

# SHEEPY PARISH COUNCIL

THE VILLAGES OF

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

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## Sheepy Parish Council June Meeting 2026

**Date & Time** Tuesday 2nd June 2026 @ 7:30pm

<b>Venue</b>	Sheepy Memorial Hall
<b>Attendees:</b> <b>Parish Councillors Sheepy</b>	Rob Ward Chair John Ward Clive Stretton Dennis Beard Kate Gardiner
<b>Parish Councillors Sibson</b>	
<b>Parish Councillor Upton</b>	David Clarke
<b>Parish Councillor Wellsborough</b>	Diana Whitley – Vice Chair
<b>Others</b>	0 parishioners Cllr Brian Sutton Cllr Miriam Surtees

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

- Melton Cheese Festival - Sparkenhoe Cheese won 4 Awards
- 

**30/26 Chair's welcome including Parish Council highlights/Good News Stories and to receive apologies and approval of absences.**

Cllr Rob Ward welcomed everyone to the meeting and opened the floor up for good news stories:

Melton Cheese Festival - Sparkenhoe Cheese won 4 Awards, Parish Council wish to send them their congratulations on their success.

The following apologies were reported:

Apologies were received from:

Cllr Neal Wood  
Cllr Josh Melen  
Parish Clerk  
Cllr Brian May

All apologies were accepted by the Parish Council.

Signed:

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**31/26 Declarations of interest and request for dispensations** – Cllr David Clarke stated he has an interest in planning application number 26/00299/FUL and will not be involved in any correspondence around this application (Cllr David Clarke notified all councillors when the planning application was initially received).

**32/26 Parishioners Open Forum** – The following matters were raised by parishioners or by councillors on parishioner's behalf:

The fence in Sheepy Parva adjacent to the lake is still damaged and whilst it is fenced off concern was raised as to the effectiveness of this deterrent and would like to see the fence repaired as soon as possible especially with the children's summer holidays fast approaching. **Action** – *Parish Clerk to write to the landowner voicing the Parish Councils concern.*

**33/26 To approve the minutes of the meeting held on 5<sup>th</sup> May 2026**

The minutes were considered and approved.

**34/26 Reports**

**County Councillor** –

*Cllr Josh Melen had circulated his report prior to the Meeting:*

Thank you for your correspondence and meeting discussions this month. Progress has continued on long-term projects, and I continue to welcome any suggestions for further projects throughout the division which involve funding or input from the County Council.

In terms of County news, the full Council met on 13th May 2026 under our Annual General Meeting. The status quo was maintained, with Cllr Linda Danks being appointed as Chair and Cllr Dan Harrison remaining as Leader. Three new Aldermen were appointed, including Nick Rushton who previously led the Council under the last administration.

In respect of local Parish news, I have attended Annual Parish Meetings and Annual General Meetings (often separately) throughout the division over the last four weeks. Work has continued long-term projects, including working with Dadlington & Sutton Cheney Parish Council on introducing traffic calming measures in Sutton. With Councillors gathering signatures to introduce a package of speed management works to the village, the Highways department have been put on notice and while some of the proposals may be more challenging to introduce, a 20mph speed limit is being discussed. The following may be of interest to other Parishes:

*"Leicestershire County Council has recently secured significant Government funding to deliver a programme of highway safety schemes across the county. As part of this process, any proposal would need to be supported by appropriate evidence, including traffic speed and volume surveys, to ensure it accords with national guidance and represents a proportionate and effective measure. Where justified, such a scheme may be accompanied by associated traffic calming features."*

The Highways team are inviting scheme proposals covering traffic calming measures, 20mph limits, junction improvements and pedestrian accessibility changes across the County for consideration in 2027/2028. Please contact me as soon as possible if you would like your Parish to be put forward, with specific proposals which would benefit your area.

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Again, I welcome feedback at your respective Parish Council meetings to discuss any further issues which may have arisen in your area respectively. If there are any queries relating to the schedule below, please contact me at [joshua.melen@leics.gov.uk](mailto:joshua.melen@leics.gov.uk). I will continue to advocate for your Parish throughout June and will work to resolve your local issues to the best of my ability.

## **Sheepy**

Sibson/Shenton/Upton car sales, HBBC chased on behalf of Cllr Surtees for update with planning enforcement. HBBC's enforcement notice appealed by site owner in September 2024, planning inspectorate yet to issue a decision. Continue to monitor.

Floods on Upton and Shenton Lanes reported during bad weather. Site area still subject to road closure and Severn Trent works.

Works started to the Cock Inn, Sibon by contractors shortly after deadline of 18th May. Understand works instructed to be limited to a window repair and excavation of the cellar roof ahead of structural surveys. Structural engineer expected to have attend the property at some stage as further planning permission is now sought by Star. Work continues towards S.215 notice to be issued in the meantime, and ACV process is being expedited follow PC's original application earlier in the year.

Reports of dangerous overgrown hedges outside the Old Rectory, Sibson. Reported to LCC, no action yet.

## **Borough Councillor**

Cllr Brian Sutton and Cllr Miriam Surtees gave the following update.

### Future Unitary Authority

Updates provide on unitary authority from Leader Market Harborough District Council. Note, HBBC Leader has not yet provided an update Councillors. Updated (Not decision) advised of the following:

Note - direction shared not decision made

Election next May. (Not for Unitary authority)

Sit for 5 years the revert 4-year term thereafter

Unitary elections - 2027 aligned with Parish Council elections. - 5-year term

Unitary operating model:

- 1 year shadow
- 4-year council

By 31st March 2028 - HBBC cease and new unitary authority will commence.

Expected decision on unitary split - 14th/16th July.

The authority are mobilising teams to set up new unitary authority including things like Precept

Discussion on risk on Parish Councils having to fund own Councillor election due to non-aligned elections. Potential budget risk of c.£12,000 for Parish Council.

Signed:

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## Town Council update

Town Council to be set up for Hinckley by HBBC  
20 town councillors with elections in 2027  
Wider wards will remain same

## Planning committee update:

Committee reduced from 17 to 13 based on new government policy  
Planning officer will be given more delegated powers.

## Shenton Car Sales ruling.

Applicant lost appeal and therefore enforcement notice upheld so will not be acted upon.  
Parish council pleased that this Planning Inspectorate decision aligns with Parish Council response based on Neighbourhood Plan.

## The Cock Inn update

Advised that the small repair on the roof, and works around windows had commenced.  
Trial pit holes dug to test suitability for structural steel work for new construction.  
Planning permission condition information now submitted to HBBC and understand that it is not expected to present any issued.  
All agreed pressure needs to remain to ensure focus on remedial works with the aim of to see this important historic pub re-opened for the benefit of the community.

## Witherley Parish Council update

HBBC is currently running the Parish Council, and the matter is to be discussed at next full council meeting on way forward  
Will have to be a consultation on recommendation proposed by HBBC.  
Noted that the Borough Council are currently insuring play areas to ensure the amenity is available for the community.

## **35/26 Parish Council**

**Data Audit** – The Parish Councillors agreed to adopt this policy.

**IT Policy** – The Parish Councillors agreed to adopt this policy, subject to the correcting of the typing mistakes and they would like to review it again in six months to mature the policy. **Action** – *Parish Clerk to amend and to place on the policies timetable for six months' time.*

**Action Plan** – The Parish Councillors reviewed the existing action and make amendments as and when required. **Action** – *Parish Clerk to amend and add it to the Policies timetable to be reviewed in six months.*

## **36/26 Parish Initiatives**

**Road Safety Steering Group** – Cllr Neal Wood unable to attend meeting so update and report until next meeting.

**Village Signs** – All photographs and templates are with the printers who will be liaising with the carpenter regarding production and installation – **Action** – *Parish Clerk to obtain installation dates.*

Signed:

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**Asset Maintenance** – The Parish Clerk is working closely with the asset maintenance contractor to establish a schedule of works and quotations for all of the work streams agreed. **Action** – *Parish Clerk to circulate quotations for the works.*

**Neighbourhood Plan** – The following update was given.

- 4 new volunteers - 1 x Wellsborough, 1 x sheepy, 2 x parva.
- Outline project plan prepared for discussion at first meeting
- First meeting 03.06.26 @7.30 Sheepy Memorial Hall
- Terms of Reference drafted. - Initial approval by the Steering Group, formal approval July Parish Council.

## 37/26 Finance

**Expenditure – all items noted and approved.**

Table 1: Expenditure for May 2026

Date	Method	Payee	Details	Total	VAT
01/06/2026	SO	Haines Watts	Payroll	£31.20	£5.20
05/06/2026	BT	Clerk	Wages	£551.25	£0
05/06/2026	BT	HMRC	Income Tax	£367.20	£0
05/06/2026	BT	Zurich	Insurance	£1373.71	£147.18
05/06/2026	BT	LG Services	Grass Cutting	£867.38	£0
05/06/2026	BT	AP Boneham	Hedge cutting	£75	£0

**Bank Balances** – As of 31<sup>st</sup> May 2026 the Parish council bank balances were:

Current Account £33355.39

Savings Account £32,095.77 (£1,692.80 History Society)

**Bank reconciliation up to 31<sup>st</sup> May 2026**– See Annex 2

**Spend against budget up to 31<sup>st</sup> May 2026** – See Annex 3

**Grant application** – The Parish Clerk circulated prior to the meeting a grant application from the First Responders.

Chair provided brief summary of the grant background including:

Annual costs c.£12,000 which includes; supporting with local training, activities associated with emergencies, maintaining and operating vehicles, keeping kit up to date. Maintenance and inspections of Defibs.

Register charity

Establish by East Midlands Ambulance Service

Voluntary not government funded.

They have saved lives in the Parish

They maintain defibs for the Parish.

CPR provider free of charge - Anthony Parkes

Signed:

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Councillors approved grant application and agreed grant of £1000.00

**ACTION** – *Parish Clerk to let the First Responders know and to arrange CPR training again in Sibson and Sheepy Magna in the Autumn.*

The Chair also stated he had received correspondence from the Tree Warden, to obtain funding for 2 nr Owl Boxes for the glade. This request had previously been approved but the original idea for construction was now no longer viable, it was therefore agreed that the Tree Warden would need to submit a grant application form for the costs. **Action** – *Parish Clerk to liaise with the Tree Warden and submit a grant application form prior to the next Parish Council meeting.*

**38/26 Planning applications & updates** (see HBBC Planning website for full details)  
See Annex 1 for Parish Council Draft/Approved Responses.

## Enforcement/Appeals

- Upton Car Valeting – Planning Inspectorate refused appeal
- Sheepy Farm – Planning application received Parish Council working on a response.
- Nr 9 and 11 Rodney Gardens appeared on enforcement list.
- New appeal received for the previous application in Sheepy parva.

## 39/26 General correspondence (emailed to Councillors)

- Round Robin
- Parish Forum 16<sup>th</sup> June – Councillors to let the Parish Clerk know if they can attend.
- Road Closure Watery Lane
- MP Meeting – Cllr Rob Ward and Cllr Diana Whitley attended and gave the following update:
  - Hospital works progressing
  - Day case unit - Advised not proceeding as funding no longer available. Looking at alternatives for use
  - 101 emergency number - Issues raised regarding the response time.
  - Police advised improved outcomes on rural crime team. Main issues are:
    - Speeding
    - Fly Tipping

Discussion regarding the ongoing fly tipping especially that at Harris Bridge which is very frequent.

**ACTION** - *Clerk to contact County and asked for refresh of fly tipping signs across the Parish.*

**ACTION** - *Cllr Rob Ward to contact Ashley Reynolds regarding update on Fly Tipping and covert operation.*

## 40/26 Matters to note/add to a future agenda.

*Cllr Kate Gardiner gave her apologies for the July meeting.*

Signed:

Date:

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## 41/26 Actions from meeting

Action Ref	Action	Owner	Due Date
32/26	Parish Clerk to write to the land owner voicing the Parish Councils concern.	Parish Clerk	ASAP
35/26	Parish Clerk to amend and to place on the policies timetable for six months' time.	Parish Clerk	Next Meeting
35/26	Parish Clerk to amend and add it to the Policies timetable to be reviewed in six months.	Parish Clerk	Next Meeting
36/26	Parish Clerk to obtain installation dates.	Parish Clerk	Next Meeting
36/26	Parish Clerk to circulate quotations for the works.	Parish Clerk	Next Meeting
37/26	Parish Clerk to let the First Responders know and to arrange CPR training again in Sibson and Sheepy Magna in the Autumn.	Parish Clerk	Next Meeting
37/26	Parish Clerk to liaise with the Tree Warden and submit a grant application form prior to the next Parish Council meeting	Parish Clerk	Next Meeting
39/46	Clerk to contact County and asked for refresh of fly tipping signs across the Parish.	Parish Clerk	ASAP
39/46	Cllr Rob Ward to contact Ashley Reynolds regarding update on Fly Tipping and covert operation.	Cllr Rob Ward	ASAP

## 42/26 Outstanding actions from previous meetings

34/25	RSSG 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	RSSG	ASAP
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Meeting closed at 9:00pm.

Date of next meeting: Tuesday 7<sup>th</sup> July Sibson Village Hall (7.30pm)

Signed:

Date:

**Annex 1. Sheepy Parish Council Planning Application Responses**

<b>Application Details, Date received and Location</b>	<b>PC Response Draft or Approved</b>
<p>26/00299/FUL- Extension to provide new kitchen, cheese sales, cold store and additional parking LOCATION : GRID REF : Sparkenhoe Farm Main Road Upton Nuneaton Leicestershire- 6<sup>th</sup> May 2026</p>	<p><b>Sheepy Parish Council Response approved by all councillors and submitted to Hinckley and Bosworth Borough Council on 24<sup>th</sup> May 2026</b></p> <p><i>NEUTRAL</i>  Please note this response is based on documents available on HBBC Planning Portal as at 13<sup>th</sup> May 2026. Sheepy Parish Council kindly request that it is notified and consulted on any later changes to this application to ensure full compliance with the Sheepy Parish Neighbourhood Plan made May 2022.</p> <p><i>Sheepy Parish Council questions the relevance of part of the Design &amp; Access Statement (HBBC Reference 02/04/2026), as it believes non-power showers and new bathrooms are not part of this application.</i></p> <p><i>Sheepy Parish Council supports local small-scale businesses, rural diversification and enterprise development through its Neighbourhood Plan policies. It has reviewed the above application- 26/00299/FUL (Sparkenhoe Farm Main Road Upton- Extension to provide new kitchen, cheese sales, cold store and additional parking), and it appears to be in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made May 2022.</i></p> <p><i>Nevertheless, Sheepy Parish Council is cognisant of HBBC document '06/05/2026 -Consultation Response - HBBC ES Pollution 2' and request that Hinckley &amp; Bosworth Borough Council gives consideration to ensure the application complies with the Neighbourhood Plan made May 2022, Policy S8 Design regarding any impact on neighbouring properties (S8-F) together with the design guidance in the Design Guide (Appendix 5). END</i></p>

ANNEX 2 Bank Reconciliation

	<b>-</b>		
	<b>Bank Reconciliation at 31st May 2026</b>		
	<b>Cash in hand 1st April 2026</b> (per Cash Book)		
	Current Account		32,456.22
	Deposit Account		32,095.77
	<b>ADD</b>		64,551.99
	RECEIPTS 1/4/2026 - 31/05/2026 (per Cash Book) (per Cash Book) inc Sheepy History Society Ringed funds £1692.80		17,500.00
	<b>LESS</b>		82,051.99
	Payments 1/4/2026 - 31/05/2026	16600.83	
<b>A</b>	<b>Cash in hand 31/05/2026</b> (per Cash Book)		65,451.16
	Cash in hand per Bank Statements – 31/05/2026		
	Current Account	33,355.39	
	Deposit Account	32,095.77	
		65,451.16	
			65,451.16
	Add Receipts in Cash Book not banked at 31/05/2026		
<b>B</b>	<b>Adjusted Bank Balance at 31/05/2026</b>		65,451.16
	<b>NOTE</b>		
	<b>A must equal B</b>		

ANNEX 3 Spend against Budget

**Sheepy Parish Council**  
**Budget planning and monitoring**  
**1st April 2026 to 31st March 2027**

		BUDGET 2026/27	Spend to date (31/05/2026)	% spend
			<b>ACTUAL</b>	
<b>1</b>	<b>Carry Forward from 2025/26</b>			
1.1	Reserve (deposit account)	£25,300	£32,095.00	
1.2	Budget carry forward (current a/c)	£30,069	£32,456.00	
1.2.1	Grant income	£0.00		
1.2.2	Non-specified	£0.00		
	<b>TOTAL</b>	<b>£55,369.00</b>	<b>£64,551.00</b>	
<b>2</b>	<b>Income</b>			
2.1	Precept	£35,000.00	£17,500.00	
2.2	VAT Refund	£1,000.00	£0.00	
2.3	Interest (Current and deposit a/c)	£300.00	£0.00	
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	
	<b>TOTAL</b>	<b>£91,669.00</b>	<b>£82,051.00</b>	
<b>2.7</b>	<b>Sheepy History Society (Ring Fenced)</b>		<b>£1,692.80</b>	
<b>3</b>	<b>Expenditure - mandatory commitments</b>			
3.2	Clerks Salary and expenses	£7,000.00	£1,102.50	15.75%
3.3	Insurance	£2,500.00	£1,226.00	49.04%
3.4	Income Tax	£4,000.00	£734.00	18.35%
3.5	VAT	£2,000.00	£1,347.00	67.35%
3.6	Audit	£750.00	£0.00	0.00%
3.7	Admin	£2,000.00	£1,321.42	66.07%
3.8	Training (Clerk and councillor)	£1,000.00	£429.85	42.99%
3.9	Website and comms	£300.00	£0.00	0.00%
3.10	Meeting room hire	£350.00	£0.00	0.00%
3.11	Waste bins (dog and litter)	£2,000.00	£298.00	14.90%
3.12	Ground maintenance contract	£7,000.00	£1,937.00	27.67%
3.13	Asset management (lights/noticeboards)	£5,000.00	£0.00	0.00%
3.14	Consultants (planning advice)	£1,500.00	£0.00	0.00%
3.15	Street Lighting	£2,200.00	£190.00	8.64%

3.16	Neighbourhood Plan	£7,000.00	£2,635.00	37.64%
3.17	Misc	£2,000.00	£0.00	0.00%
	<b>TOTAL</b>	<b>£46,600.00</b>	<b>£11,220.77</b>	<b>24.08%</b>
<b>4</b>	<b>Expenditure - non mandatory commitments</b>			
4.1	Community grants and donations			
4.1.1	Miscellaneous Donations	£2,500.00	£3,010.00	120.40%
4.2	Road safety	£0.00	£0.00	NA
4.3	Xmas Lights	£2,000.00	£0.00	NA
4.4	Bus Stop	£2,000.00	£0.00	NA
4.5	Flooding Equip	£1,000.00	£0.00	NA
4.6	Elections	£4,000.00	£0.00	NA
4.7	Defibrillator and upkeep (inc training)	£1,000.00	£2,385.00	238.50%
4.8	Dog Bin Refurbishment	£0.00	£0.00	#DIV/0!
4.9	Planters	£1,000.00	£0.00	NA
4.10	Sustainability	£0.00	£0.00	NA
4.11	Newsletter	£1,000.00	£0.00	0.00%
4.12	Interpretation Signs & Noticeboards	£1,500.00	£0.00	NA
	<b>TOTAL</b>	<b>£16,000.00</b>	<b>£5,395.00</b>	<b>33.72%</b>
			<i>Total YTD</i>	
	<b>TOTAL SPEND</b>	<b>£62,600.00</b>	<b>£16,615.77</b>	
	<b>OVERALL BALANCE</b>	<b>£29,069.00</b>	<b>£65,435.23</b>	