

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 September 2025

Date & Time Tuesday 1st September 2025 @ 7:30pm

Venue	Sheepy Memorial Hall
Attendees: Parish Councillors Sheepy	Rob Ward Chair Kate Gardiner Vice Chair John Ward Neal Wood
Parish Councillors Sibson	Brian May Josh Melen
Parish Councillor Upton	David Clarke
Parish Councillor Wellsborough	
Others	Parish Clerk Cllr Miriam Surtees Cllr Brian Sutton 0 Parishioners

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

- The Parish Council congratulated the Parkinson family on the 3 year anniversary of their milk and milkshake parlour - Parky's Farm.
-

72/25 Chair's welcome including Parish Council highlights/Good News Stories and to receive apologies and approval of absences.

Cllr Rob Ward stated he had been approached by Cllr Martin Cartwright to see if the Parish Council would give a presentation at the next Parish Forum as he sees Sheepy Parish Council as one of the best run Parish Councils in the Borough.

It was noted that Parky's Farm recently celebrated 3 years since the opening of their Milkshake Parlour and the Parish Council wanted to congratulate them on their successful running on the venture.

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

Apologies were received from:

Cllr Clive Stretton

Cllr Diana Whitley

All apologies were accepted by the Parish Council.

Signed:



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73/25 Declarations of interest and request for dispensations – None

74/25 Parishioners Open Forum – The following matters were raised by parishioners or by councillors on parishioner's behalf:

None

75/25 To approve the minutes of the meeting held on 5th August 2025

The minutes were considered and approved.

76/25 Reports

County Councillor –

Cllr Josh Melen gave the following update:

It has been a quiet month for Leicestershire County Council and he apologised his report has not yet been circulated but hopefully will be by the end of the week.

School replacement buses are being used throughout the County along with the new Fox Connect, will keep an eye on how successful they are.

The Deputy leader of Leicestershire County Council has stepped down and it is unknown who their replacement will be.

Bosworth Battlefield celebrations went ahead and were well attended.

The councillor attended the planning application hearing for extension of the composting site at Glebe Farm, Sibson and was very disappointed that none of the points raised by the Parish Council or residents were considered.

It is unknown if the Cock Inn is still on track to be refurbished as per the breweries comments that an owner would be in by Christmas. Cllr Miriam Surtees (HBBC) will speak to Paul Grundy the heritage Officer at HBBC about the programme and his support for the ACV application.

Borough Councillor

Cllr Miriam Surtees and Brian Sutton outlined the updates from the Borough Council;

It has been another quiet month for the Borough Council with the devolution the main topic of conversation, there will soon be a consultation about the possibility of Hinckley having its own Town Council.

260 new houses are now going to planning for approval, which they think will get the go ahead as part of the local plan.

The trees on the bend on Ratcliffe Lane seem to be in a bad state. **Action - Parish Clerk to report to LCC.**

Concern was also raised about a new development at Market Bosworth where policies in the Neighbourhood Plan were being dismissed by officers due to the size of the development. However, the Planning Committee refused the application. Cllr John Ward agreed to check this with our Neighbourhood Plan consultant. **Action - Cllr John Ward to contact consultant**

Signed:



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77/25 Parish Council

Finance Regulations – Amended financial regulations were circulated ahead of the meeting which included changes to accommodate electronic banking. **Councillors unanimously agreed to adopt the new financial regulations**

Gov.UK – The Parish Clerk confirmed he had contacted the web supplier and they have started the process and will keep the Parish Council updated.

Asset Inspection - It was confirmed that an amended inspection sheet was prepared by the Clerk and shared with Councillors for review. **Councillors unanimously agreed to adopt the new Asset Inspection spreadsheet**

The Parish Clerk confirmed that he had contacted a tree surgeon about the damage to the churchyard wall and is awaiting a date for a meeting and will keep the Parish Council updated. Consideration is being given to short term repairs as well as a long-term strategy.

78/25 Parish Initiatives

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

Action – *Parish Clerk to submit the application as soon as is reasonably possible.*

Road Safety – Cllr Rob Ward circulated data from the mvas at Sibson, this was for the County Councillor so he could pass onto the highways department, Cllr Rob Ward is in the process of doing the same for the remaining mvas in the Parish. Cllr Josh Melen will also chase up LCC about 20 mph advisory speed signs, but he thought they were not county policy.

Newsletters - Report has just been received from the memorial hall to enable the newsletters to be finished, will update at the next meeting.

Village Signs – The Parish Clerk contacted the contractor and he confirmed they will be removed in autumn a date to be arranged.

79/25 Flood and Incident Management

Cllr Josh Melen confirmed he had received an update from LCC which was considered unacceptable, even though they did state they had a pot of money to spend in Leicestershire. Cllr Josh Melen and Cllr Rob Ward will agree a response.

80/25 Finance

Expenditure – all items noted and approved.

Table 1: Expenditure for August 2025

Date	Method	Payee	Details	Total	VAT
01/09/2025	SO	Haines Watts	Payroll	£30	£3.75
01/09/2025	BT	Clerk	Wages	£619.55	£0

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01/09/2025	BT	HMRC	Income Tax	£413.20	£0
01/09/2025	BT	LG Services	Grounds maintenance	£867.38	£0
01/09/2025	BT	External audit	Moore	£409.50	£68.25
01/09/2025	BT	Sheepy memorial hall	Room hire	£198	£0
01/09/2025	BT	Geosphere	Parish online	£73	

Grant Application – Sheepy Bell Ringers – The Parish Council recently approved a grant for £600, the final cost is now £675, the **Parish Councillors unanimously agreed to pay the full amount of the repairs**

External Audit – The Parish Clerk circulate the report from the external auditor and the Parish Councillors agreed to except the full rept and its recommendations.

Local Authority Pay Rise – Local authorities agreed to accept the 3% pay rise from the government which is backdated from April 2025. **The parish councillors unanimously agreed to accept the pay rise for all Parish Council staff**

MVAS – As per the previous meeting Stoke Golding have asked if they could purchase the Parish Councils spare MVAS and have offered a contribution amount of £2000. The parish councillors unanimously agreed to accept this figure. **Action** – *Parish Clerk to inform Stoke Golding of the decision and Cllr Rob Ward and Cllr Josh Melen to collate all of the equipment for handover.*

Bank Balances – As of 31st August 2025 the Parish council bank balances were:
Current Account £32,591.86
Savings Account £25,000

Bank reconciliation up to 31st August – See Annex 2

Spend against budget up to 31st August – See Annex 3

81/25 Planning applications & updates (*see HBBC Planning website for full details*)

See [Annex 1](#) for Parish Council Draft/Approved Responses.

Enforcement

- Upton Car Valeting – Still with planning inspectorate awaiting decision.
- Smiths garage awaiting feedback
- Sheepy farm awaiting feedback

82/25 General correspondence (emailed to Councillors)

Round Robin – Circulated

Police Grant - The Parish Clerk has circulated the grant criteria, and the closing date is in November, it was agreed that all Parish Councillors would re visit the Parish Councils wish list for traffic safety and feedback at the next meeting. **Action** – *All councillors to feedback at the next meeting.*

Police intercultural event – no councillors available to attend.

Mental Health First Aid – No councillors available to attend.

Local Plan update – None given, place on next month's agenda

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83/25 Matters to note/add to a future agenda.

Local Plan update

Police grant

Budget against spend

84/25 Actions from meeting

Action Ref	Action	Owner	Due Date
76/25	<i>John to contact the consultant</i>	<i>Cllr John Ward</i>	<i>Next Meeting</i>
78/25	<i>Parish Clerk to submit the application as soon as is reasonably possible</i>	<i>Parish Clerk</i>	<i>ASAP</i>
80/25	<i>Parish Clerk to inform Stoke Golding of the decision and Cllr Rob Ward and Cllr Josh Melen to collate all of the equipment for handover.</i>	<i>Parish Clerk, Cllr Rob Ward, Cllr Josh Melen</i>	<i>ASAP</i>
82/25	<i>All councillors to feedback at the next meeting</i>	<i>All councillors</i>	<i>Next Meeting</i>

85/25 Outstanding actions from previous meetings

34/25	<i>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>	<i>Parish Chair</i>	<i>ASAP</i>
34/25	<i>Cllr Josh Melen to raise the question on advisory speed signs and count indicators at the County Council.</i>	<i>Cllr Josh Melen</i>	<i>ASAP</i>
40/25	<i>Cllr Kate Gardiner to obtain photographic evidence of Listed Barns building disrepair and Clerk to pick up with Conservation Officer at HBBC.</i>	<i>Cllr Kate Gardiner</i>	<i>ASAP</i>

Meeting closed at 9:15pm.

Date of next meeting: Tuesday 7th October Sibson Village Hall (7.30pm)

Signed:



Date: 6th October 2025

Annex 1. Sheepy Parish Council Planning Application Responses

Application Details, Date received and Location	PC Response Draft or Approved
	<p>Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 23rd August 2025</p> <p>OBJECT</p> <p>Please note this response is based on documents available on HBBC Planning Portal as at 9th August 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.</p> <p>Further note, planning application history refers to ‘Meadowside Cottage’ and ‘Meadowside’ which is in fact the same property.</p> <p>Having reviewed the above application 25/00746/CONDIT - (Meadowside Cottage Sibson Road Sheepy Parva - Application to vary condition 2 of planning permission 22/00887/HOU to allow independent occupation of the annex), Sheepy Parish Council is not supportive of this application (OBJECTS) since it considers it not to be compliant with the legally binding Sheepy Parish Neighbourhood Plan ‘made’ 19th May 2022, notably policies S1 (Countryside) and S10 (Housing Development). Furthermore, it must be noted that all policies in the plan should be considered collectively when determining any planning application.</p> <p>As part of the Parish Council’s response to 22/00887/HOU - 7 October 2022, (Submitted to HBBC 27th October 2022), the Parish Council objected to the application, but also requested that ‘<i>if permission was to be granted, conditions should be attached to ensure that the building can never be treated or used as a self-contained dwelling</i>’, which was noted and added as Condition 2. This was in recognition that a self-contained dwelling would be in breach of legally-binding policies in the Sheepy Neighbourhood Plan. The proposed removal of Condition 2, to enable the building to be used as a separate independent unit for commercial residential rental purposes, would constitute the creation of a separate dwelling. The removal of Condition 2 would therefore lead to the planning permission to be in conflict with the Sheepy Neighbourhood Plan and policies in the HBBC SADMP. Additionally, the proposed change of use no longer aligns with what the Parish Council was originally led to believe, i.e. the temporary installation of a mobile home for use by an elderly relative. Whilst the Parish Council is sympathetic to personal circumstances of our parishioners it needs to treat everyone fairly and ensure consistency in the way we assess planning matters. Sheepy Parish Council draws HBBC attention to what it believes are two relevant planning applications.</p> <ul style="list-style-type: none"> · Decision Notice, 22 July 1998 for 98/00431/OUT – 3 June 1998 - Land Adjacent to Meadowside Cottage Sibson Road Sheepy Parva - ERECTION OF ONE DWELLING – <u>which was refused</u>, with extracts -‘1. The site lies outside the established settlement area....-4. The approval of this proposal would set a precedent for the consideration of further applications of a similar nature, to which the Local Planning Authority would also object, but which would consequently be difficult to resist’. · Decision Notice, 11 November 2024 for 24/00872/OUT-3 October 2024 - Land Southwest of Sibson Road Sheepy Parva - Outline planning permission for the erection of a single self-build dwelling (all matters reserved except for access) - <u>which was refused</u>, with extract –‘1. The development represents unjustified residential development outside the existing built form into the open countryside. This results in an irreversible and detrimental urbanising effect on the character of the countryside, whilst also resulting in residential development in an unsustainable location. The provision of one self-build dwelling, with the associated economic and social benefits, would not outweigh the harm, which is significant and demonstrable in this case. Therefore, the proposal is in conflict with Policies S1, S8 and S10 of the Sheepy Neighbourhood Plan, Policies DM4, DM10 and DM17 of the adopted Site Allocations and Development Management Policies Development Plan Document (2016), as well as Sections 2, 11, 12, and 15 of the National Planning Policy Framework (December 2023)’. An appeal was made to the Secretary of State against the Council’s decision to refuse to grant planning permission for the above development APP/K2420/W/25/3361154. This <u>appeal was dismissed</u> – Appeal Decision 4 August 2025, with extract – ‘10. Regarding housing distribution, Policy S10 of the SNP informs that outside the Sheepy Magna and Sibson Settlement Boundaries, permission for housing development will be limited to certain

	<p>exceptions. Policy DM4 of the SADMP states that development in the countryside will be considered sustainable where it meets certain criteria. The appeal site does not meet any of the outlined exceptions, thus the proposal is contrary to the development plan's strategy for development'.</p> <p>Sheepy Parish Council therefore requests that this application, for the removal of Condition 2, is refused.</p> <p>However, in the unlikely event that the planning authority be minded to approve the application, the Parish Council would request that conditions are imposed (in perpetuity) that do not allow the annex (and its use) to be modified in a way that allows it:</p> <ol style="list-style-type: none"> 1) To be identified with its own postal address, 2) To have its own separate (from the main property) metered (or other) utility services, 3) To have independent access from the highway. <p>Further, in terms of any future business use (commercial rental), that all the necessary safety measures and other regulatory requirements are in place before the unit is rented out to safeguard the occupants and the local community. END</p>
<p>25/00732/HOU - 1 August 2025 Greenhill Twycross Road Sheepy Magna Erection of a single storey garden room</p>	<p>Parish Council response approved and submitted to Hinckley and Bosworth Borough Council on 15th August SUPPORT</p> <p>Please note, this response is based on documents available on HBBC Planning Portal as at 1st August 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.</p> <p>Sheepy Parish Council has reviewed the above application 25/00732/HOU - (Greenhill Twycross Road Sheepy Magna, Erection of a single storey garden room), and it appears to be in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made May 2022.</p> <p>Sheepy Parish Council request that Hinckley & Bosworth Borough Council gives consideration to ensure the application complies with the design guidance in the Design Guide (Appendix 5) of the Neighbourhood Plan made May 2022. END</p>

ANNEX 2 Bank Reconciliation

- Bank Reconciliation at 31st August 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 - 31/08/2025 (per Cash Book)		17,578.88
		71,245.99

LESS		
Payments 1/4/2025 – 31/08/2025 (per Cash Book) 13,647.05 and unpaid chq £7.08	13654.13	
Cash in hand 30/06/2024 (per Cash Book)		57,591.86
Cash in hand per Bank Statements – 31/08/2025		
Current Account	32,591.86	
Deposit Account	25,000.00	
	57,591.86	
		57,591.86
Add Receipts in Cash Book not banked at 31/08/2025		
Adjusted Bank Balance at 31/08/2025		57,591.86
NOTE		
A must equal B		

ANNEX 3 Spend against Budget

		BUDGET 2025/26	Spend to date (31/8/2025)	% 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	£2,671.65	31.43%
3.3	Insurance	£2,500.00	£910.40	36.42%
3.4	Income Tax	£4,500.00	£1,423.60	31.64%
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	£2,121.78	84.87%
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	£3,469.52	49.56%
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	£110.40	5.02%
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	£11,692.67	25.25%
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%
			<i>Total YTD</i>	
	TOTAL SPEND	£51,800.00	£12,342.67	
	OVERALL BALANCE	£38,784.00	£58,903.32	