

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 2nd June 2025 at 7:00pm. Parishioners were welcome to attend in person OR via Teams.

Attendees: Cllr Richard Higgins (Acting Chair), Cllr Adrian Cooke, Cllr David Nottingham, Cllr Janet Beaumont, Cllr Julie Banks, Cllr Jeff Weston, County Cllr Naomi Bottomley, Borough Cllr Jenny Bokor, Emma Andrews (incoming Clerk) and Clare Higgins (departing Clerk).

Attendees via Teams: None.

1. **Apologies:** It was resolved to approve apologies from: Cllr Laura Mills.
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):** A representative associated with Wymeswold Cricket Club attended the meeting to make the Council aware of the rising problem with dog fouling on the Sports Field. They stressed that this issue has become more prevalent recently and is extremely problematic for the children and adults that use the Sports Field and Sports Pavilion for cricket and other sports. The Clerk agreed to put a notice in the Christian Link highlighting this. They also brought up the matter of litter on the Sports Field and reiterated to the Council that following all cricket matches, they scan the Sports Field and clear up all the litter following their events as well as inside the Sports Pavilion. The Council thanked them for continuing to do this.
4. **Approval of previous minutes:** The meeting approved minutes from the WPC Annual meeting held on Tuesday 6th May 2025.
5. **Leicestershire County Council Report (LCC):** County Cllr Naomi Bottomley attended the meeting and reported to the Council that she had followed up on all the previous matters that had been raised at the last meeting. She stated that she had not heard back from Cabinet Leads as yet but has chased these and contacted officers from those departments. County Cllr Bottomley has further asked for an assessment of how roads become dedicated HGV routes and for a reassessment of some of the roads and is waiting for a response. With regard to the East Road pedestrian crossing, she has spoken to the CBC officer from Development Control, who confirmed that there is an enforcement action against the developer, but that they will not be pursuing action as LCC Highways is taking steps to complete the crossing and this is underway. She will continue to monitor this situation. Additionally, LCC Highways have commented on the Mantle Solar Farm planning application that they do not have enough information to fully comment on it. County Cllr Bottomley has contacted them about the concerns with Narrow Lane and asked if they have requested the extra information they need to provide advice on the application. She also informed the Council that PC Heath Taylor was looking to organise surgeries in the Wolds villages but was struggling to find spaces that would allow them to be held at no cost; the Council agreed to contact them to offer the Sports Pavilion as a venue. Over the last month, she has also supported a number of residents with casework and would encourage anyone to contact her if they need support, via naomi.bottomley@leics.gov.uk or 07846901387.
6. **Charnwood Borough Council Report (CBC):** Borough Cllr Jenny Bokor attended the

meeting and reported to the Council that she has been contacting both CBC planning enforcement and LCC regarding the East Road pedestrian crossing. She had received a response from LCC Development Approvals (Infrastructure Planning) who reported that the progress of the implementation of this by Dandara had been passed to the Road Adoptions team for an update on the progress. The consultation process is currently with LCC whilst a report to the Lead Member for Highways is produced. The expected completion of this report process is 8th July 2025. Following successful completion of the consultation, Dandara will be expected to enter into a S278 Agreement to undertake the required works on the highway. She also mentioned that the bund surrounding the airfield is now near completion and advised that an application was ongoing which may lead to the introduction of new access to Prestwold airfield.

7. Appointment of new Wymeswold Parish Clerk and Responsible Financial Officer:

The Council warmly welcomed Emma Andrews as the newly appointed Parish Clerk and Responsible Financial Officer for Wymeswold Parish Council. She has been appointed following the completion of a recruitment process.

The Chair of the Council, who was unable to attend the meeting, submitted the following statement to accompany the Minutes:

As we bid farewell to our esteemed Clerk, Clare Higgins from the Parish Council, we do so with deep gratitude and warm wishes. Your dedication, insight, and unwavering commitment to our community have left a lasting impact, and your presence will be truly missed around the table. Whether it was navigating complex decisions, keeping us all on track, or lending a listening ear, you brought both knowledge and kindness to every discussion. Though this chapter is closing, your contributions will continue to shape our work and inspire us moving forward. Wishing you all the best in your next endeavours—may they be as meaningful and fulfilling as your time with us.

Laura Mills

Chair - Wymeswold Parish Council

8. Councillor Responsibilities: The Council discussed and approved the roles and responsibilities of the Cllrs. These will be updated and published on the village website.

9. Approval of Wymeswold Parish Council and Burial Board Records Retention and Disposal Policy: The Council approved this policy which will now be published on the village website.

10. Approval of Wymeswold Parish Council Data Breach Policy: The Council approved this policy which will now be published on the village website.

11. Change of date for the April 2026 meeting: Due to the Easter Bank Holiday the Council approved a change of date to Monday 13th April 2026 for the April meeting. This will be published on the village website.

12. Accounts/Finances:

- a) Expenditure for June (payment of May invoices) was approved by the Council and was signed off by the Acting Chair (as per the Financial Regulations 2025 section 6.10). This is detailed in the table below:

June 2025	June	NEST Employer and Employee Pension Contribution Direct Debit payment - June 2025	n/a	£51.36
	04/06/2025	Clare Higgins Salary - May 2025	n/a	
	June	Parish Council Mobile Phone - Direct Debit payment	n/a	£9.80
	04/06/2025	WaterPlus Ltd - Cemetery - May Invoice 2025	n/a	£7.99
	04/06/2025	WaterPlus Ltd - Sports Pavilion - May Invoice 2025	n/a	£65.31
	04/06/2025	Total Energies G&P Collections - May Invoice 2025	£5.43	£114.07
	04/06/2025	SSE - VAS Unmetered Electricity Supply (Rempstone and East Road) - May invoice 2025	£0.59	£12.43
	04/06/2025	Mark Munro Garden Maintenance - Cemetery/Churchyard - May Invoice 2025	n/a	£800.00
	04/06/2025	Mark Munro Garden Maintenance - Cleaning of Cemetery railings and gates - May Invoice 2025	n/a	£160.00
	04/06/2025	Roma Landscapes Limited - Mowing - May Invoice 2025	£189.00	£1,134.00
	04/06/2025	Martin Tree Care - P1 Tree Works Sports Field - May Invoice 2025	n/a	£1,100.00
	04/06/2025	Martin Tree Care - P1 Tree Works Church Street Footpath - May Invoice 2025	n/a	£400.00
	04/06/2025	KR Electrical - Repairs to Lighting in the Sports Pavilion - May Invoice 2025	n/a	£785.00
			£195.02	£5,511.97

Signed and dated by: *Richard Higgins* 02/06/2025

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

June – Bank (NatWest Current Account)	
Opening Balance	£34,635.77
Spend (May Invoices/Direct Debits paid in June)	£5,511.97
Income (for May) – LCC Mowing Reimbursement, Cemetery Fees and Memorial Tree Works Contribution	£2,525.78
Anticipated Closing Balance for June (correct at time of the meeting)	£29,123.80

June – Bank (NatWest Project Account)	
Opening Balance	£15,885.50
Spend	£0
Income (May)	£0
Anticipated Closing Balance for June (correct at time of the meeting)	£15,855.50

June – Unity Trust Bank Savings Account (General Reserves)	
Opening Balance	£12,068.22
Spend	£0

Income (May)	£0
Anticipated Closing Balance for June (correct at time of the meeting)	£12,068.22

- c) Following the resignation of the Clerk, Clare Higgins, who was one of the NatWest bank signatories, the Council resolved to amend the NatWest Bankline mandate to remove Clare Higgins as a NatWest Bank signatory, and to add the new Clerk Emma Andrews as a NatWest Bank signatory. According to NatWest Bankline instructions, this is as follows:

We resolve that:

- if we add or remove Authorised Signatories in the “Add or Remove Authorised Signatories” section on the “About your request” page of this form, the Bank will update our mandate accordingly for the accounts we specify in this form’s “About your business” section
- and the current mandate will continue as amended.

- d) The Council approved the annual insurance quote of £1,518.16 from Clear Councils as per the Local Government Act 1972 s.111. Cllr Beaumont informed the Council that she is still working with the contractor relating to the repair of the small Churchyard wall and the Diocese List B approval. There are still some issues with the repair to be followed up.

13. Risk Assessments:

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

14. Planning Applications and Appeals:

Application Number	Proposal / Location	Comments Deadline	Distribution Date to Cllrs
P/25/0849/2	<p>Proposal: Non-Material Amendment to Planning Application ref: P/22/1728/2 (Proposed erection of 21 industrial units (Class B2/B8 and E(g)) with associated site works incorporating access, parking, delivery vehicle turning areas and landscaping). Amendment to delete following requirement from Condition 3: A survey of existing trees along the site boundaries to include species, condition, trunk girth, crown spread, and estimated extent of root systems.</p> <p>Location: Land South of Wymeswold Industrial Estate, Wymeswold, Leicestershire.</p> <p>Resolved: Not to comment on this application.</p>	14/04/2025	06/05/2025

15. Landscaping, Environment and Biodiversity:

- a) Cllr Cooke updated the Council that following on from him forwarding to CBC Environmental Health Department 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, CBC have informed him that they are now investigating this. He is also still contacting the Forestry Commission regarding planting saplings along Burton Lane and Willoughby Road and is awaiting their reply. Cllr Cooke will contact the mowing contractors following 'No Mow May' to ask them to leave the cutting of areas where there are wildflowers, particularly at the bottom end of the Washdyke where there are bee orchids growing.

16. Cemetery:

- a) There is one upcoming burial in June so far.
- b) The Council discussed Cemetery fees for transferring grave ownership and the renunciation of a grave. They agreed that regarding renunciation of graves, the purchased Grant of Right will be non-refundable, and also that an administration fee of £100 would be charged for all requests for the transfer of ownership of graves. The Cemetery fees and regulations documents will be updated following this.
- c) Cemetery update: Cllr Beaumont informed the Council that she had chased the contractor Ackroyd Electrical regarding the proposed Cemetery maintenance plan that she had requested them to construct. They will be sending her their detailed plans which will include costs and timeframes this week. This can then be discussed at a future Council meeting.

17. Section 106 and Village Projects:

- a) Cllr Nottingham reported that he had emailed the Memorial Hall with the Section 106 application form they'd requested. He had also emailed the 29 parishioners who had registered an interest in the delivery of fibre internet connections to homes in Wymeswold with an update on his progress. He continues to progress the creation of GIS mapping. He also mentioned that he had received the results of the brook water testing he had performed during the Great Water Blitz. He will communicate his findings to parishioners via the village website. Cllr Beaumont informed the Council that she had contacted BT and registered a wish for the Wymeswold phone box to retain the telephony as a free community facility. However, this is not guaranteed, so the Council agreed to send a Facebook message seeking expressions of interest from community groups in the village who might be interested in exploring an alternative use for it. Please email the Clerk via wymeswoldpc@hotmail.co.uk
- b) Internal/External Project List discussion: Cllr Banks discussed the creation of a working project list for the Council which would aid with streamlining Council plans/activities and keeping them on track. It was agreed that the Clerk, Cllr Banks and Cllr Weston would all liaise regarding this.

18. Sports Pavilion, Playing Field and Washdyke:

- a) Cllr Nottingham highlighted that one of the memorial benches on the Sports Field was in disrepair. The Clerk will attempt to find the owner, but if they are unable to be traced, the bench will be removed for safety reasons.

19. Village Communications: The Council agreed to review this properly at a meeting in the future, once the intended Council transition to a 'dot.gov' website had been completed.

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.
- Dandara were contacted again on 13/05/2025 and 22/05/2025 regarding the reinstallation of the village gateway signs that had been removed for construction of the site. Their Contracts Manager has said that they are currently coordinating with their subcontractors to agree on a suitable date for the reinstatement of the village gateway signs. They are aiming to schedule the work for early July, subject to everyone's availability and will update the Council once an exact date is confirmed.
- The Priority 1 Tree Works for the Sports Field and Church Street areas have now been completed.
- List B permission has been requested from the Diocese for required tree works in St. Mary's Churchyard for Priority 1 and 2 Tree Works on 11/05/2025. Awaiting their response.
- All required audit information has now been sent to the external auditor Moore for their review.
- A free pop-up canine assessment event by Therapaw (Clinical Mobile Canine Massage Therapy) will be happening on the Washdyke on 7th and 8th June 8am-8pm.
- 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).
- Forthcoming Temporary Traffic Restriction Orders:
 - London Lane, Wymeswold - to allow Severn Trent Water Ltd to safely undertake pipe repair works in the carriageway. This will incorporate a temporary road closure. The duration of the restriction is not anticipated to exceed a period of **5 days** commencing on **Monday 14th July 2025**.

21. Parishioner Queries:

- a) Parishioner request for Netball/Hockey markings to be added to the Multi use Games Area (MUGA): This was discussed by the Council, and it was agreed that only netball markings would be considered. The Clerk will seek quotes for the works and report back to the Council.

22. Items for future consideration: None.

The meeting closed at 8.40pm.

The next Wymeswold Parish Council Meeting will take place on Monday 21st July 2025 at 7pm in the Sports Pavilion on Burton Lane unless advised otherwise.