**Minutes of Full Meeting of Council, held on**

**Wednesday 8th March 2023 @ 7pm at Donisthorpe Youth Club, Church Street**

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

D Warren, D Gelder. R Dyason

Officers: K Grove – Manager/Clerk/RFO,

MOP x 2

Councillor Actions highlighted.

**032301 APOLOGIES**

Cllr Keeley – personal

District & County Cllr Ashman – personal

Forest Police - work

**032302**. 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**

# 032303. 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.

**None**

Friends of ODA Memorial Gardens – agreement

**RESOLUTION: Council approve and sign (Cllr M Warren & J Wilde)**

**Partnership Agreement between :- Oakthorpe, Donisthorpe & Acresford Parish Council & Friends of Oakthorpe, Donisthorpe & Acresford Memorial Gardens. Approved unanimous.**

**0304. MINUTES**

To approve as a correct record the minutes of the meeting held on Wednesday 11th January.

**RESOLUTION: To approve minutes of the meetings**

**Full Council -Wednesday 8th February**

**Finance Committee - Monday 21st November 2022**

**Finance Committee – Monday 30th January 2023**

**– approved unanimous**

**032305. POLICE MATTERS**

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

Clerk to email police re Sat morning 7th January - serious incident in Acresford - no police presence to accident. 999 was called but no response or follow up received.

**032305.1 POLICE REPORTS**

- 1st February to 28th February 2022- **noted**

**032306. GROUNDS AND RECREATION AREAS**

**032306.1** To receive reports from councillors.

Orchard bench – monitor

Bunting removed from Orchard trees.

**032306.2** The clerk to report on any items raised by the ground’s contractor.

**None**

**032306.3** To consider any other matters in relation to grounds and recreation facilities.

**032306.31** Acresford memorial grounds cleaning – completed.

Clerk to pass on councils complements on jet washing.

Clerk to pass on memorial garden tree maintenance compliments.

**032306.32** Memorial Grounds & Gates – Cllr Keeley

The memorial gates padlocked with a nylon covered cable and padlocked.

Reported Bars on gates rusting – Cllr Keeley to follow up.

**032306.33** Friends of ODA Memorial Gardens – agreement

**RESOLUTION: Council approve and sign Cllr M Warren & J Wilde**

**Partnership Agreement between :- Oakthorpe, Donisthorpe & Acresford Parish Council & Friends of Oakthorpe, Donisthorpe & Acresford Memorial Gardens**

*7.11pm MOPx1 left meeting*

**032306.34** The orchard & tree warden – Cllr Keeley

Weston Tree work is satisfactorily completed. Next survey recommended 2024.

**RESOLUTION: Approve payment for Arboreal works - £5350 – approved unanimous**

# 032307. CLERK’S REPORT

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

**032307.1** Leisure Centre

– Annual review due Feb 14/02/2023 –

- Flood/ insurance update

Awaiting drying out process to complete at end of March.

Industrial dehumidifiers & driers remain in place.

Centre closed inside for council’s insurance requirements.

Heater, hand drier & pipe work removed in council office – plastering complete in office – repair works continue.

**032307.2** Engagement of parishioners to stand for parish council.

Some parishioners interest for future.

Advertising

Face book

News letter

Banner

Not central location for people to visit,

Look at what else could be done.

Comment received -not seen dates advertised.

**-noted**

**032307.31** Coronation Engraving – Cllr D. Warren

**032307.32** Coronation Trees for Donisthorpe, Oakthorpe & Acresford

- Cllr D. Warren

Schools contacted -

Appointment arranged with Donisthorpe.

Cllr Warren to follow up with Oakthorpe.

Follow up next month.

Cllr D warren to contact Cllr Ashman re trees & plaques (stainless steel)

**032307.4** Policies:-

**032307.4 1** Health & Safety – amend date on front page.

**RESOLUTION: To approve Health & Safety Policy 2023– approved unanimous**

 **032307.4 2** Retention & Disposal

**RESOLUTION: To approve Retention & Disposal Policy – approved unanimous**

**032307.4 3** Grant Policy & Application form

**RESOLUTION: To approve Grant Policy & Application form– approved unanimous**

**032307.4 4** Honorary Freedom

**RESOLUTION: To approve Honorary Freedom Policy– approved unanimous**

**032307.5** School Awards Cllr D Warren

To follow up conversation with school

**032307.6** The Annual Parish meeting

The Parish council as a corporate body does not convene the APM, so does not need to resolve not to call one.

The APM ‘may’ (note this is not a must so not a statutory duty) be convened (where there is a parish council) by the chair of the parish meeting or any persons representing the parish on the district council, or any 6 local government electors for the parish.

The Parish meeting of a parish ‘shall’ (not MUST) on some day between 1sr March & 1st June. **(noted)**

**032307.7 MVAS data – how/where to publish (see paper work)**

Collect data & publish Every quarter onto Website, Notice boards & Facebook.

**0323077.8 Asset register 2023**

**Resolution: Updated Asset Register 2023 – approve unanimous**

**0323077.9** Projects List – Cllr McKendrick

Clerk to update into share point**.**

**RESOLUTION: TO remove completed project items off list**

**Shot blasters not keen –**

Memorial gates: to get quote for shot blasting.

**0323077.9 3VN report – Cllr McKendrick**

**032308. CORRESPONDENCE**

**032308.1** Copies sent via email.

**032308.2 Information sent to NWLDC & ME re waste bin**

Paperwork sent back/ signed. Copy of cancellation confirmation sent to ME with the legal requirement for business waste?

**032308.3 Election information – Voter id, pre-election period**

Adverts on notice boards/ website.

Three View News advertising voter ID needed to vote

**032308.4 MOP – Request ODAPC paint Hill St fence – update**

Ongoing to find contractor**.**

**032308.5 Community speed watch – update (see emails)**

To take place late March 2023

**032308.6 Notice board**

Cllr McKendrick to chase funding for replacement damaged notice board.

**032308.7 NWL Draft Local Walking and Cycling Infrastructure Plan**

**noted**

**032308.8 Domain update**

Clerk following up transfer.

**032308.9 The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.**

**032308.91** Ownership of track down side of Ramscliffe Housing/ Football field

Community group want access for field day – path very lumpy causes problems for stall holders.

Clerk to check.

-Checked Land registry

-Contacted Records office (awaiting response)

Housing dept – NWLDC track

Confirm – Farmer does not own track.

**032308.92** MOP Contacted re access to gas pipes through village. Electric very expensive during cost of living crisis.

Referred to Cllr Ashman

**032308.5 FINANCE**

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

 SLCC – Overpayment – refunded.

- Scribe health check

-Internal Auditor date - Tuesday 25th April

To remove 2nd Laptop Lenovo MPNXB7313029 FROM Asset list

**RESOLUTION: To removal of Laptop Lenovo MPNXB7313029 FROM Asset register – approved unanimous**

Any overspend from the budget is covered by underspend elsewhere or by income.

032308.2 To approve the Bank Reconciliation for February

**RESOLUTION: To approve the Bank Reconciliation for February – approve unanimous**

032308.3 To receive and authorise February payments list.

**RESOLUTION: To authorise February payments list – approved unanimous**

032308.4 To receive Feb payments as set out below.

Office Feb & March £100

Youth Club meeting room hire £20 .

Scribe – Health Check - £46.80

Minor Works/ Arboreal £5350

PC post box sign £48

Gazebo £219.99

**RESOLUTION: To approve payments listed above - approved unanimous**

**0323089.5** To receive and authorise Any additional payments received since the agenda went to print will be reported at the meeting.

**Lock Smith £158**

**03230910. PLANNING**

**03230910.1** **CONSULTATIONS**

**APPLICATION REFERENCE 23/00236/TPO**

Proposal: Works to 1 no Beech Tree (Protected by Tree Preservation Order)

Location: 20 Coronation Lane Oakthorpe Swadlincote Derby

No comments

**APPLICATION REFERENCE 23/00145/PNH**

Proposal: Erection of a single-storey rear extension measuring 4.1 metres in length, 2.60

metres in height to the eaves and 3.90 metres maximum ridge height

Location: 17 Seals Road Donisthorpe Swadlincote Derby

Is that appropriate - 1.3m from next house v close to property.

Neigh concern distance from boundary.

**APPLICATION REFERENCE 23/00076/VCU**

Proposal: Variation of conditions 2 and 3 of planning permission 20/01807/FUL to amend

design details and materials

Location: Mayfield 22 New Street Oakthorpe Swadlincote

No comment

**03230910.2 Permissions / Other**

**Application reference 23/00009/FUL**

Two storey and single storey rear extensions at 57 Buttercup Avenue Donisthorpe Swadlincote Derby

Noted

**Application reference 23/00008/FUL**

Erection of a single storey rear extension at 67 Moira Road Donisthorpe Swadlincote Derby

**Noted**

**03230911. DISTRICT**  **& COUNTY COUNCIL**

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

 **03230911.1 -** Info/update on the Stile/footpath in Oakthorpe which was altered and replaced by the builders a couple of years back?

Complaints received by councillors about lack of action and the difficulty of use.

LCC chasing the developer for the funding.

**Completed – Replaced – photographs in paperwork.**

**03230911.2** Oakthorpe Playground trees - *awaiting update.*

**03230911.3** Oakthorpe Playground light *- awaiting update.*

Home farm development Oakthorpe – funds for playground.

*- awaiting update*

 NWLDC will issue and invoice for the funds for the playground equipment and will get in touch once they have received these from the developer.

**03230911.4 - Moira Road**

MOP2 – Evidence bank sliding & trees leaning has gotten worse due to rain.

Chris Conway check safety in 2021

One dead tree covered in ivy. Lorries swinging out too far.

Cllr Ashman to follow up.

**03230911.5 MVAS locations,**

Awaiting feedback on stress testing for lampposts. LCC have suggested that it’s usually better to have separate posts for MVAS as the lamp posts often have weight limits.

**03230911.6**

MOP Gas line through Donisthorpe) -gas pipe - deferred.

**03230911.7** LRALC/ Pipe/ HWF projects

Louise Bennet from Highways aware of pipe issue – on going.

Awaiting meeting to discuss HWF projects.

*7.58pm*

**03230912 PROPOSAL TO MOVE INTO CONFIDENTIAL**

*7.58pm MOPx1 left meeting*

**03230913 CONFIDENTIAL EXCLUSION 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.**

**03230914 Leisure Centre**

Cllr D Gelder, M Warren & N Antill-Holmes to attend meeting.

**03230915.** Date of next Full Council Meeting – Wednesday 12th April 7pm

**03230916**. 8:48pmMeeting Closed