

## 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 2<sup>nd</sup> October 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 Andrew Wright, and Clare Higgins (Clerk).

**Attendees via Zoom:** County Cllr Richard Shepherd.

- 1. Apologies:** It was resolved to accept apologies from: Cllr Adrian Cooke, Cllr David Nottingham, and Borough Cllr Jenny Bokor.
- 2. Declarations of Interest or Requests for Dispensation:** None.
- 3. Public Participation (limited to 15 minutes):** None.
- 4. Approval of previous minutes:** The meeting approved minutes from the WPC meeting held on Monday 4<sup>th</sup> September 2023.
- 5. Leicestershire County Council Report:** County Cllr Richard Shepherd attended the meeting via Zoom and reported to the Council that the installation of the replacement Vehicle Activated Sign (VAS) that has been ordered as part of the Members Highways Fund for East Road has been delayed due to difficulties getting hold of components. He also referred the Council to the regular LCC news updates that he sends to the Cllrs for their information. Importantly, LCC has teamed up with the Woodland Trust to offer free tree and hedgerow packs to anyone who lives in Leicestershire with suitable areas of land to plant – including community groups, Parish Councils, and schools, as well as landowners and farmers. The packs include 50 native trees – a mix of oak, wild cherry, crab apple, field maple and hazel, as well as tree guards and stakes. Eligible applicants are invited to register for their free tree and hedgerow packs, in a bid to help the County Council reach its target of helping to plant 700,000 trees – one for every person in Leicestershire. Anyone who would like to apply for a free tree or hedgerow pack is asked to register by emailing [lctreepacks@woodlandtrust.org.uk](mailto:lctreepacks@woodlandtrust.org.uk) with your name, email address, phone number and planting location (postcode or grid reference). The closing date for applications is Tuesday 31 October. Successful applicants will be able to collect their trees from the Beaumanor Hall in Woodhouse on Monday 4 December 2023 or Wednesday 21 February 2024.

Cllr Richard Shepherd left the meeting via Zoom at 7.20pm.

- 6. Charnwood Borough Council Report:** Borough Cllr Jenny Bokor was unable to attend the meeting but sent her report to the Clerk for distribution at the meeting. She confirmed that the new bund on Wymeswold Airfield has started and believes it will progress quite quickly. It will be landscaped with grass and a number of trees once it's completed. Borough Cllr Bokor stated that she was very hopeful it will absorb a lot of the noise from the racing circuit. Additionally, the riverbed on Brook Street has been cleared ready for the Autumn rain.
- 7. Police Report:** During the month of August 2023, Wymeswold had no crimes reported.
- 8. Accounts/Finances:**

- a) Expenditure for October (payment of September invoices) was approved by the Council and was signed off by Cllr Richard Higgins (Vice Chair). It is detailed in the table below:

October 2023	04/10/2023	Clare Higgins Salary - September 2023	n/a	
	04/10/2023	HMRC NI Contributions - Clare Salary - August to September 2023	n/a	£5.31
	04/10/2023	Richard Higgins Expenses - Zoom - September Invoice 2023	£2.40	£14.39
	04/10/2023	Richard Higgins Expenses - Parish Council Mobile Phone - September Invoice 2023	n/a	£8.58
	04/10/2023	Richard Higgins Expenses - Sports Pavilion supplies - September Invoice 2023	n/a	£14.66
	04/10/2023	Total Energies - September Invoice 2023	£3.42	£71.62
	04/10/2023	WaterPlus Ltd - Sports Pavilion	n/a	£24.45
	04/10/2023	WaterPlus Ltd - Cemetery	n/a	£7.81
	04/10/2023	Wymeswold Parochial Charities - Annual Lease Fee for the Washdyke and Sports Field - September Invoice 2023	n/a	£722.32
	04/10/2023	M&C Property Solutions - Boarding and replacement of vandalised Sports Pavilion window - September Invoice 2023	n/a	£110.00
	04/10/2023	DK Rumsby & Co - Payroll Services - September Invoice 2023	£10.00	£60.00
	04/10/2023	Mark Munro Garden Maintenance - Cemetery/Churchyard - September Invoice 2023	n/a	£800.00
	04/10/2023	Roma Landscapes Limited - Mowing - September Invoice 2023	£129.00	£774.00
			<b>£144.82</b>	<b>£3,409.64</b>

Signed and dated by: *Richard Higgins* 02/10/2023

- b) Bank Reconciliation and position

<b>October - Bank</b>	
Bank Opening Balance	£29,008.23
Spend (September Invoices paid in October)	£3,409.64
Income (for September) – Charnwood Borough Council Precept Part Two, Sileby Athletic FC Licence Fee, EonNext Feed-in Tariff Payment and the Wymeswold Village Duck Race Grant	£24,066.60
<b>Anticipated Closing Balance for October (correct at time of the meeting)</b>	<b>£25,598.59</b>

- c) The Quarterly review of finances and budget position was delivered to the Council by Cllr Higgins. The projected expenditure 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; noticeably the expenditure on the Sports Pavilion/Sports Field/Washdyke is greater than the budget because spend was carried forward from last year for the boundary fence installation and the servicing of the Zip Line. The expenditure also includes the costs associated with repairs to the Sports Pavilion following the three bouts of vandalism this year. Some of this cost has been recovered by an insurance claim made by the Council. The budget breakdown is detailed in the table below:

WPC Budget Summary 2023/2024		
Area of expenditure	Budget 2023/2024	Projected Spend
Auditors - Internal/External	£700.00	£638.00
Buildings/Public Liability Insurance	£1,550.00	£1,631.45
Leases - Sports Field/Washdyke	£722.32	£722.32
Utilities	£1,920.00	£1,377.46
Mowing Costs	£12,800.00	£13,704.00
Path Maintenance/Hedging and Trees	£5,500.00	£2,913.42
Sports Pavilion/ Washdyke Running Costs	£4,350.00	£17,887.77
Salaries and Expenses	£11,880.00	£11,133.80
Church Clock Maintenance and Church Floodlighting	£380.00	£2,375.00
NALC/LRALC Membership/Training	£950.00	£415.69
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	£350.00
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 window following the vandalism in September – as set out in section 4e of the WPC Financial Regulations document. The boarding and subsequent replacement of the window was completed by M&C Property Solutions and cost £110. The Council considered 3 quotes for security grilles for the windows and external doors of the Sports Pavilion. They approved the quote from Iron Octopus of £2,400. The Council also approved the quote from M&C Property Solutions for the labour associated with the fitting of and fixings for the security grilles to the windows and doors of the Sports Pavilion of £1,290.

**9. LRALC Police Liaison Representative Scheme (PLR):** The Council discussed this scheme which is intended to create a formal two-way communication route between the force and local councils on strategic policing issues, with a view to improving awareness of strategic policing issues within local councils, and of strategic crime matters affecting local councils within the force. Cllr David Albert volunteered to be the Council's Police Liaison Representative going forward.

**10. Approval of Zero Tolerance Policy:** The Council approved this policy which will be published on the village website and noticeboard.

**11. Risk Assessments:**

a) The Monthly Washdyke and Sports Field Risk Assessment for September was performed by Cllr Mills; no action is required. The Quarterly Cemetery Risk Assessment for September was performed by Cllr David Albert; no action is required. The Quarterly Sports Pavilion Risk Assessment for September was performed by Cllr David Albert. Four actions were noted, of which two were completed in September (Fire Extinguisher check/service performed and metal object removed from external wall), and the remaining ones are in the process of being sorted.

**12. Planning Applications and Appeals:**

Application Number	Proposal / Location	Comments Deadline	Distribution Date to Cllrs

<b>P/23/1548/2</b>	<p><b>Proposal:</b> Erection of part single and part two storey extension to side, canopy to front of house.</p> <p><b>Location:</b> 50 Hoton Road, Wymeswold, Leicestershire, LE12 6UA.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	25/09/2023	05/09/2023
<b>P/23/1499/2</b>	<p><b>Proposal:</b> Proposed internal alterations to first floor function room and conversion to provide two en-suite bedrooms for use as holiday let accommodation.</p> <p><b>Location:</b> Three Crowns Public House, Wymeswold, Leicestershire, LE12 6TZ.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	26/09/2023	05/09/2023
<b>P/23/1422/2</b>	<p><b>Proposal:</b> Proposed internal alterations to first floor function room and conversion to provide two en-suite bedrooms for use as holiday let accommodation. (Listed Building Consent)</p> <p><b>Location:</b> Three Crowns Public House, Wymeswold, Leicestershire, LE12 6TZ.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	26/09/2023	05/09/2023

### 13. 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. The designated wildflower area on the corner of Brook Street and Hoton Road will be strimmed and some more wildflower plugs and seeds will be put in later this year. This has been delayed because of the weather.
- b) The Biodiversity team met representatives from the forestry department at Leicestershire County Council (LCC) in the Community Orchard to discuss the Parish Council's application for additional fruit trees for the Orchard. LCC has generously agreed the following: 10 apple trees will be given to the Council in December for the Orchard along with mulch for the trees. Trees will be planted by LCC along the grass verge on Burton Lane from the Sports Pavilion towards Burton village; and trees will be planted by LCC in the wide grass verge along Willoughby Road.

### 14. Cemetery:

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

### 15. Section 106 and Village Projects:

- a) Cllr Nottingham could not be present for the meeting so will update the Council at the next meeting in November.

### 16. Sports Pavilion, Playing Field and Washdyke:

- a) The Council discussed extra security measures for the Sports Pavilion and agreed to seek a quotation for the installation of security PIR lights to improve

- nighttime visibility around the site.
- b) The Wymeswold Village Project Fund awarded the £300 Community Grant 2023 to the Parish Council for help with extra security measures for the external doors for the Sports Pavilion. The Parish Council wish to extend their gratitude for their support.
  - c) The Council discussed the Sports Pavilion criteria and charges for 2024/2025 and agreed to formalise the details of the criteria and charges and approve them at the November meeting.

**17. Parishioner Correspondence:** The Council discussed some recent email correspondence they had received from a parishioner and agreed that no further action was required at this stage.

**18. 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.
- A parishioner has reported that some contractors associated with Dandara have been parking their cars on Orchard Way, and also reported a sighting of one of them urinating in one of the hedges there. Dandara Senior Technical Manager was contacted by the Clerk on 05/09/2023. They will raise this with the contracts manager and ensure that it is dealt with immediately and those culprits, should they be involved with this development, are appropriately dealt with. There are apparently ample toilet provisions and parking on site.
- Scaffolding is still in place on the Hoton Road repaired iron railings. This was reported to LCC Road Works and Closures Team. We are awaiting a response.
- Fire extinguisher check/service was completed on 14/09/2023 at the Sports Pavilion.
- Peter Blount (1<sup>st</sup> Wolds Scout Group Leader) is working with Cllr Andrew Wright to help organise the logistics for the Village Remembrance Day. Any volunteers that can help assist in the preparation should please contact Cllr Andrew Wright on [andywrightwpc@gmail.com](mailto:andywrightwpc@gmail.com) or [1stwolds.gsl@gmail.com](mailto:1stwolds.gsl@gmail.com)
- A parishioner report of a crack on the road bridge on Hoton Road, Wymeswold has been reported to LCC on 29/09/2023 to the Structures Department for them to investigate and take the appropriate action. We are awaiting a response.
- Forthcoming Temporary Traffic Restriction Orders:
  - a. A46 Lifecycle Extension Work (LEW) scheme between Six Hills and Widmerpool - Work is due to start on **25th September 2023** and is scheduled for completion by the **end of March 2024**.
  - b. Brook Street, Wymeswold - A temporary prohibition of waiting and loading at any time restriction is required on Brook Street on **13th October 2023 for 1 day** - implemented to undertake carriageway patching works. The restriction will be enforced on both sides of the carriageway between properties **71** and **79**.

**19. Parish Council Message of Condolence:** The Council were saddened to hear that Ginny Westcott of 30 Church Street, passed away at the beginning of September. She had lived in the village for over 40 years and had been a very active member of the community in the past. Some may remember she worked in the village store at one stage and more recently ensured that villagers received their paper orders during holiday periods at G G Granvilles. She was a Parish Councillor between 2003- 2007 and was also the Secretary for the Village Design Statement Group, part of the Parish Plan Group, a member of the Open Gardens Committee and at the forefront of fundraising efforts for the stained-glass restoration project at St Mary's Church circa 2004. Ginny

loved researching historical information about Wymeswold and was the driving force behind many successful village projects. Once known, the funeral arrangements will be published on the village noticeboard.

**20. Church Wall:**

- a) Cllr Higgins informed the Council that the signed contracts will be sent to the Architect.
- b) Cllr Higgins confirmed that he had contacted the Council's insurance company regarding the inclusion of the Church Wall in the annual Council Insurance policy. He is awaiting feedback on this.

**21. Parishioner Queries:** None.

**22. Items for further consideration:** Cllr Mills informed the Council of the state of part of East Road where a number of recent contractors associated with the Dandara development have been working. It was agreed that the Council would monitor whether further works will be commenced there to rectify the highway before contacting LCC Highways Department about it.

The meeting closed at 8.45pm.

The next Wymeswold Parish Council Meeting will take place on Monday 6<sup>th</sup> November 2023 at 7pm unless advised otherwise.