

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 8th April 2024 at 7:00pm. Parishioners were welcome to attend in person OR via Zoom.

Attendees: Cllr Laura Mills (Chair), Richard Higgins (Vice Chair), Cllr Adrian Cooke, Cllr David Albert, Cllr David Nottingham, Borough Cllr Jenny Bokor and Clare Higgins (Clerk).

Attendees via Zoom: County Cllr Richard Shepherd.

- 1. Apologies:** It was resolved to accept apologies from: Cllr Janet Beaumont and Cllr Andrew Wright.
- 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 4th March 2024.
- 5. Leicestershire County Council Report (LCC):** County Cllr Richard Shepherd attended the meeting via Zoom and reported to the Council that there were no specific open points to discuss. He referred the Council to the regular LCC news updates that he sends to the Cllrs for their information, all of which are distributed to the Council. Of note were: Flooding Enquiries, Network North Funding and County Council Performance and Expenditure Benchmarking.

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

Borough Cllr Jenny Bokor joined the meeting at 7.25pm.

- 6. Charnwood Borough Council Report (CBC):** Borough Cllr Jenny Bokor attended the meeting and informed the Council that following the February hearing, the Inspectors recommended some minor adjustments be made to the Local Plan. The final hearing is due to be held in the summer after which it will move to the formal consultation process.

Borough Cllr Jenny Bokor left the meeting at 7.38pm.

- 7. Police Report:** No report was received. The North Charnwood PCSO team have again been contacted to ask whether these reports are still continuing, but no response has been received as yet.
- 8. Accounts/Finances:**
 - a) Expenditure for April (payment of March invoices) was approved by the Council and was signed off by Cllr Richard Higgins (Vice Chair). It is detailed in the table below:

	Date Invoice Paid	Payee	VAT Amount	Total
April 2024	10/04/2024	Clare Higgins Salary - March 2024	n/a	
	10/04/2024	HMRC NI Contributions - Clare Salary - February to March 2024	n/a	£12.76
	10/04/2024	Richard Higgins Expenses - Zoom - March Invoice 2024	£2.40	£14.39
	10/04/2024	Richard Higgins Expenses - Parish Council Mobile Phone - March Invoice 2024	n/a	£8.58
	10/04/2024	WaterPlus Ltd - Cemetery - March Invoice 2024	n/a	£7.32
	10/04/2024	WaterPlus Ltd - Sports Pavilion - March Invoice 2024	n/a	£20.26
	10/04/2024	Total Energies G&P Collections - March Invoice 2024	£4.70	£98.67
	10/04/2024	Mark Munro Garden Maintenance - Cemetery/Churchyard - March Invoice 2024	n/a	£800.00
	10/04/2024	M&C Property Solutions - Unblocking sinks and rehangng heater in Sports Pavilion - March Invoice 2024	n/a	£60.00
				£7.10

Signed and dated by: *Richard Higgins* 08/04/2024

b) Bank Reconciliation and position:

April - Bank	
Bank Opening Balance	£16,280.46
Spend (March Invoices paid in April)	£1,872.48
Income (for March) – Cemetery Fees, Sports Pavilion hire and EonNext Feed-in Tariff Payment	£297.22
Anticipated Closing Balance for April (correct at time of the meeting)	£14,407.98

- c) The final Quarterly review of finances and budget position for 2023/2024 was delivered to the Council by Cllr Higgins. The expenditure includes all the actual spend incurred for the year. In line with the previous quarters' budget position, 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		Spend
Area of expenditure	Budget 2023/2024	
Auditors - Internal/External	£700.00	£668.00
Buildings/Public Liability Insurance	£1,550.00	£1,778.55
Leases - Sports Field/Washdyke	£722.32	£722.32
Utilities	£1,920.00	£1,387.07
Mowing Costs	£12,800.00	£13,872.00
Path Maintenance/Hedging and Trees	£5,500.00	£2,563.42
Sports Pavilion/ Washdyke Running Costs	£4,350.00	£18,501.85
Salaries and Expenses	£11,880.00	£12,537.02
Church Clock Maintenance and Church Floodlighting	£380.00	£2,075.00
NALC/LRALC Membership/Training	£950.00	£700.41

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	£508.90
Emergency Reserve of 3 Month Running Costs	£9,000.00	£102.11
Total Expenditure	£59,952.32	£63,741.15

- d) No quotes were received from suppliers/contractors this month.
- e) The Council approved and signed the direct debit agreement for NEST pension provision for the Clerk which it is obliged to provide.

9. Approval of end of financial year 2023-2024 Bank Reconciliation document: The Council approved the Bank Reconciliation document for the end of the financial year 2023-2024 which will be published on the village website.

10. Approval of updated WPC Asset Register document: The Council approved the updated Asset Register document which will be published on the village website.

11. Approval of the Council's annual subscription to the LRALC and NALC: The Council approved the upcoming renewal of this annual subscription.

12. Actions for Councillors: The Council reviewed and updated the Actions for Councillors for this month.

13. Risk Assessments:

- a) The Monthly Washdyke and Sports Field Risk Assessment for March was performed by Cllr Mills; the fraying on the edges of the circular play swing have now been repaired, so no further action is required. The Quarterly Wymeswold Cemetery Risk Assessment for March was performed by Cllr David Albert; no action is required. The Quarterly Sports Pavilion Risk Assessment for March was performed by Cllr David Albert; the defibrillator pads required changing, and these have been replaced by the Wolds Community First Responders. No further action is required.

14. Planning Applications and Appeals: No planning applications or appeals were received this month prior to the agenda being published.

15. Landscaping, Environment and Biodiversity:

- a) Cllr Cooke informed the Council that the Biodiversity Team have been incredibly busy during the past few months and have now finished planting the 50 or so saplings left over from last year's donation secured from the Woodland Trust. These were planted in the Washdyke and along Burton Lane. Whilst doing this, they also discovered a colony of bee orchids in the Washdyke. The team carefully moved them close to the bottom hedge to protect them. LCC have also kindly given the Parish Council a bag of wildflower seeds which have been sown onto the wildflower verge on Burton Lane, at the bottom of the Washdyke, in the Cemetery, and on the bank of the brook. Future plans are to install some bird and bat boxes around the village following the huge success of last year's bird boxes that were installed in the Cemetery.
- b) Cllr Cooke will bring a finalised quote for the purchase of bird and bat boxes for the village to the next meeting for approval by the Council.

16. Cemetery:

- a) There was one resident interment of ashes and one burial in the Cemetery in March. There are no upcoming burials/interments in April so far.
- b) The Council approved the Memorial Bench Application that has been submitted, subject to a slight adjustment in location.

17. Section 106 and Village Projects:

- a) Cllr Nottingham updated the Council regarding S106 matters. He has sent a number of email requests to CBC which he is awaiting responses for. Cllr Nottingham is still in the process of compiling a set of quotes for possible new drainage on the Sports Field, and also investigating other options for use of the S106 funds.
- b) The Council discussed the possibility of creating a Neighbourhood Plan. Cllr Nottingham is investigating whether this is a feasible option for the Council.

18. Sports Pavilion, Playing Field and Washdyke:

- a) No updates from Councillors this month.
- b) The Council discussed the installation of a rubbish bin on the Washdyke; further clarification was sought from CBC following the last meeting, but no response has yet been received. The Clerk will follow up with CBC.
- c) The Council discussed the cleaning of the Sports Pavilion and agreed that amendments to the licence agreements for the Sports Pavilion to reflect this will be discussed when the Sports Pavilion criteria and charges are next reviewed in December 2024.

19. S137 Donation: The Council agreed that a donation of £250.58 will be made to the Parochial Church Council of St Mary's Wymeswold for the Church floodlighting electricity costs. This is in accordance with the Council's powers under S137 of the Local Government Act 1972.

20. 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 report of a hole in an old BT access cover on the pavement on Far Street was reported to Openreach on 05/03/2024. An engineer attended and has fixed it.
- RoSPA Play Safety are coming to do the annual play equipment inspection at some point in May.
- A parishioner report of damage to a verge on Brook Street caused by a rubbish lorry was reported to CBC on 19/03/2024. We are still awaiting a response.
- A parishioner report of damage to a tree and verges outside Manor Court caused by works associated with the new housing development was reported to Dandara on 21/03/2024. They replied saying that their remit is to repair this, and that these areas will be re-graded and re-seeded accordingly. This will be followed up by the Clerk regarding progress with this.
- A parishioner report of 'water constantly streaming down Wysall Lane, heading out of the village, appearing to be coming from the ground near to a property on the left as you go out of Wymeswold. The water goes down the side of the road then crosses the road where it continues to the drain, and this is constant unless there is very dry weather. When there is heavy rain, it pours down the road quickly overpowering the drains and flowing down the rest of the road'. Seven Trent were called several times by the parishioner and have stated that it is nothing to do with them as it is a broken

underground land drain. The parishioner has previously reported it to LCC, but the situation has not been rectified. This was additionally reported to LCC and also reported to the LCC Flooding and Drainage Team by the Clerk on 04/04/2024. Awaiting a response.

- Charnwood Borough Council contacts for residents should they require help in advance of flooding. They are asking residents to call into their contact centre so that cases will be sent directly to the Contracts Manager and Head of Service so that Charnwood can keep a record of who is directly affected and authorise where the sandbags are being distributed. Residents can **request sandbags**, please **call**: 01509 263151 (Monday to Friday, 9am – 4pm); 01509 634567 (out of hours).
- Forthcoming Temporary Traffic Restriction Orders:
 - a. Church Street, Wymeswold - to allow Ackroyd Construction Ltd to safely undertake works to rebuild the Church Wall. This will incorporate a temporary road closure between the Junction of Far Street and property 19. The duration of the restriction is not anticipated to exceed a period of **42 days** commencing on the **15th April** till the **27th May 2024**.
 - b. Brook Street, Wymeswold between Paget Croft and Narrow Lane - to allow LCC to safely facilitate works on a concrete retaining wall. This will incorporate a temporary road closure. The duration of the restriction is not anticipated to exceed a period of **6 weeks** commencing on the **7th May 2024**.

21. Church Wall:

- a) Cllr Higgins informed the Council that the application for the Public Works Loan Board (PWLB) funding has been verified by LRALC and has now been submitted to the Department for Levelling Up, Housing and Communities for approval. Due to the recent heavy rainfall, the contractor has been delayed in starting the repairs to the Churchyard Wall. These are now scheduled for the end of April.

22. Parishioner Queries: None.

23. Items for further consideration: None.

The meeting closed at 8.35pm.

The Annual Parish Meeting is on Tuesday 7th May 2024 at 7pm followed by the Annual Wymeswold Parish Council Meeting at 7.15pm in the Sports Pavilion on Burton Lane unless advised otherwise.