unity	BACS	EXP Consultation Refreshments	Whitwick Parish Council		10.16	1.04	11.20
150	17/08/2026		Current Unity	BACS	EXP Consultation Buffet	Whitwick Parish Council		15.83	3.17	19.00
151	17/08/2026		Current Unity	BACS	EXP Office Equipment	Whitwick Parish Council		14.16	2.83	16.99
152	17/08/2026		Current Unity	BACS	EXP Dropbox Yearly Subscription	Whitwick Parish Council		139.90	27.98	167.88
153	11/09/2026		Current Unity	BACS	Cleaning Items & First Aid Kit	ESPO		64.40	12.88	77.28
154	11/09/2026		Current Unity	BACS	Storage, Equipment & First Aid Kit	ESPO		106.40	21.28	127.68
155	24/08/2026		Current Unity	BACS	PA Insurance Jul26-Jun27	James Hallam Council Guard		483.99		483.99
156	24/08/2026		Current Unity	BACS	CC Insurance Jul26-Jun27	James Hallam Council Guard		11,780.14		11,780.14
157	24/08/2026		Current Unity	BACS	VAS Batteries Replacement	Westotec Limited		566.50	113.30	679.80
158	11/09/2026		Current Unity	BACS	Bowling Green Electric Works	Leisure Electrical Services			68.84	68.84
159	11/09/2026		Current Unity	BACS	WPC Stamp	Amazon Business		16.83	3.37	20.20
168	01/09/2026		Current Unity	BACS	Business Rates Park Hall	North West Leicestershire District Council		120.00		120.00
169	01/09/2026		Current Unity	BACS	Business Rates Office	North West Leicestershire District Council		78.00		78.00
170	01/09/2026		Current Unity	BACS	Software Accounts	Starboard Systems Limited t/a Scribe accounts		78.00	15.60	93.60
171	04/09/2026		Current Unity	DD	Water Rates 27may-27aug26	Water Plus		3,182.46		3,182.46

Whitwick Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
172		04/09/2026		Current Unity	BACS	TRAS Rent 29sep26-24mar27	Brown & Co		300.00		300.00
173		04/09/2026		Current Unity	BACS	August Grounds Maintenance	JR Landscaping & Grounds Maintenance		10,968.05	2,193.61	13,161.66
174		31/08/2026		Current Unity	DD	Bank Charges Jul26	Unity Bank		12.40		12.40
175		10/09/2026		Current Unity	BACS	Manhole Cover Maintenance	JR Landscaping & Grounds Maintenance		50.00	10.00	60.00
176		10/09/2026		Current Unity	BACS	Community Voice Sep26	Latitude Printing t/a Community Voice		151.00	30.20	181.20
177		10/09/2026		Current Unity	DD	Bank Charges Aug26	Unity Bank		12.25		12.25
178		10/09/2026		Current Unity	BACS	EXP WP Maintenance	Whitwick Parish Council		8.33	1.67	10.00
179		10/09/2026		Current Unity	DD	Water Charges 1jun-1sep26	Water Plus		237.26		237.26
180		24/09/2026	26-341	Current Unity	DD	Mobile Phone Charge Aug26	SCG Connect Ltd		38.91	7.78	46.69
181		18/09/2026	26-341	Current Unity	BACS	Walker Flats Allotments Rebate	Walker Flats Allotments Society		316.50		316.50
182		14/09/2026	26-342	Current Unity	BACS	EXP Land & Property Search	Whitwick Parish Council		5.83	1.17	7.00
183		28/08/2026		Current Unity	DD	Phone and broadband August	Utility Warehouse		43.15	8.63	51.78
Total									62,569.91	5,221.88	67,791.79

Prepared by:

Name and Role

Date:

Approved by:

Name and Role

Date:

Approved by:

Name and Role

Date:

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

Whitwick Parish Council Property Management and General Purposes Meeting

Thursday 7th May 2026 7pm

APPENDIX F

Meeting Date: Thursday 7th May 2026

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

Meeting Start Time: 7pm

Councillors Present:

- Chairman Cllr Anthony Barker, Cllr Audrey Barker, Cllr Ray Woodward.

Officers Present:

- Hollie Seager, Deputy Clerk

Public Attendees:

- 0 members of the public in attendance

26-161 APOLOGIES

Cllr Casson – prearranged commitments

Cllr Moulton – prearranged commitments

Cllr Roach – Away on honeymoon

On the motion of Cllr Ray Woodward, seconded by Cllr Audrey Barker, members RESOLVED to accept the apologies.

26-162 DECLARATIONS OF INTEREST

Cllr Audrey Barker declared a **registerable interest** as

- Whitwick Historical Group as a member

Cllr R Woodward declared a **registerable interest** as

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

Cllr Anthony Barker – nothing appertaining to the agenda

26-163 PUBLIC PARTICIPATION SESSION

No members of the public present.

26-164 MINUTES

APPENDIX A

On the motion of Cllr Audrey Barker, seconded by Cllr Ray Woodward, members RESOLVED to approve the Property Management and General Purposes Committee meeting minutes for the 5th March as a true record, to be signed by the Chair.

26-165 ANNUAL MAINTENANCE TASKS

APPENDIX B

Report provided in agenda plus, item 26-165. No upcoming maintenance tasks in May / June 2026.

26-166 PARISH WARDEN INSPECTION REPORTS

APPENDIX C

Report provided in agenda plus, item 26-166.

Update provided to members regarding flooding manhole on footpath 0.12 (Tressall Road/Hilary Crescent)
The Senior Technician of Highway Drainage and Flood Alleviation for Leicestershire County Council has met with a representative of Friends of Holly Hayes Wood week commencing 2nd March 2026. We received

an update on Tuesday 5th May 2026 that Leicestershire County Council had approved the works to be completed, and works are now scheduled and due to commence between 27th – 29th July 2026.

26-167 TRAS MEETING

APPENDIX D

Report provided in agenda plus, item 26-167.

Update provided to members. A meeting was held between Thornborough Road Allotment Society and Whitwick Parish Council on 23rd April 2026.

A list of what allotments annual accounts should contain has been provided to Thornborough Road Allotment Society.

Thornborough Road Allotment Society must submit their accounts and any further outstanding information requested to Whitwick Parish Council within 28 days of the meeting, which is Thursday 21st May 2026. Upon submission, the accounts will be initially checked by the Parish Council, they will then be sent to an external auditor, who is a professionally trained accountant to cross match the income received and expenditure and confirm the balance sheet is a true and accurate record.

Members were invited to attend a site visit to Thornborough Road Allotment Society on Thursday 28th May 2026 at 10am.

26-168 WHITWICK BOWLS CLUB SIGNED LICENCE AGREEMENT 2026

APPENDIX E

Members were informed that the 2026 Licence Agreement for Whitwick Bowls Club has now been signed by the Chairperson and Whitwick Parish Council.

26-169 ACCESS IRRIGATION SERVICE

APPENDIX F

Report provided in agenda plus for item 26-169.

Access Irrigation completed the spring service on Tuesday 17th March 2026.

Deputy Clerk and the engineer were present. The system has been re-filled for the season to start.

The engineer provided the deputy clerk with a demonstration on how to set the timers on the system in case additional timers needed to be added in instances of warm weather over the summer period.

26-170 TREE SURVEY

APPENDIX G

Report provided in agenda plus for item 26-170.

The tree survey commenced on 5th March 2026 and has now been completed.

There is a tree management strategy that Leicestershire County Council adopt that has been provided to us. It was sent to all members on 05.05.2026. This tree strategy is available for all members and public to access/read on the Leicestershire County Council website.

The outcome of the survey is as follows:

2 trees have been highlighted in 'priority 1' category – The work will need to be completed within 3 months of the reports being received. The trees are located on Hilary Crescent and Swannymote Road

40 trees have been highlighted in 'priority 2' category – The work will need to be completed within year of the reports being received. The trees are located on Ashford Road, Thomas Road, Stinson Way, Thornborough Road open space, Whitwick Park, Howe Road, Briers Way Footpath, Parsonwood Hill, Carr Hill Rock, Elsdon Close, City of Dan, Swannymote Road, Holly Hayes Road, Hermitage Road, North Street, Hilary Crescent.

9 trees have been highlighted in 'routine' category – The work will need to be completed within 3 years as part of regular maintenance.

The tree reports will be uploaded to our website for all members and members of the public to view.

Cllr Ray Woodward requested for it to be minuted that he had been approached by a resident located on Green Lane with a query regarding the trees that back onto their property situated at the back of Hermitage Road play area. The trees in question will have been reviewed and available to see in the reports. Any

works required to be completed on these trees will be done so in line with the recommended priorities outlined in the schedule provided by the horticultural specialist that carried out the survey.

26-171 FUTURE AGENDA ITEMS

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

26-172 DATE OF NEXT MEETING

Thursday 4th June 2026 7pm – PMGP Meeting

Thursday 2nd July 2026 7pm – PMGP Meeting

The Chair thanked members for attending.

Meeting Closed: 7.24 pm.

Chairman's Signature:

Chairman Name:

Date Signed:

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APPENDIX G

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

Property and General Purposes Committee Meeting Minutes **Thursday 4th June 2026 7pm**

Meeting Date: Thursday 4th June 2026

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

Meeting Start Time: 7.00pm

Councillors Present: Chair Cllr Anthony Barker, Cllr Audrey Barker, Cllr Elijah Bennett, Cllr Ray Woodward.

Officers Present: Sharon Kaye, Parish Clerk

Public Attendees: 3 members of the public in attendance

26-216 ELECTION OF CHAIRMAN FOR 2026/2027

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

Members RESOLVED to approve Cllr Anthony Barker elected as Chair of the Property Management and General Purposes Committee for the 2026-2027 term.

26-217 APOLOGIES

Cllr Peter Moulton – prior arrangements.

Cllr Roach – absent.

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

Members RESOLVED to accept the apologies.

26-218 DECLARATIONS OF INTEREST

Cllr Anthony Barker had nothing to declare.

Cllr Audrey Barker had nothing to declare.

Cllr E Bennet had nothing to declare.

Cllr R Woodward declared a **registerable interest** as

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

26-219 PUBLIC PARTICIPATION SESSION

3 members of public present. No issues were raised.

26-220 THORNBOROUGH ROAD ALLOTMENTS**APPENDIX A**

No members of the Thornborough Road Allotments Society were present.

Members received the following report from the Parish Clerk:

The following report has been forwarded to members today for their perusal:

A meeting was held on 23/4/26 with Property Management and General Purposes Committee members and Thornborough Road Allotment Society committee members. The agenda plus was forwarded to all committee members.

Thornborough Road Allotment Society secretary Martin Websell confirmed the previous management agreement was correct and the last agreement in place.

The Property Management and General Purposes Committee Chair Cllr Anthony Barker then conducted the detailed management agreement review that had been prepared by the Parish Clerk. This was a line-by-line review of every item in the agreement.

The information required for the allotment association's annual accounts was then reviewed and a guidance document had been provided, which the treasurer Peter Woods confirmed was understood.

The action required and timelines for this was then discussed as follows:

Whitwick Parish Council deadline for completion of the tasks in the management agreement review and checklist is 28 days – Thursday 21st May 2026.

As the accounts should have been produced each year and presented at the AGM, the work should not be considerable.

Any assistance that is required, please contact the Parish Clerk.

I can confirm the association secretary has contacted me regarding public liability insurance at the site and that question has been answered, in that the association is responsible for obtaining public liability insurance as required in the management agreement.

A site visit was carried out to check off some items on the agreement compliance checklist provided as part of the agenda plus, on Thursday 28th May 2026 by Cllr Anthony Barker, Cllr Audrey Barker, Cllr Peter Moulton and Cllr Andy Roach. The Parish Clerk was unfortunately taken unwell that morning so was unable to complete the visit.

To date, no accounts or documentation has been received from the allotments' association, so the Clerk cannot move forward with completing agreement years 2022-2023, 2023-2024, and 2024-2025, to get the documentation ready for audit.

No payment of allotment rent collected has been received either, for any of the three years.

Whilst the association were very accommodating at the meeting in April and said they had most of the information available, it is disappointing that we have received nothing yet.

As such, we cannot progress with a new management agreement.

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

Members RESOLVED to ask the Parish Clerk to write to the Thornborough Road Allotments Society, giving them 30 days to provide the management agreement information and payments as previously requested. If this is not received, then the Parish Council will be asking the allotments society committee to stand down. If a new committee is not found to sort the outstanding issues out, then the Parish Council will have no choice but to hand the site back to the landlord.

26-221 GROUNDS MAINTENANCE – PARK RANGER

The Parish Clerk had forwarded the minutes of the meeting held on the 19th of August 2025 between the Parish Clerk and JR Landscaping, and the subsequent operational review recommendations, to members on 22nd May 2026, which had previously been presented for review at the Property Management and General Purposes Committee meeting last year.

A trial was agreed for the ranger service due to recruitment issues for the role, with a review recommended, so JR Landscaping and their team had come to talk to the committee about how the revised ranger service has been working.

The team reported there had been significant increases in litter with the warmer lighter evenings. They also had concerns about the increased anti-social behaviour in the park. The tennis court netting had been cut in two places and bolt cutters used, which Cllr Barker had kindly attended to. Issues with the car park being used overnight were also mentioned.

The Parish Clerk informed the grounds maintenance team that CCTV would be installed very soon which would hopefully help, but she encouraged the team to report any anti-social behaviour incidents to the office so they could be recorded, and reported to the police, as well as any issues affecting residents.

The rangers confirmed that the member of staff locking up the main vehicle gates was still carrying out a full visual inspection of the park, facilities and car park, as well as collecting any rubbish, prior to locking up.

Members were happy for the new ranger system to continue.

Received and noted.

26-222 GROUNDS MAINTENANCE – NEXT CONTRACT

The Parish Clerk confirmed the current agreed contract term expires on the 31st of March 2027.

The Parish Council will have to advertise the contract on Contracts Finder, due to the value of the contract.

The contract will need to be scrutinised, amended, and approved prior to advertisement.

However, the grounds maintenance team had since informed the clerk that there was an option for the contract to continue for an additional 2 years. The clerk confirmed she would check what had been approved previously by the committee and council, and what was contained within the contract with regards to the term.

The clerk also informed members and JR Landscaping that she was aware of issues with the original contract in terms of pricing, as well as areas and tasks that had been missed out of the contract.

Members requested that for the next Property Management and General Purposes Committee meeting in July, that an item be added to the agenda for a working party to be formed to assist in reviewing the contract.

JR Landscaping also offered to review the current contract and would then have recommendations to discuss with the working party once it was formed. These suggested amendments would then be brought to the September Property Management and General Purposes Committee meeting, for members to review, with the hope that a final approved contract could be ready for the November Property Management and General Purposes Committee meeting, ready for 2027-2028 Full Council budget discussions.

Received and noted.

26-223 MINUTES

APPENDIX B

On the motion of Cllr Ray Woodward, seconded by Cllr Audrey Barker,
Members RESOLVED to approve the Property Management and General Purposes Committee meeting minutes from the 7th of May 2026 meeting, as a true record, and to be signed by the Chair.

26-224 FUTURE AGENDA ITEMS

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

26-225 DATE OF NEXT MEETING

Thursday 2nd July 2026 7pm
Thursday 3rd September 2026 7pm

The Chair thanked members for attending.

Meeting Closed: 7.38pm.

Chairman’s Signature:

Chairman Name:

Date Signed:

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

Property and General Purposes Committee Meeting Minutes **Thursday 2nd July 2026 7pm**

Meeting Date: Thursday 2nd July 2026

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

Meeting Start Time: 7.00 pm

Chair of Meeting: Cllr Anthony Barker

Councillors Present: Cllr Anthony Barker (Chair), Cllr Audrey Barker, Cllr Elijah Bennett, Cllr Ray Woodward.

Officers Present: Sharon Kaye, Parish Clerk

Public Attendees: 0 member of the public in attendance

26-284 APOLOGIES - To receive and approve apologies for absence.

Cllr Andy Roach – no reason given.

Cllr Peter Moulton – prior commitment.

On the motion of Cllr Elijah Bennett, seconded by Cllr Ray Woodward,

members RESOLVED to accept the apologies.

26-285 DECLARATIONS OF INTEREST - To receive any declarations of interest, in regard to any agenda item.

Cllr Anthony Barker had nothing to declare

Cllr Audrey Barker had nothing to declare

Cllr E Bennet had nothing to declare.

Cllr R Woodward declared a **registerable interest** in

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

Received and noted.

26-286 PUBLIC PARTICIPATION SESSION - To receive representation and questions from the public in respect of items of business on the agenda.

No members of public were present.

Cllr Elijah Bennett raised the issue of the mowing at the City of Dan, which was very overgrown.

The Parish Clerk confirmed that Leicestershire County Council have a grass cutting schedule on their website and it would be covered under the urban schedule, which is 6 cuts per year.

She would check when it was next due to be cut and update Cllr Bennett and members, and report it as necessary.

26-287 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MEETING MINUTES - To approve the minutes of the Property Management and General Purposes Committee meeting, held on 4th June 2026 - **APPENDIX A, pg 4-7**

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

members RESOLVED to approve the Property Management and General Purposes Committee Meeting Minutes from the 4th June 2026 meeting, as a true record, and to be signed by the Chair.

26-288 PARISH WARDEN INSPECTION REPORTS - To receive the parish warden inspection reports - **APPENDIX B, pg 9-23**

An action points report and actions taken was provided on page 9, and the individual parish warden reports were provided for 29th April to 1st July 2026 inclusive, all of which members reviewed.

This covered grounds maintenance work required at Swannymote Road, graffiti found in various locations, county council grass cutting issue at Thornborough Road, new grit bin labels required for the Stinson Way grit bin, The Elms bark area had not been raked and weeded, or the ground made good from the re-siting of the bin.

All issues had been actioned by the office team.

The Parish Clerk confirmed the office had applied for a graffiti kit from NWLDC, and that had been kindly received and passed onto the Grounds Maintenance team. She also thanked the local PCSOs from the Bardon Beat police team who have been conducting additional patrols, visiting affected residents and business owners, as well as carrying out investigation work with regards to the recent graffiti issues all around the village.

Received and noted.

26-289 PLANTING SCHEME - To review and approve the Winter 2026 and Summer 2027 planting scheme. A meeting was held on Monday 29th June 2026 to review the Winter 2025 and Summer 2026 scheme.

Members decided not to renew the Winter scheme.

The Summer 2027 scheme was discussed, and members wanted the Parish Clerk to see how other Parish Councils were managing their schemes and to get quotes for watering ourselves to see if it could be done any cheaper.

This item therefore had to be deferred.

The Parish Clerk had spoken to 2 councils so far, who both used the same contractor, and also had the hire and watering scheme carried out by the contractor. The Parish Clerk would carry out further enquiries and would revert back to members at the meeting in September.

Received and noted.

26-290 QUARTER 1 REVIEW – Quarter 1 update on Property Management activities.

The Parish Clerk gave a verbal update as follows:

Statutory duties and emergency repairs have to be prioritised first, before projects. These should be actioned using a daily, weekly, monthly, quarterly and annual task list for all land and property assets.

Annual Maintenance Task List

The annual maintenance task list is work in progress. Annual service visits have been carried out but many core health and safety and routine checks have not.

I have now held a meeting with both caretakers, reviewed a health and safety checklist for Park Hall as a first priority. They will be actioning this, and then a review held in the coming weeks.

As we have now taken on a Health and Safety consultant company, I have an initial consultant fact find two-hour appointment on the 20th of July, which will be followed by a general risk assessment appointment all day on the 1st of September. This will highlight the work we need to do. An area of concern for example, is an item in a fire risk assessment carried out 10 years ago, that I looked at yesterday, that has still not been actioned.

Recent issues and project action that has been taken over the last few months is as follows:

Flagpole

The flagpole has been out of action for quite a few months due to faults and a damaged St George's Flag. I have actioned a replacement flag for the flagpole, which has now been installed, in conjunction with Cllr Moulton, but the lock mechanism is faulty and I am currently in discussion with the original supplier with regards to this.

Broadband

I have actioned the broadband installation at Park Hall. The initial site visit has been carried out by Openreach who turned up unannounced and was kindly facilitated by Cllr Moulton. I have now completed documentation for the second stage of work, which they have advised consists of three new telegraph poles needing to be installed, 2 up the driveway and 1 by the charity bin, to enable cabling to be run from North Street to Park Hall. I am awaiting a further update from Openreach and the chosen contractor Zen Internet. *Cllr Barker clarified some installation queries with the clerk regarding the height of the poles and the route of the cable, with potential vandalism concerns.*

CCTV

I have conducted an on-site meeting with the approved contractor Merisons with regards to the installation of the pole, electrics and lighting for the CCTV at Whitwick Park. The camera is due for delivery Tuesday 7th July and the installation is scheduled for first thing Wednesday 8th July.

Railway Station Lease

I have actioned the approved solicitor for the Railway Station lease and the Terms of Business has now been received and down payment organised.

Thornborough Road Allotments

I have actioned the letter to the allotments' society giving them the 30 days to provide documentation and funds and the steps that will happen if it is not received. I have not received a response yet. They held a committee meeting last Sunday, but I could not attend due to workload.

Cllr Bennett queried what date the 30 days would be up The Parish Clerk confirmed the letter had not been sent straight way, so the 30 days would be up towards the end of July.

Walker Flats Allotments

The society have now booked their AGM with us on the Wednesday 29th July 2026 from 7pm-9pm. I have spoken to the secretary about the auditing and will liaise with the treasurer with regards to the year -end accounts.

Whitwick Historical Group

Unfortunately, due to our council meeting on the 18th June 2026 running longer than hoped, I missed the Whitwick Historical Group AGM on the 18th June at 7pm. It was a very hot evening and they concluded business by 7.30pm. I did attend at the end and have had a chat with the committee who had nothing new to report.

Annual Play Inspection Reports follow up action

I am not aware of any action having been started on work agreed at the March 2026 meeting, after the annual play inspection reports were received in January. I will therefore be reviewing the reports and the decision made, to progress action on this.

Tree Inspection Reports follow up action

The tree inspections have been completed by Leicestershire County Council. I will now be actioning trying to get three quotes to carry out the required work, and then review those against the allocated funds in the budget and reserves, to hopefully present to Members in September.

Grounds Maintenance Weekly Checks

I did initiate this happening as regularly action item in April and I believe some initial emails were sent by the Deputy Clerk to the Grounds Maintenance team, but I am not aware of any action since then. I have spoken to the Parish Warden regarding the grounds maintenance checks as he does a weekly inspection as part of the warden role, and he has confirmed he has never seen the grounds maintenance contract or weekly tasks within it. This item therefore needs further work to ensure it is happening on a regular basis.

Property Management & General Purposes Committee Projects update:

Community office – no action has been taken

Toilets – the locks have now been repaired so this can be moved onto the next stage. I will be reviewing where the project is up to and seeing what is needed to progress this project. However, the locks are still a bit tricky. The left door is working okay, but the right and middle doors are sticking a bit.

Cllr Barker said the hot weather may have affected the doors and he would go and carry out a secondary check.

None of the contractors would proceed with the renovation without the locks have been fixed to make the building secure. I will now review the specification, quotes received and what action needs to be done to move this project onto the next stage.

Cllr Barker said that other contractors had been contacted but the Deputy Clerk had found getting the quotes difficult.

Playground surface repairs – I will be reviewing where this project is up to and what is needed to progress it, in conjunction with the play area inspection reports as there will be an element of overlap. One company originally spoken to has confirmed that they do not do surface only repairs.

Playground repainting and repairing existing equipment – again this will be covered within the Playground Inspection Reports review and action.

Toddler slide – I am unaware of whether a spec has been put in place for this project but again, I will review where this is up to, and what work is required to move the project on.

Padlocks – This has been ongoing for sometime with no order placed as yet, so again, I will review where this is up to, and what needs to be done to action replacement padlocks. I have recently received a quote from our previous supplier but it was not complete and did not answer most of my questions.

Cllr Barker said he believed this project had been completed, but the Parish Clerk confirmed 1 sample had been received only. Cllr Barker stated that the Parish Council had replaced padlocks multiple times during his tenure. The Parish Clerk confirmed padlocks had had to be cut off or removed from various locations in the last few months. The Parish Clerk also confirmed that the correct maintenance needed to be in place for the locks (i.e. using the correct product on the lock), as well as regular testing, to stop them seizing up. Cllr Barker suggested this was allocated to the Parish Warden to complete, as he walked all of our land assets as part of his role.

Entrance to village signs – No work has been started on this yet. I will action getting three quotes for some options for signs as stage one of the project.

Cllr Barker confirmed that we would also need to apply to Leicestershire County Council for the permission to install the signs, and the Parish Clerk confirmed there was also likely to be a structure licence fee involved with this.

Park Entrance Improvements – No work has been started on this yet, besides liaising with the grounds maintenance team to move the planting areas over the last year. An accurate specification costed and agreed needs to be put in place for this first.

Remembrance Garden – This is now 2/3 of the way towards being funded so is on hold at present until further funding is sourced.

Fencing at Parsonwood Hill – No action has been taken in terms of the specification or quotes to review in terms of moving the gate at Parsonwood Hill.

Surfacing of the path from Rosslyn Road down to Holly Hayes Wood – I need to review the specification and what quotes have been received for this project, as I am only aware of one quote which was very expensive.

Fencing at the Remembrance Garden and around the toilet block – I am aware it has been approved but has not been actioned with the Remembrance Garden being put on hold, so this item needs reviewing.

Legacy Grant – Meeting on 8th July 2026 and then a scheme to hopefully be approved at the 16th July 2026 Full Council meeting. If there are any Property Management & General Purposes Committee projects that may be encompassed as part of the Legacy Grant scheme and a funding application, please speak up at the Full Council meeting.

Park Hall Car Park Lighting Fault and New Lights Installation – Some initial work was carried out, but it has not been reviewed for some time and no action taken in recent months, so again, a review of the spec, quotes and what needs to be done next to move this action item forward needs to be carried out.

Any other items:

*Cllr Audrey Barker then asked whether anything had happened with regards to the new **Memorial Bench in the Remembrance Garden** that we had kindly received 2 donations for. The Parish Clerk confirmed the thank you letters had been sent out to both donors. The Parish Clerk and Admin Assistant had looked into the original bench purchased as well as the additional miners bench purchased and installed down by the Miners Wheel. The Parish Clerk needed confirmation of whether it was an identical bench to order, confirming that there were other mining styles available, so a meeting will be arranged with the two donors/organisations.*

Received and noted.

26-291 FUTURE AGENDA ITEMS - To note that all future agenda items should be raised with the Parish Clerk for consideration.

Received and noted.

26-292 DATE OF NEXT MEETING - Thursday 3rd September 2026 7pm at Whitwick Park Hall.

Received and noted.

The Chair thanked members for attending.

Meeting Closed: 19.26 pm.

Chairman’s Signature:

Chairman Name:

Date Signed:

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APPENDIX I

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

Whitwick Parish Council Staffing Meeting Minutes **22nd January 2026**

Meeting Date: 22nd January 2026

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

Meeting Start Time: 11.10 AM

Councillors Present:

- Cllr Peter Moulton (Chair), Cllr Anthony Barker, Cllr Andy Roach

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- No members of public

26-026 APOLOGIES

No apologies were received.

26-027 DECLARATIONS OF INTEREST

Cllr Peter Moulton declared a registerable interest in anything relating to North West Leicestershire District Council, as a ward member for Thornborough Ward.

26-028 PUBLIC PARTICIPATION SESSION

No public were present.

26-029 MINUTES

APPENDIX A

On the motion of Councillor Andy Roach, seconded by Councillor Peter Moulton,

Members RESOLVED that the minutes of the meeting of the Staffing Committee held on Thursday 20th May 2025 be confirmed as a true record and signed by the Chair.

26-030 EXCLUSION OF PUBLIC AND PRESS

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

Members RESOLVED to exclude the public and press for the confidential session.

26-031 STAFF APPRAISALS

The Parish Clerk updated members that staff appraisals were scheduled to be carried out in February.

Received and noted.

26-032 TOIL UPDATE

The Parish Clerk updated members with regards to the current toil position, and why toil had been accrued for each month of the year to date.

On the motion of Councillor Andy Roach, seconded by Councillor Anthony Barker,
Members RESOLVED to make a recommendation to Full Council that the Parish Clerk contract is amended from a temporary 37hrs a week contract to a permanent 37hrs a week contract.

26-033 STAFFING – NATIONAL ANNUAL PAY RISE AWARD 2025-2026

The parish clerk informed members that the National Joint Council annual national pay rise of 3.2% for all employees had been awarded in the July 2025 payroll, and backdated to 1st April 2025.

Received and noted.

26-034 STAFFING – NATIONAL ANNUAL PAY RISE AWARD 2026-2027

The parish clerk informed members that the NJC pay claim for 2026-2027 had been submitted, for the anniversary date of 1st April 2026. The actual final agreed rate was as yet unknown but consideration should be given to this in the budget calculations.

Received and noted.

26-035 STAFF JOB DESCRIPTION AND CONTRACTS

The clerk confirmed all staff were now on NALC model contracts, which had been reviewed by Full Council. No additional changes or reviews were requested by members during the meeting.

Received and noted.

26-036 STAFF TRAINING

Training costs are in the budget but the Parish Clerk would like to put in a training matrix for each job role with councillors training also discussed, so we can budget accordingly. Recommendations to be reviewed at a future meeting.

Received and noted.

26-036 PENSION

On the motion of Councillor Peter Moulton, seconded by Councillor Andy Roach,
Members RESOLVED to make a recommendation to Full Council to increase the employer's pension contribution by 2.5% at 6 monthly increments, so increase from 10% to 12.5% as of 1st April 2026, and 15% as of 1st October 2026, to achieve our goal of a minimum of 20% employer contribution.

26-037 STAFF BENEFITS

Comparable staff benefits schemes were reviewed, with costings to be provided at a future meeting.

On the motion of Councillor Anthony Barker, seconded by Councillor Andy Roach,
Members RESOLVED that staff members could receive 50% of Park Hall hire fees, if no wage costs were involved, with the staff member carrying out the caretaker duties on the day themselves.

The Chair thanked members for attending.

Meeting Closed: 12.52pm.

Chairman's Signature:

Chairman Name:

Date Signed:

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APPENDIX J

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

Whitwick Parish Council Staffing Meeting Minutes **27th May 2026**

Meeting Date: 27th May 2026

Meeting Location: 3A Market Place, Whitwick, Coalville, Leics LE67 5DT

Meeting Start Time: 13.34pm

Councillors Present:

- Cllr Peter Moulton (Chair), Cllr Anthony Barker, Cllr Andy Roach

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- No members of public

26-209 ELECTION OF CHAIRMAN FOR 2026/2027

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

Members RESOLVED to elect Councillor Peter Moulton as the Chairman of the Staffing Committee for 2026-2027.

26-211 APOLOGIES

No apologies for absence were received.

26-211 DECLARATIONS OF INTEREST

No declarations of interest regarding any agenda items were received.

26-212 PUBLIC PARTICIPATION SESSION

No members of public were present.

26-213 MINUTES

The minutes of the Staffing Committee meeting held on 22nd January 2026 were deferred.

26-214 EXCLUSION OF PUBLIC AND PRESS

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

Members RESOLVED to exclude the public and press for the confidential session.

26-215 STAFF APPRAISALS

The Parish Clerk confirmed that she had been carrying out the staff appraisals and the committee would receive a copy of the appraisal and the subsequent action plan for each employee.

The Parish Clerk confirmed that the Clerk's appraisal was still to be carried out, and now that the Staffing Committee Terms of Reference had been discussed and approved at the Full Council Meeting on the 21st May 2026, the approved process for the clerk's appraisal with the Chair of the Staffing Committee carrying out the appraisal, and then reporting back to the Staffing Committee, would now be actioned.

Received and noted.

26-216 STAFFING MATTERS

The Parish Clerk updated members on staffing matters.
Members were issued with supporting paperwork which they requested time to read.
Members requested that a break in the meeting was taken, and for the meeting to reconvene the next day, once they had had chance to read and digest the information provided.
The meeting was ended at 3.15pm on Wednesday 27th May 2026.
The meeting reconvened at 4.23pm on Thursday 28th May 2026.
On the motion of Councillor Andy Roach, seconded by Councillor Anthony Barker,
Members RESOLVED to initiate disciplinary proceedings with one employee.

The Chair thanked members for attending.

Meeting Closed: 16.52pm, Thursday 28th May 2026.

Chairman’s Signature:

Chairman Name:

Date Signed:

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APPENDIX K

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

Whitwick Parish Council Staffing Meeting Minutes **5th June 2026**

Meeting Date: 5th June 2026

Meeting Location: 3A Market Place, Whitwick, Coalville, Leics LE67 5DT

Meeting Start Time: 9 am

Councillors Present:

- Cllr Peter Moulton (Chair), Cllr Anthony Barker, Cllr Sue Colledge (Reserve member)

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- No members of public

26-226 APOLOGIES

No apologies for absence were received.

Cllr Andy Roach was absent due to work commitments, so the meeting was adjourned whilst a reserve member was sought.

The meeting was resumed at 9.31am.

Cllr Sue Colledge attended as the reserve member.

26-227 DECLARATIONS OF INTEREST

No declarations of interest regarding any agenda items were received.

26-228 PUBLIC PARTICIPATION SESSION

No members of public were present.

26-229 MINUTES

APPENDIX A

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

Members RESOLVED to approve the Staffing Committee meeting minutes from the 27th of May 2026 meeting, as a true record, and to be signed by the Chair.

26-230 HR AND HEALTH AND SAFETY SUPPORT

The Parish Clerk talked members through some quotes that had been received for HR, Health and Safety and Legal support, and what level of cover each quote included.

On the motion of Cllr Sue Colledge, seconded by Cllr Peter Moulton,

Members RESOLVED to recommend to Full Council to approve HR and Health and Safety support, for a minimum of 2 years, maximum of 3 years, with HR and H&S, with legal cover to be decided, after confirmation we don't have the existing cover within our current policy.

26-231 EXCLUSION OF PUBLIC AND PRESS

To approve the exclusion of the public for the next agenda items:
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.

On the motion of Cllr Peter Moulton, seconded by Cllr Sue Colledge,
Members RESOLVED to exclude the public and press for the confidential session.

26-232 STAFFING MATTERS

Members received a brief update from the Parish Clerk.

The Chair thanked members for attending.

Meeting Closed: 9.47am.

Chairman’s Signature:

Chairman Name:

Date Signed:

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APPENDIX N

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

Whitwick Parish Council Meeting **Tuesday 9th June 2026 10am**

Meeting Date: Tuesday 9th June 2026

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

Meeting Start Time: 10.05 am

Chair of Meeting: Cllr Peter Moulton (Vice-Chair)

Councillors Present:

- Cllr Anthony Barker, Cllr Audrey Barker, Cllr Sue Colledge (Chair) (arrived at 10.09am), Cllr Tony Gillard, Cllr Peter Moulton, (Vice Chair), Cllr Andy Roach, Cllr Ray Woodward.

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- 0 members of the public in attendance

26-233 APOLOGIES

Cllr Elijah Bennett – working

Cllr Amanda Briers – prior engagement

Cllr Phil Casson – working

Cllr Michael Wyatt – District Council meeting

Cllr Sue Colledge – medical appointment, so may be late.

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

Council RESOLVED to accept the apologies.

26-234 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 nothing to declare.

Cllr T Gillard declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council.

Cllr P Moulton declared a **registerable interest** in

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

Cllr A Roach had nothing to declare.

Cllr R Woodward had nothing to declare.

Received and noted.

26-235 PUBLIC PARTICIPATION SESSION

No members of public were in attendance.

10.09am 4 minutes into the meeting, Cllr Sue Colledge arrived.

26-236 HR and HEALTH AND SAFETY REPORT

Members reviewed the Parish Clerk report detailing the recommendation from the Staffing Committee that HR and Health and Safety Support services be engaged with a contractor for a minimum of 2 years and maximum of 3 years initially.

2 quotes had been provided to Members. A third quote had not been obtained in the time between the Staffing Committee Meeting on Friday 5th June 2026 and the Extraordinary Council Meeting 2 working days later, due to a staffing matter where HR documentation needed to be approved and issued as soon as possible, so a decision based on the 2 quotes provided was recommended.

The Clerk had attempted to get a third quote by contacting LRALC and asking for confirmation of what was covered within our membership, the reply to which had come in during the meeting. The response confirmed initial advice only, and further legal advice would be chargeable. The Clerk confirmed it would not cover the documentation review, support, risk assessments, training, and legal cover for HR and H&S that the quotes covered.

The costs were discussed and it was noted that this additional new cost had not been budgeted for, and it would have to be funded from General Reserves.

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

Council RESOLVED that the Parish Clerk should ask Contractor 1 if they will do a 60-month contract, with a break clause at 36 months, and also can they match or lessen the price of Contractor 2 of £2975.04 per annum, £247.92 per month. The Council will proceed with Contractor 1 if they can match the contract and price terms. If not, then the Parish Clerk on behalf of the Council proceeds with Contractor 2 at a maximum cost of £2975.04 per annum, £247.92 per month, on a 60-month contract with a 36-month break clause, funded by General Reserves in year 1, and budgeted for in subsequent years.

26-237 DATE OF NEXT COUNCIL MEETING

Thursday 18th June 2026 7pm at Whitwick Park Hall

Thursday 16th July 2026 7pm at Whitwick Park Hall

Received and noted.

26-238 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.

Meeting Closed: 11.08am.

Chairman’s Signature:

Chairman Name:

Date Signed:

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APPENDIX Q

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

Whitwick Parish Council Meeting Minutes **Thursday 16th July 2026 7pm**

Meeting Date: Thursday 16th July 2026

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

Meeting Start Time: 7.01 pm

Meeting Chair: Cllr Sue Colledge

Councillors Present:

- Cllr Audrey Barker, Cllr Tony Barker, Cllr Elijah Bennett, Cllr Amanda Briers, Cllr Phil Casson Cllr Sue Colledge (Chair), Cllr Tony Gillard, Cllr Peter Moulton (Vice Chair), Cllr Andy Roach, Cllr Ray Woodward, Cllr Michael Wyatt

Officers Present:

- Sharon Kaye, Parish Clerk (left at 8.45pm, returned at 9.10pm)

Public Attendees:

- 1 member of the public (left at 8.35pm)

26-293 APOLOGIES

Cllr Phil Casson – holiday

Cllr Andy Roach – illness

Cllr Moulton – no reason given

Cllr Gillard – healthcare appointment

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

Council RESOLVED to accept the apologies.

26-294 DECLARATIONS OF INTEREST

Cllr Anthony Barker had nothing to declare.

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

- Whitwick Historical Group as a member

Cllr E Bennet declared a **registerable interest** in

- Feed the Need Foodbank
- Whitwick Historical Group as a member
- Woodstock in Whitwick as a member, including the grant application on agenda item 26-300.

Cllr A Briers had nothing to declare.

Cllr S Colledge declared a **registerable interest** in

- Whitwick Historical Group as a member

a **pecuniary interest and registerable interest** as

- Woodstock in Whitwick as a member and will remove herself for the grant application on agenda item 26-300.

Cllr R Woodward declared a **registerable interest** in

- Whitwick Historical Group as a member
- Whitwick Quarry Liaison Group as a member
- Woodstock in Whitwick, re agenda item 26-300 grant application.

Cllr M Wyatt declared a **registrable interest** in

- all matters relating to North West Leicestershire District Council

26-295 COMMUNITY POLICING

- a) PCSO Connor Mitchell (6574) invited to attend but unfortunately his shift patterns this week has meant he is unable to attend. The clerk updated members re the graffiti incidents in the village.
- b) Dates of future beat surgeries are on the Parish Council website:
<https://whitwickpc.org.uk/community-information/policing/>

26-296 PUBLIC PARTICIPATION SESSION

1 member of the public present asked questions regarding the local plan.

The Chair informed the resident that the Parish Council have organised a consultation event for residents on Monday 10th August 2026 from 2pm-8pm, so residents are advised to come along as they can respond to the consultation and ask any questions if they wish to.

26-297 COUNTY COUNCILLOR REPORT

The Parish Clerk emailed an invitation and report request to County Councillor Boam on 9/7/26. No response had been received, and the County Councillor was not in attendance.

26-298 DISTRICT COUNCILLOR'S REPORT

No reports received from the District Councillors.

26-299 PLANNING APPLICATIONS

Members were briefed on the planning applications received as a consultee to North West Leicestershire District Council.

Members commented that it was very disappointing that all three applications were retrospective. Planning laws and regulations are freely available and to see them being ignored was not acceptable. Council requested the Parish Clerk to write to North West Leicestershire District Council planning department to find out why so many retrospective applications are now being submitted.

Application 1

Reference: 26/00753/FUL

Location: 1 Robinson Road Whitwick Coalville Leicestershire LE67 5EZ

Proposal: Erection of a detached outbuilding (Retrospective Application)

Members agreed a "no objection" response should be submitted by the Parish Clerk.

Application 2

Reference: 26/00488/FUL

Location: Coalville Rugby Club Hall Lane Whitwick LE67 5PF

Proposal: Retrospective change of use of car park to allow motorcycle lessons and training and the continued siting of 8 storage containers for storage use (B8)

The clerk confirmed that this application had been previously considered at the 21st May 2026 meeting when a no objection response had been agreed. The original application had since been amended.

On the motion of Cllr Michael Wyatt, seconded by Cllr Ray Woodward,

Council RESOLVED to object to this planning application as it is contrary to the local plan and the site should not be used for business or commercial use, to be submitted by the Parish Clerk.

Application 3**Reference:** 26/00630/FUL**Location:** 65A Church Lane Whitwick Coalville Leicestershire LE67 5DN**Proposal:** Erection of one detached dwelling (retrospective - amended scheme)

Amended application which was reviewed by members at the 21st May 2026 meeting where a no objection response was agreed. Members agreed a "no objection" response should be submitted by the Parish Clerk to this amended application.

7.17pm Cllr Sue Colledge and Cllr Elijah Bennett left the meeting. Cllr Anthony Barker took over as Chair.

26-300 GRANT APPLICATION – WOODSTOCK IN WHITWICK – APPENDIX A, pg 5-6

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

Council RESOLVED to approve a community grant request from Woodstock in Whitwick for £250.00 for their Summer Music Festival, which benefits members of the community as part of their fundraising for local good causes.

7.19pm Cllr Sue Colledge and Cllr Elijah Bennett returned to the meeting, and Cllr Sue Colledge continued as Chair of the meeting.

26-301 FINANCE – BANK BALANCES - APPENDIX B, pg 8-11

The April, May and June bank reconciliation reports had been provided to Members prior to the meeting. In accordance with Financial Regulation 2.6, Cllr P Moulton had signed the bank reconciliations and original corresponding bank statements as evidence of verification, as part of the quarterly finance internal monitoring checks.

A	Bank Reconciliation at 30/04/2026		
	Cash in Hand 01/04/2026		371,927.43
	ADD Receipts 01/04/2026 - 30/04/2026		168,564.94
	SUBTRACT Payments 01/04/2026 - 30/04/2026		540,492.37
			26,728.49
	Cash in Hand 30/04/2026 (per Cash Book)		513,763.88
B	Cash in hand per Bank Statements		
	Petty Cash 30/04/2026	0.00	
	Current Unity 30/04/2026	275,454.11	
	Deposit Unity 30/04/2026	13,309.77	
	Investment CCLA 30/04/2026	225,000.00	
			513,763.88
	Less unrepresented payments		
			513,763.88
	Plus unrepresented receipts		
			513,763.88
	Adjusted Bank Balance		513,763.88
	A = B Checks out OK		

A	Bank Reconciliation at 31/05/2026		
	Cash in Hand 01/04/2026		371,927.43
	ADD Receipts 01/04/2026 - 31/05/2026		171,669.70
			543,597.13
	SUBTRACT Payments 01/04/2026 - 31/05/2026		53,298.60
	Cash in Hand 31/05/2026 (per Cash Book)		490,298.53
B	Cash in hand per Bank Statements		
	Petty Cash 31/05/2026	0.00	
	Current Unity 31/06/2026	251,293.50	
	Deposit Unity 31/05/2026	13,309.77	
	Investment CCLA 31/05/2026	225,695.26	
			490,298.53
	Less unrepresented payments		
			490,298.53
	Plus unrepresented receipts		
	Adjusted Bank Balance		490,298.53
	A = B Checks out OK		

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		371,927.43
	ADD Receipts 01/04/2026 - 30/06/2026		173,907.16
			545,834.59
	SUBTRACT Payments 01/04/2026 - 30/06/2026		86,430.92
	Cash in Hand 30/06/2026 (per Cash Book)		459,403.67
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	0.00	
	Current Unity 30/06/2026	219,606.68	
	Deposit Unity 30/06/2026	13,374.48	
	Investment CCLA 30/06/2026	226,422.51	
			459,403.67
	Less unrepresented payments		
			459,403.67
	Plus unrepresented receipts		
	Adjusted Bank Balance		459,403.67
	A = B Checks out OK		

2026-2027	Current	Int Rate	Deposit	Interest	Int Rate	Investment	Interest	Int Rate	TOTAL
30/04/26	£275,454.11	0.00%	£13,309.77	£0.00	1.95%	£225,000.00	£715.44	3.74%	£513,763.88
31/05/26	£251,293.50	0.00%	£13,309.77	£0.00	1.95%	£225,695.26	£695.26	3.79%	£490,298.53
30/06/26	£219,606.68	0.00%	£13,374.48	£64.71	1.95%	£226,422.51	£727.25	3.83%	£459,403.67

On the motion of Cllr Elijah Bennett, seconded by Cllr Ray Woodward,

Council RESOLVED to approve the quarter 1 bank reconciliation reports for April, May and June 2026.

26-302 FINANCE – INCOME – APPENDIX C, pg 13-14

Members received and reviewed the receipts report for quarter 1 April, May and June 2026.

Vchr.	Date	Invoice No	Description	Customer	Net
	CODE	1076	PRECEPT		
21	24/04/2026	24042026 Precept	26-27 Precept Payment Apr-Sep	NWLDC	£165,231.50
				TOTAL	£165,231.50
	CODE	1100	Bank Interest		
3	28/04/2026	Investment Income Mar26	Investment Income Mar26	CCLA Investment Management Limited	£715.44
22	05/05/2026	30apr- 31may26	1100 Bank Interest	CCLA Investment Management Limited	£695.26
23	30/06/2026	1-30june26	1100 Bank Interest	Unity Bank	£64.71
24	02/06/2026	31may- 30jun26	1100 Bank Interest	CCLA Investment Management Limited	£727.25
				TOTAL	£2,202.66
	CODE	1250	Bowling Green and Pavilion Hire		
2	02/04/2026	WPCINV26001	WPBC Rent 1apr-30sep26	Whitwick Park Bowls Club	£1,100.00
				TOTAL	£1,100.00
	CODE	1300	Whitwick Park Hall Hire		
1	01/04/2026	WPCINV26003	MBV April 2026 Hire	Meadow Barn View	£1,302.00
4	08/04/2026	WPCINV26002	Lucas 9may26 Hire	One Off Hirer	£72.00
5	09/04/2026	WPCINV26004	Cohen 10may26 Hire	One Off Hirer	£72.00
6	23/04/2026	WPCINV26005	Owens 16may26 Hire	One Off Hirer	£72.00
7	01/05/2026	WPCINV26006	MBV June 2026 Hire	Meadow Barn View	£1,302.00
8	05/05/2026	WPCINV26007	Zaki 7jun26 Hall Hire	One Off Hirer	£72.00
9	05/05/2026	WPCINV26009	Clayson 27jun26 Hire	One Off Hirer	£54.00
10	08/05/2026	WPCINV26010	Fisher 26jul26 Hire	One Off Hirer	£72.00
11	15/05/2026	WPCINV26011	Kaye 30may26 Hire	Whitwick Parish Council	£63.00
12	16/05/2026	WPCINV26012	Bardill 12sep26 Hire	One Off Hirer	£72.00
13	19/05/2026	WPCINV26013	Art Group Jun-Aug26 Hire	Friday Art Group	£504.00
14	19/05/2026	WPCINV26014	MBV June additional date	Meadow Barn View	£108.50
15	21/05/2026	WPCINV26015	Quetzal June Hire	One Off Hirer	£162.00
16	01/06/2026	WPCINV26016	MBV July 2026 Hire	Meadow Barn View	£1,193.50
17	05/06/2026	WPCINV26008	LCC Flood Event18may26 Hire	Leicestershire County Ccl	£108.00

18	15/06/2026	WPCINV26017	McKeown 20jun26 Hire	One Off Hirer	£54.00
Vchr.	Date	Invoice No	Description	Customer	Net
19	15/06/2026	WPCINV26018	Breeze 9Aug26 Hire	One Off Hirer	£54.00
20	25/06/2026	WPCINV26019	WFAS 29jul26 Hire	Walker Flats Allotments	£36.00
				TOTAL	£5,373.00
				QUARTER 1 INCOME	£173,907.16

On the motion of Cllr Ray Woodward, seconded by Cllr Anthony Barker,
Council RESOLVED to approve the quarter 1 income reports for April, May and June 2026 for the total of £173,907.16.

26-303 FINANCE – EXPENSES – APPENDIX D, pg 16-21

Members received and reviewed the payments report for quarter 1 April, May and June 2026.

Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
Cost Centre		2 Salaries				
			Salaries	Local Government Act 1972, Section 112		£29,440.22
					TOTAL	£29,440.22
Cost Centre		3 Administration				
		CODE	4110 Stationery / Postage / Consumables			
17	30/04/2026	EXP26002	Silicone Spray & Postage	Provision of Parish and Community Buildings - LGA 1972, s.133	Whitwick Parish Council	£2.73
53	29/06/2026	EXP26007	Postage Stamps	Local Government Act 1972 s.111	Whitwick Parish Council	£14.56
74	29/06/2026	8054521	Paper Towels	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£35.45
76	29/06/2026	8060492	Cleaning Products	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£49.55
77	29/06/2026	gb618eg6abey	Replacement Ink Pad	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon Business	£12.39
79	29/06/2026	EXP26009	Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£1.65
79	29/06/2026	EXP26009	Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£1.85
					TOTAL	£118.18
		CODE	4120 Printing			
13	30/04/2026	64011591	A3 Annual Parish Posters	Local Government Act 1972, section 142	NWLDC	£0.83
44	28/05/2026	64011714	Annual Parish Meeting Posters	Local Government Act 1972, section 142	NWLDC	£12.36
50	28/05/2026	64011793	A1 Flood Resilience Posters	Local Government Act 1972, section 142	NWLDC	£3.88

					TOTAL	£17.07
		CODE	4130 Bank Charges			
20	30/04/2026	Statement 164	Bank Charges Mar26	Local Government Act 1972, Section 151	Unity Bank	£13.00
40	31/05/2026	Statement 165	Bank Charges Apr26	Local Government Act 1972, Section 151	Unity Bank	£12.25
81	30/06/2026	May Bank Charges	Bank Charges May26	Local Government Act 1972, Section 151	Unity Bank	£12.85
94	30/06/2026	CHQ 224 Deposited	Cheque Deposit Fee	Local Government Act 1972, Section 151	Unity Bank	£0.40
					TOTAL	£38.50
		CODE	4150 Parish Website			
Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
12	30/04/2026	33256	Website Hosting 5apr-4oct26	Local Government Act 1972 s.111	Aqueous UK Ltd	£150.00
41	28/05/2026	33278	SSL Cert 19May26-18May27	Local Government Act 1972 s.111	Aqueous UK Ltd	£48.00
					TOTAL	£198.00
		CODE	4170 Office Equipment			
11	30/04/2026	12527	Annual PAT Testing	Provision of Parish and Community Buildings - LGA 1972, s.133	Excel PAT Solutions	£86.33
					TOTAL	£86.33
		CODE	4180 Software Licenses/Support			
1	01/04/2026	INV-17260	Software Accounts	LGA 1972, Section 111	Starboard Systems Limited t/a Scribe accounts	£78.00
14	30/04/2026	EXP26001	15xEmail Software	LGA 1972, Section 111	Whitwick Parish Council	£151.20
30	01/05/2026	INV-18259	Software Accounts	LGA 1972, Section 111	Starboard Systems Limited t/a Scribe accounts	£78.00
46	28/05/2026	GB-TI2602351540	15xEmail Software	LGA 1972, Section 111	Whitwick Parish Council	£151.20
62	01/06/2026	INV-18956	Software Accounts	LGA 1972, Section 111	Starboard Systems Limited t/a Scribe accounts	£78.00
71	29/06/2026	EXP26011	15xEmail Software	LGA 1972, Section 111	Whitwick Parish Council	£151.20
72	29/06/2026	EXP26012	Clerk Expenses - PDF Sam Software	LGA 1972, Section 111	Whitwick Parish Council	£72.45
					TOTAL	£760.05
		CODE	4250 Internet/Phone			
29	24/04/2026	1655830	Mobile Phone Charges Mar26	LGA 1972, Section 111	SCG Connect Ltd	£25.94
42	26/05/2026	1668399	Mobile Phone Charges Apr26	LGA 1972, Section 111	SCG Connect Ltd	£25.94
69	24/06/2026	1680864	Mobile Phone Charges May26	LGA 1972, Section 111	SCG Connect Ltd	£25.94
					TOTAL	£77.82
		CODE	4310 Subscriptions and Memberships			
43	28/05/2026	19/5450	Membership Fee 26-27	Local Government Act 1972 s.111	LRALC Limited	£1,482.31
					TOTAL	£1,482.31
		CODE	4320 Insurance			

10	30/04/2026	554610791	CC Insurance Mar26-Jun26	LGA 1972, Section 111	James Hallam Council Guard	£288.86
83	29/06/2026	SINV103420	HR & H&S Insurance	Local Government Act 1972 s.111	WorkNest Limited	£136.26
83	29/06/2026	SINV103420	HR & H&S Insurance	Local Government Act 1972 s.111	WorkNest Limited	£65.00
					TOTAL	£490.12
		CODE	4340 Professional Fees			
70	29/06/2026	EXP26010	Eye Test DSE Regulations	Health and Safety (Display Screen Equipment) Regulations 1992	Whitwick Parish Council	£30.00
73	29/06/2026	EXP26008	Eye Test DSE Regulations	Health and Safety (Display Screen Equipment) Regulations 1992	Whitwick Parish Council	£35.00
82	29/06/2026	SINV103419	HR & H&S Support	Local Government Act 1972 s.111	WorkNest Limited	£2,400.00
					TOTAL	£2,465.00
Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
		CODE	4390 Other Administration Costs			
79	29/06/2026	EXP26009	Refreshments	Local Government Act 1972 s.111	Whitwick Parish Council	£0.87
					TOTAL	£0.87
Cost Centre		4	Community Initiatives			
		CODE	4513 Flood Action Plan			
37	28/05/2026	0236182658	Flood Event Posters	Local Government Act 1972, section 142	Whitwick Parish Council	£77.32
38	28/05/2026	EXP26005	Flood Action Plan Equipment	Local Government Act 1972 s.111	Whitwick Parish Council	£5.42
38	28/05/2026	EXP26005	Flood Action Plan Equipment	Local Government Act 1972 s.111	Whitwick Parish Council	£1.14
38	28/05/2026	EXP26005	Flood Action Plan Equipment	Local Government Act 1972 s.111	Whitwick Parish Council	£3.30
					TOTAL	£87.18
		CODE	4530 Newsletter and Media			
33	28/05/2026	7801	Community Voice Apr26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£151.00
34	28/05/2026	7954	Community Voice May26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£151.00
66	29/06/2026	8098	Community Voice Jun26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£151.00
					TOTAL	£453.00
		CODE	4540 Community Events and Partnerships			
15	30/04/2026	73969	Annual Parish Meeting Banners x 2	Local Government Act 1972 s.111	One Stop Promotions Ltd	£69.64

18	30/04/2026	EXP26003	Annual Parish Meeting Expenses	Local Government Act 1972 s.111	Whitwick Parish Council	£11.67
18	30/04/2026	EXP26003	Annual Parish Meeting Expenses	Local Government Act 1972 s.111	Whitwick Parish Council	£14.39
18	30/04/2026	EXP26003	Annual Parish Meeting Expenses	Local Government Act 1972 s.111	Whitwick Parish Council	£2.65
					TOTAL	£98.35
		CODE	4200 Electricity			
5	22/04/2026	IV04314461	Electric Charges 1jan-31mar26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£733.69
					TOTAL	£733.69
		CODE	4212 Water Charges			
92	22/06/2026	wp-INV12598727	Water Charges 1mar-1jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	Water Plus	£351.94
					TOTAL	£351.94
		CODE	4220 Business Rates			
2	01/04/2026	299003476382	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£82.55
31	01/05/2026	299003476382	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00
63	01/06/2026	299003476382	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00
					TOTAL	£238.55
		CODE	4251 Internet/Phone			
19	30/04/2026	256723614	Phone& Broadband Mar26	Provision of Parish and Community Buildings - LGA 1972, s.133	Utility Warehouse	£46.87
Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
52	29/05/2026	258786229	Phone & Broadband Apr26	Provision of Parish and Community Buildings - LGA 1972, s.133	Utility Warehouse	£45.60
80	30/06/2026	260860001	Phone & Broadband May26	Provision of Parish and Community Buildings - LGA 1972, s.133	Utility Warehouse	£44.21
					TOTAL	£136.68
Cost Centre		6 Park Hall				
		CODE	4201 Electricity			
4	21/04/2026	IV04308202	Electric Charges 1jan-31mar26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£1,149.04
					TOTAL	£1,149.04
		CODE	4210 Water Charges			
65	15/06/2026	wp-INV12569186	Water Charges 27feb-27may26	Provision of Parish and Community Buildings - LGA 1972, s.133	Water Plus	£916.14
					TOTAL	£916.14
		CODE	4221 Business Rates			
3	01/04/2026	299003758695	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£115.60

32	01/05/2026	2990037586 95	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
64	01/06/2026	2990037586 95	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
					TOTAL	£355.60
		CODE	4252 Internet/Phone			
29	24/04/2026	1655830	Mobile Phone Charges Mar26	Local Government Act 1972 s.111	SCG Connect Ltd	£12.97
42	26/05/2026	1668399	Mobile Phone Charges Apr26	Local Government Act 1972 s.111	SCG Connect Ltd	£12.97
69	24/06/2026	1680864	Mobile Phone Charges May26	Local Government Act 1972 s.111	SCG Connect Ltd	£12.97
					TOTAL	£38.91
		CODE	4311 Subscriptions and Memberships			
48	28/05/2026	64011767	Premises Licence Fee	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£70.00
51	28/05/2026	SIN3357977	PPL PRS Music License	Provision of Parish and Community Buildings - LGA 1972, s.133	PPL PRS Ltd	£346.80
					TOTAL	£416.80
		CODE	4420 Consumables			
9	30/04/2026	8006538	WPH Cleaning Supplies	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£60.80
45	28/05/2026	GB602174XH 1PNI	Ant Traps for Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon Business	£11.91
75	29/06/2026	8054480	WPH Hand Towels	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£47.90
					TOTAL	£120.61
		CODE	4450 Boiler Servicing			
36	28/05/2026	92332	Annual Heat Pump Service	Provision of Parish and Community Buildings - LGA 1972, s.133	Rudkin & Herbert Ltd	£200.00
					TOTAL	£200.00
Cost Centre		7 Pavilion and Other Buildings				
		CODE	4202 Electricity			
6	22/04/2026	IV04315258	Electric Charges 1jan- 31mar26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£608.67
					TOTAL	£608.67
Vchr.	Date	Invoice No	Description	Power To Spend	Customer	Net
		CODE	4462 Repairs and Maintenance			
8	30/04/2026	33066	Whitwick Park Toilet Locks	Provision of Parish and Community Buildings - LGA 1972, s.133	Locks2U Locksmiths	£616.92

78	29/06/2026	10319	Bowling Pavilion Electric Works	Provision of Parish and Community Buildings - LGA 1972, s.133	Leisure Electrical Services	£344.22
					TOTAL	£961.14
Cost Centre		9 Allotments				
		CODE	4470 Annual Lease			
39	28/05/2026	36200119	TRAS Rent 25mar26-28sep26	Small Holdings and Allotments Act 1908 s26	Wyggeston Hospital	£300.00
					TOTAL	£300.00
Cost Centre		10 Grounds Maintenance				
		CODE	4710 Grounds Maintenance			
16	30/04/2026	1420	March Grounds Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£10,968.05
35	28/05/2026	1426	April Grounds Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£10,968.05
67	29/06/2026	1427	May Ground Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£10,967.50
93	29/06/2026	1427	INVOICE 1427 ADDITIONAL	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£0.55
					TOTAL	£32,904.15
		CODE	4740 Tree Inspection / Surveys			
68	29/06/2026	100446113	Tree Survey 2026	Open Spaces - Open Spaces Act 1906, s.9-10	Leicestershire County Ccl	£3,215.00
					TOTAL	£3,215.00
Cost Centre		12 Land				
		CODE	4465 Repairs and Maintenance			
17	30/04/2026	EXP26002	Silicone Spray & Postage	Provision of Parish and Community Buildings - LGA 1972, s.133	Whitwick Parish Council	£5.65
49	28/05/2026	75311	Replacement Flag	Highways Act 1980, S.144	One Stop Promotions Ltd	£85.00
					TOTAL	£90.65
					QUARTER 1 EXPENSES	£78,550.57

On the motion of Cllr Amanda Briers, seconded by Cllr Elijah Bennett,
Council RESOLVED to approve the quarter 1 expenses reports for April, May and June 2026 for the total of £78,550.57.

26-304 FINANCE – PAYMENTS TO APPROVE – Appendix E, pg 23-24

Members received and reviewed the payments to approve report for June and July 2026.

Voucher	Date	Description	Power To Spend	Supplier	Total
84-91	29/06/2026	Salaries June 2026		Confidential	£10,293.46
92	22/06/2026	Water Charges 1mar-1jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	Water Plus	£351.94
93	29/06/2026	INVOICE 1427 ADDITIONAL	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£0.66

94	30/06/2026	Cheque Deposit Fee	Administration of the council - Local Government Act 1972, s151	Unity Bank	£0.40
95	01/07/2026	Software Accounts	Local Government Act 1972 s.111	Starboard Systems Limited t/a Scribe accounts	£93.60
96	01/07/2026	Business Rates Park Hall	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£120.00
97	01/07/2026	Business Rates Office	Provision of Parish and Community Buildings - LGA 1972, s.133	NWLDC	£78.00
98	01/07/2026	Stationery	Provision of Parish and Community Buildings - LGA 1972, s.133	ESPO	£69.72
99	09/07/2026	Lease Legal Fees	Local Government Act 1972 s.111	Crane and Walton Solicitors	£200.00
100	01/07/2026	June Ground Maintenance	Open Spaces - Open Spaces Act 1906, s.9-10	JR Landscaping & Grounds Maintenance	£13,161.66
101	17/07/2026	Summer Planter Scheme	Highways - Highways Act 1980, s.96	G Burley & Sons Ltd	£11,983.20
102	03/07/2026	Laptop Repairs	Provision of Parish and Community Buildings - LGA 1972, s.133	The Coalville Computer Nerd	£80.00
103	09/07/2026	Replacement Laptop	Local Government Act 1972 s.111	Whitwick Parish Council	£616.99
104	06/07/2026	Postage Charge	Local Government Act 1972 s.111	Whitwick Parish Council	£3.80
105	21/07/2026	Electric Charges 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£793.73
106	17/07/2026	Community Voice Jul26	Newsletters - LGA 1972 s.142	Latitude Printing t/a Community Voice	£181.20
107	22/07/2026	Electricity 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£848.17
108	22/07/2026	Electricity 1apr-30jun26	Provision of Parish and Community Buildings - LGA 1972, s.133	SSE Energy Solutions	£571.25
109	17/07/2026	Minute Taking Online Course	Local Government Act 1972 s.111	Hampshire Association of Local Councils Ltd	£36.00
110	31/07/2026	Phone & Broadband Jul26	Provision of Parish and Community Buildings - LGA 1972, s.133	Utility Warehouse	£56.57

111	17/07/2026	Redeployable CCTV Camera	Crime prevention - Local Government and Rating Act 1997, s.31	Rapid Vision Systems Ltd	£8,238.00
112	24/07/2026	Mobile phone charges July26	Local Government Act 1972 s.111	SCG Connect Ltd	£46.69
113	13/07/2026	Door handle, gutters, window clean	Provision of Parish and Community Buildings - LGA 1972, s.133	Screwfix	£41.52
114	17/07/2026	Paint brush and paint	Provision of Parish and Community Buildings - LGA 1972, s.133	Screwfix	£42.58
115	17/07/2026	Anti Climb Paint Signs	Crime prevention - Local Government and Rating Act 1997, s.31	Screwfix	£9.98
116	17/07/2026	CCTV Signs	Crime prevention - Local Government and Rating Act 1997, s.31	Screwfix	£27.96
117	17/07/2026	2 x Staple Removers	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon Business	£3.68
118	17/07/2026	Ant Killer Bait Stations	Provision of Parish and Community Buildings - LGA 1972, s.133	Amazon Business	£18.98
119	31/07/2026	Bank Charges Jun26	Administration of the council - Local Government Act 1972, s151	Unity Bank	£12.55
120	17/07/2026	A1 Poster Board with Base	Local Government Act 1972, section 142	Amazon Business	£78.49
121	17/07/2026	A1 Poster Board A Frame	Local Government Act 1972, section 142	Amazon Business	£54.00
122	17/07/2026	EXP26017 15 x Email Software MS365	Local Government Act 1972 s.111	Whitwick Parish Council	£181.44
123	17/07/2026	Remembrance Day Wool	Local Government Act 1972 s.111	LoveCrafts Group Limited	£41.60
				TOTAL	£48,337.82

On the motion of Cllr Ray Woodward, seconded by Cllr Amanda Briers,
Council RESOLVED to approve the June-July 2026 payments, transactions 84-123 inclusive, for the total of £42,355.01 net, £48,337.82 gross.

26-305 FINANCE – YEAR TO DATE BUDGET AND SPEND REVIEW – APPENDIX F, pg 26-33

Members received and reviewed the quarter 1 summary report and quarterly flexed budget reports for April to June 2026.

Cost Centre	Budgeted Receipts	Actual Receipts	Receipts Variance	Budgeted Payments	Actual Payments	Payments Variance
1 Income	173,484.44	173,907.16	422.72 (0%)			
2 Salaries				32,717.44	29,440.22	3277.22 (10%)
3 Administration				8,287.41	5734.25	1553.16 (30%)
4 Community Initiatives				3812.53	88.53	3724.00 (97%)
5 Community Office				1862.44	1460.86	401.68 (21%)
6 Park Hall				2875.03	3197.10	-322.07 (-11%)
7 Pavillion and Other Buildings				2025.00	1569.81	455.19 (22%)
8 Railway Station Building				280.03	0.00	280.03 (0%)
9 Allotments				355.03	300.00	55.03 (15%)
10 Grounds Maintenance				37,464.97	36,119.15	1,345.82 (3%)
12 Land				2000.06	90.65	1,909.41 (95%)
13 Parish Projects				8624.97	0.00	8624.97 (0%)
TOTALS	173,484.44	173,907.16	422.72 (0%)	100,304.91	78,000.57	22,304.54 (22%)

The budget for fire extinguisher servicing was discussed as there was disparity between buildings in terms of budgeted cost, which will need to be addressed for the 2027-2028 budget.

On the motion of Cllr Amanda Briers, seconded by Cllr Ray Woodward,

Council RESOLVED to approve the quarter 1 year to date budget and spend review figures.

26-306 FINANCE – STATEMENT OF INTERNAL MONITORING QUARTER 1 FINANCE CHECKS

The Parish Clerk confirmed that Cllr Peter Moulton had checked the bank reconciliations, the bank statements, and spot checked the corresponding invoices for Quarter 1 April to June 2026 inclusive. No errors or issues were found, so the bank statements and reports had been signed accordingly.

Chair Sue Colledge asked that thanks be extended to Cllr Moulton for carrying out the checks on behalf of the Parish Council.

26-307 POLICIES – CIVIC PROTOCOL POLICY – APPENDIX G, pg 35-39

On the motion of Cllr Sue Colledge, seconded by Cllr Ray Woodward,

Council RESOLVED to remove “from morning to dusk”, His Majesty the King’s Wedding Anniversary and Birthday of Her Majesty the Queen from the Union Flag section.

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

Council RESOLVED to remove “and any Link Councillor” from the Parish Council Flag section, to not purchase an Armed Forces Flag but to fly the Union Flag for Armed Forces week and therefore move this flag flying event to the Union Flag section.

On the motion of Cllr Sue Colledge, seconded by Cllr Elijah Bennett,

Council RESOLVED to approve the amended Civic Protocol Policy, including the updates to the Flying the Flag section of the policy.

26-308 POLICIES – MEMORIAL POLICY – APPENDIX H-1, pg 41-43 and APPENDIX H-2, pg 44-52

The Parish Clerk provided what was believed to be a draft Whitwick Parish Council Memorial Bench Policy from 2022. No resolution to adopt this policy had been found thus far. A comparative policy from South Derbyshire District Council was also provided for comparison and costs information.

Members agreed to defer this agenda item, and to transfer it to the Property Management and General Purposes Committee agenda for further discussion.

26-309 COMMUNITY PROJECTS – VEHICLE ACTIVATED SIGNS (VAS)

The Parish Clerk confirmed the latest data had been published on <https://whitwickpc.org.uk/news/>.

26-310 COMMUNITY PROJECTS – CCTV

The Parish Clerk confirmed that the pole, electrics and camera have now all been installed. The SLA agreement and signage is still to be completed with NWLDC. Anti-climb paint and signs to be added to the pole.

26-311 POLICIES – MOBILE CCTV – APPENDIX I, pg 55-57

The Council had previously approved to adopt the Kegworth Parish Council CCTV policy, once the CCTV had been installed. There had been no amends to that policy since the previous approval.

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

Council RESOLVED to approve the Mobile CCTV Policy, with the example Kegworth CCTV policy being amended to Whitwick Parish Council header page and name, and for one camera, not two.

26-312 CYBER SECURITY

The Parish Clerk had recently attended a free online training session by the Parish Council Domain Helper Service which she recommended to all Councillors to attend as a lot of helpful information was provided. There were quite a few action points that the Parish Council need to complete. The Parish Clerk will need to obtain quotes for IT support to ensure the Parish Council can action these and complete the work necessary to comply with our Cyber Insurance Policy, as Councillor Casson is no longer able to assist with the work required for this.

26-313 COMMUNITY OFFICE – APPENDIX J, pg 59-74

In 2024 Council members approved that the community office was not fit for purpose but no work has been completed to move this project forward since then. Some examples of options were presented by the Clerk, which included renting, purchasing a building, purchasing land or utilising existing Parish Council land or buildings, which members then discussed.

Cllr Elijah Bennett proposed that the Parish Clerk get some approximate costs for extending Park Hall and to get the rental price for the old pet shop premises. The Parish Clerk suggested getting commercial valuations for rent for the Parish Council buildings. The Clerk will also need to check the position with Fields In Trust with regards to extending Park Hall.

It was noted that the Parish Clerk would struggle to do the work required for this due to staff shortages and the workload at present, especially with the additional 3 item consultation event and the work required for the legacy grant fund schemes. No volunteers were forthcoming to assist with this project.

This item was then deferred for future discussion.

26-314 LOCAL PLAN

The Parish Clerk had attended a local plan briefing for Parish Clerks held by North West Leicestershire District Council on the 1st of July. The Regulation 19 public consultation opened on the 16th of July and runs until 11th September for residents to respond. The Parish Council has agreed to hold our own drop-in event for residents on Monday 10th August at Park Hall from 2pm-8pm. This event will be for three consultation items – the Local Plan, the Community Governance Review and the North West Leicestershire District Council Legacy Grant fund and Whitwick Parish Council projects.

26-315 COMMUNITY GOVERNANCE REVIEW

The Clerk confirmed that questions from the previous meeting discussion regarding the consultation for Thringstone have been sent to Clare Hammond, Democratic Services Team Manager at North West Leicestershire District Council, who will hopefully be attending our consultation event. Stage 2 of the

consultation opened on the 1st of July and residents and the Council have until the 13th of September 2026 to respond to the online consultation.

Members also briefly discussed the Local Government Reorganisation as the decision had just been announced and forwarded to members as residents will want to ask questions regarding this at the consultation event.

The 1 member of public left at 8.35pm.

26-316 LEGACY GRANT FUND

Potential projects for the Parish Council to apply for a grant towards were discussed. These included a Community Building potentially at the old Hermitage Leisure Centre Site and opening up Holly Hayes Wood (after speaking with Friends of Holly Hayes) which could be a Revenue Grant application. The Remembrance Garden project and the Rosslyn Road footpath down to Holly Hayes were also reviewed, with consideration needing to be given to the path gradient which could be an issue in terms of accessibility. The Parish Clerk confirmed she had already sent an initial enquiry to North West Leicestershire District Council to find out the options, if any, for any part of the old Hermitage Leisure Centre site, car park and field.

The Clerk confirmed she had attended the recent briefing at North West Leicestershire and that applications were open now.

There are two types of funds – revenue (£10-£25k) and capital (£10k-£250k).

For the larger capital fund, the expression of interest needs to be received by 21/8/26.

The deadline for the full application is 11/9/26.

Decisions will be made by Cabinet in November 2026.

The Parish Council would need 3 quotes and a future maintenance plan.

Match funding will be viewed favourably and has to be financial monetary match funding, not benefit in kind.

Revenue projects are expected to be delivered within 18 months.

Capital projects are expected to be delivered within 24 months.

If planning is needed, they can award the grant in principle if successful, but it would not be paid out unless planning was obtained and the project proceeded.

Members requested that the Parish Clerk speak to Friends of Holly Hayes Wood regarding the path project and also get some approximate prices for it so we then know what type of grant application it would be. Cllr Wyatt said to speak to Whitwick Quarry re materials for the path. Cllr Barker said to find out if Friends of Holly Hayes Wood would apply themselves.

1st preference – footpath project at Holly Hayes Wood.

2nd preference – extend Park Hall

3rd preference – new community building in an alternative location

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

Council RESOLVED to, with regards to the legacy grant fund, look at the possibilities of an accessible footpath through Holly Hayes Wood and some kind of provision for a multi-purpose accessible community facility.

26-317 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MEETING MINUTES

This item was deferred.

26-318 STAFFING COMMITTEE MEETING MINUTES

This item was deferred.

26-319 COUNCIL MEETING MINUTES

This item was deferred.

26-320 EXCLUSION OF PUBLIC AND PRESS

The Chair of Council read out the following paragraph to approve the exclusion of the public for the next agenda items:

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.

26-321 STAFFING MATTERS

As the Chair of Staffing was not present at this meeting, Cllr Barker was asked to update the Parish Council as the only present member of the Staffing Committee.

The Parish Clerk left the room at 8.45pm and returned at 9.10pm.

26-322 DATE OF NEXT COUNCIL MEETING

Thursday 17th September 2026 7pm Full Council meeting at Whitwick Park Hall.

26-323 FUTURE AGENDA ITEMS

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

The Chair thanked members for attending.

Meeting Closed: 9.11pm.

Chairman's Signature:

Chairman Name:

Date Signed:

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APPENDIX R

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

Whitwick Parish Council Meeting Minutes **Thursday 10th September 2026 7pm**

Meeting Date: Thursday 10th September 2026

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

Meeting Start Time: 7.01 pm

Meeting Chair: Cllr Sue Colledge

Councillors Present:

- Cllr Audrey Barker, Cllr Anthony Barker, Cllr Elijah Bennett, Cllr Sue Colledge (Chair), Cllr Tony Gillard (left at 8.00pm), Cllr Peter Moulton (Vice Chair) (left at 8.34pm).

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- 1 member of the public (left at 7.20pm)

26-324 APOLOGIES

Cllr Amanda Briers – family commitments

Cllr Phil Casson – working commitments

Cllr Andy Roach – medical commitments

Cllr Michael Wyatt – District Council meeting

Cllr Ray Woodward - illness

On the motion of Cllr Audrey Barker, seconded by Cllr Elijah Bennett,

Council RESOLVED to accept the apologies.

26-325 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 declared a **registerable interest**

- Whitwick Historical Group as a member

Cllr E Bennet had nothing to declare.

Cllr S Colledge declared a **registerable interest** in

- Whitwick Action Group as a member, on any matters relating to planning

Cllr T Gillard declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council
- agenda item 26-329 Legacy Grant as a cabinet member for North West Leicestershire District Council.

Cllr P Moul declared a **registerable interest** in

- all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward
- agenda item 26-327 Local Plan as a member of the North West Leicestershire District Council Local Plan Committee

26-326 PUBLIC PARTICIPATION SESSION

A local resident from North Street raised concerns about the security lighting that had recently been installed as part of the CCTV project in Whitwick Park, with it being very bright and pointing towards the rear of his property. Members discussed the issue and requested that the Parish Clerk ask the contractor to return to the site to adjust the light head to a horizontal position.

26-327 LOCAL PLAN

Members discussed the Regulation 19 Local Plan regarding its legal compliance and soundness.

Cllr Tony Gillard requested it be minuted that he objected to all developments on green fields in Whitwick.

On the motion of Cllr Elijah Bennett, seconded by Cllr Anthony Barker,

Council RESOLVED to submit the following response to the Regulation 19 Local Plan consultation –

“As Whitwick Parish Council, we are concerned that the current emerging local plan puts the area of separation under threat, thus contravening policy H3C. This area has been defended by residents and the Planning Authority for many years, and this was upheld by the planning inspectorate. We also feel that west of Whitwick contravenes policy H3C as it is not a deliverable site. Our suggestion is that Meadow Lane should not have been removed from the plan as this has brought our area of separation into the plan, contravening H3C. The main viability report is not within the consultation's evidence base, thus questioning whether the plan is being assessed on accurate deliverability.”

26-328 COMMUNITY GOVERNANCE REVIEW

To discuss and approve Whitwick Parish Council's response to the public consultation event about the unparished area of Thringstone.

On the motion of Cllr Sue Colledge, seconded by Cllr Peter Moul,

Council RESOLVED to submit the following response to the Community Governance Review for Thringstone – “As Whitwick Parish Council we would welcome Thringstone if they wish to join us, but we feel it is a decision for Thringstone's residents alone.”

Cllr Tony Gillard left the meeting at 8.00pm.

26-329 LEGACY GRANT FUND

The Parish Clerk informed members that the two expression of interest applications had been approved on the 24th of August and the Parish Council had been invited to complete the full capital grant application for the Holly Hayes Wood Project and the Community Building Project.

The Clerk recommended that the application to be submitted was for the Holly Hayes Wood project, because there is a very significant workload required for the Community Building project which has not been completed within the short timeframe of only 17 days between acceptance and submission.

The clerk tabled the original grant expression of interest application form and also the response and feedback received from North West Leicestershire District Council for members to review.

She confirmed a signed agreement with Friends of Holly Hayes Wood Limited, confirming access, construction rights, and long-term maintenance responsibilities, plus evidence of any other permissions required had to be completed.

Members then reviewed the initial quotes received for the footpath and bridge and the clerk highlighted the additional work and costs in terms of the bridge, with regard to the Environment Agency and planning. Funding for the project was then discussed. The estimated cost for the project had been £80,000 and the quotes were indicating the project could be in the region of £165,000.

The Clerk confirmed that the responses from the consultation event and feedback form that we have had residents complete, 41% were in favour of the Holly Hayes Wood project, 37% the multi-purpose Community Building, 12% the Remembrance Garden and 2% other projects.

Cllr Moulton left the meeting 8.34pm.

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

Council RESOLVED to approve the Legacy Grant Capital Application for the Holly Hayes Wood Footpath and Bridge Project, which will include £20,000 of match funding, to be funded from the EMR Capital Projects Reserves Fund.

Council RESOLVED to approve the terms of the agreement with Friends of Holly Hayes Wood Ltd, who will carry out tree maintenance along the route and keep the pathways clear for the footpath and bridge project. Whitwick Parish Council will fund, and only be responsible for, repairs of the path due to natural weather and footfall erosion.

The Chair thanked members for attending.

Meeting Closed: 8.36 pm.

Chairman's Signature:

Chairman Name:

Date Signed:

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LE67 5DT
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Original

Sales Quotation

Document No.	Document Date	Page
203525	14.08.2026	1/1
Customer No.	Valid Until	
CWHITW	14.09.2026	
Your Reference	Currency	
	GBP	

Delivery Address

Whitwick Parish Council
Whitwick Park - Stores Area
North Street
Whitwick
LE67 5HB
UNITED KINGDOM

Whitwick Parish Council - Purchase

Item Code	Description	Quantity	Price	Total	VAT
10 x Motif					
IPLO94W	Stella Warm White Bioprint (H:3.00m x W:1.00m) 70w 10.8kg	10	255.24000	2,552.40	510.48
			Subtotal	2,552.40	510.48
1 x Parcel Tree					
GX253LW	Tom (H:5.30m x W:2.30m x D:2.30m) 96w 323kg	1	6,213.96000	6,213.96	1,242.79
			Subtotal	6,213.96	1,242.79
1 x Happy Xmas Motif					
LG2000030	Happy Xmas (H:2.40m x W:2.50m)	1	950.00000	950.00	190.00
			Subtotal	950.00	190.00
Carriage					
ICARHORB	Carriage ex Horbury	1	250.00000	250.00	50.00
			Subtotal	250.00	50.00

Payment Terms - Nett 30 days from date of invoice

This quotation is valid for 30 days from the date of the quotation

This quotation is provided subject to stock availability.

Notes:

Total Before Discount	£10,940.40
Total Discount	£974.04
Total Before Tax	£9,966.36
Total Tax Amount	£1,993.27
Total Amount	£11,959.63

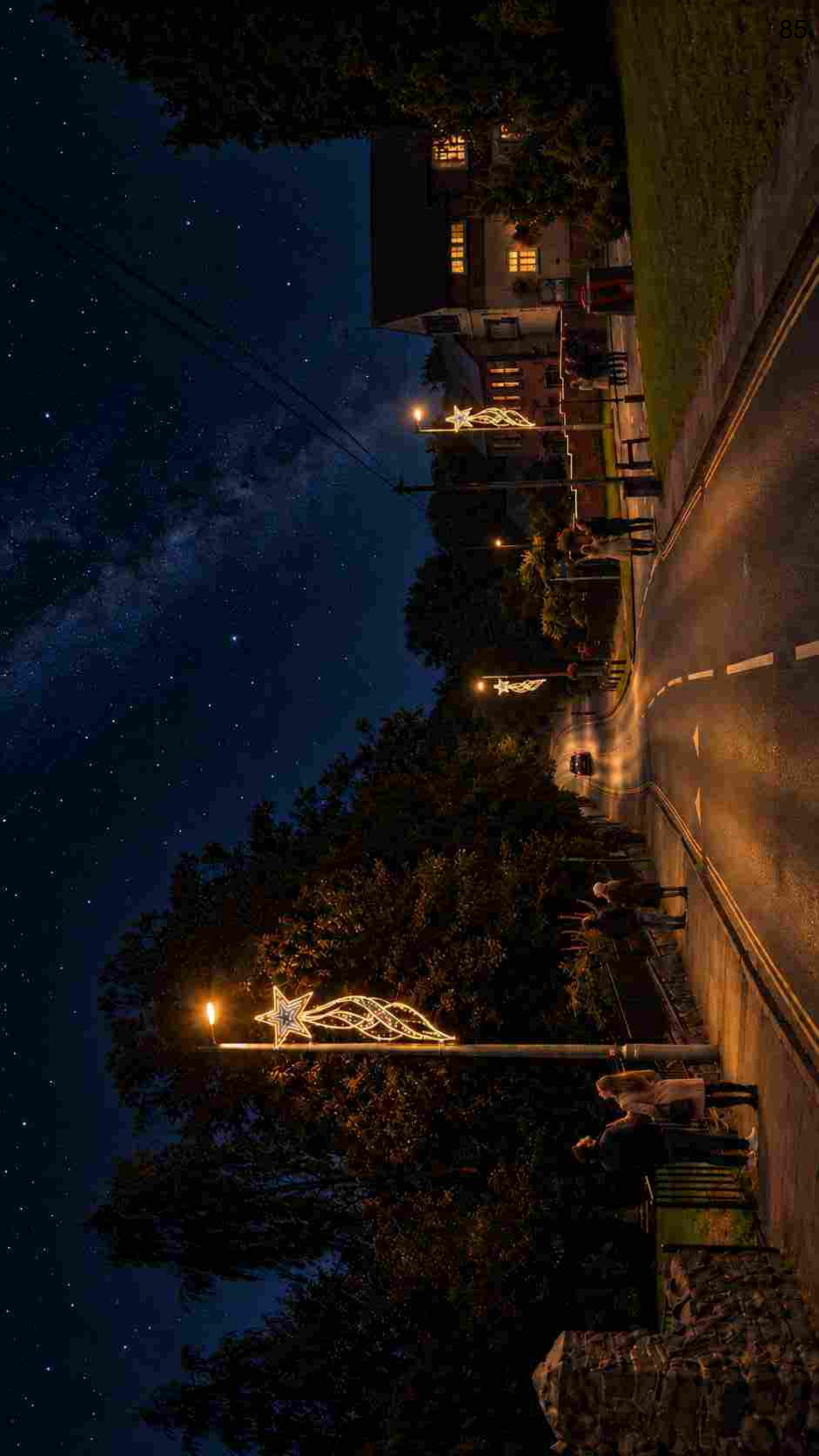
Company Reg No.: SC152939
VAT ID No.: GB651936618

Bank Account: 10268667
Bank Code: 804638

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