

# 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 7<sup>th</sup> April 2025 at 7:00pm. Parishioners were welcome to attend in person OR via Teams.

**Attendees:** Cllr Laura Mills (Chair), Cllr Richard Higgins (Vice Chair), Cllr Adrian Cooke, Cllr David Nottingham, Cllr Janet Beaumont, Cllr Julie Banks, Cllr Jeff Weston, Borough Cllr Jenny Bokor and Clare Higgins (Clerk).

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

1. **Apologies:** None.
2. **Declarations of Interest or Requests for Dispensation:** Cllr Beaumont highlighted that she continues to be a member of the Wymeswold Church Fund Appeal (WCFA).
3. **Public Participation (limited to 15 minutes):** None.
4. **Approval of previous minutes:** The meeting approved minutes from the WPC meeting held on Monday 3<sup>rd</sup> March 2025.
5. **Leicestershire County Council Report (LCC):** County Cllr Richard Shepherd attended the meeting via Teams and reported to the Council that he had sent details of the updated LC8 bus route to the Council. This timetable has been placed on the village website for parishioners to see. He also highlighted the new roadmenders that have been deployed to help maintain Leicestershire's highways. The vehicles, also known as 'hotboxes', will be used to repair thousands of potholes and other defects across 2,575 miles of County roads. The new machines will ensure good-quality repairs can be done effectively and efficiently on the County's carriageways and footways. County Cllr Shepherd mentioned that the planned meeting with Cora Homes, LCC, CBC and concerned parties to discuss flood mitigation solutions on the Storkit Lane development had been rearranged to May. He also referred to the regular LCC news updates that he sends to the Cllrs for their information, all of which are distributed to the Council. This was sadly the last meeting that County Cllr Richard Shepherd will attend so the Council expressed their sincere gratitude to him for all his hard work and support of the village and the Council.

County Cllr Richard Shepherd left the meeting via Teams at 7.15pm.

6. **Charnwood Borough Council Report (CBC):** Borough Cllr Jenny Bokor attended the meeting and informed the Council that all parties (Borough Council, County Council and Leicester City) had now put their proposals to government regarding the planned Devolution and Local Government Re-organisation in Leicestershire. The current published timeline will lead to a decision in November. She also confirmed that fibre optic cabling had been laid to the exchanges in the village which will enable the eventual roll-out of superfast broadband in the Wolds. Additionally, Borough Cllr Bokor will follow up the details relating to the progress of the installation of the planned pedestrian crossing on East Road with CBC planning enforcement.

Borough Cllr Jenny Bokor left the meeting at 7.40pm.

## 7. Accounts/Finances:

- a) Expenditure for April (payment of March invoices) was approved by the Council

and was signed off by the Chair (as per the Financial Regulations 2025 section 6.10). This is detailed in the table below:

	Date Invoice Paid	Payee	VAT Amount	Total
April 2025	April	NEST Employer and Employee Pension Contribution Direct Debit payment	n/a	£25.68
	09/04/2025	Clare Higgins Salary - March 2025	n/a	
	April	HMRC NI Contributions April 2024 - March 2025 - Direct Debit payment	n/a	£218.16
	April	Parish Council Mobile Phone - Direct Debit payment	n/a	£9.25
	09/04/2025	WaterPlus Ltd - Cemetery - March Invoice 2025	n/a	£9.15
	09/04/2025	WaterPlus Ltd - Sports Pavilion - March Invoice 2025	n/a	£22.48
	09/04/2025	Total Energies G&P Collections - March Invoice 2025	£6.12	£128.39
	09/04/2025	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - February Invoice 2025 (received late)	£4.46	£26.77
	09/04/2025	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - March Invoice 2025	£0.55	£11.62
	09/04/2025	G Davies Plumbing and Heating - Repairs to Water Heating tanks in the Sports Pavilion - March Invoice 2025	n/a	£345.00
	09/04/2025	DK Rumsby & Co - Professional Services Quarterly Fee - March Invoice 2025	£10.00	£60.00
	09/04/2025	Richard Higgins Expenses - Toner cartridge - March Invoice 2025	n/a	£23.41
	09/04/2025	Morgan Fire Protection Limited - Sports Pavilion Fire Alarm Service - March Invoice 2025	£40.78	£244.72
	09/04/2025	Morgan Fire Protection Limited - Sports Pavilion Fire Alarm - Sounder Base Replacements - March Invoice 2025	£92.85	£567.10
			£154.76	£2,553.74

Signed and dated by: *Laura Mills* 07/04/2025

- b) Bank Reconciliation and position: The spend in the table above (a) is from the NatWest Current Account detailed below:

April – Bank (NatWest Current Account)	
Opening Balance	£16,912.10
Spend (March Invoices/Direct Debits paid in April)	£2,553.74
Income (for March) - Cemetery Fees	£320.00
<b>Anticipated Closing Balance for April (correct at time of the meeting)</b>	<b>£14,358.36</b>

April – Bank (NatWest Project Account)	
Opening Balance	£15,885.50
Spend	£0
Income (March)	£0
<b>Anticipated Closing Balance for April (correct at time of the meeting)</b>	<b>£15,885.50</b>

April – Unity Trust Bank Savings Account (General Reserves)	
Opening Balance	£12,068.22
Spend	£0
Income (March) – Quarterly Interest	£68.22

**Anticipated Closing Balance for  
April (correct at time of the meeting)**

**£12,068.22**

\*Please see the Appendix for the details of the actual finances in April, reflecting the movements that occurred after the meeting.

- c) In accordance with the Financial Regulations 2025 section 2.6, Cllr Banks verified the bank reconciliations with the bank statements for the last quarter.
- d) Quarterly review of finances and budget position: Cllr Higgins discussed the end of year finance and budget position highlighting that whilst it was broadly in line with the budget the costs associated with the forthcoming tree works have not been incurred but have been accrued for.

WPC Budget Summary 2024/2025		
Area of expenditure	Budget 2024/2025	Actual Spend at 31/12/2024
Auditors - Internal/External	£725.00	£668.00
Buildings/Public Liability Insurance	£2,000.00	£1,411.30
Leases - Sports Field/Washdyke	£722.32	£722.32
Utilities	£1,900.00	£2,888.24
Mowing Costs	£14,300.00	£15,932.00
Path Maintenance/Hedging and Trees	£6,100.00	£1,399.00
Sports Pavilion/ Washdyke Running Costs	£5,790.00	£3,367.25
Salaries and Expenses	£13,920.00	£12,059.90
Church Clock Maintenance and Church Floodlighting	£750.00	£641.00
NALC/LRALC Membership/Training	£650.00	£650.00
Contingency Fund/Potential Village Projects	£8,000.00	£2,832.74
Election Costs	£1,000.00	£0.00
Donations - Poppy and Christian Link Annual Fee	£925.00	£679.98
Emergency Reserve of 3 Month Running Costs	£9,000.00	£12,000.00
PWLB	£4,700.00	£1,892.77
<b>Total Expenditure</b>	<b>£70,482.32</b>	<b>£57,144.50</b>

- e) In line with the Council's Financial Regulations 2025 section 5.15, the Council approved the £557.10 (including VAT) necessary repairs to the sounder beacon bases of the fire alarm that had been authorised by the Chair following notification by the Clerk. The Council approved the quote of £595 from KR Electrical for necessary works to the emergency lighting, other LED lighting and timer controller for the electric heater in the Sports Pavilion as per the Local Government Act s.111. They also approved the quote of £160 from M Munro Garden Maintenance for the cleaning of the Cemetery railings as per the Local Authorities' Cemeteries Order 1977 s.3 and s.4.

- 8. Approval of end of financial year 2024-2025 Bank Reconciliation document:** The bank reconciliation document for 2024-2025 was approved by the Council and signed by the Chair and will be published on the village website.
- 9. Approval of updated WPC Asset Register document:** This was approved by the Council and will be published on the village website.
- 10. Approval of WPC Financial Regulations following required statutory updates from the NALC:** This was approved by the Council and will be published on the village website.

**11. Approval of the Council's upcoming annual subscription to the LRALC and NALC:**

The Council approved the upcoming renewal of this annual subscription.

**12. Risk Assessments:**

- a) The Monthly Washdyke and Sports Field Risk Assessment for March was completed by Cllr Mills; no action is required. The Quarterly Cemetery Risk Assessment for March was completed by Cllr Beaumont; a list of maintenance requirements raised will be compiled in priority order alongside costings to bring to a future Council meeting for approval. The Quarterly Sports Pavilion Risk Assessment for March was completed by Cllr Banks; trestle tables in the boiler room have been removed and the internal rubbish bins and hoover relocated from the entrance way.

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

**14. Village Communications:** Cllr Banks discussed with the Council that she had investigated how other Councils approach their communication strategies. She offered to develop a proposal which she will then present to the Council for approval.

**15. Fibre Internet Connectivity for the village update:** Cllr Nottingham updated the Council on the delivery of fibre internet connections to homes in Wymeswold. He had contacted LCC regarding the delivery of superfast broadband to the village and been informed that the rollout of fibre to premises was proposed across 2026-2029. So far, he has received 20 registrations of interest from parishioners to the dedicated email address he set up. This will be circulated again via various communication channels to parishioners. Cllr Nottingham will update the Council at a future meeting.

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

- a) No update was required this month.

**17. Cemetery:**

- a) There were two burials interments in the Cemetery in March, and there are no upcoming burials planned for April so far.
- b) Cemetery Maintenance Plan: The Council discussed the areas of potential maintenance that had been identified following the Cllr site visit to the Cemetery at the end of March. This list will be assessed in priority order after consultation with contractors, alongside associated costs, and will be reviewed and approved at a future meeting.

**18. Discussion regarding internal Churchyard Wall repairs:** The Council discussed the repair required to the small retaining wall inside the Churchyard that had been highlighted by the Church Architect. They approved the quote of £955.50 (ex VAT) from Ackroyd Construction and Electrical Services as per the Local Government Act 1972 s.215 (1). They have offered to replace the finial free of charge at the same time and it was deemed by the Council that these works would be best completed whilst the contractors are already on-site doing works to St. Mary's Church so as to avoid extra costs.

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

- a) No specific update this month, however Cllr Weston agreed to take over the investigations into how youth play equipment could be installed on the

Washdyke from the work already initiated by Cllr Mills.

- b) Internal/External Project List discussion: Cllr Banks suggested to the Council that it should create and maintain details of ongoing internal and external activities to aid communication and awareness with parishioners. Cllr Banks will bring this back to a future Council meeting for discussion.
- c) Village Christmas tree update: Cllr Banks is in the process of investigating options for the provision and installation of a permanent Christmas tree for the Stockwell. She will liaise with suppliers and report back to the Council for approval at a future meeting.

**20. Sports Pavilion, Playing Field and Washdyke:**

- a) Cllr Mills handed over the monthly support for the legionella testing to Cllr Banks. It was noted that a notice of when the legionella tests are completed is required. Cllr Higgins discussed with the Council the possible service to the roller shutters of the Sports Pavilion, and this will be looked at in September following the cricket season.

**21. Parish Council Meeting Venue discussion:** The Council discussed moving the monthly Council meetings to another venue during the winter months and are exploring options for this.

**22. Memorial Hall Annual General Meeting feedback:** No feedback was required.

**23. Communication from local MP regarding village flooding:** The Council was contacted by the Office of Jeevun Sandher, MP for Loughborough, Shepshed, and the Villages, regarding the flooding events experienced at the start of the year. They had received a letter from a constituent who lives in Wymeswold, sharing concerns about the causes of recent flooding in the village. They asked if the Council would like to discuss this further. It was agreed to contact residents who have previously approached the Council regarding flooding to see if they would like to be part of these meetings or whether they wanted to contact the MP's Office directly.

**24. 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.
- CBC Planning Enforcement were contacted by Borough Cllr Bokor for clarification on the progress of the proposed zebra crossing on East Road. CBC Enforcement are currently undertaking discussions with the CBC case officer for the Dandara site and also the case officer for the proposed site to the north of East Road (P/20/2044/2 relates), as the outline permission for that site also has the same planning condition (though a different developer). CBC will provide an update when they have further information.
- RoSPA Play Safety will be performing the annual play equipment inspection at some point in May/June.
- Update from Prestwold Estate - The construction of the bunds is ongoing, and they are dependent upon the availability of clean soil to construct them. The clean soil typically comes from development sites in the region, but it appears that construction has slowed over the last few months, so it is difficult to predict how long it will take to complete the bund. They aim to complete it as soon as possible.
- The new LC8 Melton Mowbray to Loughborough bus timetable from January 2025 is now on the village website for parishioners to see.
- A parishioner has self-reported a noisy manhole cover on A6006 by Wysall Lane to LCC on 25/03/2025. Response from LCC awaited.

- Potholes at The Stockwell, Bus Stop and on Brook Street reported to LCC on 06/02/2025. Works have been ordered by LCC.
- Residents and businesses are being encouraged to attend a series of flooding drop-in events that will take place across the County. Those that attend will have the opportunity to talk to key agencies including the Environment Agency and LCC, in its capacity of Lead Local Flood Authority (LLFA) and the Highway Authority, about their experiences and get the latest updates on flood related work. Attendees will also be able to get advice on how to be prepared against further flooding, as well as having the opportunity to visit the FloodPod – a trailer packed with real life property flood resilience (PFR) measures. At the FloodPod visitors can see and learn about solutions available that are designed specifically to protect homes and businesses from flooding. More details can be found at: <https://www.leicestershire.gov.uk/news/drop-in-events-for-residents-impacted-by-flooding>
- BT will be removing the public payphone in Wymeswold - Communities can 'adopt' phone boxes to turn into something completely different and find new ways of using them. Thousands of boxes have been reinvented as cafes, mini-libraries, and defibrillator sites. Communities can adopt most red boxes for just £1. They can also adopt modern glass boxes if they want to house a defibrillator. Visit [bt.com/adopt](http://bt.com/adopt) for more information. **Members of the community can make representations in the next 90 days until 24 May 2025.** If you've got any questions or want to make representations, please email them at [bt.authorisation.team@bt.com](mailto:bt.authorisation.team@bt.com).
- Please note that all recycling and household waste sites will change to the new **summer opening hours on 1st April 2025.** Sites will be open from **9.00am to 5.00pm on Saturdays, Sundays and Mondays if they are scheduled to be open, and from 9.00am to 7.00pm on Tuesdays, Wednesdays, Thursdays and Fridays if they are scheduled to be open.**
- 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 the 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).

**25. Parishioner Queries:** None.

**26. Items for future consideration:** Cllr Higgins will research options for file sharing amongst the Cllrs. Cllr Nottingham will be performing some water testing on various areas of the Brook at the end of April.

The meeting closed at 9.05pm.

The Annual Parish Meeting is on Tuesday 6th May 2025 at 7pm followed by the Annual Wymeswold Parish Council Meeting at 7.15pm in the Sports Pavilion on Burton Lane unless advised otherwise.

## Appendix – Finance Actuals

The details below reflect the actual finance activities of the Council in the month. This is the result of previously approved direct debit payment not being taken from the bank account and a further NEST pension direct debit being taken from the bank account following the meeting.

	Date Invoice Paid	Payee	VAT Amount	Total
April 2025	April	NEST Employer and Employee Pension Contribution Direct Debit payment	n/a	£51.36
	09/04/2025	Clare Higgins Salary - March 2025	n/a	£9.25
	April	Parish Council Mobile Phone - Direct Debit payment	n/a	£9.15
	09/04/2025	WaterPlus Ltd - Cemetery - March Invoice 2025	n/a	£22.48
	09/04/2025	WaterPlus Ltd - Sports Pavilion - March Invoice 2025	n/a	£6.12
	09/04/2025	Total Energies G&P Collections - March Invoice 2025	£6.12	£128.39
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	09/04/2025	Morgan Fire Protection Limited - Sports Pavilion Fire Alarm - Sounder Base Replacements - March Invoice 2025	£92.85	£557.10
			£154.76	£2,361.26

<b>April – Bank (NatWest Current Account)</b>	
Opening Balance	£16,912.10
Spend (March Invoices/Direct Debits paid in April)	£2,361.26
Income (for April) – Charnwood Borough Council Precept Part 1 Payment, Cemetery Fees and Wymeswold Cricket Club Licence Fee	£27,233.02
<b>Actual Closing Balance for April</b>	<b>£41,783.86</b>

<b>April – Bank (NatWest Project Account)</b>	
Opening Balance	£15,885.50
Spend	£0
Income (April)	£0
<b>Actual Closing Balance for April</b>	<b>£15,885.50</b>

<b>April – Unity Trust Bank Savings Account (General Reserves)</b>	
Opening Balance	£12,068.22
Spend	£0
Income (April)	£0

<b>Actual Closing Balance for April</b>	<b>£12,068.22</b>
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