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

Whitwick Parish Council Meeting
Thursday 15th January 2026 7pm

Meeting Date: Thursday 15th January 2026
Meeting Location: Whitwick Park Hall, Whitwick Park, North Street, Whitwick, Coalville, Leics LE67 5HB
Meeting Start Time: 7pm
Councillors Present:
- Cllr Audrey Barker, Cllr Tony Barker, Cllr Elijah Bennett, Cllr Amanda Briers, Vice Chair Cllr Peter Moult, Cllr Andy Roach, Cllr Michael Wyatt

Officers Present:
- Sharon Kaye, Parish Clerk

Public Attendees:
- 23 members of the public in attendance including PCSO Connor Mitchell (6574) and PC Rich Willett (1058), Helen Bareford, Planning Manager, Kacey Dickinson, Planner and Matt Pierce, Strategy Land Manager, for David Wilson Homes East Midlands.

Prior to the meeting starting, chair of the meeting Cllr Peter Moult confirmed that agenda item 26-023 had been moved to between agenda items 26-003 and 26-004.

26-001 APOLOGIES
Cllr Phil Casson – family commitments
Cllr Tony Gillard – on holiday
Cllr Ray Woodward – on holiday
Cllr Sue Colledge – illness

On the motion of Cllr Anthony Barker, seconded by Cllr Andy Roach,
Council RESOLVED to accept the apologies.

26-002 DECLARATIONS OF INTEREST
Cllr Anthony Barker declared a **registerable interest** in
- all matters relating to North West Leicestershire District Council as a District Councillor for the Hermitage Ward
- Holly Hayes Woods as a director

Cllr Audrey Barker declared a **registerable interest**
- Whitwick Historical Group as a member

Cllr E Bennet declared a **registerable interest**
- As a foodbank volunteer
- As a Woodstock in Whitwick Christmas event volunteer

Cllr A Briers had nothing to declare.

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

- all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward
- A member on the planning committee at North West Leicestershire District Council
- A member of the Local Plan Committee at North West Leicestershire District Council

Cllr A Roach declared a **registrable interest** in

- Planning application number 4, agenda item 26-006

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

- all matters relating to North West Leicestershire District Council

Received and noted.

26-003 COMMUNITY POLICING

PCSO Connor Mitchell (6574) introduced himself as the new PCSO for Whitwick, Thringstone and Charley. He talked through the Beat Priorities and issues in Whitwick.
The team have done a speed operation on Loughborough Road. If members of the public or the Parish Council let them know areas of issue, then they can target this for future operations.
School parking is a serious concern and they are speaking to adults who are not parking safely or legally.
There has been a few thefts and some thefts from vehicles.
There has been one road traffic accident.
No specific anti-social behaviour at present.
Residents and members were encouraged to report any issues as they will then react to the data received.
A resident and Cllr Barker asked about issues with electric scooters. The PCSO explained these are a major challenge for officers as they need to be in the right place at the right time. Sales of these are not restricted and they are very fast. Had seized one two days ago; this meant a vehicle that could be used for crime was taken off the streets.
If there are hotspots of interest where riders are gathering, please report it.
Cllr Moult raised issues of e-bikes and specified some alley locations where they are being used in appropriately. VAS data was also discussed and our VAS cameras, and PCSO Campbell said the data could be helpful but as the machine doesn't record number plates. A speed watch operation could be an option from that data. The Parish Clerk confirmed that the office team could forward a copy of the VAS data to the Bardon Beat team. Cllr Moult also mentioned to residents that they can sign up to the Neighbourhood Link email update service from Leicestershire Police to receive local updates.
The Parish Clerk then asked whether any Meet the Team events were planned imminently, to be held in Whitwick. This is under review in terms of location, where the event will have the most impact for reaching residents.
A resident asked how many officers are in the area: 4 PCSOs and 4 police officers, and one sergeant over the Bardon Beat at one time – Thringstone, Whitwick, Agar Nook, Greenhill, parts of Hugglescote, Ellistown, Ibstock.

Received and noted.

7.18pm PCSO Connor Mitchell and PC Alex Willett left the meeting.

26-023 DISTRICT COUNCILLOR'S REPORT APPENDIX I – Pg 57

Cllr Anthony Barker reported that the Government had returned the investment reserve fund to the BCSSS (British Coal Staff Superannuation Scheme) for the miners, following the additional recent transfer to the MPS (Mineworkers' Pension Scheme). Previous mine workers in his ward had come to him thanking him for his efforts, as well as Cllr Peter Moult and Amanda Hack, MP, for their work on this issue, meeting with the now Minister of the Treasury. This will mean residents will have more money in their pocket to spend in the local economy.
Cllr Wyatt had nothing to report as present as a parish councillor.

Cllr Moult had attended a multi-agency flood meeting on the 9th of January 2026. Grace Dieu brook runs through the village and certain areas have flooded with sewerage and water flows, particularly when we have bad weather, along Grace Dieu Road and along the route of the brook. The meeting was also attended by Severn Trent, the Environment Agency, Amanda Hack, MP, Whitwick Parish Councillor Elijah Bennett, and colleagues from Leicestershire County Council. Whitwick Parish Council hope to create a Flood Resilience Plan. A meeting will be arranged at Whitwick Park Hall to discuss how to mitigate the effects of flooding and to get a team of resident volunteers to help when flooding occurs.

Received and noted.

26-004 PRESENTATION FROM DAVID WILSON HOMES RE PRE-PLANNING CONSULTATION REGARDING THORNBOROUGH ROAD

***APPENDIX A*, pg 5-7**

A PowerPoint presentation was given by Helen Bareford, Planning Manager, from David Wilson Homes East Midlands, about the outline planning application they are intending to submit, for the residential development on land East of Thornborough Road, for around 180 new homes. This development will consist of a mix of market and affordable housing, along with extensive publicly accessible open space.

Information from the presentation:

Site Overview

- The site is approximately 12.38 hectares (shown in the red lined area).
- David Wilson Homes have an option to purchase the land subject to satisfactory planning permission.
- This land is located within the 'Coalville Urban Area', identified as the 'Principle Town' in the settlement hierarchy and the most sustainable location for development.

Planning Policy – Adopted & Emerging Local Plan

- Site located with an identified 'Area of Separation' (Policy En5) in the current Adopted Local Plan (2021).
- NWLDC is in the process of producing a new Local Plan and propose to allocate the western part of the Site for residential development (C18) in the latest version of the new Local Plan (Reg 18-March 2025).
- Draft allocation proposes to remove site C18 from the Area of Separation.
- NWLDC Area of Separation Report (May 2022) regards much of site as having an 'incidental' or 'secondary' contribution to the AoS (area of separation).

Discussions with Local Planning Authority – North West Leicestershire District Council

- DWH has promoted the site for residential development through the emerging new Local Plan process.
- Principle of residential development
- Extent of build development & Area of Separation Policy
- 5 Year Housing Land supply
- Presumption in favour of sustainable development where LPA (local planning authority) lack a 5YHLS (5 year housing and land supply).

Proposed Planning Application – Headline information

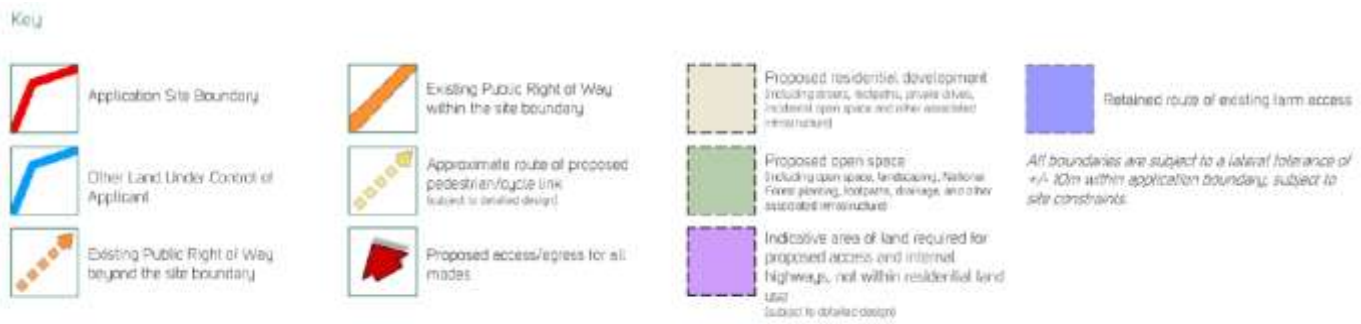
- Outline application
- Up to 180 dwellings (mix of 1 – 5 bed)
- Proposed access off Thornborough Road
- 20% affordable dwellings (up to 36 Units)
- Circa 6.5 Ha Public Open Space including LEAP (locally equipped area for play), retained PRoW (public rights of way), new pedestrian/cycle links
- Sustainable Urban Drainage System
- 10% on Site Biodiversity Net Gain
- National Forest Planting (20% GSA (Gross Site Area)
- Retention of and infilling of existing trees & hedgerow
- A suite of technical surveys and assessment work has been carried out to inform and support the proposed scheme. This includes; Arboricultural, Ecology, Noise, Heritage, Flood Risk and Drainage, Landscape and Transport and Connectivity.

Evolution of the Illustrative Masterplan – Constraints & Opportunities

- Site Access
- Existing dwellings on Thornborough Road
- Existing PRoW (public rights of way) 011/1 and 09/1 to be retained
- Drainage to be located in the lowest part of the site
- Site levels dictating extent of built development and location of LEAP (locally equipped area for play)
- Tree & Hedgerow retention
- Farm track retention
- Important views & impact on Area of Separation

Evolution of the Illustrative Masterplan – Parameters Plan

- Parameters are based on the identified constraints and opportunities



Evolution of the Illustrative Masterplan – Illustrative Masterplan

- The adjacent plan shows one way in which the proposal could be developed.
- Detailed designs will be submitted at the reserved matters stage.

Benefits of the development

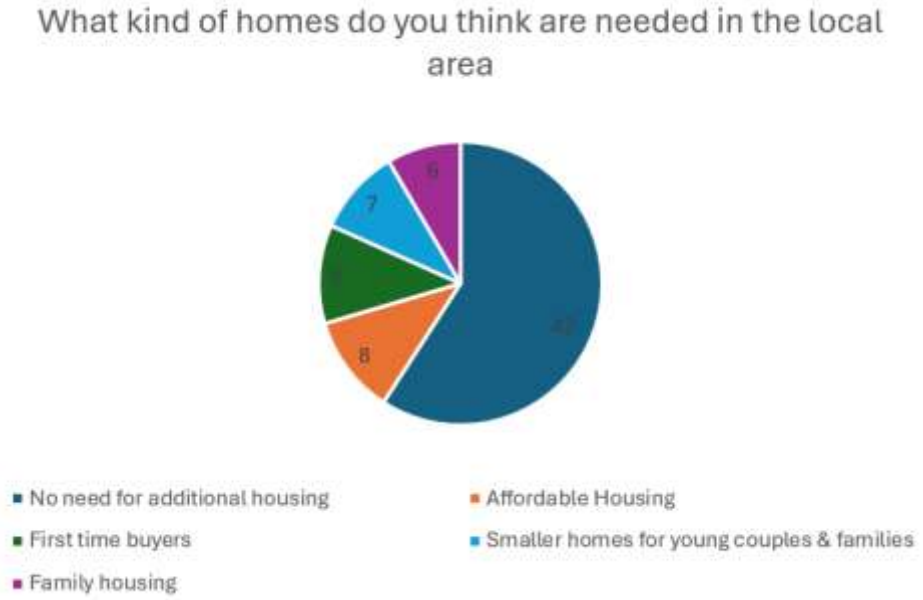
- A mix of new market homes to meet the Districts housing needs
- A mix of new affordable homes to meet the districts affordable housing needs
- Economic growth- new jobs
- Enhanced sustainability measures incorporated across the site
- Significant amount of newly accessible Public Open Space, including children's play area and sustainable drainage features
- Support for Community Infrastructure (via S106 contributions)
- On-site National Forest Planting and Biodiversity Net Gain

Kacey Dickinson, Planner for David Wilson Homes East Midlands, then talked through the responses received from the public consultation held in December 2025.

Public Consultation Headline Results

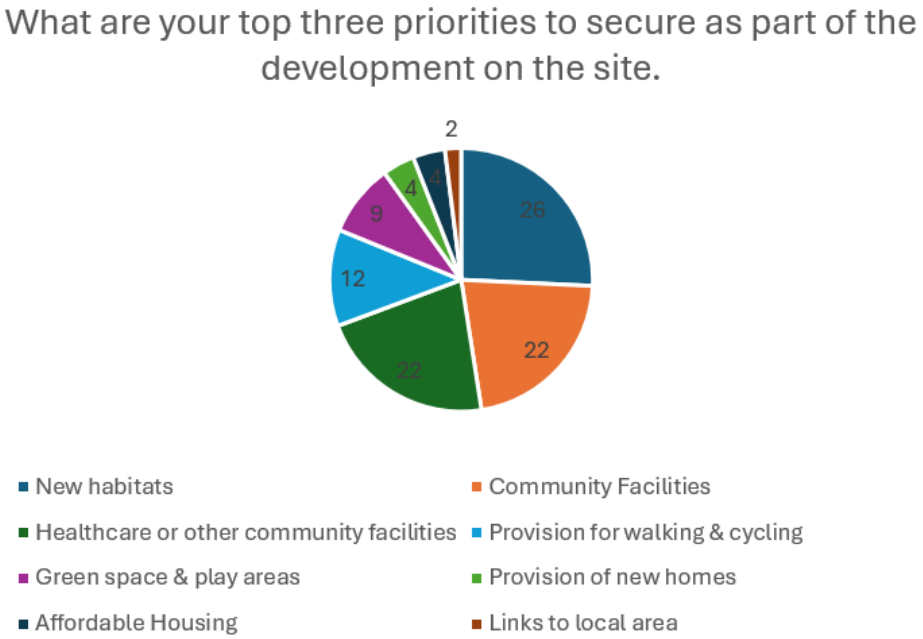
- Online Consultation held between 10th - 24th December
- Leaflets were distributed to 2,105 local residential addresses and 63 local businesses
- A website containing information of the proposals included a survey for residents to complete
- A total of 55 responses were received

Online Public Consultation results
Question 1



Note: Respondents were asked to select up to three priorities, therefore totals exceed 55.

Question 2



Note: Respondents were asked to select up to three priorities, therefore totals exceed 55.

A total of 29 respondents provided additional comments in relation to their priorities. Comments were commonly regarding:

- traffic, access and infrastructure capacity
- the importance of securing high-quality design
- the protection of residential amenity.

Question 3 - What would you like to see delivered as part of the development?
45 respondents submitted comments. The dominant themes were:

- Delivery of housing that meets local needs
- Appropriate green space, landscaping and pedestrian connectivity
- Importance of community benefits and infrastructure provision.

Question 4 – Do you have any comments on the proposed site layout plan?
40 respondents submitted comments. Many comments raised concerns regarding:

- layout
- access arrangements
- density
- the relationship between new development and existing homes.
- Parking provision
- The distribution of open space

Question 5 – Are there any other comments you wish to raise in respect of the proposed development?
45 respondents submitted additional comments. These largely reiterated concerns relating to:

- Traffic
- Infrastructure capacity
- Impact of development on local character.

Some respondents expressed conditional support for the development, provided that the identified issues are appropriately addressed.

Helen Bareford then continued by confirming what would happen next in terms of a planning application.

Next Steps

- Complete review of public consultation exercise
- Finalise masterplan
- Complete technical reports once masterplan finalised
- Submit outline planning application
- 13 week target determination following validation
- Submit Reserved matters scheme (based on achieving outline approval)
- 13 week target determination following validation
- Begin construction on site.

A question and answer session was then held after the presentation with Councillors and residents present at the meeting, with questions being answered by Helen Bareford and Matt Pierce, Strategy Land Manager.

Cllr Roach asked for specifics of the figures from the pie charts as not easy to read from the slides.
Cllr Wyatt asked if the development would be similar to the Greenhill Road site?
DWH - It would be similar, but Grange Road, Hugglescote was mentioned as the more recent site they have worked on. There will be consultation with the planning department about the specifics, and may have a design review panel.
Local resident – Do you have the option to purchase the whole of the site including the blue outlined area?
DWH – Yes

Local resident – Can you confirm as part of the whole SHELAA (Strategic Housing and Economic Land Availability Assessment) the whole of the site was identified as C18 for up to 348 homes
DWH – Yes it was. Feedback received from the initial assessment was the site was too big, hence why it has been reduced. The Area of Separation is a local designation, The development has to retain the farm track access for the farmer to the top field area. There is planning guidance for the number of dwellings and access required for a site, as it can depend on the width of the access, for emergency vehicles, on whether a second access would be needed.
Local resident – Allocation C44 from the SHELAA (land at the rear of Church Lane, Whitwick) is owned by Westernrange Limited, also known as Davidsons land buying arm. It was identified within the SHELAA for for between 36-50 homes. It is currently land locked because the only access to discharge onto the highway is the track that runs parallel with the cemetery and comes out opposite Seals.
The area known locally as Seven Acres, which is the owner of 241 Church Lane, own the other land identified by the resident and the sliver of land between C18 and C44.
137 Church Lane has also received outline planning permission for 13 houses, demolishing 2 houses (137 and 139).
Can you confirm or deny whether the plan is to approach Westernrange and the owners of 137-139 Church Lane, to link the whole lot together?
DWH – Anyone can submit land for the SHELAA for consideration. They have not had any discussions with them. The resident was advised to look at how the sites were scored on the SHELAA originally for the areas mentioned When the original application was submitted, development on all 3 fields in C18 was considered. This pre-application submission is the third option for the site. They will submit for the maximum they would like to build on the land but discussion always follows with the local planners on what is then suitable and appropriate. Initial SHELAA information submitted will not necessarily reflect the actual final planning application.
The resident then responded to say that James Wilson, director of Westernrange had directly approached the owners of 137-139 Church Lane.
DWH responded to say that if they were approached, they would then review that in terms of it's location in relation to their existing development but there would be a large gap in the middle so it would not be viable for them, and confirmed they would only exercise their option on the land they have planning on , which would be the red outlined area.
Cllr Moult – Within the presentation you did not mention that the site is in a Flood Risk Zone 3, which is the worst. Appreciates they have put drainage mitigation in. Looked at the map and where the existing pond location was, blue star indicates the lowest point of the site.
Cllr Barker – Concerns are it will drain into the brook.
Cllr Moult – Area of Separation for the site.
DWH – Confirmed they have the option for the outlined blue area but they could not trigger it, as they do not have the planning for that land.
Cllr Moult – Will the application be submitted before the local plan is finalised?
DWH – The plan is to submit the planning application in quarter 1 of this year.
Cllr Moult – Another issue is access to the site. Modelling work had been done. Do you have the outcome of that yet?
DWH – They have done PRPM modelling and regional transport modelling that they have the outcome of that. No significant on highways safety.
Cllr Moult – A desktop exercise does not have any relation to the actual effect is, but the planning committee will have to take that on board.
Cllr Moult asked if they had used an external surveyor.
DWH – No.
Cllr Moult – Swannington Incline, which is of historical value to the area. Not been mentioned.
DWH – Have had a heritage assessment for the site. No major impact raised. She will raise that with them and will double check.
Everyone local will have the opportunity to pass on comments on specific local issues to the planning committee at the time of the planning application as well.
Cllr Moult – A 5-year supply of housing will be rectified with the finalised Local Plan.
DWH – They understand how NWLDC calculate their level of supply. DWH's consultant takes into account past over supply. NWLDC count past over supply towards the supply figure. Because the plan is older than 5 years, the consultant reverts to the standard method of calculating the housing supply figures.

Cllr Moult – There is data re the supply of housing needed which shows the requirements are for single and 2-bedroom properties in this locality. Would that data be taken into consideration, rather than building 4 and 5-bedroom houses?
DWH – They submit a housing mix. The Council can put planning conditions on that states what the mix must be.
Cllr Moult – Infrastructure has been mentioned in the feedback such as GP surgeries, schools etc. What provision would be made for that through the Section 106 agreement?
DWH – The site is not big enough for those services mentioned, but a contribution is made based on the number of houses and they make that payment but how those funds are spent is determined by the Council.
Resident – On design – 180 houses, 2 car parking space per house, some 3, 4 5-bedroom houses, minimum of 350 vehicles parked, until 10-15 years' time when children have grown up, may be 4 vehicles per house with the larger design houses, where are those vehicles going to park on this estate?
On highways – One exit onto Thornborough Road, 350 vehicles now, circa 900 vehicle movements per day, bottleneck at the bottom of Church Lane, where the schools turn, and vehicles are parked up, to the South there is the traffic turning into Stephenson College, and then you've got to get these additional vehicles onto the A511 which can't cope now. This is going to cause carnage at that junction, so what are you going to do about it?
DWH – The County Council has provided guidance. They follow the relevant guidance for the right amount of parking spaces per house.
Resident – The main entrance is just a dirt track. How is that going to cope?
DWH – Their transport consultant has already consulted with LCC and done the relevant assessment but as they have not submitted it to Leicestershire County Council as the planning application has not been submitted, so those results have not been seen yet.
Resident – Has vehicle movement data from the A511 work, that suggests serious issues getting this through highways.
Cllr Moult asked if this data could be shared with the Parish Council.
Resident – Farm track access issue. Have you looked at Brownfield sites?
DWH – Not locally available big enough.
Cllr Moult – The local plan committee look at that. Owners have to put their sites forward.
DWH – Brownfield sites have to be assessed for availability and the cost of developing the site and making the ground safe, depending on it's previous use.
Resident – Have you consulted with Severn Trent to see if the network can manage that many houses in that location?
DWH – They have a right to connect to the existing network and if it has reached capacity, the provider has to increase capacity, so Severn Trent will be consulted as part of the process.
Resident – The problem is the providers often don't get the funding to upgrade until it has gone wrong.
DWH – The problem can also be that the providers don't have a timescale of when they have to provide that upgrade either.
DWH – They have also found that it is not the development that causes the issue, as plans are put in place to allow for that, but what it can do is show stress in the system further down the line. So it needs to be looked at in terms of a wider area, and DWH are happy to have a conversation about that with the flooding teams or come to a multi-agency flooding meeting.
Cllr Moult drew the session to a close and thanked the David Wilson Homes East Midlands representatives for their attendance and time, as well as the residents who had attended and participated.

20.22-20.27 Members of the public (except 2) and DWH left the building.

26-005 PUBLIC PARTICIPATION SESSION

No additional comments or issues were raised.

26-006 PLANNING APPLICATIONS

Members were briefed on the planning applications as per the agenda, received as a consultee to North West Leicestershire District Council.
No additional applications had been received.

Application 1
Reference: 25/01660/TPO
Location: Land Rear Of 21 To 63 Church Lane Whitwick Leicestershire LE67 5DN
Proposal: Works to 1 no. Oak Tree to remove a hyper extended limb coming from the lower stem leaving a water barrier, works to crown reduce 1no. Oak Tree by 2.5 meters to reduce weight and works to reduce 1no. Oak Tree by 1.5 metres (Protected by Tree Preservation Order T416)

Application 2
Reference: 25/01131/VCI
Location: Whitwick Constitutional Club 8 Silver Street Whitwick Coalville
Proposal: Amendments to conditions 3 and 4 of planning permission 21/02020/FUL which was for the change of use of first floor live in steward's accommodation into office space to be occupied by professional services to amend the permitted opening hours and to allow the use of the first floor by uses falling within Class E (c) (iii) and (e)

Application 3
Reference: 25/01674/DEM
Location: Garages Off The Pines Whitwick Leicestershire
Proposal: Demolition of 7 no. detached garages

The Parish Clerk confirmed this was for information only and had been permitted that day.

8.32pm Cllr Roach left the room having registered his interest in the next agenda item.

Application 4
Reference: 25/01746/FUL
Location: Man Within Compass Loughborough Road Whitwick Coalville
Proposal: Proposed external alterations including timber framed pergola, alterations to the gable end wall to form a new door opening, relocation of existing timber huts, festoon lighting, external TV screen and new fencing and steps

8.33pm Cllr Roach returned.

Application 5
Reference: 25/01762/FUL
Location: 45 Carterdale Whitwick Coalville Leicestershire
Proposal: Demolition of an existing detached garage, erection of a single-storey side extension and a single-storey front and side extension and erection of new boundary treatments

Received and noted. No objections were raised.

26-007 COUNCIL MEETING MINUTES ***APPENDIX B, pg 8-13***

On the motion of Cllr Audrey Barker, seconded by Cllr Elijah Bennett,
Council RESOLVED to approve the Council Meeting Minutes from the 20th November 2025 meeting, as a true record, and to be signed by the Chair.

26-008 COMMUNITY PROJECTS – CHRISTMAS LIGHTS

The Parish Clerk gave an update on work completed thus far:

The first 10 lamp post sockets have been installed by Leicestershire County Council.
10 more are still to be installed. The Clerk is pushing for this work to be completed before the end of February, so we are invoiced before the financial year end.
An action plan is still to be agreed for the lamp posts that cannot have electrical sockets installed on them.

Electrical sockets were installed on 8 business premises this year. A couple of premises were not completed this year.
Final cost was £927.00 plus vat for the 8 premises, including materials.
We still have more snowflake lights so the Clerk hopes to get more businesses involved and additional sockets installed prior to next year.

The lamp post lights will be taken down in the next 4 weeks, as we have had to wait for a contractor to do this work, with the appropriate certification and equipment.

For the budget and next year's scheme, we will need to allow for the costs for installing and removing the decorations. This has to be done by a 2-man team of qualified electricians that have a G39 certificate, in order to be able to open the lamp post cabinet to set the timers. They also need to have the correct cherry picker style lifting system to lift the 3m decorations up onto the lamp posts safely.

Members discussed the option of leaving the lamp post lights in situ after next year's display, to save on costs. The Parish Clerk will update them of the quotes for this work at a future meeting.

Received and noted.

8.37pm Cllr Peter Moult left the meeting.

Cllr Anthony Barker was nominated to chair the rest of the meeting by the members present.

26-009 COMMUNITY PROJECTS – WOODSTOCK CHRISTMAS EVENT AT THE BLACK HORSE

Cllr Elijah Bennett gave a report on the event to members. It was very well attended by families and the games, entertainment and free present from Santa was much appreciated.

Received and noted.

26-010 COMMUNITY PROJECTS – VEHICLE ACTIVATED SIGNS (VAS)

Members were advised that the latest data for Loughborough Road from 3rd December 2025 – 8th January 2026, has been published on https://whitwickpc.org.uk/news/.

Received and noted.

26-011 COMMUNITY PROJECTS – VEHICLE ACTIVATED SIGNS (VAS)

APPENDIX C, pg 14

The Parish Clerk confirmed that the company that had supplied the 2 smiley face VAS cameras had examined them and could not find any fault with the camera or battery.
They had also been unable to provide the name of any other parish council that had been supplied with these cameras, as requested by members.

They had instead offered free retrofit of a 10w solar panel to each camera unit. This does not remove the requirement of battery changes (currently every week for these cameras, compared to monthly for the previous cameras), but the solar panel does extend the operational time. The solar panel works on daylight not just sunlight. The usual cost for this would be £650.00 plus vat per unit, which they are prepared to provide free of charge.

The following options were then presented to members to consider.
Option 1 – accept the offer of the solar panel to assist with battery charging.
Option 2 – request a refund for the units and repurchase a similar item from another company.
Option 3 – request 2 replacement standard VAS cameras (not smiley) and a refund for the price difference.

Members discussed the option of the solar panels, but the fact that they would need to be moved from post to post with the cameras, was not felt to be a good solution. There was also concern that this would not be guaranteed to solve the problem. If we went with another company, the brackets would also be different so you would need 2 sets of brackets on every post.

On the motion of Cllr Audrey Barker, seconded by Cllr Andy Roach,
Council RESOLVED to ask for an exchange of the smiley face VAS cameras to the original model of camera we have, with any financial difference to be reimbursed.

Cllr Audrey Barker then enquired about the additional post for Thornborough Road. Deferred for Property Management & General Purposes Committee.

26-012 COMMUNITY PROJECTS – CCTV

The Parish Clerk confirmed to members that £2000.00 had been received from NWLDC at the beginning of December towards the CCTV project.

An email received from Paul Collett at NWLDC at the end of November confirmed the position as follows:

- A purchase order has been raised to transfer funds to the parish council. FUNDS RECEIVED.
- I am arranging for installers to revisit the site and provide a quote for the camera post.
- A request will be sent to Rapid Vision Systems for a new camera quote, enabling the parish council to place an order if required.
- I will identify the quickest way to install the post and activate the camera.
- If the parish council has any suitable property for future camera locations, please advise. The park remains the priority.
- A Data Protection Impact Assessment (DPIA) will be prepared, and our legal team is drafting the SLA to allow us to operate the system on your behalf.
- A new CCTV policy covering all cameras, including parish units, is being developed.

A further updated had been received on the 8th of January 2026:
My manager and I discussed yesterday and I am resolving the post as a priority.
The DPIA process and SLA is with our legal team and we are meeting to discuss progress.

The Parish Clerk will contact Paul Collett again and chase the quote for the post installation and camera so we can get those elements of the project completed.

Received and noted.

26-013 COMMUNITY PROJECTS – DEFIBRILLATORS **APPENDIX D, pg 15-19**

The Parish Clerk advised members that she had approached three organisations for quotes.
Contractor 1 quote could be found in appendix D on page 15 with the additional costs for replacement parts shown on page 16.

Specification:
The unit needs to be suitable for adults and children.
The unit needs to be fully automatic, so no specialist training would be required.
The unit needs to come with a heated cabinet so it is not affected by the cold weather.

Location: Park Hall
Locations to be agreed for future defibrillators at a later date, but outlying areas would be beneficial.

The Clerk pointed out that at present there is no funding or cost code for defibrillators, so it would need to be funded from general reserves if purchased this year, and funding created during the budget process for 2026-2027, to allow for us to purchase further defibrillators and fund the necessary running costs.

Funding for initial training for the defibrillator and CPR would also be part of the project, to help take away the fear factor of using a defibrillator.

On the motion of Cllr Andy Roach, seconded by Cllr Elijah Bennett,
Council RESOLVED to approve the purchase of a defibrillator and initial first responder CPR training, for Whitwick Park Hall, at an approximate initial cost of £1500.00, to be funded by moving £1500 from General Reserves to a new Community Projects – Defibrillators Ear Marked Reserve fund for the 2025-2026 financial year.

26-014 LCC FLOOD SAX DEMONSTRATION THURSDAY 5th FEBRUARY 2026 1PM

Cllr Moult is the Flood Action Link Councillor but the Parish Clerk suggested it would be appropriate for another councillor to attend, especially as we are planning to do a Flood Resilience Plan and event in the next few months.

Volunteered to attend: Cllr Elijah Bennett

26-015 COMMUNITY GRANTS SCHEME **APPENDIX E, pg 20-22**

Reason for review:
Whitwick St John the Baptist Church want to apply for a second grant for their stonework project as the costs have escalated.
The policy says 1 grant per organisation, or purpose.
Members discussed the scheme wording and accepted the Parish Clerk's recommendation to amend the wording slightly to be 1 grant per organisation, or purpose or event, so it was easier for applicants to understand.
There is already an option for more than £250 in extenuating circumstances, which would allow the church to apply and have their application considered by the Parish Council.
Members then discussed the Parish Clerk's suggestion that there was a maximum limit per organisation of 50% of the annual grant fund budget.
Members discussed this and decided not to accept the recommendation, as each application was considered on it's own merits, under the existing rules of the scheme.

26-016 POLICIES AND PROCEDURES UPDATE – COMMUNITY GRANTS AND DONATIONS POLICY **APPENDIX E, pg 20-22**

Members reviewed the community grants policy in appendix E..

On the motion of Cllr Andy Roach, seconded by Cllr Audrey Barker,
Council RESOLVED to approve the Community Grants and Donations Policy 2026.

26-017 POLICIES AND PROCEDURES UPDATE – CIVIC PROTOCOL POLICY **APPENDIX F, pg 23-27**

Minor name changes had been made from Manager to Clerk.

On the motion of Cllr Andy Roach, seconded by Cllr Audrey Barker,
Council RESOLVED to approve the Civic Protocol Policy 2026.

The Parish Clerk confirmed the flag flying schedule was on the end of the Civic Protocol Policy.
The Queen's birthday states consort, which need's correcting.
Flag flying guidance on the government advice website has not been updated yet, but the Parish Clerk will verify what is stated on there.

26-018 POLICIES AND PROCEDURES UPDATE – COMPLAINTS PROCEDURE **APPENDIX G, pg 28-33**

Minor name changes had been made from Manager to Clerk.

On the motion of Cllr Audrey Barker, seconded by Cllr Andy Roach,
Council RESOLVED to approve the Complaints Procedure 2026.

26-019 POLICIES AND PROCEDURES UPDATE COUNCILLOR'S CODE OF CONDUCT **APPENDIX H, pg 34-56**

Minor name changes had been made from Manager to Clerk.
The last major advised update to the Code of Conduct was in 2020, with a minor revision in 2021. Previous policy review was July 2022. The Clerk therefore has taken the 2022 previous parish council policy as up to date at that time.
The Parish Clerk confirmed that LRALC do not keep records of Councillors training. Each council has to keep records of who has done it. No certificate is issued either.

On the motion of Cllr Elijah Bennett, seconded by Cllr Audrey Barker,
Council RESOLVED to approve the Councillor's Code of Conduct 2026.

26-020 CHARITIES COMMISSION

To note the annual return for Whitwick Park (King Georges Field) has been submitted and all details on the account and public register updated.

Received and noted.

At 8.58pm, Councillor Anthony Barker proposed to extend the meeting by 20 minutes as it was now 9.00pm.

On the motion of Cllr Audrey Barker, seconded by Cllr Elijah Bennett,
Council RESOLVED to extend the meeting by 20 minutes.

26-021 FSCS PROTECTION LIMIT INCREASE TO £120,000

To note from 1st December 2025 the Financial Services Compensation Scheme (FSCS) is increasing its deposit protection limit from £85,000 to £120,000 per eligible person (ie for all accounts we hold as a total). This is per organisation, so will need to review this as we have two accounts with one institution, and when the precept is paid we are above this limit.

Received and noted.

26-022 COUNTY COUNCILLOR REPORT

The Parish Clerk emailed an invitation and report request to County Councillor Boam on 6/1/26.
No response received.

Received and noted.

26-023 DISTRICT COUNCILLOR'S REPORT **APPENDIX I, pg 57**

This was moved forward to earlier in the agenda.

26-024 DATE OF NEXT COUNCIL MEETING

Council meeting dates had been provided in the agenda.
Thursday 29th January 2026 7pm Extraordinary Council Meeting, at Whitwick Park Hall
Thursday 19th February 2026 7pm Full Council meeting, at Whitwick Park Hall
Thursday 19th March 2026 7pm Full Council meeting, at Whitwick Park Hall

The Parish Clerk advised members to note that there was an Extraordinary Council Meeting now scheduled for the 29th January 2026, to discuss the budget and precept.

Received and noted.

26-025 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: 9.02 pm.

Chairman's Signature: ……

Chairman Name: ……..

Date Signed: ……