



**MINUTES of the MEETING OF WHITWICK PARISH COUNCIL held on THURSDAY 29 SEPTEMBER 2022 AT 7.00 pm at Park Hall, Whitwick Park, North Street, Whitwick**

Present: Councillor S Colledge (Chairman)

Cllrs A Barker, P Moulton, [Item 2945 – 2955 & 2962 only], R Woodward, M Wyatt

In attendance:

Mr A Greenslade – Intesco [Items 2945-2952 only]

Mrs C Tibbles PSLCC, Parish Manager/Responsible Finance Officer  
Mrs T McLean, Deputy Parish Manager

7 members of the public [most for Items 2945-2952 & 2962]

The Chairman welcomed everyone to the meeting and invited all to join in a moment of silence for HM Queen Elizabeth, who had died on 8 September. The Chairman then read the public statement that had been issued on behalf of the parish council: "This is indeed a very sad day for our country. Whitwick Parish Council joins the nation in mourning the death of Her Majesty The Queen. Queen Elizabeth the Second dedicated her life to the service of our country and the Commonwealth and became our longest serving Monarch, with dignity, humility and selfless duty for seven decades. We send our condolences to the Royal Family at this very sad time. As a mark of respect, during the period of Royal mourning, the Union Flag at the Parish Council Flagpole will fly at half-mast (at the City of Dan). A Book of Condolence has been opened at the District Council Offices in Coalville and also at Park Hall, in Whitwick Park, North Street (information to follow when this is available). If anyone wishes to lay flowers, they may also be laid on the lawn at Park Hall. Details available on site. We wish strength and fortitude to King Charles III.

Councillor Sue Colledge, Chair of Whitwick Parish Council"

Residents had been asked to refer to North West Leicestershire District Council's website for up-to-date information regarding the placement of further Books of Condolence around the District, together with instructions on how to access the link to the Buckingham Palace Book of Condolence.]

The Chairman thanked members and staff for the time, help and assistance during the National Mourning period and particularly those councillors who represented the Parish Council at events, including the safeguarding of the Book of Condolence during the 45 hours that Park Hall was open to the wider community for written tributes to be made and 125 hours for floral tributes.

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The meeting was being recorded.

#### **2945. APOLOGIES FOR ABSENCE**

Cllrs L Gillard, T Gillard, L Spence and J Straw. Cllr S Gillard was absent.

#### **2946. ACCEPTANCE OF APOLOGIES**

**Resolved that the reasons declared by Cllr J Straw for her recent absence at meetings be fully accepted. Consequentially her inability to attend meetings would not contribute to any disqualification as a councillor.** The Parish Manager reported that Cllr Straw remained engaged with the work of the parish and was regularly the first member to reply to emails with views and helpful suggestions and practical support. In response to a question, it was clarified that a record of attendance of members appeared in the minutes and the attendance register.

#### **2947. DECLARATIONS OF INTEREST**

Cllr Moulton declared a registerable interest as a member and a Link Councillor of Whitwick Historical Group, as a member of Whitwick Bowls Club, Link Councillor for Thornborough Road Allotment Society and a Link Councillor for Meadow Barn View.

Cllr Barker declared a registerable interest as a Director of Holly Hayes Woods, a member of Whitwick Historical Group and a registerable interest as a signatory at Walkers Flats Allotment Group.

Cllr Woodward declared a registerable interest as a Director of Holly Hayes Woods and as a member of Whitwick Historical Group.

Cllr Wyatt declared a registerable interest as a District Councillor in all matters relating to North West Leicestershire District Council as a member of their Planning Committee.

Cllr Colledge declared a registerable interest in matters connected to Whitwick Historical Group as a member, to Whitwick Royal British Legion as a member, to Whitwick Action Group as a member on matters relating to planning and the Green Wedge, to Woodstock in Whitwick as a member, as a supporter of Coalville CAN, potential pecuniary interest as an immediate neighbour of the old Hermitage Leisure Centre site.

#### **2948. VACANCY FOR A PARISH COUNCILLOR**

Members noted that in the absence of applications, the vacancy would be promoted again and any application received would be considered at the next available meeting.

#### **2949. MINUTES**

A query was clarified as already correct in the minutes. **It was resolved that the minutes of the meeting held on 4 August 2022 be approved as a correct record.**

Members noted the minutes of the previous meetings held on 14 and 21 October, 18 November, 9 December 2021 and 17 February, 17 March and 21 July 2022 were deferred to a future meeting when they became available.

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## **2950. COMMUNITY POLICING**

The Chairman noted that there had been no updates or attendance at meetings for a long time. With major incidents in the village and a recent burglary, members asked that an officer attend in future.

## **2951. GUEST SPEAKER – ADRIAN GREENSLADE, INTECSO**

A demonstration was given of a new design of air quality monitoring post (bollard style) that provided visual and live information via illuminated colour banding. There was an App that public could access if wished and Mr Greenslade explained his background as an engineer and his reasons for wanting air quality data to be accurate, visual, responsive and quickly/easily available. Questions were raised by members (and, with the consent of the Chairman, from some members of the public) on the following areas: there were 36,000 deaths per annum attributed to poor air quality; the post updated its display every 15 minutes; the App would show peaks and troughs in quality; particulate matter was counted by the device and it could monitor a variety of pollution factors; if located by schools then parents could be encouraged to stop running their engines whilst waiting for children; information was freely available (bit like a smart meter); worked on solar power or on mains and needed either broadband access or a SIM card; design was sturdy and resistant to attack; the size of the coverage area was subjective and dependant on wind factors but the air that passed the post gave a reading indicative on the air quality for approximately half a mile; the post was movable to different locations (could operate like the parish council scheme for speed signs); permission needed if it was mounted on lamp posts so quicker to install on parish land/buildings or private land with owners consent; 300 posts operated in Poland but they were new to this country; being used by DEFRA; sensor calibration was currently being independently tested; posts had a 2 year warranty and a 6 monthly calibration check; alternative schemes operated in Coventry which had a digital display warning motorists if air quality was poor on certain roads and advising they drive on a different route; in Sheffield the motorway speed limit was reduced if air quality was poor; use of parish reserves and possible grant funding could finance this. Members agreed that the quality of air in the village affected health and that having accurate data would provide clear evidence to the District Council. Also, it provided education opportunities to schools, youth groups, parents and community groups. **Resolved that consideration of this project be made at the next council meeting, with delegation to the Property Management and General Purposes Committee if the project was agreed.**

## **2952. PUBLIC QUESTION AND ANSWER SESSION**

A member of the public referred to historical matters but criticism of the parish was refuted as incidents were decades before the council was created in 2011; it was asked why youths could not be given use of the former Hermitage Leisure Centre and it was clarified as the parish did not own the Centre it could not grant that usage, although the parish council had strongly urged NWLDC to genuinely explore community ownership of the empty building and was

fighting the recent Cabinet decision to demolish it; several members of the public raised objections to a planning application in the Holly Hayes ward and explained the history of the site and implications for neighbours, highways issues and the ecological effects on the wider community – it was clarified what the parish council could consider as material factors and what residents could do to register their views; the Chairman stated that she had already requested Cllr T Gillard, the District Councillor for that ward, to call in the application to be considered by the Planning Committee; a member of the public appreciated that the site would be changing but as a neighbour they wanted accurate information and genuine consultation; a historic question was asked about why the District Council had closed the public toilets in Whitwick when some felt they were needed; a member of the public asked about Tree Preservation Orders in the Thornborough ward and thanked Cllr Woodward for his help and visit to see the site of their pending application for essential work and felling of specific trees that were damaging the historic bridge.

[NB: The normal time limit of 15 minutes for public questions was extended to 48 minutes to accommodate the topics of concern.]

**Resolved to bring forward item 2962 to enable public to see consideration being duly given.**

#### **2962. PLANNING AND LICENSING MATTERS**

a) The Council had been consulted by NWLDC on the following applications:

**REF:22/01450/FUL – 31 Tiverton Avenue –** Erection of single storey rear extension – **resolved that no objection be raised;**

**REF: 22/01448/FUL – 3 Parsonwood Paddock –** Erection of single storey rear extension – **resolved that no objection be raised;**

**REF: 22/01436/FUL – 38 Hilary Crescent –** Conversion and extension to an existing detached garage to provide for an annexe – **resolved that no objection be raised;**

**REF: 22/01410/OUT – 149 Loughborough Rd, -** Erection of 2 dwellings – **resolved that no objection be raised;**

**REF: 22/01382/TPO – 56 Coverdale –** Felling of 1 no. ash, 3 no. hawthorn, 1 no. dead tree (with TPO) – **although the deadline of 26 September was not able to be extended by the District Council, resolved that the application be recommended for approval as members had heard first hand (with favourable support) of the responsible management of this location by the owners; they had only applied to take these measures to prevent damage by tree roots to the historic bridge across the brook that they were striving to protect; members felt it would be helpful to clarify which trees were subject to TPO's at this location and rather than ask what environmental mitigation measures were being taken by the applicant to help improve or off set their environmental impact within Whitwick, it had been noted that new trees that had already been planted to offset any future removal of trees;**

**REF: 22/01366/OUT – 86 Leicester Road –** Erection of 5 dwellings – **to recommend that it should be refused based on the following objections being raised:**

The parish council resolved to request Ward Cllr Tony Gillard to call in the application; a number of objections put to the parish council from local residents who had both approached the parish council directly and/or attended this meeting, repeating their request for the ward councillor to call in the application for consideration by the District Council Planning Committee; the properties were sited too close to remaining trees that were protected by the Tree Preservation Order; the access location from Leicester Road at a junction with a side road was felt to be wholly unsuitable for the number of vehicles required by 5 properties, especially when local knowledge showed there was a clear speeding problem on Leicester Road (data attached from parish council VAS scheme that monitored incoming/outgoing traffic twice per year); the County Highways Department should make a comprehensive assessment of this location before reaching their conclusion; the previous farmhouse building was demolished without any consent or notification; ancient trees had been removed without permission; an ancient wall (which is on Turnpike maps) is of historical interest and a key character of the village so should not be demolished for a residential development; the proposed plans showed encroachment onto neighbours' properties and had inaccurate information on the boundary structure; the subterranean stream was a factor to consider as changes to the site had already resulted in flooding problems and potentially affected the water table; damage to the sewers was suspected and should be investigated further by Severn Trent to prevent environmental damage.

Consequently, the parish council resolved to seek enforcement action by the District Council for the farm building to be rebuilt and the site reinstated to as near original design as possible.

**REF: 22/01343/FUL – 67 Tressall Rd** – Erection of a single storey rear extension – **resolved that no objection be raised;**

**REF: 22/01222/OUT – 7 Grove Road** – Erection of two bungalows – – **resolved that no objection be raised;**

**REF: 22/01220/FUL – 1 Weavers Close** – Formation of a hardstanding area for parking – **resolved that no objection be raised;**

b) Applications – Delegated Decisions unable to be taken as insufficient response to email consultation to members on the following applications:

**REF: 22/01209/PNH – 27 Grove Road** – Erection of a single storey rear extension – (Deadline 24 August not extended) no response able to be submitted by Parish Manager

**REF: 22/01201/VCU – Land at Spring Lane, Swannington** – Variation of Condition 33 attached to planning permission REF:19/01961/FULM (Deadline – 23 August) no response able to be submitted by Parish Manager

**REF: 22/01107/FUL – 160 Church Lane** – Change of use of property to large HMO (Deadline 25 August not extended) no response able to be submitted by Parish Manager

**REF: 22/00366/FUL – Sunnyside, Church Lane** - Demolition of existing farmhouse and erection of 3 new two-storey dwellings including altered access

off Church Lane – (Deadline 24 August not extended) – no response able to be submitted by Parish Manager

c) Decisions by **NWLDC who had now approved** the following applications:  
REF: 22/01209/PNH – 27 Grove Road – Erection of a single storey rear extension

REF: 22/01146/FUL – 76 Parsonwood Hill, - Erection of two storey side and single storey rear exit

REF: 22/01199/FUL – 58 Parsonwood Hill – Erection of single-storey front and rear extensions – amended 21/00021/FUL

REF: 22/01107/FUL – 160 Church Lane – Change of use of property to large HMO

REF:22/1027/AGP – Rosemary Cottage, 82 Talbot Lane – Erection of general purpose agricultural store

d) Decisions by **NWLDC who had now refused** the following application:

REF: 21/01560/FUL – 126 St Bernards Rd - Demolition of existing single-storey lobby and erection of a new two-storey side extension and insertion of a rear dormer to provide for additional living accommodation – Appeal dismissed 2 September

At 8.27 pm the meeting was adjourned for 3 minutes.

The meeting recommenced at 8.30 pm.

### **2953. VAS SCHEME –DATA REPORT**

Members noted that the parish scheme would recommence the following day with a sign being installed on Thornborough Road (having been delayed due to national mourning). Data would potentially be available at the November council meeting and would be reported to council and published on the website in due course.

### **2954. THE FUTURE OF HERMITAGE LEISURE CENTRE**

The Chairman reminded members that the parish statement to the Scrutiny Committee of NWLDC had been seen and 3 questions had been submitted to the meeting, with the replies given by District Cllr Baylis being read to the meeting. Details in appendix (to follow).

The Chairman would pursue asking for calculation of figures on the carbon impact of demolition. Cllr Wyatt confirmed that some District Councillors had called in the Cabinet decision.

### **2955. GUEST SPEAKERS: THE HERMITAGE PROJECT.**

Members noted that North West Leicestershire District Council had decided that as a result of their most recent feedback gathering exercise, whilst the project and the HLC building were linked, the future of the Hermitage building was very much forefront in the public's mind. This was illustrated by the official response from the Parish Council, which had only referenced the future of the former leisure centre building. Therefore, the District Council felt it would be clearer and more transparent for the public to separate the two issues under consideration. The discussion and decision making on the future of the leisure centre building and footprint had taken place at the Community

Scrutiny Committee on Wednesday 7 September, followed by Cabinet on Tuesday 20 September. The options for the recreation ground would be discussed and decided at a future date, taking into account the feedback gathered over recent months.

The Chairman had received confirmation that the cost of commissioning consultants to create options/views had cost NWLDC £8,500.

[Cllr Moulton left the meeting at 8.45 pm]

#### **2956. ACCESS TO SKINNERS LANE**

Members noted the update from the Deputy Parish Manager regarding a potential change by the County Council for vehicles to access Skinners Lane, following a remote meeting that had taken place on May 17 (supported by the Community Office) and attended by County Cllr T Gillard, Deputy Manager, a resident and 2 Officers from the County Council to discuss safety concerns. A resident had witnessed problems with parking at the top of the lane (near the bus stop and LCC had suggested a public consultation should take place. Late information had been received and was tabled for members. **Resolved to defer consideration to a future meeting until Cllr T Gillard was in attendance, as one option suggested by LCC would require his support as a County Councillor.**

#### **2957. MOBILE BREAST CANCER SCREENING UNIT**

Members considered the apparent termination of access by the District Council to host the mobile unit in the Council Office car park at Coalville. **Resolved to write to Cllr Blunt and ask for his intervention for the Screening Unit to be put on the currently vacant Hermitage Leisure Centre site. Members felt this was an adequate venue and that residents in North West Leicestershire area would all benefit, not just Whitwick, by providing vital access for residents and avoid the challenge of travelling to Leicester for screening.**

#### **2958. VACANCIES ON COMMITTEES/WORKING PARTIES/LINK COUNCILLORS**

**Resolved that the remaining vacancies be deferred until a new councillor had been co-opted for the Holly Hayes ward.** [Parish Manager's Note: this would include Link Councillor for Whitwick Branch Royal British Legion; Playground Working Party; Standing Orders Working Party; Link Councillor for Website Review; Link Councillor for Walker Flats Allotments; Link Councillor(s) for Meadow Barn View. These positions were either not appointed at the Annual Meeting or become vacant upon recent resignations]

#### **2959. GRANT APPLICATION**

**Resolved that £100 be granted to the Friday Art Group towards promoting the group to expand their membership which had reduced during the pandemic and lockdown, supporting the cost of room hire at Park Hall.**

## 2960. SAAA EXTERNAL AUDIT AND OPT-OUT FACILITY

As recommended by the Responsible Finance Officer, **members resolved to remain with the current process with the External Auditor being independently appointed by SAAA,**

The Responsible Finance Officer reported that the external auditor had confirmed that day that they had not completed the audit by the stipulated deadline and an interim External Audit report had been provided which had to be published before 30 September to comply with public notification.

## 2961. EVENTS 2022

Members noted/**resolved**:

- a) Coffee Connect Fridays 15 July, 22 July, 29 July and 5 August: Whitwick Park - NOW COMPLETED;
- b) Saturday 20 August – Woodstock Summer Shindig – NOW COMPLETED;
- c) Sunday 25 September – Harvest Festival – Offering local allotments holders and Whitwick residents a chance to show their produce – POSTPONED;
- d) **October/November** - Poppies on Lampposts - *suggested dates of installation 27/28 October* – **no volunteers forthcoming and Parish Manager to seek support elsewhere;**
- e) **Remembrance Parade Sunday 13 November 2022** – appeal for voluntary Pavement Marshals had been included in the September and October Parish Newsletters but no volunteers had yet come forward; the Parish Manager reported that the road closure application had been approved by the County Council; she would review/use members of staff where possible to fill the gaps left vacant by the former Link Councillor and former Vice-Chairman to ensure the key team could safely deliver this event; **members resolved to invite Whitwick Scout Group to provide qualified First Aid cover along the route, supplemented by first aiders from within members of the Royal British Legion;**
- f) **Sunday 4 December (venue to be confirmed)**- in conjunction with Woodstock a Christmas event. Carols, Santa Grotto etc;
- g) Christmas Lights – in the absence of a Working Party for 2022, dates were still to be agreed and access organised by the Parish Manager when the flagpole lights were to be installed at the City of Dan.

**2962. PLANNING** (see earlier in the meeting)

## 2963. WORKING PARTY/LINK COUNCILLOR REPORTS – PARISH PROJECTS

No reports given.

## 2964. DISTRICT COUNCILLORS' REPORTS.

No reports given. **Resolved the Parish Manager should write to the Chief Executive to express disappointment that reports had not been given and request that the 4 District Councillors should each provide updates on matters relating to their ward.**

## 2965. COUNTY COUNCILLOR'S REPORT

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No report given. **Resolved the Parish Manager should write to the Chief Executive to express disappointment that a report had not been given at this meeting and ask that the County Councillor should give an update to the parish council. Cllr T Gillard had also undertaken to provide the unspent balance of last year's Members Highway Fund allocation at 31 March 2022 to support improvements in the parish and that had not yet been forthcoming. Members were not aware of what the £25,000 allowance had funded and knew that residents had put forward suggestions to Cllr T Gillard in both years for improvements in Whitwick that could be helped by the Members Highway Fund. Members felt that when verbal reports were received, they were somewhat lacking in substance.**

### **2966. PARISH MANAGER'S REPORT AND MATTERS PENDING**

Members noted the report and a verbal update was given on changes since it had been written on 22 August. The Parish Manager commended the excellent quality of 3 recent events that she had attended at Stephenson College, in Coventry and in Syston. Notice had been received that works on the new quarry entrance would be taking place for 7-10 days from 17 October, affecting traffic on Leicester Road. Following a personal plea to CCLA at the Syston event, she had been granted permission for the council to make a cheque deposit (as internet banking had still not been established by members). This transfer had previously been approved by the council and delegated to the Parish Manager so she would review current balances but anticipated the transfer amount being £80,000. The Pledge on Civility and Respect would be highlighted at the next meeting and considered for adoption at the November meeting as it was aimed to help protect the way councillors, staff and public were treated by each other. A complaint from 2 allotment tenants had been made to the Parish Manager and she was endeavouring to investigate these. The temporary employment of an Administrative Assistant had been made and a local resident would start work on Monday 3 October for a fixed period of six months.

### **2967. ACCOUNTS FOR PAYMENT**

- a) Members noted the income received for May – July was recorded as £147,353.26, £1518.40, £830.11 and £262.94;
- b) Members ratified the listed payments of £8010.65, £47,782.58 and £16,693.60 for May – July, including salaries, made under delegated powers by the Parish Manager;** retrospective approval would be sought for payments made under delegated powers in August and the delayed payments in September (due to the death of the Sovereign);
- c) Members noted that the payment listings would return to the normal cycle and hopefully be circulated to members for approval from the October meeting;
- d) Members noted the latest bank balances at the last month end as Unity current a/c £172,858.66, Unity Deposit a/c £12,2323.87 and CCLA Public Sector Deposit Fund £145,000;
- e) Members noted the removal of signatories had been actioned by Unity Trust Bank and the addition of three new signatories to the bank mandates (as

previously resolved) would be actioned by officers as urgently as practicability allowed;

- f) Members agreed that after consideration of the financial information in the Parish Manager's report, that there were no questions on the income and expenditure account to 31 July 2022; noted a signatory problem that had caused 2 cheques to be rejected by the bank and had to be reissued; that a hirer deposit of £20 needed to be returned but the customer could not process a cheque and the council could not undertake a bank transfer – consequently the Chairman offered to provide the cash refund to the hirer and claim the money back (by cheque) from the parish council.

**2968. EXCLUSION OF PRESS AND PUBLIC**

Not required.

**2969. PROFESSIONAL ADVICE**

No information to discuss or resolve.

Full signature of Chairman: ..... Date: .....

The meeting closed at 9.44 pm.

[Cllr Moulton left the meeting at 8.45 pm]

*Date of **PUBLIC** meeting regarding Grace Dieu Brook:  
Date to be announced*

*Date of next council meeting: Thursday 20 October 2022*