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Minutes of the Meeting of Oakthorpe, Donisthorpe and Acresford Parish Council held on Wednesday 14th July 2021 @ 7.00pm Oakthorpe Community Leisure Centre.

Present: Cllrs: S McKendrick (Chair), N Antill, J Antill, D Warren, M Warren, D Gelder, R Dyason

Officers: K Grove – Clerk/RFO, Dale Pearce (Caretaker),

Also, Present:

Cllr R Ashman

4 x MOP

**Starts 7pm**

 **072100 Council Vacancy -Co-option**

Cllr C Keeley co-opted voted in as councillor - unanimous.

Declaration of acceptance of office signed & witnessed.

*7.04pm Cllr Keeley joins the meeting*

**072101 TO RECEIVE APOLOGIES FOR ABSENCE.**

**None**

**072102. 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.**

None

**072103. 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.**

**MOP1** – written concern over speeding in Acresford (copy send to councillors)

**MOP2** Acresford resident for 14years. Arranged 3 community speed watch for

A444 & Measham Road junction. This is an issue – as is it crosses county boundary & accidents are not reported as the counties passes each accident to the other authority.

Accident tends to occur when the road is wet. Speed ramps could be installed on Measham road – as other parish villages have traffic calming.

**MOP3 –** New family moved in onto Measham Road, Child minder concerned about people speeding down road. Two crashes recently – community feel this urgently needs addressing before a death occurs.

**MOP4 -** 24-year resident of Acresford reported a lot of crashes over the years in 12 weeks 3 accidents.

**Clerk to report speed concern to police through Community Road Safety to request monitoring of speed.**

**To request LCC highways replace faded ‘slow down’ markings on Measham Road.**

**Cllr Warren to looked into humps & Chicanes. Council will need data to support this.**

**To be collected with the MVAS.**

**072104. POLICE MATTERS**

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

Complaints about speeding across parish:-

* Ashby Road Donisthorpe over bump / chicane
* New Street Oakthorpe
* Measham Road Acresford
* Acresford Road

Lack of Police presence around Acresford.

Police presence will have a huge impact. – Have not been seen by parishioners.

Police have been seen in Oakthorpe performing speed checks on Measham Road

**Clerk to request police presence at Sept meeting due to concerns of speeding across the parish.**

**072105. MINUTES**

Minutes of the Meetings held online: Wednesday 5th May - approved and signed as a true record **unanimous.**

**070106. GROUNDS AND RECREATION AREAS**

To receive reports from OCLC and councillors

**070106.1** OCLC caretakers report

MUGA shut 10h June for Health & Safety

Request for caretaker leave dates 20th – 26th Sept (1week) **approved unanimous**

Request for Charge of 1.5hrs for meditation group cost £20 new group offer for a month at reduce rates

**RESOLUTION** Offer £20 for 1.5hrs then review in a month **Unanimous**

**070106.2** To receive reports from councillors.

**None**

Councillors to complete grounds report when it is needed as issues arise.

**070106.3** The clerk to report on any items raised by the ground’s contractor.

* Car Parked on The Green Acresford. – investigated this was due to accident - **noted**

**070106.4** To consider any other matters in relation to grounds and recreation facilities.

**070106.41**-Grounds contracts – Reviewing contracts

Cllr Keely to look at amending the grounds contracts – **unanimous**

**RESOLUTION: Clerk to ask present contractors if they will accept a 1yr extension to present contract – approved unanimous**

- Complaint re grounds at Acresford (bushes growing over traffic signs

Clerk to report to LCC

Overgrown boundary of Football field -Donisthorpe. Clerk confirmed Contractor has never cut this report back to NWLDC

**070106.42-** Oakthorpe play area – Check by Cllr M Warren. No change reported

**070106.43-** Donisthorpe Orchard boundary update – Andrew Poole has access to land registry - believes it belongs to the house owner. Fencing is falling down. Long term issue around the boundary (chair has map). Footpath is on strimming plan for footpaths. Cllr McKendrick to ask for a copy of strimming programme for our parish.

P63A complaints – v narrow/ over-grown. District strimmer’s are working around district and have not reached ODA Parish yet.

Which footpaths are looked after by farmers? Cllrs McKendrick to ask about footpaths own by farmers.

**070106.44-** Oakthorpe Allotment – no further update-

Oakthorpe resident v keen to help and set up allotment. Cllr Ashman to follow up.

**070106.45- Burial Board –** Closed church yard – Lindsay Weaver met with church group – proposal was take-on joint responsibility for this year from April.

 Proposed structural survey- Memorial Grounds Wall **- LW to look into quote**

**070107. Leisure Centre review**

**070107.1** MUGA

**RESOLUTION: To accept quote for consultant services recognised by Leicestershire Football Association** - Approved with one abstain due to not knowing information.

**070107.2** Review update - Move to confidential - unanimous

**070108. CLERK’S REPORT**

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

**070108.1** Council requests update – sent by email.

**070108.2 Policies:-**

**070108.2i** Health & Safety Policy – Ellis Whittam **–** **Approved unanimous**

**070108.2ii** Pension Policy & Record Keeping Requirements- **Approved unanimous**

**070108.2iii** VDU, Eye Examination & Glasses Policy - **Approved unanimous**

**070108.2iv** Equal Opportunities Policy - **Approved unanimous**

**070108.2v** Data Breach Policy - **Approved unanimous**

**070108.2vi** Data Protection Policy- **Approved unanimous**

**070108.2v** Privacy Notice – General -**noted**

Privacy Notice – Staff/ Councillors & Role Holders **-noted**

**070108.3** IT provision update – Cllr Antill-Holmes – 2 commune - Weebly awaiting transfer & set up date.

**070108.4** MVAS

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

Both MVAS due to arrive Thursday 15th July

Cllr Gelder to install with help from Acresford resident.

Risk assessment completed.

Work out where posts need to be situated with in Parish. Need to be approve by highways,

**070108.5** CILCA training update

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

**RESOLUTION Council negotiate remittance after course is completed and extra hours known. - Approved unanimous**

**070108.6** Wish list

**-** update on present one

- new one to be completed

**070108.7** Parish Liaison update

Decommissioning of rural footway –Some footpaths will not be maintained and will no longer be a public footpath. Some overgrown pavements down sides of roads will be included in this. Legislation guidelines will use to consider location & strategic routes. All exclusions will be evidenced based. Council will be informed if impacted in the future.

Council will need to budget in future to maintain these road/paths to a safe level.

Members (Cllr Ashman) highway fund £25000 invest to make highways network a better place, areas adjacent to highways.

**070108.8** 3VNs report – July – Cllr D Warren

August – Cllr Antill-Holmes

**070108.9** Poppies for lamp posts on all entrances to the parish and on major junctions.

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

**070108.10** 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. Approved unanimous**

Donisthorpe School suggestion for alternate award scheme for July 2022 – ‘The Spirit of Donisthorpe. Finance committee to consider raising amount & purchase shield

**070108.11** Rainbow benches – on asset register - noted

**070108.12** Albert Village Ramscliffe licence

**RESOLUTION: Approve AVFC Ramscliff licence £350pa +5% per year increase**.

Clerk to amend licence and send to team for signatures.

**070108.13** Delegated powers ended 14th July

**RESOLUTION: Delegate powers to clerk ,chair & vice chair until Sept 8th due to council not sitting in August - Approved unanimous**

**070108.14** Clerk’s holiday **noted**

**070108.15** Donisthorpe – Defibrillator - annual maintenance **-** request council takes on the annual maintenance**. £165 IPADSP1 Halfway House**

**RESOLUTION – Annual maintenance contract for Donisthorpe Defibrillator (not replacement)- Approved unanimous**

**070109.16** Donisthorpe -Wild area around rainbow benches

**Chris Conway reports:- The 2 areas either side of the DC gate are now not going to be mown. LCC own the land although it’s not on any grass cutting contract so there is no formal process for taking it out of contract. The ground should now be left so that it can be managed as a wild-flower meadow. This will need monitoring as it may be cut again out of habit.**

**070109. CORRESPONDENCE**

**070109.1** Copies sent via email

**070109.2** MOP contact

**070109.2.i** Poster- **Clerk to purchase suitable frame.**

**070109.2ii** Complaints about overgrown verges causing difficulties for mobility scooters to move out of Donisthorpe

**Referred to District Councillor Ashman**

**070109.2iii** Oakthorpe Play equipment not suitable for 2 & 4yr olds – Request for suitable equipment for this age range.

**Council is looking into this hoping to use section 107 money from new Oakthorpe Estate**

**070109.2iv** School Street Stile (alongside new houses/opposite playground – in accessible

**Cllr Ashman following up**

**070109.2v** **MOP1 – written concern over speeding in Acresford (copy send to councillors)**

**Clerk reported to Community Road Safety Team**

**070109.2vi Over-grown slow down sign in Acresford**

**Clerk reported to LCC**

**070109.3** MVAS loan agreement sent to all councils on IM’s list

**Clerk to inform councils that the MVAS has been installed its first location and the form needs completing to borrow.**

**070109.4** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

**070109.4i** Boundary Commission respond make comments known complete by 2nd August.

**070109.4ii** Poppy Artwork – expensive – Lamp post are poppies very visual and can been seen easily.

**RESOLUTION**: To purchase spray painted poppies on selected roads – **not approved**

**070109.4iii** LCC/LRALC Joint virtual event 18th September 1.30pm - **noted**

**070109.4iv** NWLDC SHELAA 2021 Identifies areas for potential development in all three villages**. Noted**

**0701010 FINANCE**

**0701010.1** RFO to report on the Council’s current financial position.

AGAR sent to PK Little John & received acknowledgment. More information has been requested and sent.

VAT claimed 1st quarter £535.97

PAYE 1st quarter £51.44 paid

1st Quarter summary statement

Caretaker wages rise in line with minimum wage. Caretaker’s wages scale needs investigating.

Proposed Finance Meeting Thursday 30th September 7pm – 1st budget meeting

**0701010.1i** Internal audit completed –

**RESOLUTION**  – **To accept Internal Auditors report Approved unanimous**

**0701010.1ii** Clerk’s financial report and annual payment list.

**RESOLUTION**.- **To accept report and annual payment list. Approved unanimous**

**0701010.1iii** Accounts to be viewed Mon 14th June- Fri 23rd July. **Acknowledgement**

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

**0701010.2 RESOLUTION:** To approve the Finance Report **Approved unanimous**

**0701010.3 RESOLUTION:** To approve the Bank Reconciliation for May & June Approved unanimous

**0701010.4** To receive May & June payments as set out in the attached list. Approval given by email and noted next to payment.

**RESOLUTION**: **To approve May & June payments & additional payments received since the agenda went to print will be reported at the meeting. -Approved unanimous**

Laminating pouches £9.99, LRALC £25.00, PAYE HMRC £51.44, Aqua £99.00,

LC Refreshments £10.45, Weedkiller/ broom £11.98, Eye test & glasses £85.00

**0701011. PLANNING**

**0701011.1 CONSULTATIONS**

**APPLICATION REFERENCE 21/01183/FUL**

Proposal: Erection of a single-storey rear extension

Location: 61 Measham Road Oakthorpe Swadlincote Leicestershire

**No comment**

**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.**

**No Comments**

**0701011.2 Planning during delegation.**

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

**0701011.3 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

**0701012. DISTRICT COUNCIL**

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

Ramscliff residents discuss use of raised community centre land. Wanting a car park/ allotments – consultation will be taking place – one house subsidence

Stretham view allotment being followed up

NHW police presence being pushed. Request that Police – move funds from city to county. Pushing rural policing – in NWL

Oakthorpe footpath & stile – sitting between county/city – closed without permission – encourage a kissing gate/ steps. Planning enforcement on the case.

**0701013. COUNTY COUNCIL**

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

Highway’s fund – send list of costs and things to do.

£25000 – try to split between evenly between villages.

Footpath David Wilson -overgrown

Speeding survey requested for Oakthorpe

Speeding is an issue across the whole of Leicestershire – money from any cameras goes to central government.

LCC are the lowest funded county in country.

Footpath Donisthorpe to Measham aware of issue – being followed up.

 Cllr Warren – road markings faded – Cllr to send photographs to Cllr Ashman to check the road isn’t on highways list.

 **07010 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.**

 Send rights of way minutes to all councillors.

Clerk to notify Allotment Group Cllr Antill-Holmes is allotment rep.

**RESOLUTION – move into Confidential - agree**

**0701015. 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).**

**0701015.1 LC review update**

**0701016. Date of next meeting – Wednesday 8th September 7pm**

**0701017. Meeting Closed** 9.32pm

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