



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

Whitwick Parish Council Meeting Minutes **Thursday 19th March 2026 7pm**

Meeting Date: Thursday 19th March 2026

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

Meeting Start Time: 7pm

Councillors Present:

- Cllr Sue Colledge (Chair), Cllr Peter Moulton (Vice-chair), Cllr Anthony Barker, Cllr Audrey Barker, Cllr Elijah Bennett, Cllr Ray Woodward.

Officers Present:

- Sharon Kaye, Parish Clerk

Public Attendees:

- 3 members of the public in attendance (2 left after agenda item 26-123, 1 left at the end of the meeting).

26-119 APOLOGIES

Cllr Briers – bereavement

Cllr Casson – family commitments

Cllr Gillard – personal reasons

Cllr Roach – work commitments

Cllr Wyatt – attending NWLDC Scrutiny Committee Meeting

Members requested that the Parish Clerk sent a poll out to members to see what dates and times were convenient for members for meetings, prior to the new meeting calendar being issued in May.

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

26-120 DECLARATIONS OF INTEREST

To receive any declarations of interest, in regard to any agenda item.

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 declared a **registerable interest** in

- Foodbank
- Woodstock in Whitwick

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

- Whitwick Historical Group as a member

a **pecuniary interest and registerable interest** as

- Woodstock in Whitwick Committee as a member

- Coalville C.A.N. as a shareholder
a **potential pecuniary interest** as
- The old Hermitage Leisure Centre site as an immediate neighbour

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

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

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

Received and noted.

26-121 COMMUNITY POLICING

- a) Attendance at meeting by local PCSO.
An invitation email had been sent on 10/3/26 by the Parish Clerk. A report was requested if unable to attend. Officer not in attendance this evening and no report had been received.
- b) Dates of future beat surgeries to be provided.
All beat surgeries dates have been published on the Parish Council website.
April beat surgery dates were confirmed for The Rock Bar & Café, Abbey Grange Tearoom, and Meadow Barn View.
- c) Cllr Moul confirmed that he had been contacted by a governor at Whitwick St John The Baptist CE Primary School to request the Parish Council's assistance with parking issues surrounding the school. He had discussed this with the Parish Clerk with a view to arranging a meeting with relevant parties.

Received and noted.

26-122 PARISH CLERK REPORT – OLD HERMITAGE LEISURE CENTRE SITE CAR PARK

APPENDIX A, pg 5

The Parish Clerk updated members on action taken following the resident complaint at the last council meeting about the issues at the old Hermitage Leisure Centre site car park, and the query regarding the removal of the CCTV at the site.

A reply email had been received by the Parish Clerk on 11/3/26 from Lee Roberts, Property Services Team Manager, North West Leicestershire District Council, with a follow up phone conversation on 17/3/26. Lee confirmed that Leicestershire County Council now have a compulsory license for the site, for a storage compound for when the A511 Growth Corridor improvement works take place. They have 3 years to invoke the license and then 2 years of use once the license has been activated. The work may be completed faster than that time period.

The Parish Clerk had also sent an email on 11/3/26 to PCSO Connor Chamberlain to request higher police patrol visibility, asked if it can be a beat priority for the Bardon beat, and for a copy of any statistical data of criminal activity at the location.

By way of background, the CCTV cameras previously covered the Hermitage Leisure Centre site and were attached to the building structures, as well as a couple of car park cameras, on an internally monitored scheme at the leisure centre. They were removed as part of the demolition work, along with decommissioning and capping of utility services in early 2023. There is no power on site now. Lee had confirmed there is no option to do anything further on the site due to the license, even a dummy camera.

Members were disappointed that the license had been agreed without any notification to the Parish Council, as the Council had requested to be kept up to date with all developments at the site by North

Received and noted.

26-123 PUBLIC PARTICIPATION SESSION

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

Resident 1 – Confirmed he had been contacted by Lee Roberts regarding the car park complaint and he had been helpful.

Resident 2 – Was representing the Save West Whitwick Valley Group. She said the next Local Plan consultation was scheduled for July to September 2026. She wanted to request that the group could be represented if the Parish Council held any future open events for the consultation. Members confirmed they would request if any consultation events are planned by NWLDC, then the Parish Council would request one could be held in Whitwick, on a similar style as the previous consultation open event which the Parish Council organised.

Resident 2 – Disappointed to note at the Local Plan meeting last night at NWLDC that they have changed the policy on petitions being submitted, with a 12-month rule. Members confirmed a petition would only count as 1 response, and residents were advised to submit individual responses to the consultation.

Resident 3 – Asked if members had any update on The Oak pub. Members confirmed this was a NWLDC asset, not the Parish Council's, so queries need to be directed to NWLDC.

Resident 3 - Mentioned issues with parking on the grassed land outside The Oak pub as well as on the pavement, blocking the footpath. Members confirmed the pub site was owned by NWLDC but the green grassed area was owned by LCC, so issues need to be reported to them. The Parish Council and the resident have all reported this before.

Resident 3 – Asked about the closed footpath on the field owned by East Midlands Housing off Thornborough Road. It has been wired off and is unusable. The resident was advised to contact LCC as it was a footpath issue. The resident confirmed he had sent emails but not had any response.

Received and noted.

26-124 COUNTY COUNCILLOR REPORT

An invitation to the meeting and report request had been sent by the Parish Clerk on 20/2/26 with a report requested by 10/3/26, as well as a second email on the 16/3/26. No response had been received re attendance or report for this meeting. County Councillor was not in attendance at the meeting.

The Parish Council response to the County Councillor's 26th February 2026 report was sent by the Parish Clerk on the 16th March 2026, with a reply requested within 10 days, raising all the issues and concerns raised by members at that meeting.

Received and noted.

26-125 DISTRICT COUNCILLOR'S REPORT

Cllr Barker gave a report about the Hermitage Recreation Ground play area that is still requiring work and equipment being replaced. The shelter, some swings and a broken zip line are in use but the slide, roundabout and rocker are subject to Capital Projects Approval by North West Leicestershire District Council, for replacement in 2026/2027. He understands the insurance claim for the damage incurred has now been settled so they have had the funds to replace the equipment. He has been informed that the seat on the zip wire has been broken, but when queried, it was broken in 2024, 2 years ago.

Received and noted.

26-126 PLANNING APPLICATIONS

Members reviewed and commented on the latest planning applications below, received as a consultee to NWLDC, in addition to any applications received up to the meeting date.

Application 1

Reference: [26/00244/FUL](#)

Location: 16 Hall Lane Whitwick Coalville Leicestershire

Proposal: Demolition of existing outbuilding and erection of single storey side and rear extension

Objection: No

Application 2

Reference: [25/01746/FUL](#)

Location: 58 Tressall Road Whitwick Coalville Leicestershire

Proposal: Demolition of an existing single-storey rear extension and erection of a single storey rear extension together with render finish to main dwelling and alterations to windows and door in side elevations

Objection: No

Application 3

Reference: [25/01762/FUL](#) AMENDED – No objection previously submitted 16/1/26

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

Objection: No

Application 4

Reference: [26/00280/REM](#)

Location: 86 Leicester Road Whitwick LE67 5GJ

Proposal: 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)

Objection: No

Received and noted. No objections were raised.

26-127 COUNCIL MEETING MINUTES

The Parish Clerk informed members that the minutes from the 26th February 2026 were not complete as yet so these were deferred.

Members reviewed the minutes provided for 15th January 2026 in appendix B on pages 7-22.

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

Council RESOLVED to approve the Council Meeting Minutes from the 15th January meeting, as a true record, and to be signed by the Chair.

26-128 PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE MINUTES **APPENDIX D, Pg 24-33**

Members were provided with a copy of the minutes from the PMGP Committee meeting held on Thursday 22nd January 2026, approved on 5th March 2026, in appendix D, on pages 24-33.

Received and noted.

26-129 FINANCE – BANK BALANCES **APPENDIX E, Pg 35-36**

The Parish Clerk provided two appendices for the bank balance figures.

Appendix E-1 on page 35 was the All Banks Reconciliation Report.

Appendix E-2 on page 36 was the bank summary for 24-25 and 25-26 for all 3 accounts, including interest rates paid per month, for income comparison.

The bank balance figures provided to members were as follows:

	Current Acct	Deposit Acct	Investment	TOTAL
28/02/2026	£145,030.79	£13,241.48	£225,000.00	£442,328.14
31/01/2026	£182,962.50	£13,241.48	£225,000.00	£421,203.98
31/12/2025	£204,086.66	£13,241.48	£225,000.00	£383,272.27

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

Council RESOLVED to approve the bank reconciliation statement provided, and for the Chair to sign it.

26-130 FINANCE – INCOME & EXPENDITURE

APPENDIX F, Pg 38-44

Appendix F-1 was the Receipts for February 2026. – agenda plus page 38.

Appendix F-2 was the Payments for February 2026. – agenda plus pages 39-44.

Received and noted.

26-131 FINANCE – PAYMENTS TO APPROVE

APPENDIX G, Pg 46

The accounts report for transactions numbered 379-396 was provided and as shown below.

Salaries analysis sheets detailing salaries payments were also provided for Members for the last three months December, January and February 2026.

The Parish Clerk answered one query regarding transaction 389, confirming that the procedure for refreshments would be amended for 2026's Remembrance Parade. This was because the refreshments were not announced after the service, before the return parade. Many parade members completed the return march and then left, as this was the first year we had done the return March for some years. In 2026 an announcement will be made informing all of the light refreshments and tea and coffee available.

Voucher	Date	Payment Ref	Description	Supplier	Total to pay
387	20/03/2026 - 20/03/2026	BACS	Payroll payment correction	Confidential	20.00
379	27/02/2026	BACS	January Phone & Broadband Charges	Utility Warehouse	51.56
380	26/03/2026	BACS	Spring Service 2026	Access Irrigation Ltd	284.40
381	01/03/2026	DD	Software Accounts	Starboard Systems Limited t/a Scribe accounts	93.60
382	20/03/2026	DD	Water Charges 1dec25-1mar26	Water Plus	155.15
383	20/03/2026	BACS	Ink Toner Cartridges x 7	IJT Direct	345.00
384	20/03/2026	BACS	March Ground Maintenance Cost	JR Landscaping & Grounds Maintenance	13161.66
385	20/03/2026	BACS	Grant St Johns the Baptist Church	Whitwick Parish Church PCC	250.00
386	01/03/2026	DD taken in error	Software Bookings	Starboard Systems Limited t/a Scribe accounts	48.00
388	26/03/2026	BACS	Woodstock Christmas Event 2025	Woodstock In Whitwick	125.00

			CORRECT				
RECEIPTS	-	-					
1 Income	-	-					
1050 VAT Refund			0.00	0.00	0.00	#DIV/0!	
1076 Precept			331,925.00	331,925.00	0.00	0%	
1090 Grants/Donations Received			0.00	60.00	60.00	#DIV/0!	Clr Moulton memorial bench plaque payment
1100 Bank Interest	9,000.00		10,000.00	8,742.16	-1,257.84	-13%	Interest rate decreased significantly 5.22% Apr24, 4.5% Apr25, 3.76% now
1200 Allotment Income / Thornborough Road	1,040.00		1,040.00	0.00	-1,040.00	-100%	IN DISPUTE
1205 Allotment Inc / Walkers Flats	572.00		583.00	0.00	-583.00	-100%	Paying at end of financial year now, not when subs initially collected in January
1250 Bowling Green and Pavilion Hire	1,100.00		1,000.00	1,000.00	0.00	0%	
1300 Whitwick Park Hall Hire	18,000.00		12,000.00	21,709.21	9,709.21	81%	Budget error - income figure should have been higher.
1350 Other Income	0.00		0.00	0.00	0.00	#DIV/0!	
4 Community Initiatives	-	-					
4514 CCTV			0.00	2,000.00	2,000.00	#DIV/0!	ERROR TO CORRECT - posted in wrong place - should be posted as a negative expense on that payment cost code.
RECEIPTS TOTALS	29,712.00		356,548.00	365,436.37	8,888.37	2%	
				TOTAL	VARIANCE	VARIANCE	
						365,436.37	
						8,888.37	
PAYMENTS		-					
2 Salaries	-	-					
4000 Staff Salaries	103,205.00		88,462.00	84,214.97	4,247.03	-5%	
4040 Employers NI	11,792.00		9,185.00	29,346.50	-20,161.50	220%	Budget error - NI increase figures calculated incorrectly.
4050 Employers Pension	12,873.00		7,000.00	13,900.00	-6,900.00	99%	Budget error - pension increase figures calculated incorrectly
4055 Other Employment Costs	3,000.00		3,000.00	0.00	3,000.00	-100%	
3 Administration	-	-					

4110 Stationery / Postage / Consumables	1,000.00		800.00	1,250.63	-450.63	56%	Consumable printing costs allocated to this code now instead of printing.
4120 Printing	250.00		750.00	48.07	701.93	-94%	See above comment
4130 Bank Charges	200.00		140.00	133.50	6.50	-5%	
4150 Parish Website	400.00		560.00	198.00	362.00	-65%	2 x £150 website hosting, plus £48 SSL certificate, plus any additional one off costs. ERROR TO CORRECT - April invoice posted to software, not website.
4160 Mapping Software (Parish Online)	200.00		200.00	0.00	200.00	-100%	£150 per annum, ERROR TO CORRECT - posted to software instead of Parish Online code
4170 Office Equipment	2,000.00		1,500.00	3,869.36	-2,369.36	158%	£3000 storage container posted to this code.
4180 Software Licenses/Support	4,000.00		1,700.00	4,409.76	-2,709.76	159%	12 x £151.20 (£1814.40) for 15 email accounts not budgeted for last year. 12 x £78 ((£936) accounts software, 12 x £40 (£480) bookings software (CANCELLED FOR 2026-2027). CORRECTIONS TO DO - SEE error to correct above.
4250 Internet/Phone	1,200.00		150.00	1,123.73	-973.73	649%	Budget error - Parish mobile Clerk and Deputy 12 x £24 £288 base cost plus calls. ERROR TO CORRECT - Caretaker mobile is Park Hall cost. Utility Warehouse office phone and broadband May-Sept invoices posted to here in error (should be 5/2451)
4310 Subscriptions and Memberships	1,950.00		1,872.00	2,208.79	-336.79	18%	£1463.70 LRALC NALC, PPL PRS Music, ICO, Ring, SLCC. ERROR TO CORRECT - PPL PRS move to Park Hall.
4320 Insurance	14,000.00		15,800.00	10,592.16	5,207.84	-33%	£9962.16 Commercial combined, £630.00 valuations, NEXT YEAR £645.36 addition for cyber insurance. No excess payments as no claims this year.
4330 Audit	2,000.00		1,500.00	1,887.50	-387.50	26%	Additional charge for resident enquiry. Internal £472.50. External £1190.00.

4335 GDPR	1,000.00	4,895.24	2,030.00	0.00	2,030.00	-100%	QUERY - should ICO fee be in here? Budget amount in case of a claim?
4340 Professional Fees	2,000.00	12,744.67	2,000.00	266.00	1,734.00	-87%	2 x £98.00 payroll support, £70.00 land registry fees. No legal costs this year.
4350 Staff Training	2,000.00		2,000.00	420.50	1,579.50	-79%	£140 ILCA, £140 FILCA, £38.50 GDPR, £85 SLCC Basics Bootcamp ERROR TO CORRECT SLCC basics bootcamp need vat invoice, £17 vat to reclaim.
4360 Councillors Training	750.00		2,000.00	90.00	1,910.00	-96%	New councillor Elijah Bennett training.
4370 Staff Recruitment	200.00		200.00	0.00	200.00	-100%	
4380 Election Costs	0.00	8,000.00	0.00	0.00	0.00	#DIV/0!	
4390 Other Administration Costs	0.00		2,500.00	17.65	2,482.35	-99%	£15 LRALC AGM delegate fee, £1.60 £1.05 parking ERROR TO CORRECT both parking were vatable,
4 Community Initiatives	-	-					
4510 VAS SCheme	0.00		1,000.00	80.00	920.00	-92%	Changing cameras now all in 1 Grounds Maintenance cost - DO JOURNAL
4511 VAS Compliance	250.00		500.00	0.00	500.00	-100%	
4512 Defibrillators	2,500.00	1,500.00	0.00				ORDER NOW. NEW CODE 353 EMR Defibrillators SET UP, £1500 already transferred from General Reserve to reserve. ERROR TO CORRECT - 2 lls in defibrillator
4513 Flood Action Plan	500.00		500.00	0.00	500.00	-100%	
4514 CCTV	4,000.00		0.00				Forecasted £6k for CCTV scheme. £1842.38 pole installation. £6495 camera. £740, disc to £370, total £8707.38. Asked for quote for pole to be a lamp post - awaiting quote. 24 month airtime ERROR TO CORRECT £2k donation from NWLDC - MOVE HERE.
4515 Air Quality Monitoring	0.00		0.00				

4520 Grit Bin Provision	0.00	1,310.15	1,272.00	194.90	1,077.10	-85%	Grit bin been requested for footpath outside Whitwick St John The Baptist Church. LCC quote £325 to supply, position, and fill it. Inspected annually and refilled every November (no extra cost). Ours £229.25 ESE Direct, plus install costs (JR charged £0.00 plus our labour costs), approx £280.
4525 Benches	0.00		0.00				
4530 Newsletter and Media	2,000.00		2,000.00	1,937.00	63.00	-3%	12 x £151.00 (£1812) Community Voice
4540 Community Events and Partnerships	0.00		1,000.00	719.11	280.89	-28%	VE Day 80th Celebrations Event
4541 Remembrance Event	1,000.00	500.00	1,500.00	598.66	901.34	-60%	O/S - chased bill for £400 for band.
4542 Christmas Lights	3,000.00	8,000.00	10,000.00	17,141.45	-7,141.45	71%	ERROR TO CORRECT - split LCC invoice so £7141.45 is allocated to 349 EMR Christmas Lights code.
4550 Community Grant Scheme	2,000.00		2,250.00	1,500.00	750.00	-33%	
Community Office Building NEW CODE	20,000.00	20,000.00					
Planting Scheme NEW CODE	8,000.00						
4560 Other Community Projects	0.00	2,000.00	0.00	6,350.00	-6,350.00	#DIV/0!	£5636 Summer Planting, £695 Winter Planting, £19.00 Litter Picking. ERROR TO CORRECT - set up Planting Scheme Code. £8k in 26-27 budget.
5 Community Office	-	-					
4200 Electricity	3,000.00		4,000.00	2,104.22	1,895.78	-47%	Billed quarterly but not always - now submitting meter readings monthly and cross matching bill.
4212 Water Charges	750.00		350.00	869.68	-519.68	148%	QUERY - review bills amount is fluctuating - are any estimated?
4220 Business Rates	1,100.00		1,100.00	751.83	348.17	-32%	26-27 bill £784.55
4251 Internet/Phone	1,100.00		1,100.00	714.70	385.30	-35%	ERROR TO CORRECT Utility Warehouse bills been allocated to wrong code 3/4250. Trans 21 to move from this code to 3/4251. Mobiles to admin/Park Hall, Broadband/phone to Office.
4260 Fire Extinguisher Servicing	200.00		200.00	20.05	179.95	-90%	
4270 Security Servicing	200.00		200.00	97.00	103.00	-52%	
4280 PAT Testing	100.00		100.00	0.00	100.00	-100%	Being done 30th March 2026.

4460 Repairs and Maintenance	1,000.00		1,000.00	701.06	298.94	-30%	
6 Park Hall	-	-					
4201 Electricity	4,000.00		8,000.00	1,908.88	6,091.12	-76%	
4210 Water Charges	2,000.00		900.00	4,496.22	-3,596.22	400%	QUERY - review bills amount is fluctuating - are any estimated? Park Hall paying, but no bill for pavilion or grounds maintenance watering - extra service charges if split out?
4221 Business Rates	1,500.00		1,500.00	1,381.40	118.60	-8%	26-27 bill £1195.60
4252 Internet/Phone	600.00		0.00	96.00	-96.00	#DIV/0!	
4261 Fire Extinguisher Servicing	200.00		200.00	94.85	105.15	-53%	
4271 Security Servicing	100.00		0.00	70.00	-70.00	#DIV/0!	
4281 PAT Testing	50.00		50.00	0.00	50.00	-100%	Being done 30th March 2026.
4311 Subscriptions and Memberships	100.00		0.00	70.00	-70.00	#DIV/0!	Premises License NWLDC. ERROR TO CORRECT PPL PRS to move to here.
4410 Waste Collection	0.00		0.00	0.00	0.00	#DIV/0!	
4420 Consumables	700.00		700.00	443.28	256.72	-37%	
4430 Electrical Certificate	0.00		0.00	0.00	0.00	#DIV/0!	
4440 Sewer Pump Servicing	500.00		1,000.00	320.98	679.02	-68%	Annual service £284.23 plus any parts required.
4450 Boiler Servicing	250.00		250.00	0.00	250.00	-100%	Being done 27/3/26 £240 for service plus any parts.
4461 Repairs and Maintenance	1,500.00		3,000.00	526.46	2,473.54	-82%	
7 Pavilion and Other Buildings	-	-					
4202 Electricity	3,000.00		3,000.00	2,517.77	482.23	-16%	Paying for rangers, toilets and stores electric too. Incur extra standing charges if split out?
4211 Water Charges	2,500.00		2,500.00	0.00	2,500.00	-100%	QUERY - review bills amount is fluctuating - are any estimated? Park Hall paying, but no bill for pavilion or grounds maintenance watering - extra service charges if split out?
4262 Fire Extinguisher Servicing	50.00		0.00	16.45	-16.45	#DIV/0!	
4282 PAT Testing	50.00		27.00	0.00	27.00	-100%	Being done 30th March 2026.
4462 Repairs and Maintenance	2,500.00		4,000.00	1,958.13	2,041.87	-51%	3 x sprinkler servicing and repair, rubber chippings, steps and toilet repairs.
4480 Other Running Costs	0.00						
8 Railway Station Building	-	-					
4283 PAT Testing	20.00		20.00	0.00	20.00	-100%	Being done 30th March 2026.

4451 Boiler Servicing	100.00		100.00	90.00	10.00	-10%	
4463 Repairs and Maintenance	1,000.00		2,000.00	0.00	2,000.00	-100%	
4490 Repairs and Renewals Fund	0.00		0.00	0.00	0.00	#DIV/0!	
9 Allotments	-	-					
4464 Repairs and Maintenance	0.00		0.00	0.00	0.00	#DIV/0!	
4470 Annual Lease	600.00		600.00	600.00	0.00	0%	
4570 Grants Paid Th Road	520.00		520.00	0.00	520.00	-100%	
4575 Grants Paid W Flats	300.00		300.00	0.00	300.00	-100%	
10 Grounds Maintenance	-	-					
4312 Subscriptions and Memberships	0.00		0.00	0.00	0.00	#DIV/0!	
4710 Grounds Maintenance	132,000.00		11,000.00	121,123.55	-110,123.55	1001%	12 x 10968.05 (£131,616.60) Grounds Maintenance contract cost
4715 Grass Cutting/Strimming	0.00		18,500.00	0.00	18,500.00	-100%	
4720 Litter Pick/Bin Emptying	0.00		1,000.00	12.00	988.00	-99%	
4725 Shrubs / Flower Displays	0.00		27,000.00	0.00	27,000.00	-100%	
4730 Park Ranger Service	0.00		49,300.00	6,274.97	43,025.03	-87%	
4735 Playground Insp / Maintenance / Sw	0.00		9,350.00	450.00	8,900.00	-95%	
4736 Bowling Green	0.00		7,810.00	0.00	7,810.00	-100%	
4737 Other Grounds Maintenance Works	0.00		-10,000.00	0.00	-10,000.00	-100%	Budget error - excel error on 24-25 budget, repeated on 25-26 budget. Minus £10k entered instead of £10k cost, causing a £20k difference.
4740 Tree Inspection / Surveys	3,215.00		0.00	0.00	0.00	#DIV/0!	£3215 inspection cost in 26-27 budget
4741 Tree Maintenance	5,000.00	10,000.00	5,000.00	1,552.00	3,448.00	-69%	
4743 Tree Planting	0.00		0.00	0.00	0.00	#DIV/0!	
12 Land	-	-					
4465 Repairs and Maintenance	1,000.00		0.00	3,713.41	-3,713.41	#DIV/0!	
4600 Play Equipment	7,000.00		20,000.00	230.00	19,770.00	-99%	
13 Parish Projects	-	-					
4610 Open Spaces Signage	0.00	9,064.00	0.00	2,898.05	-2,898.05	#DIV/0!	Budget error - No specified budget for parish noticeboards - Just a £16k lumpsum for about £50k of work.
4620 Park Entrance Improvements	2,000.00		1,000.00	0.00	1,000.00	-100%	
4630 New Projects	4,000.00		16,000.00	0.00	16,000.00	-100%	Budget error - No specified budget for parish noticeboards - Just a £16k lumpsum for about £50k of work. Use these funds towards the toilet repair.

4631 Remembrance Garden	0.00	10,000.00	0.00	1,460.00	-1,460.00	#DIV/0!	ERROR TO CORRECT - £10k in Whitwick Park improvements reserve. Move these invoices to 334 EMR Whitwick Park Improvements and rename reserve and cost code to be Remembrance Garden instead OR set up both as new codes.
4635 Climate Change Action Fund	0.00	3,000.00	0.00	0.00	0.00	#DIV/0!	
4640 Fencing - New and repairs	500.00	3,000.00	500.00	0.00	500.00	-100%	CLARIFY WHAT IS THIS FOR? £3k in fencing reserve and £500 in 26-27 budget. Had quote approved for fencing off toilets. Had quote approved for side of Remembrance Garden (would be RG project cost).
4650 Projects with Grants/Donations	0.00		0.00	0.00	0.00	#DIV/0!	
Capital Projects - Match Funding NEW CODE	10,000.00	20,000.00					
14 Earmarked Reserves	-	-					
330 EMR Elections			0.00	0.00	0.00	#DIV/0!	
331 EMR Casual Elections			0.00	0.00	0.00	#DIV/0!	
332 EMR Capital Projects			0.00	0.00	0.00	#DIV/0!	
333 EMR Community Benches			0.00	0.00	0.00	#DIV/0!	
334 EMR Whitwick Park Improvements			0.00	0.00	0.00	#DIV/0!	
335 EMR Grit Bins			0.00	689.85	-689.85	#DIV/0!	
336 EMR Community Initiatives			0.00	0.00	0.00	#DIV/0!	
337 EMR Park Hall Renewal & Repair			0.00	0.00	0.00	#DIV/0!	
338 EMR Railway Station Building			0.00	0.00	0.00	#DIV/0!	
339 EMR Land Repair & Renewal			0.00	0.00	0.00	#DIV/0!	
340 EMR Fencing			0.00	0.00	0.00	#DIV/0!	
341 EMR Poppies on Lampposts			0.00	0.00	0.00	#DIV/0!	
342 EMR Pavilion Repair & Renewals			0.00	0.00	0.00	#DIV/0!	
343 EMR Community Office			0.00	0.00	0.00	#DIV/0!	
344 EMR Community Projects			0.00	0.00	0.00	#DIV/0!	
345 EMR GDPR/Website			0.00	0.00	0.00	#DIV/0!	
346 EMR Professional Fees			0.00	0.00	0.00	#DIV/0!	
347 EMR Trees			0.00	0.00	0.00	#DIV/0!	
348 EMR Open Spaces Signage			0.00	0.00	0.00	#DIV/0!	
349 EMR Christmas Lights			0.00	0.00	0.00	#DIV/0!	
350 EMR Allotments Repairs & Renewals			0.00	0.00	0.00	#DIV/0!	
351 EMR Riparian OS Flood Risk		10,000.00	0.00	0.00	0.00	#DIV/0!	
352 EMR Climate Change Action Fund			0.00	0.00	0.00	#DIV/0!	
353 EMR Defibrillators			0.00	0.00	0.00	#DIV/0!	
				0.00	0.00	#DIV/0!	
				0.00	0.00	#DIV/0!	

				0.00	0.00	#DIV/0!	
PAYMENTS TOTALS	401,575.00	124,014.06	356,548.00	340,751.03	15,796.97	-4%	
	BUDGET 26-27	RESERVES	BUDGET	TOTAL	VARIANCE	VARIANCE	
		as at 18/3/26	25-26	YTD	YTD	YTD	
	401575					340,751.03	
	0.00						
	difference to find					15,796.97	

Discussions regarding some budget items then ensued, including the situation with Thornborough Road Allotments, where no income had been received this year again.

The Parish Clerk, Cllr Barker and Cllr Moulton updated members of what action had been taken recently, including a site visit.

The option of giving the site back to the landlords if this cannot be resolved, as rents have been taken from plot holders in good faith, and the Parish Council have continued to pay the rent for the site.

Cllr Moulton requested that this analysis report was produced quarterly as it was very helpful for members to see and a useful budgeting tool.

Received and noted.

26-133 FINANCE – RESERVES TRANSFERS

APPENDIX I, Pg67

To approve the reserves transfers.

Appendix I is the current reserves position, including transfers made this year.

The transfers column shows activity carried out this year. The grit bins project had been completed. Christmas lights additional funding added and defibrillator funding added, as approved at by Full Council.

The Parish Clerk presented the tabled Parish Clerk Report – Reserves Transfers for earmarked reserves transfer recommendations:

There are some projects that have not managed to be completed this year and as such I am recommending the following Reserves Transfers, from general reserves or budget codes, into Earmarked Reserves.

Cost Code 4600 Play Equipment £19,770 is unspent from the £20,000 put aside for playground surface repairs.

Recommendation: A new EMR Play Equipment reserve is created and the remaining £19,770 is transferred from code 4600 Play Equipment to the reserve, with a new cost code 354 EMR Play Equipment set up for the resulting expenditure.

Cost Code 4630 New Projects £16,000 is unspent from the £16,000 put aside for multiple projects for which the specific expenditure had not been itemised in the 2025-2026 budget.

Recommendation: A new EMR Public Toilets reserve is created and the £16,000 is transferred from code 4630 New Projects to the reserve, with a new cost code of 355 EMR Public Toilets set up for the resulting expenditure, in addition to the £4,000 already allocated in the 2026-2027 budget.

Cost Code 4631 Remembrance Garden £8540 remains of the £10,000 allocated in EMR Whitwick Park Improvements.

2 quotes have now been received.

Quote 1 is for £58,590.60 including all groundworks, features and planting (£14,658.50), with an additional £2,000 additional costs approximately, if split over 2 stages.

Quote 2 is for £64,390.00 including all groundworks, features but planting is to be supplied and carried out by a third party.

We would hope to gain grant funding to assist with this project, so need to have funds set aside to be able to match fund for it.

Recommendation: The unspent budget balance of £8540 in cost code 4631 Remembrance Garden and an additional £20,000 is transferred from general reserves to the Remembrance Garden Earmarked Reserve, with the existing cost code of 334 Whitwick Park Improvements renamed to 334 EMR Remembrance Garden utilised for the resulting expenditure, so we have 50 % of the expected project cost allocated, to hopefully seek matched grant funding.

EMR Reserve Community Office £20,000 balance. This project for a new community office, location still to be determined, requires significant funding, especially if developed as part of a community building with multiple uses. We need to build up a significant fund in order to be able to match fund any grants such as the Legacy Grant fund, or to approach Sport England or the National Lottery.

Recommendation A: £150,000 is transferred from general reserves to the EMR Community Office reserve, with the existing cost code of 343 EMR Community Office utilised for the resulting expenditure.

Or

Recommendation B: £150,000 is transferred from general reserves to the EMR Capital Projects reserve, with the existing cost code of 332 EMR Capital Projects utilised for the resulting expenditure.

I am therefore recommending to Members that they approve the Reserve Transfers as stated above to allow us to keep building on the good work carried out by the Parish Council and staff this year.

The Parish Clerk then clarified to members that this was NOT additional funds being requested. Allocating funds to Earmarked Reserves is a paper exercise of allocating existing funds in the General Reserves (General Fund), to Earmarked Reserves Funds, where they are specified for a specific project or use.

General Reserves have built up over the years where we did not have staff to complete projects and we have underfunded projects that we want to complete, and in doing this process, it will allow us to move forward with some of those projects.

The Property Management & General Purposes Committee projects allocated £20,000 in the budget for multiple projects, when just one of those projects i.e. the toilets or the playground surface repairs, would utilise the whole of that budget amount. We need to move funds from the general reserve into earmarked reserves to be able to start to complete some of the bigger projects.

Our precept is approximately £360,000. Our general reserves should be at £120,000 at 30% of the precept and at our guide level of 50% as per our reserves policy would be £180,000. We currently have £269,000. If we have those additional funds earmarked, we have a much better chance of securing larger grant funding, with then being in a better position to be able to match fund.

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

Council RESOLVED to approve the recommendations in the Parish Clerk's report, transferring £19,770 from code 4600 Play Equipment to the new play equipment earmarked reserve, £16,000 from code 4630 New Projects to the new toilets earmarked reserve, £8,540 from code 4631 Remembrance Garden and £20,000 from general reserves are both transferred to the renamed Whitwick Park Improvements earmarked reserve, now to be called Remembrance Garden Earmarked Reserve, and transfer £150,000 from general reserves into a new earmarked reserves called Capital Projects.

26-134 ASSET REGISTER

This item was deferred as further work was required.

26-135 DATE OF NEXT COUNCIL MEETING

The Parish Clerk proposed that an additional Extraordinary Council Meeting be held on Thursday 26th March 2026 as there was still policies to be approved, asset register to approve and other outstanding audit issues, as well as the flooding event and annual parish meeting to discuss.

This was agreed for 26th March 2026 at 6pm.

Cllr Barker also wanted to clarify that a recommendation had been made by the Property Management & General Purposes Committee for the level 9-12 action points from the play area inspection report to be actioned and funded by general reserves.

The Parish Clerk confirmed she was aware that quotes had been requested to be actioned by the Deputy Clerk and that some existing funds should have been already allocated, as this was an annual maintenance task, but that she would review that and advise accordingly.

The existing scheduled meetings were as confirmed:

Thursday 30th April 2026 6pm-8pm Annual Parish Meeting at Whitwick Park Hall

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

Thursday 18th June 2026 7pm Council Meeting

Received and noted.

26-136 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 the councillors in attendance that evening, to the member of public, and the Parish Clerk for her hard work.

Meeting Closed: 7.33pm.

Chairman’s Signature:

Chairman Name:

Date Signed:

