

**MINUTES OF A PARISH COUNCIL MEETING FOR SOUTH KILWORTH**

**Held on Tuesday, 9<sup>th</sup> December 2025, 7.15p.m.**

**Minutes Ref: 859/0126**

**1.0 Confirm Members Present**

Cllr P Alcock -Chair  
Cllr G Byrne (GB)  
Cllr T Wood (TW)  
Cllr T J Wood (TJW)

Parish Clerk – Mrs K Brown (KB)

**2.0 To Receive Any Apologies**

Cllr K Coyne (KC) - Received and Accepted.

**3.0 Disclosure of any Member's Interests**

None

**4.0 To Confirm Other Attendees**

None

**5.0 To Confirm Minutes of Previous Meeting of Council, held on 9<sup>th</sup> Dec'25**

These minutes were confirmed to be a true record of matters discussed, and decisions reached by the Parish Council, and duly signed.

**6.0 Public Participation**

**6.1** The PC discussed the email dated 12<sup>TH</sup> Jan'26, received from a resident regarding their complaint submission to HDC, referring planning application 24/00651/FUL. The PC agreed that comments raised seemed reasonable and they would monitor the situation.

**7.0 Planning Matters**

**7.1 New Application/s:**

25/01672/FUL, South Lodge, Walcote Road, proposed portable holiday accommodation unit. The PC discussed the above application and resolved to make the following comment:

Whilst the application refers to the development as 'portable' and 'holiday accommodation', this is semantics - the proposed development will be connected to the site sewer, water and electricity facilities, and with the proposed 'holiday' occupation of up to 28 days, it is to all intents and purposes, the development of a building capable of full-time occupation.

As this application is for housing development outside The Limit to Development in the adopted Neighbourhood Plan, South Kilworth Parish Council 'Object' to this application.

**7.2 Planning Decisions / Updates Reported:**

25/01337/FUL, erection of a machinery store and workshop. The PC noted HDC's explanation of their approval decision, despite the submission of the PC's comment of concern.

**7.3 Enforcement Cases Raised:** None

**8.0 LRALC Correspondence / Updates received, of particular note.**

None

**9.0 Accounts / Finance Matters**

**9.1** The PC approved the following payment/s:

Nett	Vat	Total	Details / Comments
613.13	122.63	735.76	Street Lighting 25/26
600.00	0.00	600.00	Youth Club Hall Hire - Autumn'25
330.00	0.00	330.00	PC Mtg Room Hire 2025
2,672.00	0.00	2,672.00	Youth Club Provision - Autumn '25
130.59	0.00	130.59	Pickleball Equip - Reimbursement
303.50	0.00	303.50	SKN Jan'26 edition - printing
700.00	0.00	700.00	Bowls Green Fencing Posts
5,349.22	122.63	5,471.85	Totals

**9.2** PC approved the cash balances held by the Parish Council at 31/12/25 along with corresponding bank reconciliation and bank statements. Documents duly signed.

**9.3** PC discussed the updated 2026/2027 budget forecast figures provided by KB prior to the meeting and, taking into consideration inflation costs and significantly reduced general reserves etc, agreed to set next year's budget and precept request as follows:

Precept request of £21710, with an increase of 3.1% from the previous year. This equates to £86.85 per year, per household, based on the number of band D dwellings in the parish, with an increase of £2.07 (2.45%) per household, from 2025/2026. Resolved.

## **10.0 War Memorial Clock**

- 10.1 Service and regular maintenance funding options:** PA reported that he had spoken to the clock winder who was carrying out an initial fault diagnosis process. The PC agreed that once sufficient information had been ascertained, they would contact Smith of Derby to discuss further action.
- 10.2 Donations Appeal for War Memorial Maintenance Costs:** None received this calendar month.

## **11.0 Highways and Footpaths**

- 11.1 LCC village lamppost numbering record:** PA confirmed the record revision was still in progress.
- 11.2 Missing Reflector Posts on North Road, outside Oak Lodge:** LCC confirm that these works are currently under consideration. Action: KB to monitor. PA to discuss this issue with the LCC officer, during their scheduled meeting to be held on Thurs, 15<sup>th</sup> Jan'26.
- 11.3 North Road Bus Stop, Hard Standing Request:** PA reported that he had not had any response from LCC. Action: PA to discuss this issue with the LCC officer, during their scheduled meeting to be held on Thurs, 15<sup>th</sup> Jan'26. Pending.
- 11.4 Request received for Brown Tourist signs re MUGA and Bowls Club directions, to be erected on entry to the village:** Action: PA to discuss this issue with the LCC officer, during their scheduled meeting to be held on Thurs, 15<sup>th</sup> Jan'26. Pending.
- 11.5 MVAS – Ongoing Management:** TJW is liaising with KC regarding the ongoing maintenance plan. Resolved.
- 11.6 Missing Reflector Posts on Walcote Road:** KB reported that she had not received any further update from LCC. Action - KB to continue to monitor. PA will discuss this issue with the LCC officer, during their scheduled meeting to be held on Thurs, 15<sup>th</sup> Jan'26. Pending.
- 11.7 Ditch Clearance required on Walcote Road, following recent lorry crash:** The PC confirmed that the ditch had now been cleared. Resolved.

## **12.0 Grass Cutting and General Outdoor Matters and Maintenance**

- 12.1 Refuse bins to be replaced with Lidded Bins as agreed by HDC, Aug'24:** KB confirmed that there had been no update and that HDC continues to hold this on their work schedule but as yet, are unable to confirm a date. Action – KB to monitor.
- 12.2 Request for a refuse bin to be placed in the area of the Playing Field:** KB informed the PC of KC's previously emailed comment that he was awaiting a quote from the contractor, for PC's approval to re-site the bin, and also to put slabs in front of the MUGA shed at the same time.
- 12.3 Fence posts surrounding the Bowling Green in need of repair as reported by GB previously:** The PC confirmed that this work was now complete. Resolved.
- 12.4 Untrimmed hedge, alongside Bowls Green and Village Hall:** GB reported that HDC had not yet trimmed the hedge however meanwhile, he himself had carried out some remedial work on the hedging. Action: PA will assist in the clearance.

**13.0 Children's Play Area**

- 13.1 Regular Play Area Safety Inspections:** The PC agreed that the inner fencing around the swings area was not required. Action – The PC to instruct the contractor to remove this fencing.
- 13.2 Risk Assessment for the play area:** This item to be carried forward to next meeting. Pending.

**14.0 Playing Field**

- 14.1 Playing Field Risk Assessment:** This item to be deferred to the next meeting. Pending.
- 14.2 NKFC Licence and Annual Charges:** The PC agreed to renew the NKFC 2025/26 annual charge for the use of the playing field, at the same rate as the previous year, £1k. Resolved.

**15.0 Proposed MUGA (Multi Use Games Area)**

- 15.1 MUGA – Funding for CCTV erection:** The PC reviewed an alternative quote, sourced by KC, for £2500. As this quote is significantly lower than the original quote, the PC agreed that KB should now prepare the application to the Leics Police Community Action Fund (CAF), Rural Crime Funding for this amount. Action – KB to prepare application.
- 15.2 MUGA – Tree Planting:** PA reported that a meeting had been arranged with a member of the VH committee and HCYC, to be held on Weds, 21<sup>st</sup> Jan'26. The tree planting project would be discussed at this time. Pending.
- 15.3 PC to receive an update re MUGA overall costings to date:** The PC agreed to approve a figure to be requested from the CIC fund at the Feb'26 meeting. This to cover any actual shortfall from MUGA funding received, and actual expenditure to date, and also to include any necessary provision for cctv erection etc. Pending.
- 15.4 Easement agreement between the PC and the Village Hall regarding the MUGA energy dedicated meter, situated in the VH:** The PC agreed that the letter submitted to the VH on 2<sup>nd</sup> Jan'26 by PA, confirmed the PC's accepted responsibility for the rectification of any faults that may occur with the meter cabling, switchgear etc. Thus the PC felt that a legal document, provided by a solicitor would be an unnecessary expense. Resolved.

**16.0 S106 and CIC Funding**

- 16.1** The PC agreed to apply to CIC for £3272, to cover the HCYC's provision and VH's facilities charge for the Youth Club Autumn '25 term.

**17.0 Village Communication**

- 17.1** No update received.

**18.0 Neighbourhood Plan, Monitoring and Review**

- 18.1** Draft review still pending.

**19.0 Community Emergency / Resilience Plan**

**19.1 The review of SK's Community Emergency Plan dated June'14:** This item to be carried forward to the next meeting. Pending.

**20.0 Village Youth Club (HCYC)**

**20.1** PA reported that following communication with HCYC leaders, there had been an encouraging increase in recent attendance numbers. A meeting has been arranged for 21st Jan'26, giving the opportunity for further discussion. Pending.

**21.0 Clerk's Annual Leave**

**21.1** The PC agreed to amend the clerk's employment contract to reflect, from Jan'26, the annual leave holiday year to run from the financial year, Apr to March, as opposed to calendar year, Jan to Dec. Resolved.

**22.0 Items to be Considered for the next Agenda.** None.

**23.0 To Confirm Date of Next Meeting:** 10<sup>th</sup> Feb'26.

Meeting ended at 8.30 pm

**A copy of these minutes will be published on the South Kilworth Website, no later than thirty days from the date of the meeting.**

**Signed:**

**Date:**