**Minutes of Council Meeting, held on**

**Wednesday 14th June 2023 @ 7pm at ME Sports East Midlands Centre aka Oakthorpe Leisure Centre**

Present: Cllrs M Warren (Chair), N Antill-Holmes,

D Warren, D Gelder, A Hancock-George, H Gravett, S Ellison

Officers: K Grove – Manager/Manager/RFO,

Councillor Actions highlighted.

**062301** **TO RECEIVE APOLOGIES FOR ABSENCE.**

Cllr R Ashman – Work

Cllr M Ball – personal

Cllr R Dyason - personal

**062302**. 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

**062303.** 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.

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**062303.1 VACANCIES ARISING - Co-option**

Discussion Statutory co-opted members are subject to the code of conduct and are required to make a declaration of disclosable pecuniary interests and to declare offers of gifts and hospitality made to them in their role as a co-opted member.

NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87(2))

VACANCY FOR A COUNCILLOR

To receive Councillors Declarations of Acceptance of Office.

Cllr S Ellison Declaration of acceptance of office signed & witnessed.

To receive Declarations of Members Interests.

Signed and received.

**062303.2 Friends of Donisthorpe Memorial Gardens -grant application**

Update on works given (see paperwork)

**RESOLUTIOM: Approve £250 to wards free Kings Prom Event**

Project update -

Wheel cleaning – paperwork –

Parish council to place work order once approved.

Group/contractor to do risk assessment on wheel removal/reinstallation.

To add to next meeting agenda

Consultation to move the group to a Charity Incorporated Organisation (CIO) – Manager to be sent information to share with council.

**MOP**

*Pleased to see full council – disappointed only one councillor elected from Donisthorpe. Request Parish Council keep on raising profile.*

Council continues to raise profile. Presence at upcoming event – Field Day 17th June.

**062304.** To review/amend delegation arrangements to committees and outside body representation.

Cllr H Gravett - Allotments

**062305. MINUTES**

To approve as a correct record the minutes of the meetings held on 17/05: -

**RESOLUTION: To approve as a correct record the minutes of the meetings held on: - Wednesday 17th May - approved unanimous**

**062306. POLICE MATTERS**

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

**Report received – 1st - 31st May 2023**

Acresford accident occurred but not being recorded by police in report. Map of police area has missed Acresford off. Manager to contact Forest Police.

**062307**. **GROUNDS AND RECREATION AREAS**

To receive reports from councillors

**062307.1** To receive reports from councillors.

Problem with fixing of football ground path -health & safety issue. As on council land council had to amend - £384.

**062307.1i** Oakthorpe play area

Cllr M Warren – reported play area had been checked.

* Trees quotes

Emergency works on tree Weston Tree Care -£120 – approved by Cllr M Warren, Cllr N Antill-Holmes and Manager.

* Quote for further tree works: -

**RESOLUTION: To approve further tree works on Oakthorpe Play Area by Weston Tree Care £880 – approved unanimous**

**062307.1ii** Playground Inspections

Play Inspections Company & ROSPA (see paperwork)

**RESOLUTION: When contract with ROSPA ends change to Playground Inspector Company – approved unanimous**

**062307.2** The Manager to report on any items raised by the ground’s contractor.

Concerns raised over grass cutting on Hill Street Green

Cut back entrance to orchard from Hall Lane

**062307.3** To consider any other matters in relation to grounds and recreation facilities.

**062307.31**- Donisthorpe Orchard boundary -update

**Cllr M Warren** – walked boundary.

**RESOLUTION: To remove wooden gate from Orchard onto Hall Lane – approved unanimous**

**062307.32** – Proposed addition to Contractor’s contract

- The Green: Hill Street Donisthorpe.

- Community Orchard Donisthorpe.

Manager to ask contractor to give council quote to add to contract – Hill Street Green triangles.

Inside Allotment hedge on boundary with Hall Lane

One off quote for hard cut back of hedge row behind allotment sheds.

062307.33 - Footpaths – update Cllr D Warren & Cllr A Hancock-George

Defer until October meeting.

062307.34 - Parish Field Day Jubilee – (see paperwork)

Gazebo, sail, boards with photos/actions left with manager.

Cllr Antill-Holmes, Cllr Hancock-George & Manager to be present.

062307.35 - Hill Street fence/ Memorial gates – alternate blacksmith

DSK Engineering recommended by another council.

FMG group have alternate blacksmith details.

Due to previous recommendations the Memorial Gates will be left at present.

Hill Street fence -awaiting paperwork/ confirmation from LCC – change in staffing has led to a delay. ODAPC is on their project list.

062307.36 – Planters – filling & flowers

RESOLUTION: To purchase £270 planter flowers

Cllrs M & D Warren to arrange planting of flowers.

 Watering of planters needed- to be confirmed.

Cllrs M & D Warren – Oakthorpe

Cllr D Gelder – Acresford

Cllr H Gravett – Donisthorpe

**062308. MANAGER’S REPORT**

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

**062308.1** Canal update – Cllr Dyason - defer.

**062308.2** Tree Management Policy

**RESOLUTION: To accept Tree Management Policy – approve unanimous**

062308.3 Move towards less paper - Technology.

**RESOLUTION: To approve purchase of 3 Chrome Books – approved unanimous**

Manager to write policy. ‘Computer and Equipment use policy’ to be signed when equipment assigned to councillors, alongside ‘General Data Protection Awareness checklist’.

062308.4 ODAPC insurance cost (paperwork)

**RESOLUTION: To accept AVIVA insurance final settlement figure – approved unanimous**

062308.5 3VNs report – Cllr N Antill-Holmes - noted.

062308.6 Admin – meeting dates/ 3VN rota/ contact details in paperwork - noted.

062308.7 Equal Opportunities Policy

**RESOLUTION:** **To accept Equal Opportunities Policy for 4 years**

**-approved unanimous**

062308.8 Training and Development Policy

**RESOLUTION: To accept Training and Development Policy for 4 years**

**- approved unanimous**

062308.9 Update LCC Code of Conduct

Amendments –

* + Paragraph 1.1 in the Code – has been updated to clarify who the obligation applies to.
	+ Appendix B – the flow charts have been updated to make some stages clearer.
	+ The Code has been updated to refer to “Councillors” rather than “Members” for consistency following an update of the Council’s constitution.

**RESOLUTION: To accept LCC Code of Conduct Policy – approved unanimous**

062308.10 Cllr Training – suggest dates for Aug/Sept

Autumn – Wednesday evening -to be arranged.

062308.11 – MVAS – data – noted

Update for all MVAS machines needed September.

062308.12 – Defibs in parish – Cllr D Warren

Defib needed in Acresford.

Cllr D Warren looking into funding and seeking advice on ideal locations. Advice says a person should be no more than 500m from a defibrillator machine.

**062309**. **CORRESPONDENCE**

**062309.1** Email - Copies sent.

**062309.2** Blachere Illumination UK Limited

No Christmas lights due to costing, village lay out and number/types of lamp posts.

**062309.4** Schools annual Council awards – Cllr D Warren

Manager to order Community Spirit Awards, print certificates and contact schools re- award dates.

**062309.5** Proposed MVAS Post locations (see paperwork)

**062309.6** Proposed changes to the 2015 Local Flood Risk Management Strategy **–**

Cllr Gravett to forward information/link to 3VNs to request inclusion in next issue as consulation with wider public required.

**062309.8 The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.**

-Formal Letter of Objection Re Application 23/00239/VCU received – noted

- Heart of the National Forest Our Vision – Cllr Gravett attended (information in paperwork) noted

- Emergency Bleed Kits – noted. Revisit if things change.

- P2 Footpath,

Where the path opens into the pit site (there used to be a fence, stile and waymarker) is completely open.

Whole fence, stile and waymarker have been removed and are lying in the undergrowth.

Is this intentional on the part of Footpaths Department?

Manager to report.

- Tiny Forest – noted

- Acresford Methodist Church Council to close

Acresford Methodist church

Would like you also to pass on to members of the Council the thanks of the church for the help given over the years and for providing the memorial garden.

- Local Nature Recovery Strategy for Leicestershire, Leicester and Rutland

On the process of developing the Local Nature Recovery Strategy in Leicestershire, -noted.

-LCC Annual Parish Liaison Event – 3rd July 2023

Cllr Dyason and Manager to attend.

**0623010 FINANCE**

**0623010.1** RFO to report on the Council’s current financial position.

Finance quarterly review meeting 24th August by Teams

1st Budget meeting 2023/2024 28th September 7pm – venue – Donisthorpe Youth Club/Hick Lodge 5th October / 2nd November to be confirmed. .

**0623010.2** To approve the Bank Reconciliation May 2023

**RESOLUTION: To approve the Bank Reconciliation May 2023 approved unanimous**

**0623010.3** To approve payment list May 2023

**RESOLUTION: To approve May’s payment list -approved unanimous**

**0623010.4** To accept Manager’s financial report and annual payment list.

**RESOLUTION: To approve Manager’s financial report and annual payment list.**

**0623010.5** To receive and authorise June’s payments as set out below.

Office £60 ME Sports £37.50 rent,

Weston Tree Care: - £880 & £120

Borleys £384 Elite £30

0623011. PLANNING

0623011.1 CONSULTATIONS

APPLICATION REFERENCE 23/00641/TPO

Proposal: Works to Lime (T1) crown reduction (Protected by Tree Preservation Order) Location: 5 Stanleigh Gardens Donisthorpe Swadlincote Derby

No Comment

APPLICATION REFERENCE 23/00213/FUL

PLANNING CONSULTATION

Proposal: Change of use of methodist church to a dwelling with proposed cesspool non mains drainage system and associated alterations

Location: Oakthorpe Methodist Church Chapel Street Oakthorpe Swadlincote

No Comment

0623011.2 Permissions

Application reference 23/00451/FUL

Registered 14 April 2023 Decision Date 26 May 2023

PLANNING PERMISSION

Town and Country Planning Act 1990

Renovation of existing property to include single-storey front and rear extensions, first-floor side extension and alterations to the existing roof to provide for additional living accommodation at The Firs 4 Measham Road Donisthorpe Swadlincote - Noted

0623012. DISTRICT

To consider any matters to be put before the District/County Councillor.

Not present

0623013. COUNTY COUNCIL

To consider any matters to be put before the District/County Councillor.

Not present

0623014 PROPOSALS TO MOVE INTO CONFIDENTIAL

0623015 CONFIDENTIAL EXCLUSIONS OF PUBLIC AND PRESS

Under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public will be excluded from the meeting for discussion of the following items as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

0623015.1 LC Insurance

**RESOLUTION: To give £200 towards remaining electric bill occurred during insurance restoration -approved unanimous**

0623015.2 Deeds

**RESOLUTION: To allow manager to incur land search and solicitor costs whilst investigating land deeds.**

To update council with costs monthly.

0623016 Date of next meeting – Wednesday 12th July 7pm

0623017. Meeting Closed 8.57pm