

# WYMESWOLD PARISH COUNCIL MINUTES

A meeting of Wymeswold Parish Council was held both virtually via Zoom and in person at the Sports Pavilion on Burton Lane, Wymeswold on Monday 3<sup>rd</sup> July 2023 at 7:00pm. Parishioners were welcome to attend in person OR via Zoom.

**Attendees:** Cllr Laura Mills (Chair), Cllr Richard Higgins (Vice Chair), Cllr David Albert, Cllr Tom Simpson, Cllr Andrew Wright, Cllr David Nottingham, and Clare Higgins (Clerk).

**Attendees via Zoom:** Borough Cllr Jenny Bokor.

1. **Apologies:** It was resolved to accept apologies from: Cllr Adrian Cooke and County Cllr Richard Shepherd.
2. **Declarations of Interest or Requests for Dispensation:** None.
3. **Public Participation (limited to 15 minutes):** A representative from Wymeswold Cricket Club attended the meeting to talk to the Council regarding the recent break-in at the Sports Pavilion and extended the offer of some possible funds for assisting with extra security measures. They also highlighted future plans to extend the membership of the Cricket Club and requested permission to install an artificial wicket on the cricket square. This was approved by the Council. Their representative also raised the issue of storage for the Cricket Club equipment and the potential to explore possible Section 106 funds to address this.
4. **Approval of previous minutes:** The meeting approved minutes from the WPC meeting held on Monday 5<sup>th</sup> June 2023.
5. **Leicestershire County Council Report:** County Cllr Richard Shepherd could not attend the meeting but had beforehand clarified the exact location for the replacement Vehicle Activated Sign (VAS) that has been ordered as part of the Members Highways Fund for East Road. He had also sent regular LCC news updates to the Cllrs for their information. Further, Leicestershire County Council's 'surface dressing' programme will be running through the summer to prevent potholes, keep roads waterproof and improve road safety all across the county. Read more about the Council's surface dressing programme for the year on the website: <https://www.leicestershire.gov.uk/roads-and-travel/road-maintenance/surface-dressing-programme>
6. **Charnwood Borough Council Report:** Borough Cllr Jenny Bokor attended the meeting via Zoom and informed the Council that there was no report from Charnwood with reference to Wymeswold specifically.

Borough Cllr Jenny Bokor left the meeting at 7.24pm.

7. **Police Report:** During the month of May 2023, Wymeswold had 1 x Theft reported.
8. **Accounts/Finances:**
  - a) Expenditure for July (payment of June invoices) was approved by the Council and was signed off by Cllr Richard Higgins (Vice Chair). It is detailed in the table below:

July 2023	05/07/2023	Clare Higgins Salary - June 2023	n/a	
	05/07/2023	HMRC NI Contributions - Clare Salary - May to June 2023	n/a	£58.18
	05/07/2023	Richard Higgins Expenses - Zoom - June Invoice 2023	£2.40	£14.39
	05/07/2023	Richard Higgins Expenses - Parish Council Mobile Phone - June Invoice 2023	n/a	£8.58
	05/07/2023	Total Energies - June Invoice 2023	£3.51	£74.02
	05/07/2023	WaterPlus Ltd - Sports Pavilion - June Invoice 2023	n/a	£4.46
	05/07/2023	WaterPlus Ltd - Cemetery - June Invoice	n/a	£7.81
	05/07/2023	Archaeology & Built Heritage - Church Wall Written Scheme of Investigation - June Invoice 2023	n/a	£150.00
	05/07/2023	DK Rumsby & Co - Professional Services - May Invoice 2023	n/a	£40.00
	05/07/2023	DK Rumsby & Co - Professional Services Quarterly Fee - June Invoice 2023	£10.00	£60.00
	05/07/2023	Anesco Ltd - Sports Pavilion Solar Panel Annual Maintenance Fee - June Invoice	£34.79	£208.76
	05/07/2023	Rospa PlaySafety Limited - Annual Playground Inspection - June Invoice 2023	£38.40	£230.40
	05/07/2023	AJG Community Schemes - Hiscox Insurance Company Limited - Annual Parish Council Insurance - June Invoice 2023	n/a	£1,631.45
	05/07/2023	Mark Munro Garden Maintenance - Cemetery/Churchyard - June Invoice 2023	n/a	£800.00
05/07/2023	M&C Property Solutions - Emergency securing of Sports Pavilion doors following break-in - June Invoice 2023	n/a	£345.00	
05/07/2023	Roma Landscapes Limited - Mowing - June Invoice 2023	£129.00	£774.00	
			<b>£218.10</b>	<b>£5,203.55</b>

Signed and dated by: *Richard Higgins* 03/07/2023

b) Bank Reconciliation and position

<b>July - Bank</b>	
Bank Opening Balance	£15,801.29
Spend (June Invoices paid in July)	£5,203.55
Income (for June) – East Midlands Stargazers Licence Fee, Cemetery and EonNext Feed-in Tariff Payment	£592.36
<b>Anticipated Closing Balance for July (correct at time of the meeting)</b>	<b>£10,597.74</b>

- c) The Quarterly review of finances and budget position was delivered to the Council by Cllr Higgins. The projected spend includes the actual expenditure incurred to date and the planned remaining spend for the year. Overall, the planned spend for the year is in line with the Parish Council Budget as detailed in the table below:

WPC Budget Summary 2023/2024	Budget 2023/2024	Projected Spend
Area of expenditure	Budget 2023/2024	Projected Spend
Auditors - Internal/External	£700.00	£620.00
Buildings/Public Liability Insurance	£1,550.00	£1,631.45
Leases - Sports Field/Washdyke	£722.32	£722.32
Utilities	£1,920.00	£1,442.32
Mowing Costs	£12,800.00	£13,422.00
Path Maintenance/Hedging and Trees	£5,500.00	£1,537.02
Sports Pavilion/ Washdyke Running Costs	£4,350.00	£9,775.73
Salaries and Expenses	£11,880.00	£11,267.16
Church Clock Maintenance and Church Floodlighting	£380.00	£2,375.00
NALC/LRALC Membership/Training	£950.00	£919.69
Contingency Fund/Potential Village Projects	£8,000.00	£8,324.50
Election Costs	£2,000.00	£0.00
Donations - Poppy and Christian Link Annual Fee	£200.00	£200.00
Emergency Reserve of 3 Month Running Costs	£9,000.00	£9,000.00

- d) The Council approved the emergency call out for securing the Sports Pavilion doors following the break-in in June – as set out in section 4e of the WPC Financial Regulations document. The boarding of the external doors was completed by M&C Property Solutions and cost £345. The Council also approved the quote for the purchase of 2 tonnes of gravel for the Cemetery from Wanlip Sand & Gravel which amounts to £106.08.

**9. Review of Members Code of Conduct Policy:** The Council reviewed this document and all Cllrs reapproved it. The next date for its review was set for 2026.

**10. Risk Assessments:**

- a) The Monthly Washdyke and Sports Field Risk Assessment for June was performed by Cllr Mills; no action is required. The Quarterly Wymeswold Cemetery Risk Assessment for June was performed by Cllr David Albert; no action is required. The Quarterly Sports Pavilion Risk Assessment for June was performed by Cllr Tom Simpson; no action is required.

**11. Planning Applications and Appeals:**

Application Number	Proposal / Location	Comments Deadline	Distribution Date to Cllrs
P/23/0774/2	<p><b>Proposal:</b> Discharge of condition 15 (Landscape and Ecological Management) of Planning Permission ref: P/20/2427/2 (Outline planning application (with all matters reserved except for access) for up to 65 dwellings with provision of new internal access roads, and footpaths, public open space and landscaping, surface water attenuation and associated infrastructure).</p> <p><b>Location:</b> Land South of East Road, Wymeswold, Leicestershire.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	06/07/2023	20/06/2023
	<p><b>Proposal:</b> Discharge of condition 15 (Landscape and Ecological Management) of Planning Permission ref: P/20/2427/2 (Outline planning application (with all matters reserved except for access) for up to 65 dwellings with provision of new internal access roads, and footpaths, public open space and landscaping, surface water attenuation and associated infrastructure).</p> <p><b>Location:</b> Land South of East Road, Wymeswold, Leicestershire.</p> <p><b>Resolved:</b> Not to comment on this application.</p>		

	<p><b>Proposal:</b> Discharge of condition 15 (Landscape and Ecological Management) of Planning Permission ref: P/20/2427/2 (Outline planning application (with all matters reserved except for access) for up to 65 dwellings with provision of new internal access roads, and footpaths, public open space and landscaping, surface water attenuation and associated infrastructure).</p> <p><b>Location:</b> Land South of East Road, Wymeswold, Leicestershire.</p> <p><b>Resolved:</b> Not to comment on this application.</p>		
	<p><b>Proposal:</b> Discharge of condition 15 (Landscape and Ecological Management) of Planning Permission ref: P/20/2427/2 (Outline planning application (with all matters reserved except for access) for up to 65 dwellings with provision of new internal access roads, and footpaths, public open space and landscaping, surface water attenuation and associated infrastructure).</p> <p><b>Location:</b> Land South of East Road, Wymeswold, Leicestershire.</p> <p><b>Resolved:</b> Not to comment on this application.</p>		
	<p><b>Proposal:</b> Erection of single storey and two storey extensions at side of house.</p> <p><b>Location:</b> 10 Trinity Crescent, Wymeswold, Leicestershire, LE12 6UQ.</p>		

**12. Landscaping, Environment and Biodiversity:**

- a) Cllr Adrian Cooke could not be present but sent some information to the Clerk for report to the Council on his behalf. He has applied on behalf of the Council to the Wymeswold Garden Walkabout Committee for a grant to fund the purchase of bulbs for planting around the village. The closing date for applications was June 30<sup>th</sup>. The Council approved this application. Regarding biodiversity, more than a dozen bee orchids have been spotted in the Washdyke, and the team have roped them off (they are at the bottom end of the Washdyke) to allow them to self-seed. Additionally, the Burton Lane verge has plenty of wildflowers emerging, and more wildflower seeds will be sown in the designated wildflower area on the corner of Brook Street and Hoton Road.

**13. Cemetery:**

- a) There are no upcoming burials/interments for July in the Cemetery so far.

**14. Section 106 and Village Projects:**

- a) Cllr Simpson informed the Council that no specific progress had been made but

that the Council should collate the areas that S106 funds may be used for in the future. It was resolved that all Cllrs put forward their proposals to Cllr Simpson to maintain the list.

- b) The Council discussed the response from Wymeswold Cricket Club which requested a joint discussion regarding the Dandara communications. It was agreed that the Council would follow up with the Cricket Club.

#### **15. Sports Pavilion, Playing Field and Washdyke:**

- a) The Clerk confirmed that the Council's insurers had been contacted regarding the recent break-in.
- b) The Council discussed the possible gate alterations required for accessibility into the Washdyke. Guidance received from LCC confirmed that the existing Burton Lane entrance is compliant with required legislation.
- c) The Council discussed the findings of the Washdyke playground inspection report which was carried out by Rospa Playsafety in May 2023 (the report was sent to all Cllrs to read prior to the meeting). The risk assessment process will be amended to allow regular monitoring of any areas raised within the inspection report.

#### **16. Clerk's Report:**

- A list of contact details for parishioners to report a problem is on the village website, village noticeboard, and Christian Link along with a flood contacts page. The Council would actively encourage parishioners to report village issues using this contacts list.
- Our mowing contractor has identified problems with stones and debris on the East Road verges (outside Manor Court and Orchard Way) which is leading to difficulties with the mowing of those areas. The Clerk has contacted Dandara regarding this who have confirmed they will undertake a stone pick, but that they are not responsible. Cadent were also contacted but have denied responsibility, so a complaint has been directed to Energy Assets Pipelines Limited to see if this matter can be addressed. We are awaiting a reply.
- Overgrown and overhanging vegetation encroaching on the pavement on Rempstone Road was reported to LCC. They have contacted the landowners to remove this.
- Charnwood Borough Council have been contacted regarding providing rubbish bins for one or more of the entrances to the Washdyke. A site visit and assessment will be needed but a date for this has not been specified as yet by Charnwood.
- Forthcoming Temporary Traffic Restriction Orders:
  - Surface Dressing - Temporary imposition of no waiting or loading at any time, Temporary Prohibition of through traffic, Temporary Speed restrictions, temporary prohibition of overtaking to enable surface dressing to be carried out safely. **Wymeswold: Far Street, Rempstone Road (02/08/2023), East Road, Wide Lane (03/08/2023)** – Please note, these dates are weather dependent and subject to change.

#### **17. Church Wall and Clock:**

- a) No update was required about the Church Clock.
- b) Cllr Higgins informed the Council that no other external funding is currently available and therefore the process for funding for the Church Wall repair through the Public Works Loans Board (PWLB) would be commenced if the Council resolved to do that.
- c) The next step in the repair process is to be coordinated with the Church Architect. In line with the PWLB process, the following summary was reviewed by the Council to allow them to resolve its approval:

#### **Report to Council – St Mary's Church Wall Repairs**

## Presented to the WPC meeting on 3<sup>rd</sup> July 2023

### Background:

The wall of St Mary's Church (on the Church Street boundary) has fallen into a state of disrepair. There have been two incidents in which linked sections of the wall have fallen into the road, necessitating repair. The Parish Council investigated and clarified (with legal support) that resulting from legislative powers the Parish Council was passed responsibility for the maintenance of the Churchyard (and wall) when the Churchyard became closed to burials in 1881. Based on this confirmed responsibility, the Parish Council has followed a path to investigate the most appropriate approach to complete the repairs.

### Process:

Having commissioned a specification for the works, the Council engaged a Church Architect to act as our project lead, who has worked with the Leicester Diocese before. The Council have secured Faculty approval for the works from the Diocese and have undertaken a public procurement exercise to secure a suitable contractor to proceed with the works. Unfortunately, the wall has never been insured in a way which would have allowed the Parish Council to claim the cost of the repairs. As a result of this, the Parish Council are investigating specific ongoing insurance to protect the village against any future costs of this nature. The costs of the works will be approximately £60,000, and the Parish Council do not have the reserves which would cover such a level of expenditure. We have explored several options for funding: without success. This leaves the only option as the Government Public Works Loan Board (PWLB) to secure the funds. We therefore propose to raise an application to the PWLB for the funds to complete the repairs to the specification approved by the Diocese. Importantly, this will not require a direct increase in the Parish Precept to cover the repayments.

- d) As a result of point (c), the Council resolved the following: At the Wymeswold Parish Council meeting of 3<sup>rd</sup> July 2023, it was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £60,000 over the borrowing term of 40 years for the repairs required to St. Mary's Church wall. The annual loan repayment will come to around £3,700. It is not intended to increase the Council tax precept for the purpose of the loan repayment.

**18. Village traffic issues:** Cllr David Albert spoke to the Council regarding the temporary traffic lights attached to the Cadent works on East Road in June and July. The backing up of idling traffic during busy periods resulting in almost impossible access to parts of the village was highlighted. It was agreed that the noticeable effect on the traffic flow through the village caused by these traffic lights on East Road would be noted by the Council for any future discussions on traffic calming measures.

### 19. Parishioner Queries:

- a) A parishioner has raised a concern regarding the speed of traffic entering the village from Hoton Road, particularly with the Washdyke access point next to that section of road. An email has been sent to LCC by the Clerk to ask about the possibility of any traffic calming measures that could be installed in that area.

**20. Items for further consideration:** Cllr Mills updated the Council on the planned meeting last week between LCC and landowners regarding the H64 footpath issue. LCC have confirmed that the stiles at either end of the footpath are to be removed and gates installed in their place by the landowners.

The meeting closed at 8.55pm.

The next Wymeswold Parish Council Meeting will take place on Monday 4<sup>th</sup> September 2023 at 7pm unless advised otherwise.