clerk@odapc.com

*Kelly Grove Sent Wednesday 7th July 2021* <http://www.odapc.co.uk>

To the Chairman and members of the Parish Council

Dear councillor, I hereby summon you to attend an informal meeting of council by remote access, to be held on Wednesday 14th July 2021 @ 7.00pm Oakthorpe Community Leisure Centre to transact the following business.

**AGENDA**

**Council Vacancy -Co-option**

**1. TO RECEIVE APOLOGIES FOR ABSENCE.**

**2. In accordance with Section 31 of the Localism Act 2011, to enable members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Council’s Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.**

**3. PUBLIC QUESTION SESSION**

Members of the public should note that it is not possible to debate matters raised under this item. Questions must be addressed to the Chairman of the meeting.

**4. POLICE MATTERS**

To consider any matters which may be raised by members for the Police.

**5. MINUTES**

To approve as a correct record the minutes of the meeting held online: -

Wednesday 5th May 2021.

**6. GROUNDS AND RECREATION AREAS**

To receive reports from OCLC and councillors

**6.1** OCLC caretakers report

**6.2** To receive reports from councillors.

**6.3** The clerk to report on any items raised by the ground’s contractor.

-Car Parked on The Green Acresford

**6.4** To consider any other matters in relation to grounds and recreation facilities.

**6.41**-Grounds contracts – Reviewing contracts

- Present contractors 1yr extension to contract

**6.42-** Oakthorpe play area – Check by council

**6.43-** Donisthorpe Orchard boundary update

**6.44-** Oakthorpe Allotment – no further update

**6.45- Burial Board –** Closed church yard

 **-** Proposed structural survey- Memorial Grounds Wall

**7. Leisure Centre review**

**7.1** Muga- **RESOLUTION** for match funding

 **RESOLUTION** forconsultantrecognised by Leicestershire Football Association

**7.2** Review update – **RESOLUTION** - Move to confidential

**8. CLERK’S REPORT**

To receive the Clerk’s report advising members on the position of various matters.

**8.1** Council requests update – sent by email.

**8.2 Policies:-**

**8.2i** Health & Safety Policy – Ellis Whittam

**8.2ii** Pension Policy & Record Keeping Requirements

**8.2iii** VDU, Eye Examination & Glasses Policy

**8.2iv** Equal Opportunities Policy

**8.2v** Data Breach Policy

**8.2vi** Data Protection Policy

**8.2vii** Privacy Notice – General

Privacy Notice – Staff/ Councillors & Role Holders

**8.3** IT provision update – Cllr Antill-Holmes

**8.4** MVAS

(Under delegated powers) **RESOLUTION**: To purchase Solar powered Westcotech MVAS for parish. To initially be situated on Measham Road Acresford.

**8.5** CILCA training update

(Under delegated powers) **RESOLUTION :-** To approve CILCA learning agreement.

Council negotiate remittance after course is completed and extra hours known.

**8.6** Wish list

**-** update on present one

- new

**8.7** Parish Liaison update

**8.8** 3VNs report – July – Cllr D Warren

August – Cllr Antill-Holmes

**8.9** Poppies for lamp posts on all entrances to the parish and on major junctions.

(Under delegated powers) **RESOLUTION:** To purchase 50 lamppost poppies

**8.10** School awards

(Under delegated powers) **RESOLUTION:** To donate £80 each to Oakthorpe Primary school & Donisthorpe Primary School yr6 awards in replace of Wilson Todd – not for academic reasons.

Council to look into alternate award scheme for July 2022 – share schools’ suggestions

**8.11** Rainbow benches – on asset register

**8.12** Albert Village Ramscliffe licence – cost needs approving

**8.13** Delegated powers ended 14th July

**RESOLUTION** Delegate powers to clerk until Sept 8th due to council not sitting in August

**8.14** Clerk’s holiday

**8.15** Donisthorpe – Defibrillator - annual maintenance **-** request council takes this on.

**9.16** Donisthorpe -Wild area around rainbow benches

**9. CORRESPONDENCE**

**9.1** Copies sent via email

**9.2** MOP contact

**9.2.i** Poster- **REOLUTION** for frame

**9.2ii** Complaints about overgrown verges causing difficulties for mobility scooters to move out of Donisthorpe

**9.2iii** Oakthorpe Play equipment not suitable for 2 & 4yr olds – Request Can there be some equipment for this age range.

**9.2iv** School Street Stile (alongside new houses/opposite playground – in accessible

**9.3** MVAS loan agreement sent to all councils on IM’s list

**9.4** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

**10 FINANCE**

**10.1** RFO to report on the Council’s current financial position.

AGA sent to PK Little John & received acknowledgment.

VAT claimed 1st quarter £535.97

PAYE 1st quarter £51.44 paid

1st Quarter summary statement

Caretaker & Clerks wadge rise in line with minimum wage & clerk scales

Proposed Finance Meeting Wednesday 29th September 7pm – 1st budget meeting

10.1i Internal audit completed – **RESOLUTION**  – To accept Internal Auditors report

10.1ii Clerk’s financial report and annual payment list. **RESOLUTION**.- To accept report and annual payment list.

10.1iii Accounts to be viewed Mon 14th June- Fri 23rd July. **Acknowledgement**

Published on notice boards & website 18th May 2021 **Acknowledgement**

**10.2** To approve the Finance Report

**10.3** To approve the Bank Reconciliation for May & June

**10.4** To receive May & June payments as set out in the attached list. Approval given by email and noted next to payment.

Any additional payments received since the agenda went to print will be reported at the meeting.

**11. PLANNING**

**11.1 CONSULTATIONS**

**APPLICATION REFERENCE 21/01183/FUL**

Proposal: Erection of a single-storey rear extension

Location: 61 Measham Road Oakthorpe Swadlincote Leicestershire

**APPLICATION REFERENCE 21/00844/VCU**

Proposal: Conversion of barns to two dwellings, erection of three detached dwellings,

demolition of existing buildings and associated works without complying with

conditions 2, 15, 17 and 20 of planning permission 17/01805/FUL to amend the

site layout, the position and design of all five dwellings, erect two detached

garages to serve Plots 1 and 2 and amend the barn owl mitigation measures

* **Councillor comment -takes into consideration historical roosting.**

**11.2 Planning during delegation.**

For record -Separate list of Application numbers & comments sent in paperwork & on website.

**11.3 Permissions / Decision notices**

**Application reference 21/00788/FUL**

Formation of first floor accommodation and single storey rear extension at Rosecroft Seals Road Donisthorpe Swadlincote

**Application reference 21/00865/FUL**

Erection of 1 no. single storey detached garden building at 36 Church Street

Donisthorpe Swadlincote Derby

**Application reference 21/00126/VCU**

Variation of conditions 2, 7, 12, 18 and 20 attached to planning permission ref:

18/01577/FUL to amend the design of the dwellings and garage block, remove the

external staircase requirements, amend the width of the access and access road,

submit details of levels and amend the details/timescale of in-plot bin storage at 17

Moira Road Donisthorpe Swadlincote Derby

**12. DISTRICT COUNCIL**

**To consider any matters to be put before the District Council.**

**13. COUNTY COUNCIL**

**To consider any matters to be put before the County Council.**

 **14. OUTSIDE BODY REPRESENTATIVE**

 **To receive reports from any members who have attended meetings of outside.**

 **bodies since the last meeting of the Parish Council.**

**15. CONFIDENTIAL - EXCLUSION OF PRESS AND PUBLIC**

**To consider excluding the Press and Public from the meeting during consideration of the following item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business.**

**The Public Bodies Act 1960 Sec 1 (2).**

**15.1 LC review update**

**16. Date of next meeting – Wednesday 8th September 7pm**

**17. Meeting Closed**

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