

WYMESWOLD PARISH COUNCIL MINUTES

The Annual meeting of Wymeswold Parish Council was held both virtually via Teams and in person at the Sports Pavilion on Burton Lane, Wymeswold on Tuesday 6th May 2025 at 7:15pm. Parishioners were welcome to attend in person OR via Teams.

Attendees: Cllr Laura Mills (Chair), Richard Higgins (Vice Chair), Cllr David Nottingham, Cllr Janet Beaumont, Cllr Julie Banks, Cllr Jeff Weston, County Cllr Naomi Bottomley and Clare Higgins (Clerk).

Attendees via Teams: None.

1. **To elect a Chair of the Council:** The Council resolved to elect Cllr Laura Mills as Chair of the Council for 2025-2026. All Cllrs present agreed.
2. **To receive the Chair's Declaration of Acceptance of Office:** Cllr Mills signed her Declaration of Acceptance of Office.
3. **To elect a Vice Chair of the Council:** The Council resolved to elect Cllr Richard Higgins as Vice Chair of the Council for 2025-2026. All Cllrs present agreed.
4. **To receive the Vice Chair's Declaration of Acceptance of Office:** Cllr Higgins signed his Declaration of Acceptance of Office.
5. **Apologies:** It was resolved to approve apologies from: Cllr Adrian Cooke and Borough Cllr Jenny Bokor.
6. **Declarations of Interest or Requests for Dispensation:** Cllr Beaumont highlighted that she continues to be a member of the Wymeswold Church Fund Appeal (WCFA).
7. **Public Participation (limited to 15 minutes):** Steve Morris attended the meeting and updated the Council that himself, Councillor Jeff Weston and Francesca Pearce have all kindly volunteered to be the Wymeswold village flood wardens and are in the process of setting up an official flood group for the village and will be attending training in the next few months. The group's objectives will be: to set up a more timely notification system to alert residents that the water levels in the Brook have reached certain levels, to investigate the feasibility to potentially close part of Brook Street when flooded, and to distribute resources such as sandbags, whilst also helping any vulnerable parishioners to protect their property from flooding. They will be providing regular updates but if you would like to get in touch or volunteer to help them, please contact Steve Morris via (07920 260706) wymeswoldfloodwarden@gmail.com or Councillor Jeff Weston via jeffweston.wpc@gmail.com Representatives from the Memorial Hall were also present and reported the need for new playground equipment for the children's play area at the Memorial Hall and whether Section 106 monies could be used for this. Cllr Nottingham agreed to send all details of the application process to them to investigate. A parishioner attended to discuss their views on the planning application for the proposed Mantle Solar Farm (P/25/0782/2). They expressed concerns regarding the visual impact on the landscape of the solar panels and also regarding construction traffic travelling on Narrow Lane and the issue of public safety.
8. **Approval of previous minutes:** The meeting approved minutes from the WPC meeting held on Monday 7th April 2025.
9. **Leicestershire County Council Report (LCC):** The Council warmly welcomed our new County Cllr Naomi Bottomley to the meeting. Following discussion with the Council

regarding relevant Wymeswold issues, she confirmed that she will: chase the flood report (as LCC is the Lead Local Flood Authority (LLFA)), look into designated routes for HGV's and how to enforce those (also whether a bus counts as a HGV and how to promote them stopping in safe places), and contact Development Control and Highways about the missing pedestrian crossing on East Road, which is understood to have been a condition of the development. For information purposes, she can be contacted by parishioners via Naomi.Bottomley@leics.gov.uk or on 07846901387.

10. Charnwood Borough Council Report (CBC): Borough Cllr Jenny Bokor was unable to attend the meeting.

11. To consider and approve the relevant AGAR forms for the financial year 2024-2025:

- a) Section 1 – Annual Governance Statement 2024-2025: this was approved by the Council and signed by Cllr Mills and the Clerk.
- b) Section 2 – Accounting Statements 2024-2025: this was approved by the Council and signed by Cllr Mills.
- c) Annual Internal Audit Report 2024-2025: this was received and read by all the Cllrs prior to the meeting.
- d) Recommendations or matters arising from the internal auditor's narrative report: the recommendations highlighted by the internal auditor were discussed by the Council, and actions to be implemented going forward were approved. These are shown in the table below:

Recommendations for action 2024-2025 - Areas for consideration or improvement	Recommendations	Actions
Website and Council emails	Suggest migrating to a '.gov.uk' domain and associated email addresses for official Council business.	The Council approved to move to a '.gov.uk' domain within the next year.

- e) Explanation of Variances: In line with the External Audit process, where specific areas of the Council's finances vary by more than 15% from the value in the preceding year, an explanation of the variance needs to be provided to the auditor. Cllr Higgins explained that in general, areas or 'normal' expenditure were in line with the previous year and that the areas of variance were mostly derived from the costs and loan associated with the repairs to the Churchyard wall. These represented 'one-off' costs. All the specific details of the variances will be published on the village in line with the timetable of the audit.

12. To approve the start date for the Exercise of Public Rights relating to the audit:

The Council resolved to commence the start of the Exercise of Public Rights on Tuesday 3rd June 2025. This period will close on Monday 14th July 2025. This will be published on the village noticeboard and website.

13. To approve the schedule of meetings of the Parish Council for 2025-2026: The Council approved the schedule of future meetings: 2025 – 2nd June, 21st July, 1st September, 6th October, 3rd November, 1st December; 2026 – 5th January, 2nd February, 2nd March, 6th April and 5th May. All meetings are held on Mondays with the exception of 5th May which will be held on the Tuesday due to the Monday Bank Holiday. The Annual Parish Meeting will also be held on Tuesday 5th May 2026. These will be published on the village website.

14. To elect representatives for the following non-Parish Council Committees if appropriate:

- a) LRALC AGM and EGM representative – Cllr Beaumont kindly volunteered to be the representative for the Council.
- b) Memorial Hall – Cllr Banks kindly volunteered to act as a liaison between the Memorial Hall Committee and the Council.

15. Approval of WPC and Burial Board Procedural Standing Orders following required statutory updates from the NALC: This was approved by the Council and will be published on the village website.

16. Accounts/Finances:

- a) Expenditure for May (payment of April 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:

May 2025	May	NEST Employer and Employee Pension Contribution Direct Debit payment	n/a	£25.68
	07/05/2025	Clare Higgins Salary - April 2025	n/a	
	May	Parish Council Mobile Phone - Direct Debit payment	n/a	£9.80
	07/05/2025	WaterPlus Ltd - Cemetery - April Invoice 2025	n/a	£0.78
	07/05/2025	WaterPlus Ltd - Sports Pavilion - April Invoice 2025	n/a	£383.73
	07/05/2025	Total Energies G&P Collections - April Invoice 2025	£6.13	£128.46
	07/05/2025	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - April Invoice 2025	£0.61	£12.85
	07/05/2025	LRALC Limited - LRALC/NALC Annual Membership Fee - April Invoice 2025	n/a	£680.24
	07/05/2025	Mark Munro Garden Maintenance - Cemetery/Churchyard - April Invoice 2025	n/a	£800.00
	07/05/2025	Roma Landscapes Limited - Mowing - April Invoice 2025	£189.00	£1,134.00
	07/05/2025	Martin Tree Care - P1 Tree Works The Stockwell - April Invoice 2025	n/a	£1,300.00
	07/05/2025	Martin Tree Care - P1 Tree Works Cemetery - May Invoice 2025	n/a	£2,400.00
	May	Public Works Loans Board (PWLb) Direct Debit Payment	n/a	£1,902.00
	07/05/2025	AS Blackburn - Cemetery Tap Repair - April Invoice 2025	n/a	£50.00
			£195.74	£9,699.55

Signed and dated by: *Laura Mills* 06/05/2025

- b) Bank Reconciliation and position:

May – Bank (NatWest Current Account)	
Bank Opening Balance	£41,783.86
Spend (April Invoices/Direct Debits paid in May)	£9,699.55
Income (for April) – Charnwood Borough Council Precept Part One, Cemetery Fees and Wymeswold Cricket Club Licence Fee	£27,233.02

Anticipated Closing Balance for May (correct at time of the meeting)	£32,084.31
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May – Bank (NatWest Project Account)	
Opening Balance	£15,885.50
Spend	£0
Income (April)	£0
Anticipated Closing Balance for May (correct at time of the meeting)	£15,885.50

May – Unity Trust Bank Savings Account (General Reserves)	
Opening Balance	£12,068.22
Spend	£0
Income (April)	£0
Anticipated Closing Balance for May (correct at time of the meeting)	£12,068.22

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

- c) During the installation of new LED strip lights in the Sports Pavilion changing rooms, the electrician (KR Electrical) had to upgrade them to safety lights, which added £190 to the original quote of £595. This was approved by the Council as per the Local Government Act s.111. They also approved the £50 quote from AS Blackburn for repairs to the Cemetery tap as per the Local Authorities' Cemeteries Order 1977 s.4(1).

17. Risk Assessments:

- a) The Monthly Washdyke and Sports Field Risk Assessment for April was performed by Cllr Mills; no action is required.

18. Planning Applications and Appeals:

Application Number	Proposal / Location	Comments Deadline	Distribution Date to Cllrs
P/25/0809/2	<p>Proposal: Erection of single storey extensions to front and rear (following removal of rear conservatory)</p> <p>Location: 16 Orchard Way, Wymeswold, Leicestershire, LE12 6UE.</p> <p>Resolved: Not to comment on this application.</p>	07/05/2025	17/04/2025

P/25/0206/2	<p>Proposal: Section 73 Variation of Condition 1 (Approved Plans) of Planning Application ref: P/17/2119/2 (Removal of conditions 3,4,6,8,9,15 and vary conditions 12,13,14,17 of planning permission P/17/1130/2). Variation to consist of changes to levels and length of elevations.</p> <p>Location: 7 Clay Street, Wymeswold, Leicestershire, LE12 6TY.</p> <p>Resolved: Not to comment on this application.</p>	15/05/2025	24/04/2025
P/25/0782/2	<p>Proposal: Construction, operation, and subsequent decommissioning of a solar farm, comprising ground mounted solar photovoltaics (PV) together with associated infrastructure, including inverters, transformers, cabling, CCTV, fencing, access and landscaping.</p> <p>Location: Land off Narrow Lane to the South East of Wymeswold, Leicestershire.</p> <p>Resolved: To comment on this application regarding: increased construction traffic on Narrow Lane, possible contribution to flooding issues, and the details of the proposed community benefit fund.</p>	16/05/2024	24/04/2024

19. Landscaping, Environment and Biodiversity:

- a) Cllr Cooke could not be present for the meeting but informed the Council via the Clerk that he had forwarded an anonymous letter that he had received from a parishioner reporting piles of what the parishioner believed to be industrial waste being dumped at a property on Narrow Lane to CBC Environmental Health Department for investigation. He has also been in touch with the Forestry Commission about planting saplings along Burton Lane and Willoughby Road, and is awaiting their reply.

20. Cemetery:

- a) There was one interment of ashes in the Cemetery in April but there are no upcoming burials/interments planned for May so far.

21. Section 106 and Village Projects:

- a) Cllr Nottingham updated the Council that he was moving forward with the creation of GIS maps for the village which will support future activities /projects of the Council. Cllr Beaumont confirmed she had initiated contact with BT regarding the future of the village phone box. She will follow up when they have contacted her.
- b) The Council discussed Wymeswold Cricket Club's proposal for a new scoreboard/storage area to be paid for by S106 monies. Cllr Mills will contact the Cricket Club with the questions raised by the Council.

22. Sports Pavilion, Playing Field and Washdyke:

- a) No updates from Councillors this month.

23. Parish Council Meeting Venue: The Council discussed moving some of the monthly Council meetings to the Jubilee Room of the Memorial Hall. They approved that the May, June and July meetings will remain at the Sports Pavilion, with all other meetings moving to the Memorial Hall, pending Memorial Hall availability and Memorial Hall Committee approval.

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.
- One of the CBC Planning Enforcement Officers has provided information that the breach of planning control in regard to the attenuation basin at the Dandara development in Wymeswold had now been resolved and the case file has been closed. The investigation was to ascertain whether or not the basin had been constructed in accordance with the approved plans. Works have been undertaken to the ridge of the basin in recent months, and they are satisfied that the breach has now been resolved as a result of these works.
- The Clerk contacted the site manager at Dandara on 22/04/2025 to ascertain when the village gateway signs will be reinstated. Still awaiting their response.
- List B permission has been requested from the Diocese for repair to the small internal wall of St Mary's Churchyard on 22/04/2025. Awaiting a response.
- A parishioner reported that the tap in the Cemetery was not working on 21/04/2025. Repairs to the tap have now been made and it is functioning properly.
- A parishioner raised the issue of the children's play area on Home Leys Way on 24/04/2025 and reported that the park is wholly unusable and needs significant repairs. The equipment is reportedly damaged and moss-covered, with the flooring coming up in place. Cllr Mills will email the company responsible for this play area.
- The Priority 1 Tree works for the Stockwell and the Cemetery have now been completed.
- RoSPA Play Safety will be performing the annual play equipment inspection at some point in May.
- 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 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.
- 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: Cllr Beaumont received a query from a parishioner relating to the access gate to the Washdyke on Hoton Road. Historically the gate had been secured with a padlock. Following parishioner requests to enable easier disabled

access to the Washdyke in 2023, the Council agreed to remove the padlock.

26. Items for future consideration: Cllr Nottingham reported that he had taken part in the Great Water Blitz and had tested the water in various different areas of the Brook. He will update the Council when he receives the results from his water samples.

The meeting closed at 9pm.

The next Wymeswold Parish Council Meeting will take place on Monday 2nd June 2025 at 7pm 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 NEST direct debit payment not being taken from the bank account following the meeting.

May 2025	07/05/2025	Clare Higgins Salary - April 2025	n/a	
	May	Parish Council Mobile Phone - Direct Debit payment	n/a	£9.80
	07/05/2025	WaterPlus Ltd - Cemetery - April Invoice 2025	n/a	£0.78
	07/05/2025	WaterPlus Ltd - Sports Pavilion - April Invoice 2025	n/a	£383.73
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	May	Public Works Loans Board (PWLb) Direct Debit Payment	n/a	£1,902.00
	07/05/2025	AS Blackburn - Cemetery Tap Repair - April Invoice 2025	n/a	£50.00
			£195.74	£9,673.87

May – Bank (NatWest Current Account)	
Opening Balance	£41,783.86
Spend (May)	£9,673.87
Income (May) – LCC Mowing Reimbursement, Cemetery Fees and Memorial Tree Works Contribution	£2,525.78
Actual Closing Balance for May	£34,635.77

May – Bank (NatWest Project Account)	
Opening Balance	£15,885.50
Spend	£0
Income (May)	£0
Actual Closing Balance for May	£15,885.50

May – Unity Trust Bank Savings Account (General Reserves)	
Opening Balance	£12,068.22
Spend	£0
Income (May)	£0
Actual Closing Balance for May	£12,068.22