Minutes of Full Meeting of Council, held on

Wednesday 12th October 2022 7.30pm at

Oakthorpe Community Leisure Centre aka ME Sports East Midlands Centre.

Present: Cllrs S McKendrick (chair), R Dyason, C Keeley, D Gelder

Officers: K Grove – Manager/Clerk/RFO,

Councillor Actions

**102201 APOLOGIES**

Cllrs D Warren & M Warren – personal

Cllr N Antill-Holmes

Cllr R Ashman – personal

PCSO M Fearn

**102202**. 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.

**Cllr McKendrick -** Allotment association guidance as allotment holder

# 102203. 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**

**102204. MINUTES**

**100104.1** To approve as a correct record the minutes of the meetings held on: -

**RESOLUTION** **To approve the minutes of the meetings held on:-**

**Wednesday 13th July – approved unanimous**

**Finance Thursday 26th May – approved unanimous**

**September record - noted**

**102205. POLICE MATTERS**

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

**102205.1** Police surgery held at Oakthorpe ME Sports 19/07.2022 – Cllr Keeley report noted

***19.34pm Cllr Gelder arrived***

Donisthorpe - Suspicious activity at church. car left running outside 2x Eastern European men. Reported to the police

**102205.2** Oakthorpe Patch walk on Thursday 27th October 10-12 **noted**

* Clerk to write to ME Sports with OCLC actions including permission to remove and dispose of: - OCLC sign & bike racks

**100105.3** POLICE REPORTS - **noted**

-1st July to 31st July 2022

- 1st August to 31st August 2022

- 1st September to 30th September 2022

**102206. GROUNDS AND RECREATION AREAS**

**102206.1** To receive reports from councillors.

**Bench report – Cllr D Warren – noted**

**102206.2** The clerk to report on any items raised by the ground’s contractor.

-Acresford Memorial Garden to be taken to knee hight and self seeders removed

-Council thank contractor R Evans on the super job on Orchard prior to Apple Day

**102206.3** To consider any other matters in relation to grounds and recreation facilities.

**102206.31** Spring Bulbs Scheme update, spring bulbs arrived

**RESOLUTION : To pay for all bulbs including community group order – approved unanimous**

**102206.32** Padlocks -to be replaced – Cllr Warren

**102206.33** Orchard Walkaround Friday 2nd September 10am – Cllr Keeley (report in paperwork) noted

.- Proposed training update

No training report - advised tree work to be done before maintenance training – quotes enclosed.

**102206.34** Orchard tree – to be removed (Tree Survey p14 tree 9 remove & treat stump)

– quotes enclosed.

Tree to be cut down will be logged so residents can use

**RESOLUTION: Weston tree care granted total contract including Orchard removing tree -– approved unanimous**

Training has been superseded for another year until spring 2023

Clerk to look into Tree Warden training

- Action plan needed for the tree survey.

Cllr Keeley & Dyason to work in sub group to provide action urgent list – 11/01/23

**102206.35** The Orchard Allotment Society plot holder tenancy agreement (paperwork) noted

Defer to committee

**102206.36** Planters – date to be arranged –

All planter to be place by end of Dec –

Defer to Nov

**10226.37** Orchard Fencing update – Cllr Warren

**10226.38** Memorial Garden Tree remove tree

(Tree Survey p18 tree Ref: 2 Lime Tree)

**RESOLUTION: Weston tree care to remove memorial garden tree** **-– approved unanimous**

**10226.39** Parish Walk – (report in paperwork) Noted

Oakthorpe CLC/ ME sport ground –

Clerk to report findings to ME Sports

**RESOLUTION: Permission given to ME Sports to remove and dispose of OCLC sign, posts and bike racks.** **-– approved unanimous**

**RESOLUTION:- To remove bike racks from asset register-– approved unanimous**

- Acresford- Queen’s coronation bench

Cleaning, treating –

Cllr McKendrick declared an interest in recommended contractor

**RESOLUTION: Council pay labour & materials for cleaning and treatment of jubilee bench memorial bench – approved unanimous**

- Queen Elizabeth commemoration plaque to go on bench

- King Charles Commemoration plaque to go on bench once Coronation takes place.

Cllr D Warren asked to acquire both plaques

**10226.4** ROSPA report – (report in paperwork) noted

- light raised. Clerk to report again to LCC along with tree concerns

**10226.5** NWLDC proposed site visit for Ramscliff Estate 12th Oct – postponed to be rearranged.

# 102207 CLERK’S REPORT

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

**102207.1** Delegated Authority – finished

**102207.2** Parish Fair - (report in paperwork) noted

**102207.3** Insurance – Cyber security

**RESOLUTION: Approve payment £299 to acquire Cyber Security Insurance from BHIB**

**102207.4** Joint Charter

**RESOLUTION: To support NWLDC’s joint charter– approved unanimous**

**102207.5** Remembrance Day – Cllr D & warren to install

Clerk to ask Cllr Ashman if he will take them down. Poppies down/ Police info requested

**102207.6.1** MVAS locations

Acresford – Burton Road - noted

Oakthorpe - Measham Road - noted

**102207.6.2** Purchase of 3rd MVAS for Parish – Donisthorpe & extra clips x3 to be able to move MAS around.

**RESOLUTION: Purchase WESCOTEC Mobile solar powered MVAS 3x extra sets of clips x3. – approved unanimous**

**02207.7** AVFC request to install port-a-loos or a permanent structure on Donisthorpe/Ramscliffe field.

Clerk to write to AVFC to understand what they have in mind in terms of plans,/ funding, duty of care, power (none on site) drainage.

**102207.8** Projects list updated – Cllr McKendrick **noted**

**102207.9** Quotes for OCLC to be evaluated for insurance (see paperwork)

**RESOLUTION: Council approve Quote from Insurance Reinstatement Cost Assessment from Barratt Corp & Harrington Ltd – approved unanimous**

**102207.10** Highway funds proposed requested actions (see paperwork)

**RESOLUTION: Approve Highway fund project list** **– approved unanimous**

**102207.11** End of Delegated powers n/a

**102207.12** Heat Bank- work with AWTC Defer to Cllr Warren

**102207.13** 3VN article -centre spread **– ‘What councillors do’**

**RESOLUTION: To approve purchase £140 for one month (November) centre fold 3VN – approved unanimous**

**102208. CORRESPONDENCE**

**102208.1** Copies sent via email

**102208.2** Donisthorpe defibrillator – Cllr Keeley

Jim Vicarage – collaborating with Guide Leader

At present been taken away to be fix

**102208.3** 3VN report – Cllr D Gelder - **noted**

**102208.4** – Parish Online – digital mapping **– noted**

**102208.5 –** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

**102208.51** MOP1 – Mess of flower bed near rainbow bench in Donisthorpe.

Why do council not have a sign saying it is a wild flower area -

Parden the weeds we looking after the bees

Before the meeting this has been cut down.

Cllr McKendrick to follow up with group re :-sign.

**102208.52**

**APPLICATION REFERENCE 22/01356/DEM**

Proposal: Demolition of garages (prior notification of demolition)

Location: Garages 1 To 8 Jubilee Terrace Donisthorpe Derby

**No Comment**

**102208.53** Unity Trust confirmed eligibility at present for financial services compensation scheme - noted

**102208.54** LRALC Internal audit review 2022 - noted

**1022009 FINANCE**

**1022009.1 RFO to report on the Council’s current financial position.**

Chair added as signatory to UT account note

Shredder- remove from asset register

**RESOLUTION: To remove shredder from asset list** **– approved unanimous**

Approve amended AGAR

**RESOLUTION: Amended Agar sent in September approved – – approved unanimous**

External Auditor exception report - noted

Lindsay Weaver Pro bono Financial Advisor -

The table in the new JPEG guidance does not show the joint committees share of money in a bank account!!!!

Council will just have to tick boxes - JPEG may choose to disregard the legal agreements but I believe they provide trust and transparency between the two councils. noted

Internal auditor complaint - LRALC written noted

**RESOLUTION: To continue beyond 9pm - – approved unanimous**

**102209.2** Clerk/Manager/RFO Appraisal - defer

**102209.3** To approve the Bank Reconciliation for July. August & September

**RESOLUTION: Approve the Bank Reconciliation for July. August & September unanimous**

**102209.4** To receive and authorise July, August & September payments list.

**RESOLUTION: To approve July, August & September payments. Unanimous**

**102209.5** To receive and authorise Any additional payments received since the agenda went to print will be reported at the meeting.

**RESOLUTION: To receive and authorise the additional payments received.**

MUGA £22581.72 (£8064.90 -deposit paid, £18818.10 + £3763.62 VAT (Covid Grant paying for resurfacing)

ROPA £204.60 BB Trees LTD £252 **approved unanimous**

**102209.6 Finance Committee**

Meeting held on TEAMS Wednesday 24th August – Cllr McKendrick

1st Quarter Budget review

Future expenses to consider in future budget

- election costs

- building reserve pots

- projects

-concern over insurance unknown rising cost - noted

1st Budget meeting held 29th September

Working out precept cost

Clerks hours -

2nd meeting to be arranged

**-** Ring fence bench grant money £2000

**RESOLUTION: Approval to set up £2000 bench pot in reserves from grant funds for benches on Donisthorpe Memorial Garden– approved unanimous**

**102210. PLANNING**

**102210.1** **CONSULTATIONS**

**APPLICATION REFERENCE 22/01380/FU**

Proposal: Demolition of existing detached garage and erection of a single storey rear extension and single storey side car port

Location: 108 Ashby Road Donisthorpe Swadlincote Derby

**No Comment**

**APPLICATION REFERENCE 22/01355/FUL**

Proposal: Alterations to existing Memorial Park boundaries including increasing

pedestrian entrances and remedial works to existing walls and piers

Location: Memorial Garden Church Street Donisthorpe Derby

**No Comment**

**APPLICATION REFERENCE 22/01488/FUL**

Proposal: Erection of detached garage

Location: Brookfield Cottages 3 Coppers Close Acresford DE12 8AX

**No Comment**

**APPLICATION REFERENCE 22/01452/FU**

Proposal: Erection of a first floor side extension, single storey rear extension conversion

of existing garage into study/office with associated external alterations.

Erection of detached single storey granny annexe to rear garden

Location: The Firs 4 Measham Road Donisthorpe Swadlincote

**No Comment**

**Application reference 22/01374/NMA**

NON MATERIAL AMENDMENT

Town and Country Planning Act 1990

Non-material amendment to planning permission 21/00846/FUL to amend windows at Church View Barns Measham Road Acresford Leicestershire

**No Comment**

**102210.2 Permissions / Other**

OUTLINE PLANNING PERMISSION

Town and Country Planning Act 1990

Demolition of existing buildings and erection of up to three dwellings (Outline -

details of access and layout for approval) at 49 Chapel Street Oakthorpe Swadlincote

**Noted**

**Application reference 22/01348/NMA**

NON MATERIAL AMENDMENT

Town and Country Planning Act 1990

Non material amendment to planning permission 21/02301/FUL to include minor alterations to rear window at 2 Finney Close Donisthorpe Swadlincote Derby

**Noted**

**APPLICATION REFERENCE 22/00258/FUL**

NOTIFICATION OF WITHDRAWN APPLICATION

Proposal: Change of use of land to include a beer garden, marquee, catering

container, outside bar, 2 no. storage containers, bin store, and

community play area (retrospective application)

Location: Halfway House 65 Church Street Donisthorpe Swadlincote

**Noted**

**102211 DISTRICT**  **& COUNTY COUNCIL**

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

None – not present

**102212. OUTSIDE BODY REPRESENTATIVE**

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

bodies since the last meeting of the Parish Council.

**102212.1** Pipework – Church Street – update Cllr Keeley

Gotten no where as an individual or as a councillor

Very concerned about the damage to road bed over time –

Clerk to contact LRALC for legal advice.

**102212.2** Donisthorpe Notice Board – update – no response via email.

Cllr McKendrick to phone office

**102212.3** Friends of ODA Memorial Gardens - permission to run the project and to maintain the gardens.

Defer awaiting guidance and paperwork from VAL

**102212.4** Friends of Oakthorpe - Cllr D Warren -defer all until Nov

**102212.41** Gates into Oakthorpe Village

**102212.42** Planters in Oakthorpe

**102212.43** Bulb planting –identified.

**102213** Proposal to move into confidential 21.16pm

**RESOLUTION: To move into confidential – approved unanimously**

**102214 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.**

**102214.1** Grounds

**RESOLUTION: Put it in writing if contract breach – approved unanimous**

**102214.2** Date for finance – clerk hours add to Nov meeting

2nd Budget meeting 2023/2024 Nov 24th online 7pm

**102215**  Date of next Full Council Meeting – Wednesday 9th November 7.30pm

**102216.** Meeting Closed 9.20