

CADEBY PARISH COUNCIL

Minutes of Cadeby Parish Council Meeting Thursday 18th June 2026 at 6.30 pm at Cadeby Village Hall

Attended by: Councillors Simon Freeman (Vice-Chairman), Denis Winterbottom and James Paterson

Other Attendees: County Councillor Joshua Melen, Borough Councillor Maureen Cook and Richard Allen (Clerk).

Meeting commenced at 6.30 p.m.

- 26/052** Chair's Welcome
- Cllr Simon Freeman took the Chair
- 26/053** Apologies for absence
- Apologies received from Councillors Jonathan Lane & Jonny Parker.
- 26/054** Declarations of Interest in line with the Code of Conduct and Standing Orders
- None
- 26/055** Approval of minutes for Annual Parish and Annual Council meetings of 14th May 2026
- Both AGREED and signed
- 26/056** Public participation time (The meeting will be suspended for up to 15 minutes to allow members of the public to ask questions or comment on agenda items.)
- None
- 26/057** County Councillor Report
- Previously Distributed.
- 26/058** Borough Councillor Report
- Has been promised a report from HBBC Enforcement Officer, still chasing. Queries around three new lodges at Bosworth Caravan Park & Lodges.
 - Amendment to property at Bull in Oak to facilitate disabled use approved by HBBC Planning Committee in June.
 - LCC have put forward proposals for a puffin crossing and extended 20mph limit on Station Road in Market Bosworth, under consultation.
- 26/059** Planning applications received since the last meeting
- 26/00483/CONDIT – Beech Court, Rectory Lane Vary Condition 2 to allow parapet around flat roof plus apex roof lanterns.
 - No Comments

Chairs Initials

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- 26/00482/FUL - Cadeby Hall, Main Street Installation of ground mounted solar array
- Visible from field gate and wider A447 Ashby Road and from public footpath to North. Application is confusing. Design & access statement mentions 180 panels, plans indicate fewer. confirmation required.
Landscaping scheme is not sufficient and unimaginative. Site not suitable for a larger or commercial development of a similar nature.
- Ongoing enforcement issues
- Letter has been sent to Director at HBBC requesting confirmation of Planning & Enforcement History, plus any Enforcement actions.

26/060

Review and adoption of policies and procedures

- a). Code of Conduct
- b). Complaints Procedure
- c). Internal Control Policy
- d). Financial & Management Risk Assessment
- All AGREED

26/061

Clerk update of actions since the previous meeting

- a). Correspondence
 - i. LCC confirmation of public street lighting costs for 2026/27 (£67.12)
 - ii. Report of fly tip on Sutton Lane. Raised with and cleared by Streetscene Team at HBBC.
 - iii. Campaign for the Protection of Rural England invitation to join. Declined.
 - iv. Confirmation from Moore LLP as external auditor of receipt of completed certificate of exemption as part of AGAR.
 - v. Resident correspondence (not supportive) regarding suggestion of purchasing new public address system. Clerk to review and report on HBBC Community Equipment Fund restrictions.
 - vi. Resident correspondence regarding area planted with cowslips on Rectory Lane and junction with A447 that have been mown. Request CPC contractor to leave to grow. Clerk to Action.
- b). HGV issues (from Annual Parish Council)
 - With County Councilor to pursue with LCC Highways.

26/062

To consider and approve documents relating to the 2025-2026 AGAR

- a). To receive the Annual Internal Auditor's Report 2025 - 2026
- b). To consider recommendations or matters arising from the internal auditor's narrative report
- c). To complete and sign the Annual Governance Statement 2025-2026
- d). To receive and accept the bank reconciliation 2025-2026
- e). To receive and consider the explanation of variances
- f). To receive and consider the breakdown of reserves held
- g). To approve and sign the Accounting Statements 2025-2026
- h). To agree the dates for the period of public rights (19th June to 31st July inclusive)
- All AGREED

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- 26/063** Finance: Income and Management:
- a). Review Council Finance Spreadsheets
 - i. Format of Financial Spreadsheet moving forwards agreed.
 - ii. Clerk suggested publishing monthly finance reports on the Council website to assist transparency – AGREED.
 - b). Update on Unity Trust Bank
 - Request to update primary user from former Clerk to new Clerk - AGREED.
 - c). Grass Cutting Contribution from Leicestershire County Council
 - Invoice for 2025/26 contribution of £829.80 noted as unpaid.
 - Clerk has chased LCC who require bank statement with new Clerks details shown.
 - Clerk to pursue once Unity Bank details updated.
 - d). Reclaim of VAT from H.M. Revenue & Customs
 - Clerk has raised a VAT126 claim with H.M. Revenue & Customs for period May 2022 to May 2026, £432.70 due to be refunded to Cadeby Parish Council.
 - HMRC require bank statement with new Clerks details shown.
 - Clerk to pursue once Unity Bank details updated.
- 26/064** Finance: Agree bank payments to be made for the following invoiced costs:
- a). Clerk Salary May 2026 - £228.73
 - b). Clerk Expenses May 2026 - £19.85
 - c). Grant Request from Cadeby Parish Church - £350
 - d). LG Services Inv SI-0058 June grass cutting - £130
 - ALL AGREED
- 26/065** Agenda items plus date and time for next meeting.
- Thursday 23rd July 2026 at 6.30pm

Meeting closed at 7.55pm

Signed By Chairman Date