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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

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**

**Check if can be sold. Residual value**

**052110.2** OCLC inventory & assets

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

**052110.3** ODAPC asset list

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

**Take to finance COMMITTEE DEPRICATED REFEREDT O FIN**

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.

Inspector Jason when 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 look.

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

**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 to approve planting – council will pay for the flowers.- £50 towards the flowers

Council agree wheel could be moved, what sort of paint – how much time

**052115. Leisure Centre review**

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

**052115.2 MUGA update**

**Nothing going group looking into alternative 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 – funding to expand. – consultant to advise on building structure to add to.

Any other advice – structure of the building can it be extended or not. Aware of structural information.

District give support on viability of business

Clerk to ask VAL to look at if option – to provide information on viability of business going forward.

Publicity to get 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 meeting to be calling in June). Illegal to make any decisions (RESOLUTIONS) as these can be challenged.

**RESOLVED:** To approve Temporary Scheme of Delegation 2021

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

**052116.2** IT provision – defer

**052116.3** Council Vacancy

Vacancy reported to NWLDC

Review advertising for post in June.

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

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

**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 prior to meeting.

Cllr Gelder to talk to IM to look data to contact IM re traffic monitoring

Council to look at data already available

Speed watch scheme.

Cllr S Sheehan - to write to IM to ask for 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 is all up to date with HMRC

- Cllr McKendrick observed payment of salary - noted

-Clerk observed pension payment. -noted

Making clear we are transparent, and council is being scrutinised.

- 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

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

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

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

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

**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 quarters 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

**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

**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 Sheahan 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.

**052123. Date of next meeting** –

Wednesday 9th June meeting of Council 7pm

Wednesday 14th July Full Council Meeting OCLC time?

**052124. Meeting Closed**