



*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
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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: