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Minutes of the Meeting of Oakthorpe, Donisthorpe and Acresford Parish Council held on Wednesday 5th May 2021 by remote access at 7.00 pm.

**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

Cllr S Sheehan

**052101 Election of Chairman of the Parish Council**

Cllr S McKendrick nominated & voted in as chair - **unanimous.**

Declaration of acceptance of office signed & witnessed.

**052102 Election of Vice Chairman of the Parish Council**

Cllr N Antill-Holmes nominated & voted in as vice-chair - **unanimous.**

Declaration of acceptance of office signed & witnessed.

**050103 APOLOGIES**

**None**

**052104 DECLARATION OF MEMBERS INTERESTS**

**None**

# 052105 PUBLIC QUESTION SESSION

**None**

**052106 RESOLVED:** Minutes of the Meetings held on Wednesday 14th April - approved and signed as a true record **unanimous.**

**052107 Review delegation arrangement for committees & outside body representation**

**RESOLVED** Delegation arrangements to committees and outside body representation, are the following - **unanimous.**

a. Parish Council Finance Committee members

Cllr Gelder

Cllr Antill-Holmes

Cllr McKendrick

Cllr R Dyason

c. Joint Burial Committee

Cllrs McKendrick, D Warren, M Warren, J Antill, N Antill-Holmes

d. Allotment site

Cllr N Antill-Holmes

e. Tree Warden/Donisthorpe Orchard site

To be reviewed – formal agreement needed.

f. Canal Trust

Cllr Dyason

g. Moira Replan.

Cllr Warren

**052108 RESOLVED**: To re-appoint Mr Martin Cooke as Internal Auditor for the Parish 2021/2022– **unanimous.**

**052109** Date for the 2021 Annual Parish Meeting

13th April 2022

**052110** To review the Council’s Asset Register

**052110.1** Removal/scrapping of CCTV system box/monitor & video £3418

**RESOLVED** To remove & scrap CCTV system listed on old asset register -**unanimous**

Clerk to see if equipment can be sold on.

**052110.2** OCLC inventory & assets

**RESOLVED –** To approve Parish Council’s asset list 2021. **unanimous.**

**052110.3** ODAPC asset list

**RESOLVED –** To approve OCLC asset list 2021. **unanimous.**

Finance Committee to look at depreciation costs.

Cemetery Fixed Asset register **- noted.**

**052111** To review Standing Orders for the Council & Code of Conduct

**052111.1 RESOLVED:** To approve and accept standing orders 2021 – **unanimous**

**052111.2 RESOLVED:** To approve Code of Conduct - **unanimous**

**052112** To review the Council’s Financial Regulations, committee terms of reference & risk assessment.

**052112.1 RESOLVED** To accept Financial regulations 2021- **unanimous**

**052112.2 RESOLVED** To accept Finance committee terms of reference - **unanimous**

**052112.3 RESOLVED** To approve ODPA Risk assessment 2021/2022 - **unanimous**

**052113 POLICE MATTERS**

Council thanks the police for their report:

Asb- Youths. Youths being abusive towards member of the public @ Donisthorpe Woodlands Centre

Asb- Youths. 6 Youths causing Antisocial behaviour on Buttercup Avenue

Asb- Youths. Youths causing issues on Buttercup avenue.

Sus Vehicle- Vehicle seen acting suspicious on Chapel Street, Donisthorpe.

Asb-Bikes/Youths. Youths causing issues in Quad Bikes. Measham Road, Oakthorpe.

There is an open sentinel for Off road Bikes causing issues on the Trails.

Concerns over lack of police presence with people now going to pub. Traffic increase & speed on A444 – police presence requested.

Clerk -to contact Inspector Jason to ask when local police vacancies will be filled.

**052114 GROUNDS AND RECREATION AREAS**

To receive reports from OCLC and councillors

Caretaker gave verbal report. (written report sent to councillors.

- Car park sign – Management cannot accept responsibility for loss or damage of property or vehicles in this car park. - noted

Kitchen floor lifting – safety concern – Cllr M Warren to investigate.

**RESOLVED**: Showers will not be available at the current time, but this will be reviewed.

**- unanimous**.

**052114.2** To receive reports from councillors.

**None**

**052114.3** The clerk to report on any items raised by the ground’s contractor.

**None**

**052114.4** To consider any other matters in relation to grounds and recreation facilities.

- Donisthorpe Orchard boundary

Andrew Poole Public Rights of Way Inspector LCC – will visit site to establish ownership and report back.

- Oakthorpe Allotment suggestion

Proposed areas being considered by NWLDC - on going

- Memorial Garden Update – noted

Gates are listed as a war memorial – anything needed to be done PC will seek advice.

- Donisthorpe Community Group request (email sent to councillors)

Clerk to advise of council’s approval and offer to fund bulbs. The Donisthorpe Community

**RESOLVED**- Council to approve planting and offer £50 towards the flower bulbs to the community group. -**unanimous.**

Council agree wheel could be moved.

Clerk to request further information -What sort of paint is needed and how much time do the group believe it would take?

**052115. Leisure Centre review**

**052115.1** Parish Questionnaire results update -Report sent to council.

**052115.2 MUGA update**

Group looking into grants.

**052115.3 Next steps**

Council needs all the information. To make a formal decision.

VAL is it a viable business or not?

Talk to District Council for a rescue plan – is there funding to expand? A consultant available to look at the building structure and advise on extension possibilities. Can the building be extended or not. Aware of structural information.

Request District give support on viability of the business.

Clerk to ask VAL to look at if options can be provided - viability of business going forward or if information and evidence says otherwise.

Cllr Ashman recommended Publicity on the situation to gain public support.

**052116. CLERK’S REPORT**

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

**052116.1** Court out-come-to temporarily continue online meetings & scheme of delegation.

Clerk fed back on legal outcome for ending of remote meetings.

Legally face to face meeting should commence.

Recommended delegating powers to clerk until July’s meeting.

No public meetings can be arranged – Cancel Public June meeting (informal – no resolutions meeting to be held for council in June). It is illegal to make any formal decisions (RESOLUTIONS) as these can be challenged.

**RESOLVED:** To approve Temporary Scheme of Delegation 2021 **-unanimous.**

**RESOLVED:** To approve tempory delegation to clerk until July 14th, 2021 **-unanimous**.

**052116.2** IT provision – defer.

**052116.3** Council Vacancy

Vacancy reported to NWLDC.

Review advertising for post in July.

**052116.4** IM MVAS – installation and data collection

**RESOLUTION:** Cllr Gelder to install A444 MVAS & collect data. Which will be shared with Police & ODAPC --**unanimous.**

Cllr Gelder to inform clerk of details of the people who will help install the mobile MVAS. Clerk to inform insurance company.

**052116.5** Update Interests & contact details

Councillors to send clerk any amended details.

**052116.6** 3VNs report (year dates sent in papers) **Noted.**

**052117. CORRESPONDENCE**

**052117.1** Email Copies sent

**052117.2** MOP contact

1. MOP 1 - Hill Street box

Road Safety Unit covert speed survey of Hill Street Donisthorpe 12-19 April

During this time 33% of vehicles were found to be exceeding the enforcement threshold of 10%+2mph

This represents poor compliance with the speed limit. Enforcement visits will follow from the Local Beat Team or Police Safer Roads Team.

**ii)** MOP 2&3 Village traffic survey

7 MOPs asking about traffic survey. Re concerns over traffic impact from IM development.

Information & costings from Richard Garrett Senior Transport Analyst shared with council prior to meeting.

Cllr Gelder to contact IM about traffic monitoring data.

Council to look at data already available.

Council part of ‘Speed Watch’ scheme.

Cllr S Sheehan - to write to IM to ask for any available traffic data.

1. Oakthorpe Roadwork lights

Reports from residents of passing issues when lights are out. Noted

**052117.3** Chubb

Formal complaint made regarding sharing information with a third party without permission of council. Noted

**052117.4** Joint Burial Committee notice of resignation - Noted.

**052117.5** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda. None

**052118 FINANCE**

**052118.1** RFO reported on the Council’s current financial position.

-Pension tax update

Council’s pension tax responsibility for 2020-2021is all up to date with HMRC

- Cllr McKendrick observed correct payment of salary - noted

-Clerk observed correct pension payment. -noted

Making clear we are transparent, and council is scrutinising finances.

- Internal Auditor date – 11th May- noted

- First half of Precept £40500 paid into account on 30th April 2021

Statement of accounts and bank reconciliation to 29th April 2021 were discussed.

End of year accountancy statements presented

**052118.2i** **RESOLVED** Council approve s1 box 7 ‘No’ statement –‘Not implemented recommendation of external auditor because the matter is ongoing. We do not agree and are trying to get financial guidance undated.’ **unanimous**.

**052118.2ii** **RESOLVED** Section 1 of the Annual Governance and Accountability (AGAR part 3) approved -**unanimous.**

**052118.2iii** **RESOLVED** Section 2 of the Annual Governance and Accountability (AGAR part 3) approved --**unanimous.**

**052118.3** BHIB insurance renewal offer considered and discussed.

**RESOLVED**: Insurance Policy be renewed with BHIB for 2021/2022- **unanimous.**

**052118.4** **RESOLVED** Bank Reconciliation to 29th April 2021 accepted & approved – **unanimous**

**052118.5** Cllr Warren to confirm bank reconciliation & bank statements are verified as a true record in-line with financial regulations.

**All four financial quarters 2020/2021 checked, approved & signed**

**052118.6** **RESOLVED**: The payments list for May approved (on website under meeting paperwork- **unanimous**

**RESOLVED** Approve additional payments £89.70 OCLC Printer ink **- unanimous**.

**052119. PLANNING**

**052119.1 CONSULTATIONS**

APPLICATION REFERENCE 21/00611/DEM

Proposal: Demolition of community centre (prior notification of demolition)

Location: Community Centre Ramscliff Avenue Donisthorpe Derby

No Comment

APPLICATION REFERENCE 21/00126/VCU

Proposal: Variation of condition 2 attached to planning permission ref: 18/01577/FUL to amend the design of the dwellings and garage block

Location: 17 Moira Road Donisthorpe Swadlincote Derby

No Comment

APPLICATION REFERENCE 20/02031/FUL

Proposal: Erection of single storey side and rear extensions

Location: 50 Church Street Donisthorpe Swadlincote Derby

No Comment

APPLICATION REFERENCE 21/00438/OUT

Proposal: Demolition of existing buildings and erection of up to three dwellings (Outline -details of access and layout for approval)

Location: 49 Chapel Street Oakthorpe Swadlincote Derby

Concerns over risk of flooding with additional properties. History of flooding locally.

**052119.2 Permissions**

Application reference 21/00263/TPO

Works to 1no. Apple tree (Protected by Tree Preservation Order)

at 23A Ashby Road Donisthorpe Swadlincote Derby

Noted

Application reference 21/00317/FUL

Change of use of part of existing garage to a studio business for personal training at 6 Buttercup Avenue Donisthorpe Swadlincote Derby

Noted

Application reference 21/00047/FUL

Erection of single storey rear and side extensions and loft conversion including rear dormer at 12 Chapel Street Donisthorpe Swadlincote Derby

Noted

**052120. DISTRICT COUNCIL**

Cllr Ashman updated the meeting on current matters.

**052121. COUNTY COUNCIL**

Cllr Sheehan updated the meeting on current matters.

**052122. OUTSIDE BODY REPRESENTATIVE**

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

bodies since the last meeting of the Parish Council.

**None**

**052123. Date of next meeting** –

Wednesday 14th July Full Council Meeting OCLC time 7pm

**052124. Meeting Closed**

**9.30pm**