

# WYMESWOLD PARISH COUNCIL MINUTES

A meeting of Wymeswold Parish Council was held both virtually via Teams and in person at the Sports Pavilion on Burton Lane, Wymeswold on Monday 2<sup>nd</sup> September 2024 at 7:00pm. Parishioners were welcome to attend in person OR via Teams.

**Attendees:** Cllr Laura Mills (Chair), Richard Higgins (Vice Chair), Cllr Adrian Cooke, Cllr David Nottingham, Cllr Andrew Wright, Cllr Janet Beaumont, and Clare Higgins (Clerk).

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

1. **Apologies:** It was resolved to approve apologies from: Cllr David Albert and Borough Cllr Jenny Bokor.
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 relay the successful season that the Cricket Club has had, and their positive progression with diversity and inclusion. Alongside the two adult teams, the Cricket Club is developing its junior teams from All Stars (ages 5-8) and Dynamos (ages 8-11), to the U11s, U13s, U15s and the U17s which span an impressive age range, with attendees from surrounding villages too. Importantly, they have also started a women's team this season that has been warmly welcomed. Their representative also raised the issue of secure storage for the Cricket Club equipment and the potential to explore possible Section 106 funds to address this. The Chair requested a set of proposals to be put forward for review by the Council.
4. **Approval of previous minutes:** The meeting approved minutes from the WPC meeting held on Monday 1<sup>st</sup> July 2024.
5. **Leicestershire County Council Report (LCC):** County Cllr Richard Shepherd attended the meeting via Teams 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.
6. **Charnwood Borough Council Report (CBC):** Borough Cllr Jenny Bokor was unable to attend the meeting. Following on from the July meeting, the Clerk reported that Cllr Bokor had kindly assisted in gaining contacts for the Clerk to proceed with the query regarding installation of the rubbish bin on the Washdyke.

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

7. **Charnwood Public Transport Scrutiny Panel update:** Cllr Beaumont informed the Council that she had sent in two survey responses on behalf of Wymeswold to the Charnwood Public Transport Scrutiny Panel following consultation with local parishioners on their views of public transport. Of particular note was the lack of a bus service to Nottingham or Leicester. The Clerk had also contacted CBC to ensure that these responses would be forwarded to LCC to provide them with information from Wymeswold for the development of the LCC Local Transport Plan.

## 8. Accounts/Finances:

- a) Expenditure for August (payment of July invoices) and expenditure for September (payment of August invoices) were approved by the Council and were signed off by the Chair (as per the updated Financial Regulations 2024)

section 6.10). They are detailed in the tables below:

August 2024	22/08/2024	NEST Employer and Employee Pension Contribution Direct Debit payment	n/a	£23.14
	07/08/2024	Clare Higgins Salary - July 2024	n/a	
	07/08/2024	Richard Higgins Expenses - Parish Council Mobile Phone - July Invoice 2024	n/a	£9.25
	07/08/2024	WaterPlus Ltd - Cemetery - July Invoice 2024	n/a	£9.67
	07/08/2024	WaterPlus Ltd - Sports Pavilion - July Invoice 2024	n/a	£21.09
	07/08/2024	Total Energies G&P Collections - July Invoice 2024	£130.69	£784.11
	07/08/2024	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - July Invoice 2024	£4.46	£26.77
	07/08/2024	Mark Munro Garden Maintenance - Cemetery/Churchyard - July Invoice 2024	n/a	£800.00
	07/08/2024	Roma Landscapes Limited - Mowing - July Invoice 2024	£143.00	£858.00
	07/08/2024	Adrian Cooke Expenses - Bird and Bat boxes from CJ Wildbird Foods Ltd - July Invoice 2024	n/a	£302.29
	07/08/2024	AS Blackburn - Cemetery Tap repair and insulation - July Invoice 2024	n/a	£120.00
	07/08/2024	Mark Stewart - Churchyard Wall Repair Professional Fees - July Invoice 2024	£68.00	£408.00
			£346.15	£4,199.60

September 2024	September	NEST Employer and Employee Pension Contribution Direct Debit payment	n/a	£23.14
	04/09/2024	Clare Higgins Salary - August 2024	n/a	
	04/09/2024	Richard Higgins Expenses - Parish Council Mobile Phone - August Invoice 2024	n/a	£9.25
	04/09/2024	Richard Higgins Expenses - Annual ICO Registration - August 2024	n/a	£40.00
	04/09/2024	WaterPlus Ltd - Cemetery - August Invoice 2024	n/a	£9.92
	04/09/2024	Total Energies G&P Collections - August Invoice 2024	£6.67	£140.14
	04/09/2024	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - August Invoice 2024	£4.61	£27.65
	04/09/2024	Mark Munro Garden Maintenance - Cemetery/Churchyard - August Invoice 2024	n/a	£800.00
	04/09/2024	Mark Munro Garden Maintenance - Refilling/reseeding of the football pitch goalmouths - July Invoice 2024 (received late)	n/a	£60.00
	04/09/2024	Roma Landscapes Limited - Mowing - August Invoice 2024	£143.00	£858.00
	04/09/2024	Moore - External Auditor limited assurance review - August Invoice 2024	£63.00	£378.00
			£217.28	£3,183.38

Signed and dated by: *Laura Mills* 02/09/2024

- b) Bank Reconciliation and position: The spend in the tables above (a) is combined across the 2 bank accounts detailed below:

<b>August – Bank (Current Account)</b>	
Opening Balance	£31,574.41
Spend (July Invoices/Direct Debits paid in August)	£3,791.60
Income (for July)	£0
<b>Actual Closing Balance for August</b>	<b>£27,782.81</b>

<b>August – Bank (Project Account)</b>	
Opening Balance	£8,844.10
Spend (Architect Fees)	£408
Income (for July)	£0
<b>Actual Closing Balance for August</b>	<b>£8,436.10</b>

<b>September – Bank (Current Account)</b>	
Opening Balance	£27,782.81
Spend (August Invoices/Direct Debits paid in September)	£3,183.38
Income (for August)	£0
<b>Anticipated Closing Balance for September (correct at time of the meeting)</b>	<b>£24,599.43</b>

<b>September – Bank (Project Account)</b>	
Opening Balance	£8,436.10
Spend	£0
Income (for August)	£0
<b>Anticipated Closing Balance for September (correct at time of the meeting)</b>	<b>£8,436.10</b>

- c) The Council approved the annual renewal quote for the monthly legionella testing service on the Sports Pavilion by GES (Leicester) of £960 (excluding VAT). In line with the Council's Financial Regulations 2024 section 5.15, the Council approved the estimated quote for the required 3-year tree survey by Tindle Tree Care of £580 (excluding VAT). The Council were made aware that this quote is subject to slight adjustment based on the number of trees found during the survey.
- d) The Council was updated by the Clerk that our payroll administrator DK Rumsby & Co have now enrolled the Council in the HMRC Employment Allowance.

**9. External Audit Report:** The Council has received and reviewed the External Audit Report from Moore for the year ending 31<sup>st</sup> March 2024. The report states that all information provided to them is in accordance with Proper Practices. This has been published on the village website and noticeboard alongside the Notice of Conclusion of Audit for 2024.

**10. Risk Assessments:**

- a) The Monthly Washdyke and Sports Field Risk Assessments for July and August were performed by Cllr Mills; no action is required.

**11. Planning Applications and Appeals:**

<b>Application Number</b>	<b>Proposal / Location</b>	<b>Comments Deadline</b>	<b>Distribution Date to Cllrs</b>
<b>P/24/0954/2</b>	<p><b>Proposal:</b> Change of use of agricultural land to extended residential curtilage.</p> <p><b>Location:</b> 2 Narrow Lane, Wymeswold, Leicestershire, LE12 6SD.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	19/07/2023	27/06/2024
<b>P/24/1156/2</b>	<p><b>Proposal:</b> Section 73 Variation of Condition 2 (Approved Plans) of Planning Application ref:P/24/0656/2 (Section 73 Variation of Condition 2 (Approved Plans) of Planning Application ref:P/22/0992/2 (Residential development of 3 dwellings, alterations to existing access, refurbishment of existing outbuilding and associated works). Variation to consist of changes to fenestration, materials elevational changes, internal alterations and</p>	31/07/2023	16/07/2024

	<p>changes to carports). Variation to consist of new enclosed garage to the rear of Plot 3. Design in style of plot 1 and 2 garages, new underground 5000l water tank to harvest rainwater from dwelling and garage roofs.</p> <p><b>Location:</b> Land to the rear of 5 Far Street, Wymeswold, Leicestershire, LE12 6TZ.</p> <p><b>Resolved:</b> Not to comment on this application.</p>		
<b>P/24/1170/2</b>	<p><b>Proposal:</b> Discharge of Conditions 4 (Materials), 6 (Construction Method Statemen), 10 Ecological Mitigation and Enhancement Strategy) and 11 (Hard and Soft Landscaping) of Planning Application ref: P/24/0656/2 (Section 73 Variation of Condition 2 (Approved Plans) of Planning Application ref: P/22/0992/2 (Residential development of 3 dwellings, alterations to existing access, refurbishment of existing outbuilding and associated works). Variation to consist of changes to fenestration, materials elevational changes, internal alterations and changes to carports)</p> <p><b>Location:</b> Land to the rear of 5 Far Street, Wymeswold, Leicestershire, LE12 6TZ.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	31/07/2024	16/07/2024
<b>P/24/1188/2</b>	<p><b>Proposal:</b> Erection of dormer extension to front elevation, single storey rear extension and associated render.</p> <p><b>Location:</b> 15 Woodlands Close, Wymeswold, Leicestershire, LE12 6TF.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	31/07/2024	16/07/2024
<b>P/24/1182/2</b>	<p><b>Proposal:</b> Discharge of Condition 6 (Access Details) of Planning Application ref: P/23/0346/2 (Proposed conversion of the existing stables to residential dwelling and erection of new stables).</p> <p><b>Location:</b> Two Gates Field, Narrow Lane, Wymeswold, Leicestershire, LE12 6SD.</p> <p><b>Resolved:</b> Not to comment on this application.</p>	31/07/2024	16/07/2024
<b>P/24/1172/2</b>	<p><b>Proposal:</b> Erection of garden room (Lawful Development Certificate for Proposed Development).</p> <p><b>Location:</b> 73B Brook Street, Wymeswold, Leicestershire, LE12 6UE.</p>	07/08/2024	08/08/2024

	<b>Resolved:</b> Not to comment on this application.		
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## **12. Landscaping, Environment and Biodiversity:**

- a) Cllr Cooke informed the Council that 4 new bat boxes and 8 bird boxes have been installed in the village. 3 bird boxes were put up last year in the Cemetery. He also reported that he had emailed Dandara to ask why trees have recently been felled in the "Men of Trees" woodland, but he has not yet received a reply. Additionally, the Council has been contacted by an artist, commissioned by Stonewater Housing who are managing the social housing on the new development, regarding the plan to create pavement mosaics that will reflect the biodiversity of the estate, and the names that the Council suggested for the roads. Cllr Cooke is liaising with them about the biodiversity theme of the project. The artist will be visiting the development in October and will be giving the local school a mosaic workshop as well as offering Wymeswold residents a free workshop. Once the details of this workshop are confirmed, they will be published for the village to see.

## **13. Cemetery:**

- a) There were two resident interments of ashes in the Cemetery in August.
- b) The Council agreed that a selection of dates will be offered by the Clerk to Cllrs to choose a date for a site meeting to discuss improvements to the Cemetery.

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

- a) Cllr Nottingham reported to the Council that Cllr Wright and himself are trying to organise a site meeting with contractors to formulate an action plan for the drainage of the Sports Field. He will update the Council when this has been completed. Cllr Mills informed the Council that she had met with a playground equipment provider to perform an assessment of the Washdyke. The provider will be formulating the options available to the Council and sending them to Cllr Mills. She will update the Council when this has been received. Cllr Beaumont notified the Council that St Mary's Wymeswold Parochial Church Council (PCC) had been successful in their application to the Heritage Lottery Fund for a grant to repair the Church Roof. The grant specified that the project promotes community engagement, so Cllr Beaumont will be liaising with Cllr Nottingham to arrange a site meeting for the proposed cinema equipment for the PCC to use.
- b) The Council discussed the state of the Parish Council noticeboard and agreed that a new noticeboard would be sourced by the Clerk, and any finalised quotes received would be reviewed at the next Council meeting for approval.

## **15. Section 137 Donation request towards the new WW2 village Memorial Plaque:** The Council agreed that a donation of £329.40 will be made towards the installation of the new village Memorial Plaque that will be added to the existing Wymeswold RAF Eagle Mural Memorial on the pharmacy wall. The Memorial commemorates the crew of the Wellington Bomber DV771 of 28 OTU that crashed in Wymeswold on 25<sup>th</sup> November 1943. This is in accordance with the Council's powers under S137 of the Local Government Act 1972.

## **16. Request for Parish Council to accept ownership of the new WW2 village Memorial plaque:** The Council discussed the request to accept ownership of the new village Memorial Plaque that will be added to the existing Wymeswold RAF Eagle Mural Memorial on the pharmacy wall. After consultation with the LRALC regarding the statutory regulations and limitations around this, the Council resolved that as they are not the owner of the property, they would be able to accede to this request.

## 17. 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.  
Following several communications with Charnwood Borough Council (CBC), the cost of the installation, administrative fee and this year's emptying of the rubbish bin (7 months until the end of March 2025) will be £287.54. The Council approved the installation and quote and approved the ongoing annual payments to CBC for the emptying of the rubbish bin as per the Local Government (Miscellaneous Provision) Act 1976 s.19, and the Litter Act 1983 s.5.
- c) The Council approved the quote of £330 from Wymeswold Cricket Club for a selective herbicide treatment for the Sports Field administered by JMG Amenity. This will be added to the annual mowing invoice and paid to Wymeswold Cricket Club when the mowing season has finished.

## 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.
- The leaking tap in the Cemetery has now been repaired and insulated.
- The refilling and reseeding of the football pitch was completed in mid July.
- Parishioner query regarding the works to the brook retaining wall on Brook Street on 18/06/2024. Concerned that the current repairs to rebuild the brook retaining wall will worsen the flooding issues that have been common this year on Brook Street with the heavy rainfall sustained over the past few months. Referred to LCC on 19/06/2024. Followed up with LCC on 04/07/2024. The response from the LCC Site Agent was that the designers, supervisors and operatives on the job had taken all the relevant measurements, and they were all in agreement that the retaining wall was constructed as designed and will not reduce the watercourse capacity. The amount of vegetation growth and the amount of road excavation taken place was deceiving but they continued the original retaining wall and kerb line. The works were necessary to prevent the road collapsing and ultimately to protect the watercourse. The Clerk also referred the matter to the LCC Flood Engagement Officer on 16/07/2024 who agreed with the above response from LCC.
- The playground equipment in the Washdyke has had a paint touch up, with fences secured and rotten rails replaced as per the RoSPA Play Safety annual report recommendations.
- The biannual fire alarm service and the annual emergency lighting service will be performed this month; it was delayed due to the summer holiday period.
- The 3 year tree survey is to be performed by Tindle Tree Care during this month.
- Wymeswold Football Club will be commencing their football season this month using the football pitch on the Sports Field.
- East Midlands Stargazers have expressed an interest in reusing the Sports Pavilion and Sports Field as a dark site for using their telescopes.
- 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. Melton Road/Wymeswold Lane, Burton on the Wolds – to allow LCC to undertake carriageway patching works. This will incorporate temporary road closures. The duration of the restriction is not anticipated to exceed a period of **4 days** commencing on the **11<sup>th</sup> September 2024, 9am to 3pm each day**.

**19. Churchyard Wall:**

- a) Cllr Higgins informed the Council that there will be a final closure meeting regarding the repair of the Churchyard Wall with the Church Architect at 2pm on Monday 16th December.

**20. St. Mary's Church Quinquennial Inspection Report:** The Council discussed the findings of the St. Mary's Quinquennial inspection relating only to the closed churchyard responsibilities of the Parish Council. Cllr Higgins contacted the Church Architect who had completed the report about the findings regarding this. He was informed that although it is unpredictable, they don't envisage there to be any costs for the Council in the next 5 years for the Churchyard wall.

**21. Church Clock:** The Council discussed the matter of the service and repair of the Church Clock. The current contractor who repaired the Clock has been contacted a number of times by the Clerk, and the Council is awaiting an availability date to be determined. The date has been delayed due to unforeseen circumstances. Cllr Mills has investigated a different contractor whose quote to attend was more expensive due to not having previously reviewed the Church Clock; therefore, their initial assessment would be more costly. The Council agreed to wait for the original contractor to arrange a site visit before utilising the more expensive contractor.

**22. Parishioner Queries:** None.

**23. Items for future consideration:** None.

The meeting closed at 8.40pm.

The next Wymeswold Parish Council Meeting will take place on Monday 7<sup>th</sup> October 2024 at 7pm in the Sports Pavilion on Burton Lane unless advised otherwise.