

SHEEPY PARISH COUNCIL

THE VILLAGES OF

Sheepy Magna, Sheepy Parva, Sibson, Wellsborough, Upton, Pinwall and Cross Hands

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Sheepy Parish Council Meeting August 2025

Date & Time Tuesday 5 th August 2025 @ 7:30pm	
Venue	Sibson Village Hall
Attendees: Parish Councillors Sheepy	Rob Ward Chair Kate Gardiner Vice Chair Clive Stretton Neal Wood
Parish Councillors Sibson	Brian May Josh Melen
Parish Councillor Upton	David Clarke
Parish Councillor Wellsborough	Diana Whitley
Others	Parish Clerk Cllr Miriam Surtees Cllr Brian Sutton Parishioners

Summary of key decisions/points to note (also see Actions)

- Sheepy Flower and Veg Show – The PC thanked the volunteers for their hard work over the years
-

58/25 Chair's welcome including Parish Council highlights/Good News Stories and to receive apologies and approval of absences.

The Chair welcomed everyone to the meeting and opened the floor to any good news stories for the month, the following were reported:

- **Sheepy Flower & Veg Show** – The PC thanked the organisers and those who had supported the show for many years. Also refer to general correspondents.
- **Hinckley Community Diagnostic CDC.** - Cllr Whitley advised she'd had a first- hand experience of the great facilities at the new Hinckley Community Diagnostic Centre (CDC).
- **Black Horse, Sheepy Magna** – Cllr Gardiner highlighted and congratulate Paul and Dean for the great events at the pub which are bringing the community together. Recent events include the Greek night and pub quiz.
- **Drain cleaning, Sheepy Magna,** The PC acknowledged a letter received from a Parishioner thanking them for arranging the drain cleaning on Main Road.
- **Charity Choir events in Parish** – The PC thanked and congratulated the organisers of the Parkinson Society Choir event held at All Saints Parish Church, and the Inspirations Choir, charity concert at Mythe Barn.

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- **Ashby Show - Sheepy WI** – The PC Congratulated Sheepy WI on their well-deserved success and prizes at the Ashby Show. Prizes included; the Else Trophy for outstanding cookery (Cake), Rosemary Heyes Award for outrageous fun item (Sunglasses) and the Lake Shield Award for highest combined points in the cookery and craft section. Upton Farmer (Cllr) David Clarke was also congratulated on his informative talk on farming and cheese making. Well done to everyone involved and for the great Sheepy Parish representation.

Apologises were received from:

Jason Stephenson

Cllr John Ward

Cllr Brian Sutton

All apologies were accepted by the Parish Council.

59/25 Declarations of interest and request for dispensations – None

60/25 Parishioners Open Forum – The following matters were raised by parishioners or by councillors on parishioner's behalf:

Cllr Whitley raised the issue of recent fly tipping on Tinsel Lane and Harris Bridge, and Cllr Gardiner advised of the recent wheelie bin thefts on Ratcliffe Lane.

ACTION – *Cllr R Ward to contact HBBC Enforcement Manager to advise and request deployment of covert camera in the layby Harris Bridge*

61/25 To approve the minutes of the meeting held on 1st July 2025

The minutes were considered and approved.

62/25 Reports

- a. County Councillor –

The PC thanked Cllr Melen for the thorough report issued in advance of the meeting. Headlines discussed;

- 1) The quarterly meeting at County Hall discussed the future of unitary authority structure for the county. Subsequently an emergency meeting was called to gain clarity on the status of discussions with Leicester City Council. Motions passed;
 - Confirmation that the City expansion won't progress with the County proposal.
 - Full discussions should come to full council meeting.
- 2) Fox Connect – Service now live and confirmed that drop in sessions were taking place across the Division.
- 3) Local Issues:
 - Glebe Farm, Sibson - No planning re-submission received to date.

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- Flooding Response – It was confirmed that Officers acknowledged that letters (threatening enforcement action) were issued to some Sibson residents, which is contrary to previous claims by LCC officers.

Cllr R Ward raised concerns on the lack of discussion and understanding of the implications for Parish Councils regarding the establishment of a unitary authority, and the potential need for expertise beyond role of Clerk and volunteer councillors.

- b. Borough Councillor - Cllr Miriam Surtees outlined the updates from the Borough Council; She advised that an extra ordinary meeting took place on 30th August to take forward the Local Plan. Cllr Surtees advised that this doesn't include the overspill (housing numbers) from Leicester City but does include c.650 houses per year across the Borough.

Parish Councillors discussed the matter of lack of further consultation on the emerging Local Plan and it was agreed to gain clarity from our Planning Consultant.

ACTION – *Cllr Stretton and Cllr J Ward to pick up with Colin on the latest position and status of the Local Plan and update at next PC meeting.*

ACTION – *Clerk to add Local Plan update to the agenda for September PC meeting.*

- c. Various young people care and support initiatives were approved.
- d. Dame Carol Black made Freeperson of Hinckley.
- e. Re-organisation of council taken place with Bill Cullan moving to part time as he's taken up a role in Lincolnshire, and Sharon Stacey has taken on a part time as CEO.
- f. September meeting to discuss Borough Councils response back to Government in November 25.

63/25 Parish Council

Finance Regulations - New regulations circulated ahead of the meeting which included changes to accommodate electronic banking. Cllr feedback included the following:

Section 3.2 RFO - Draft the budget for discussion. Clerk to check timescales.

- Section 6.10 - Check format for 6.10 and 6.11
- Section 6.00 - Requires a further review by councillors, and the superseded activities such as cheques needs to be removed.
- Full quality check required. E.g. Remove square brackets sections etc.

ACTION – *Cllr R Ward to review with Clerk with the aim of approving at September PC meeting.*

Gov.UK - Cllr R Ward reminded the council of the recommendation from auditor to change the website domain to sheepparish.gov.uk, Cost confirmed as £200.00.

Website - Confirmation that Service Provider can undertake the work. Cllr discussed the need for guidance on the transition and implications to current emails etc.

Decision - Agreed to proceed.

ACTION – *Clerk to provide guidance to councillors on the implications and any specific actions required.*

Asset Register - It was confirmed that a draft inspection sheet was prepared by the Clerk and shared with Councillors for review. Feedback by Cllr included:

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- Upton Street lights - Heading missing.
- Church Retaining Wall – Asset is missing if it is confirmed that the PC is responsible.
 - **ACTION** - Clerk to check if PC liable for the wall.

Cllr R Ward advised he was contacted regarding the poor condition of the retaining wall running parallel with the footpath caused by the tree roots pushing the stones.

ACTION - Spreadsheet to be updated to include; Action Needed and Action closed columns.

64/25 Parish Initiatives

Asset of Community Value - The Cock Inn. - It was confirmed that the application was not yet submitted as information and evidence was awaited from Sibson community members.

Councillors discussed the importance of concluding and submitting the Asset of Community application to ensure that protection remains in place. Deadline for closing this submission agreed as one week.

ACTION – Clerk to chase up.

The Cock Inn status - Cllr Melen confirmed he'd chased up the Brewery for an update.

Cllr Ward also commented on the future risk of the Church in Sibson as there is currently a Church of England review taking place. Borough Cllr Surtess advised that Leicestershire churches are going through a re-organisation.

Sibson Plaque - It was confirmed that the plaque was fully installed, and the Parish Council were in receipt of a letter of thanks on behalf of the Sibson community for the work and support of the Parish Council.

Newsletters - Report awaited from the memorial hall to enable the newsletters to be finished.

ACTION – Clerk to chase up Kevin Morrell.

Beacon Update - The Parish Council has received correspondence from the Beacon Society regarding the Sheepy beacon and this has been circulated to parish councillors for their consideration. Following discussion on the matter, the Council would like to put on record its disappointment that the beacon was not lit in Sheepy for the Queens Jubilee and the VE Day commemoration event. This being despite the financial and logistical support the council has provided. The Parish Council understands that the Sheepy Bonfire Society (the Beacon Society) successfully applied for National Lottery funding for the construction of the beacon. The grant application stated that *"the funding will be to erect a brazier beacon for the Queen's Jubilee and future royal celebrations. The project aims to bring the community together for now and years to come"*.

Over the last few years, the Parish Council has supported the various activities of the Sheepy Bonfire/Beacon Society. In the case of the beacon, the Parish Council has, on behalf of the Society, liaised with Leicestershire County Council to secure the necessary permissions to erect the beacon and hold beacon lighting events in Sheepy Magna village. These permissions were in place or in the process of being in place before the two events mentioned above. The Council is, therefore, disappointed that the Beacon Society chose to not hold events in the village but instead organise events outside the parish using our community's beacon. The Council very much hopes that the beacon will be returned to the Sheepy community so that it is available for future beacon lighting events in the parish

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Village Signs - It was confirmed that the photography work was completed but the remaining works were yet to progress. **Action** - *Clerk to progress urgently to protect the original artwork and put the signs back in good working order.*

65/25 Flood and Incident Management

It was confirmed that Highways has cleaned the gullies, and the Clerk has requested for the road cleaners.

It was understood that Sevent Trent Water (STW) has also been inspecting the foul sewer pipework in Sheepy Magna. .

Cllr Whitley also advised that STW has completed works in Wellsborough which has resulted in the loss of water supply and poor quality water.

66/25 Finance

Expenditure – all items noted and approved.

Table 1: Expenditure for July 2025

Date	Method	Payee	Details	Total	VAT
01/08/2025	SO	Haines Watts	Payroll	£30	£3.75
01/08/2025	BT	Clerk	Wages	£533.85	£0
01/08/2025	BT	HMRC	Income Tax	£356	£0
01/08/2025	BT	LG Services	Grounds maintenance	£867.38	£0
05/08/2025	BT	EON	Street Lights	£110.40	£18.40
05/08/25	BT	Hainnes Watts	Payroll Shortfall	£6.06	

Grant Application - Sheepy PTA. - It was confirmed that a further grant application was received from the PTA. After discussion decided that even though they were supportive of the event it was not appropriate to fund a further grant for the same event.

Electronic Banking - The Clerk and Cllr R Ward were thanked for their work in ensuring a smooth handover to electronic banking.

It was confirmed there is three authorisee's - RFO - Clerk. Cllr Stretton and Cllr R Ward.

Cllr R Ward also confirmed the progress on the internal audit recommendations:

- Bank balances recorded in the minutes as of 31st July 2025
 - Current Account £33,655.35
 - Savings Account £25,000.00
- Monthly reconciliation – Annex 2
- Spend versus budget spreadsheet – Monthly – Annex 3

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67/25 Planning applications & updates (see HBBC Planning website for full details)

See Annex 1 for Parish Council Draft/Approved Responses.

- Thompson Cottage Workshop – Response 25th July. Letter received from HBBC advising that going to planning committee on 31st July 25. Noting the Officer Report goes against the Parish Council response to object and refuse and recommends approval subject to a number of conditions.

Enforcement

- Upton agricultural small holding investigated by HBBC enforcement and confirmed no breach.
- Upton Car Valeting – Still with planning inspectorate awaiting decision.

ACTION - Cllr Melen asked that the Clerk to chase up on a timeline from the planning inspectorate.

68/25 General correspondence (emailed to Councillors)

Round Robin – Circulated

Fox Connect -Thank you to Cllr Stretton and Cllr R Ward for attended the information event. They advised it was an informative session, and all questions were well answered. Full details available on website.

Police & Crime Commissioner Grants – Grants now open (See email correspondence).

Tree Warden - A final note from the organisers of the Sheepy Fruit and Veg Show – *“The small group of volunteers who have run the show for many years have made a difficult decision to no longer run the show. The show was started back in 1977 (not by us we hasten to add!) and we know (from our local supporters) that the show was well supported and attended for a great many years. When we took over there was still a plethora of supporters. Times change though. It seems clear to us and to many, home-grown vegetables are a reflection of times gone by and to some degree home baking also. Our stalwart participants have dwindled and although we have adapted the show in order to capture current trends the numbers do not make a competitive show.*

We really have loved running the show and we know for a fact that all those that have supported the show have also thoroughly enjoyed taking part. We would like to give a heartfelt thank you to all those that came along with their show goodies and all those that came along to the auction of those goodies. We could not have run the show without the help of our auctioneers, judges and special category sponsors - Thank You!

The cups will be donated to the Sheepy History Group for posterity and the small amount of funds that we have will go to the upkeep of the Wildflower Patch plus the purchase of Wildflowers for our village.

Julie, Pat, Keith and Les”

69/25 Matters to note/add to a future agenda.

None

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70/25 Actions from meeting

Action Ref	Action	Owner	Due Date
60/25	<i>Cllr Rob HBBC Enforcement Officer to request deployment of covert camera in the layby Harris Bridge</i>	<i>Cllr R Ward</i>	<i>ASAP</i>
62/25	<i>Cllr Stretton and Cllr J Ward to pick up with Colin on the latest position and legality of the Local Plan and update at next PC meeting.</i>	<i>Cllr Stretton and Cllr J Ward</i>	<i>Next Meeting</i>
62/25	<i>Clerk to add Local Plan update to the agenda for September PC meeting.</i>	<i>Parish Clerk</i>	<i>Next Meeting</i>
63/25	<i>Cllr R Ward to review with Clerk with the aim of approving at September PC meeting</i>	<i>Cllr R Ward</i>	<i>Next Meeting</i>
63/25	<i>Clerk to provide guidance to councillors on the implications and any specific actions required.</i>	<i>Parish Clerk</i>	<i>Next Meeting</i>
63/25	<i>Clerk to check if PC liable for the wall.</i>	<i>Parish Clerk</i>	<i>ASAP</i>
63/25	<i>Spreadsheet to be updated to include; Action Needed and Action closed columns.</i>	<i>Parish Clerk</i>	<i>Next Meeting</i>
64/25	<i>Clerk to chase up.</i>	<i>Parish Clerk</i>	<i>Next Meeting</i>
64/25	<i>Clerk to chase up Kevin Morrell.</i>	<i>Parish Clerk</i>	<i>ASAP</i>
64/25	<i>Clerk to progress urgently to protect the original artwork and put the signs back in good working order.</i>	<i>Parish Clerk</i>	<i>ASAP</i>
67/25	<i>Cllr Melen asked that the Clerk to chase up on a timeline from the planning inspectorate</i>	<i>Parish Clerk</i>	<i>ASAP</i>

71/25 Outstanding actions from previous meetings

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115/24	Parish Chair to forward photos so Parish Clerk can report	<i>Parish Chair</i>	<i>ASAP</i>
120/24	Flyer to be circulated for flooding and advert for new parish councillor	<i>Cllr Sandra Johnson Hall</i>	<i>Next Meeting</i>
34/25	Cllr Rob Ward to program the MVAS near the school (road safety zone) to be set to 20 miles an hour setting during school pick up and drop off times	<i>Parish Chair</i>	<i>ASAP</i>
34/25	Cllr Josh Melen to raise the question on advisory speed signs and count indicators at the County Council.	<i>Cllr Josh Melen</i>	<i>ASAP</i>
35/25	Cllr Josh Melen to pick up this matter as County Councillor with the LCC Flooding team (next County Hall meeting on 2nd July 2025) and update in August PC Meeting	<i>Cllr Josh Melen</i>	<i>ASAP</i>
40/25	Cllr Kate Gardiner to obtain photographic evidence of Listed Barns building disrepair and Clerk to pick up with Conservation Officer at HBBC.	<i>Cllr Kate Gardiner</i>	<i>ASAP</i>
46/25	<i>Cllr Clive Stretton to ask the committee to raise an invoice and sent it to the Parish Council.</i>	<i>Cllr Clive Stretton</i>	<i>Next meeting</i>
46/25	<i>The Parish Clerk to arrange for the light to be repaired.</i>	<i>Parish Clerk</i>	<i>ASAP</i>
52/25	<i>Cllr Josh Melen to discuss with Stoke Golding Parish Council and feedback</i>	<i>Cllr Josh Melen</i>	<i>Next Meeting</i>

Councillors were asked if they were happy to continue the meeting past 9:30pm until its conclusion of the agenda, all councillors agreed to continue past 9:30pm.

Meeting closed at 9:45pm.

Date of next meeting: *Tuesday 2nd September Sheepy Memorial Hall (7.30pm)*

Signed:



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Annex 1. Sheepy Parish Council Planning Application Responses

Application Details, Date received and Location	PC Response Draft or Approved
25/00568/TCA - Sibson Church 'T1- Sycamore to be reduced in height to c20 feet to prevent possible damage to adjacent property. T2 – Lime to be reduced in height to c20 feet to prevent possible damage to adjacent property.'- 17th July 2025	Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 27th July 2025 NEUTRAL Please note, this response is based on documents available on HBBC Planning Portal as at 21st July 2025. Please ensure that Sheepy Parish Council is notified and consulted on any changes to this application post this date to maintain full compliance with the Sheepy Parish Neighbourhood Plan made May 2022. Sheepy Parish Council has reviewed the above application 25/00568/TCA - (St Botolphs C Of E Parish Church Sheepy Road Sibson, T1 - Sycamore to be reduced in height to c20 feet to prevent possible damage to adjacent property. T2 - Lime to be reduced in height to c20 feet to prevent possible damage to adjacent property. Both trees are dead and dangerous to adjacent property and are to be taken down to approximately 20 feet from ground to provide Habitat Stack for wildlife) and it appears to be in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made May 2022. Sheepy Parish Council is cognisant that the above is within Sibson Conservation Area, and together with the further constraints, will therefore respect HBBC's Tree Officer's wider planning regulation knowledge, not necessarily known by Sheepy Parish Council, on this matter. END
25/00476/FUL (Re-consultation) - Demolition of the existing commercial workshop, removal of existing containers and erection of a replacement commercial workshop LOCATION : Adjacent Thompstone Cottage Main Road Sheepy Magna Atherstone Leicestershire – 14th July	Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 25th July 2025 OBJECT Please note this response is based on documents available on HBBC Planning Portal as at 16 July 2025. Sheepy Parish Council kindly request that it is notified and consulted on any later changes to this application so as to ensure full compliance with the Sheepy Parish Neighbourhood Plan made May 2022. Sheepy Parish Council notes the additional documentation with respect to this re-consultation, however with no amended/superseded 'Proposed Elevations and Floor Plans', our position remains the same. Although Sheepy Parish Council supports the Rural Economy (Policy S17 – Sheepy Parish Neighbourhood Plan), it has reviewed the above application -25/00476/FUL - (Adjacent Thompstone Cottage, Main Road, Sheepy Magna - Demolition of the existing commercial workshop, removal of existing containers and erection of a replacement commercial workshop), and believes it is not compliant with the legally binding Sheepy Parish Neighbourhood Plan 'made' May 2022, namely Policy S8 - Design. It must be noted that all policies in the plan should be considered collectively when determining any planning application. The Parish Council's principal concern is the close proximity of the proposed development to the neighbouring property, 159 Main Road. The proposal is for the erection of a replacement commercial workshop that is much larger (64% increase in area) and higher (more than double the current height to the eaves adjacent to the neighbouring property and a 52% increase to the apex) than the existing workshop.

	<i>(Existing heights taken from HBBC Delegated Report 7 October 2015 - 15/00907/FUL). The Parish Council believes that the proposal does not show appropriate regard for the amenity of 159 Main Road (Sheepy Neighbourhood Plan Policy S8(F) and HBBC SADMP DM10). It is noted that the Pre-application Advice stated on the Application Form (HBBC – Application Form 12 May 2025) required the applicant to “demonstrate..... that the scheme shall protect existing residential amenity”. The applicant has failed to properly address this in the application (Design and Access statement). In particular, the concerns are over the overbearing effect (scale and mass, oppressive nature and intrusive feeling) that the proposed building will have and the adverse impact on natural light and outlook. None of these have been addressed by the applicant.</i> <i>In addition to this, the Parish Council is aware that in parallel to this application, another planning application – 25/00475/HOU-Re-Consultation (15 July 2025) - has the potential to have a detrimental impact on aspects of this proposal. In particular, the proposal for the ‘Erection of a standalone double garage -25/00475/HOU - 21 May 2025’ will, if approved, have a significant impact on the parking and turning space available for (up to) the five HGVs that operate from the site and other vehicles, and thereby have the potential to seriously impact highway safety on a stretch of road with a 40mph speed limit.</i> <i>Sheepy Parish Council has received copies of written objections submitted by several parishioners to HBBC, which have raised concerns over the detrimental effect the proposed replacement commercial workshop will have on neighbouring properties.</i> <i>With reference to the two recent amended plans submitted by the applicant, HBBC Reference 09/07/2025 - 25/00476/FUL - 25/00476/FUL -Site Location Plan and 09/07/2025 - 25/00476/FUL - 25/00476/FUL -Proposed Site Plan, Sheepy Parish Council notes that the site now extends onto the grass verge adjacent to the highway and respectfully request that HBBC establish its ownership. Furthermore, the above documents also show the site extended beyond the curtilage and access onto the highway.</i> <i>Having considered the proposal and in recognition of the need to support the rural economy (Sheepy Neighbourhood Plan Policy S17), the Parish Council believes that a better considered proposal at a more modest scale might address the Parish Council’s concerns and be acceptable. Further, that the applicant is strongly encouraged to discuss any revised proposal with neighbours and the Parish Council before submission. END</i>
<i>25/00475/HOU (Re-consultation) Erection of a standalone double garage LOCATION : Thompstone Cottage 155 Main Road Sheepy Magna Atherstone Leicestershire – 14th July</i>	Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 25th July 2025 OBJECT Please note, this response is based on documents available on HBBC Planning Portal as of 15th July 2025. Sheepy Parish Council request that it is notified and consulted on any later changes to this application so as to ensure full compliance with the Sheepy Parish Neighbourhood Plan made May 2022. Sheepy Parish Council has reviewed and OBJECTS to the above application 25/00475/HOU (Re-Consultation) Thompstone Cottage 155 Main Road Sheepy Magna, Erection of a standalone double garage for the reasons outlined below. 1. The Parish Council note that the ‘Red Line’ in the applicant’s documents 09/07/2025 - 25/00475/HOU - 25/00475/HOU - Site Location Plan and 09/07/2025 - 25/00475/HOU - 25/00475/HOU - Proposed Site Plan has been extended to the carriageway boundary along the length of the front of the proposed development. This results in the development area now including the grass verge frontage. The

	Parish Council understands that the grass verge is owned by the County Council not the applicant. It must be further noted that the grass verge, on this side of Main Road, runs virtually the whole length of Sheepy Magna. 2. The planning application it is not compliant with the legally binding Sheepy Parish Neighbourhood Plan made May 2022 namely Policy S8 Design and the Neighbourhood Plan Design Guide. It must be noted that all policies in the plan should be considered collectively when determining any planning application. Sheepy Parish Council therefore respectfully suggest that HBBC Planning cannot grant planning permission to a factually incorrect application as it would not be legally compliant. END
<i>25/00661/TCA - T1 - Laburnum - Fell to ground level T2 - Pine - Fell to ground level LOCATION : The Lodge 1 Manor View Sibson Nuneaton Leicestershire – 9th July</i>	Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 30th July 2025 NEUTRAL Please note this response is based on documents available on HBBC Planning Portal as at 13 July 2025. Sheepy Parish Council kindly request that it is notified and consulted on any later changes to this application so as to ensure full compliance with the Sheepy Parish Neighbourhood Plan made May 2022. Having reviewed the above application 25/00661/TCA – (The Lodge 1 Manor View Sibson, T1 - Laburnum - Fell to ground level T2 - Pine - Fell to ground level), Sheepy Parish requests that Hinckley & Bosworth Borough Council ensures that the work proposed is in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made May 2022 and would also encourage replanting with native species as a condition. Sheepy Parish Council is cognisant that the above is within Sibson Conservation Area and therefore respect HBBC's Tree Officer's wider planning regulation knowledge, not necessarily known by Sheepy Parish Council, on this matter. Sheepy Parish Council respectfully bring to the attention of Hinckley & Bosworth Borough Council, that the applicant has stated on the application form (HBBC Reference 04/07/2025 - 25/00661/TCA) that they own the trees T1 & T2. However, the Laylandii adjacent to Sheepy Road as shown on 'The Lodge Manor Sketch Plan' (HBBC Reference 04/07/2025 - 25/00661/TCA) appear to be on the same site as T1 & T2, yet stated to be owned by Yew Tree House 2 Manor View Sibson on the Application Form (HBBC Reference 03/02/2025 - 25/00084/TCA) and therefore we are not sure that the ownership is entirely clear. Consequently, Sheepy Parish Council would like it noted that its response of Neutral is conditional on clarity of ownership being established. END.
<i>25/00732/HOU - 1 August 2025 Greenhill Twycross Road Sheepy Magna Erection of a single storey garden room</i>	No Response had been drafted before the Parish Council meeting took place

ANNEX 2 Bank REconciliation

A	Bank Reconciliation at 30th April 2025		
	Cash in hand 1st April 2025 (per Cash Book)		
	Current Account		35,385.03
	Deposit Account		18,282.08
	ADD		53,667.11
	RECEIPTS 1/4/2025 - 30/04/2025 (per Cash Book)		17,500.00
	LESS		71,167.11
	Payments 1/4/2025 – 30/04/2025 (per Cash Book) 2297.05 and unpaid chq 296 £7.08	2304.13	
	Cash in hand 30/04/2025 (per Cash Book)		68,862.98
	Cash in hand per Bank Statements – 30/04/2025		
B	Current Account	50,580.90	
	Deposit Account	18,282.08	
		68,862.98	
	Add Receipts in Cash Book not banked at 30/04/2025		
	Adjusted Bank Balance at 30/01/2025		68,862.98
	NOTE		
	A must equal B		

	Bank Reconciliation at 31st May 2025		
	Cash in hand 1st April 2025		
	(per Cash Book)		
	Current Account		35,385.03
	Deposit Account		18,282.08
			53,667.11
	ADD		
	RECEIPTS 1/4/2025 - 31/05/2025		17,500.00
	(per Cash Book)		
			71,167.11
	LESS		
	Payments 1/4/2024 – 31/05/2025	6536.04	
	(per Cash Book) 6528.96 and unpaid chq £7.08		
A	Cash in hand 30/06/2024		64,631.07
	(per Cash Book)		
	Cash in hand per Bank Statements – 31/05/2025		
	Current Account	46,348.99	
	Deposit Account	18,282.08	
		64,631.07	
			64,631.07
	Add Receipts in Cash Book not banked at 31/05/2025		
B	Adjusted Bank Balance at 31/05/2025		64,631.07
	NOTE		
	A must equal B		

	Bank Reconciliation at 30th June 2025 Cash in hand 1st April 2025 (per Cash Book) Current Account Deposit Account		 35,385.03 18,282.08
	ADD RECEIPTS 1/4/2025- 30/06/2025 (per Cash Book) LESS Payments 1/4/2025– 30/06/2025 (per Cash Book) 8385.13 and unpaid chq £7.08		53,667.11 17,578.88 71,245.99 8392.21
A	Cash in hand 30/06/2025 (per Cash Book) Cash in hand per Bank Statements – 30/06/2025 Current Account Deposit Account	 44,492.82 18,360.96 62,853.78	62,853.78 62,853.78
B	Add Receipts in Cash Book not banked at 30/06/2025 Adjusted Bank Balance at 30/06/2025 NOTE A must equal B		 62,853.78

ANNEX 3 Spend against Budget

		BUDGET 2025/26	Spend to date (31/7/2025)	% spend
			ACTUAL	
1	Carry Forward from 2023/24			
1.1	Reserve (deposit account)	£18,113	£18,282.08	
1.2	Budget carry forward (current a/c)	£34,421	£35,385.03	
1.2.1	Grant income	£0.00		
1.2.2	Non-specified	£0.00		
	TOTAL	£52,534.00	£53,667.11	
2	Income			
2.1	Precept	£35,000.00	£17,500.00	
2.2	VAT Refund	£3,000.00	£0.00	
2.3	Interest (Current and deposit a/c)	£50.00	£78.88	
2.4	Grant funding			
2.4.1	PCIF	£0.00	£0.00	
2.4.2	Neighbourhood Plan	£0.00	£0.00	
2.5	MHF	£0.00	£0.00	
2.6	Shire Grant	£0.00	£0.00	
	TOTAL	£90,584.00	£71,245.99	
3	Expenditure - mandatory commitments			
3.2	Clerks Salary and expenses	£8,500.00	£2,049.54	24.11%
3.3	Insurance	£2,500.00	£910.40	36.42%
3.4	Income Tax	£4,500.00	£1,067.60	23.72%
3.5	VAT	£2,000.00	£15.96	0.80%
3.6	Audit	£750.00	£0.00	0.00%
3.7	Training (Clerk and councillor) & Admin	£2,500.00	£1,603.95	64.16%
3.8	Website and comms	£300.00	£273.60	91.20%
3.9	Meeting room hire	£350.00	£0.00	0.00%
3.10	Waste bins (dog and litter)	£1,200.00	£695.76	57.98%
3.11	Ground maintenance contract	£7,000.00	£2,604.14	37.20%
3.12	Asset management (lights/noticeboards)	£8,000.00	£0.00	0.00%
3.13	Consultants (planning advice)	£1,500.00	£0.00	0.00%
3.14	Street Lighting	£2,200.00	£0.00	0.00%
3.15	Neighbourhood Plan	£4,000.00	£0.00	0.00%
3.16	Misc	£1,000.00	£0.00	0.00%
	TOTAL	£46,300.00	£9,220.95	19.92%
4	Expenditure - non mandatory commitments			
4.1	Community grants and donations			
4.1.1	Miscellaneous Donations	£2,000.00	£650.00	32.50%
4.2	Road safety	£0.00	£0.00	NA
4.3	Community orchard	£0.00	£0.00	NA
4.4	Sibson Churchyard	£0.00	£0.00	NA

4.5	New/replacement benches	£0.00	£0.00	NA
4.6	Children's play area equipment	£0.00	£0.00	NA
4.7	Defibrillator and upkeep (inc training)	£2,000.00	£0.00	0.00%
4.8	Dog Bin Refurbishment	£1,500.00	£0.00	0.00%
4.9	Footpath	£0.00	£0.00	NA
4.10	Sustainability	£0.00	£0.00	NA
4.11	Interpretation Signs & Noticeboards	£0.00	£0.00	NA
4.12	CCTV	£0.00	£0.00	NA
	TOTAL	£5,500.00	£650.00	11.82%

Total YTD

	TOTAL SPEND	£51,800.00	£9,870.95	
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	OVERALL BALANCE	£38,784.00	£61,375.04	
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