[clerk@odapc.com](mailto:clerk@odapc.com)

*Kelly Grove Sent Wednesday 1st September 2021* <http://www.odapc.co.uk>

Minutes of the Meeting of Oakthorpe, Donisthorpe and Acresford Parish Council held on Wednesday 8th September 2021 @ 7.00pm Oakthorpe Community Leisure Centre.

Present: Cllrs: S McKendrick (Chair), D Warren, M Warren, C Keeley

Officers: K Grove – Clerk/RFO, Dale Pearce (Caretaker),

Also, Present:

Cllr R Ashman

**092101 TO RECEIVE APOLOGIES FOR ABSENCE.**

**Cllr R Dyason -personal**

**0921002.** 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.

**9.3 Heritage board Cllr McKendrick**

**0921003. 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**

**0921004. POLICE MATTERS**

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

**OAKTHORPE, ACRESFORD & DONISTHORPE PARISH COUNCIL REPORT**

**POLICE UPDATE SEPTEMBER 2021**

Thebeat team has been running at reduced capacity over the last couple of months, with only PC Rachael Walker and PCSO Madeline Fearn on the team. We apologise for any inconvenience this may have caused however this has been due to staff moves and abstractions.

We are however pleased to announce the arrival of PC 1389 Russell Leech who is due to join the team as of 16th September 2021. PC Leech has a wealth of experience and has completed numerous roles within his career including Neighbourhood Policing, Investigation Team and Response. I’m sure you will all help to make him feel very welcome.

BEAT TEAM CONTACTS:

If you need to contact a member of your beat team and the enquiry isn’t urgent then the easiest way to do this is via email, you can either do this through the Leicestershire Police website or on the details below: Please do not report crime or Incidents via emails as the messages are not always monitored.

northwestleicestershire.npa@leicestershire.pnn.police.uk

SGT 4107 Gary Sirrell - gary.sirrell4107@leicestershire.pnn.police.uk

PC 4667 Rachael Walker – Rachael.Walker@leicestershire.pnn.police.uk

PC 1389 Russell Leech – Russell.Leech@leicestershire.pnn.police.uk

PCSO 6686 Madeline Fearn – Madeine.Fearn@leicestershire.pnn.police.uk

OAKTHORPE, DONISTHORPE & ACRESFORD IMPORTANT CRIME TRENDS (08/08/21 – 07/09/21)

None

CURRENT – ANTI SOCIAL BEHAVIOUR REPORTS (sentinel)

None

**0921005. MINUTES**

Minutes of the Meetings held: -

Full Council Meeting Wednesday 14th July 2021 & Extraordinary Council Meeting Wednesday 25th August - approved and signed as a true record -**unanimous.**

**0921006. GROUNDS AND RECREATION AREAS**

To receive reports from OCLC and councillors

**0921006.1** OCLC caretakers report

**Holiday cover -** Thursday/Friday eve cover needed clerk to write to council

**Post office –** Takes HSBC payments - Request to order paying in card

**RESOLUTION: - Council approves applying for HSBC card for paying in**

**cheques/cash only- unanimous**

**0921006.2** To receive reports from councillors.

Bench audit in progress- Thank you to Cllrs D&M Warren

*7.13pm Caretaker leaves meeting*

**0921006.3** The clerk to report on any items raised by the ground’s contractor.

None

**0921006.4** To consider any other matters in relation to grounds and recreation facilities.

None

**0921006.41**-Grounds contracts –

Clerk to offer present contractors 1yr extension to present contract –

Draft amended grounds contract – be written with standard clauses to be shared at October meeting

**RESOLUTION - Council extend contract on year until sept 31st 2022- unanimous**

Annual inspections - walk around parish with clerk to be arranged for early October

**0921006.42-** Oakthorpe play area – Checked by council – no change

**0921006.43-** Parish Tree Survey

**RESOLUTION: To approve quotation of £1464 to perform a complete tree survey Parish Council Trees - unanimous**

**0921006.44-** Oakthorpe Allotment update

Identified Stretham view land not considered suitable by NWLDC

Write in 3 VNs asking who wants Oakthorpe allotments

**0921006.45-** Memorial Grounds wall **-** Proposed structural survey – next month

Re capped as part of grant? – pointing issue? – await survey

**0921006.46**- Parish Handy Person – Carry to Oct

Councillors can perform maintenance work – confirmed with Insurance. As long as they are not doing things that are hazardous or need specialist training or equipment

**0921007. Leisure Centre review**

**0921007.1** ME Sports – LC usage request

**RESOLUTION: Council supports ME Sports request to use cent on the basis they provide a 25% contribution of income raised to go towards council costs. Also provide a review of how it has gone. - unanimous**

**0921007.2** OCLC car park markings re-painted

Approved due delegated powers.

-ME sport raised issue. Disabled/older people cannot access centre on foot as the slope is too steep.

Accessibility audit needed. – Clerk to contact Cat Ridgeway NWLDC

**0921007.3 Working Group & solicitor action**

Legal agreement in progress

First draft to be sent to working party.

**0921008. CLERK’S REPORT**

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

**0921008.1** Council requests update – sent by email.

**0921008.2** Weebly issues

Web site not working reported to monitoring officer & advertised on notice boards.

**0921008.3** IT provision update – Cllr Antill-Holmes – forward to October

**0921008.4** Acresford MVAS post LCC permission forms **–**

Clerk to write to residents to approve post placement

**0921008.4i**- Acresford - Memorandum of understanding

**RESOLUTION: Council approve signing of ‘****Memorandum of understanding’- unanimous**

**0921008.4ii**- Acresford - Application of structure

**RESOLUTION: Council approve signing of ‘Application to place a structure’- unanimous**

**0921008.5** Wish list

Forward to finance meeting**.**

**0921008.6** Retention & Disposal Policy approved

**0921008.7** 3VNs report – Cllr M Warren to write report

**0921008.8** Green shoot grants applied for – noted

**0921008.9** GDPR

1. Email contact privacy notice -
2. Councillor resignation checklist - approved
3. Security compliance checklist – signed by council members present
4. Consent form - approved
5. Protection awareness check list for councillors – signed by council members present
6. New councillor privacy notice - approved
7. Assessment of personal data held by PC -consent needed

**RESOLUTION: Councillor give consent for council to hold their personal data - unanimous**

**0921008.10** Removal of 1x picnic bench (OCLC) from asset register due to damage beyond repair.

**RESOLUTION: To remove bench from asset register - unanimous**

**0921008.11** Albert Village Ramscliffe licence signed & paid. noted

**0921008.12** Delegated powers ended 8th September

**0921008.13** Committee Membership – amend finance committee

**RESOLUTION: To add two more councillors to finance committee. - unanimous**

**Cllr D Warren, Cllr Keeley**

**0921009. CORRESPONDENCE**

**0921009.1** Copies sent via email

**0921009.2** MOP contact

**0921009.2i** Request for a ‘chat bench’

Designated bench in each of the villages - to be identified by councillors.

Suggestion: - Schools to design sign for chat bench – parish council

**RESOLUTION: A bench is designated a chat bench- unanimous**

Clerk to contact both schools

Cllr Gelder to ask some children/families in the village to designate a village chat bench

**0921009.2ii** Request PC to write to LCC about **c**losing off Measham Road in Acresford

Clerk to write to county council

**0921009.2iii** Install Flower boxes at sides of busy roads to make look narrower to slow down traffic

Council to consider a bid to highway fund**.**

**0921009.2iv** Make entrances to villages attractive, clear & tidy.

Wish list request

Cllr Warren to collate information of where parish planters are situated

**0921009.3** Permission request for tempory heritage board – approved under delegated powers, noted

Outside memorial ground historical board. Ends 19th Sept

**0921009.4** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

* Remembrance – lamp post poppies collected
* LRALC/LCC Annual Liaison Event Saturday 18th September 2021 (email sent)

Cllr D&M Warren to attend.

* Covid - If a member of the council feels unwell, please can they take a lateral flow test prior to attending any meeting.

**09210010 FINANCE**

**09210010.1** RFO to report on the Council’s current financial position.

PK Little John requested further information.

Caretaker wages rise in line with Derbyshire scales

PAYE 1st quarter £51.44 paid + £24.22 = £75.66

HSBC – charging for charities, this could include HSBC's Small Business Bank Account – budget implications - noted

*Large amounts due out of account – solicitor fees & tree works*

**09210010.2** Accounts were open to be viewed Mon 14th June- Fri 23rd July. - no request made.

**09210010.3** To approve the Finance Report **approved- unanimous**

**09210010.4** To approve the Bank Reconciliation for July and August

**RESOLUTION: To approve July & August reconciliations** **– approved unanimous**

**09210010.5** To receive July & August payments as set out in payments list.

**Approved - unanimous**

Any additional payments received since the agenda went to print will be reported at the meeting.

£528 Highway Road Services Limited -**approved - unanimous**

**09210011. PLANNING**

**09210011.1 CONSULTATIONS**

**APPLICATION REFERENCE 21/01574/REM**

Proposal: Demolition of existing cottages and erection of up to three dwellings and one

bungalow with associated garaging (reserved matters of access, appearance,

landscaping, layout and scale to outline application 20/01344/OUT)

Location: 19 School Street Oakthorpe Swadlincote Derby

No Comment

**APPLICATION REFERENCE 21/01585/FUL**

Erection of a first-floor extension to the front elevation

Location: 22 Main Street Oakthorpe Swadlincote Derby

No comment

**APPLICATION REFERENCE 21/01379/OUTM**

Proposal: Demolition of existing public house and erection of up to 11 dwellings (outline

application - means of access and layout for approval)

Location: Masons Arms 1 Church Street Donisthorpe Swadlincote

Matters for consideration:

-Concerns over cars parking on the junction despite a car park on the plan, as people tend to park in front of their house.

-Concerns that these roads and junction are heavily used during term time for school children and parents.

-A suggestion has been made that the developer pays for installation of traffic lights which was solve a lot of the concerns.

-**Two comments do not make a consultation with local residents. Council ask How was consultation with residents carried out and where was it advertised?**

-Increase in comings and goings on an already busy junction, visibility approaching the junction on gradients needs to be considered needs along with a traffic management scheme e.g., lights.

-Infrastructure needs to be taken into account; public transport service poor, no buses after 5 pm in the evening. less flexibility for employment opportunities unless you have a car.

-Access to health services is under pressure already; more housing developments being created, are there plans to increase capacity of health services?

Note: -This will be the 3rd Public House to be developed by for housing over the last five years in this Parish.

Oakthorpe Donisthorpe & Acresford Parish Council are Supportive of the development focusing on affordable housing. **They would not support alternative plans to change to other type of housing.**

**09210011.2 Planning during delegation**.

For record -Separate list of Application numbers & comments sent in paperwork.

noted

**09210011.3 Permissions / Decision notices**

**Application reference 19/00226/FUL**

PLANNING PERMISSION Town and Country Planning Act 1990 Demolition of existing dwelling and erection of four detached dwellings at Hollycroft Main Street Oakthorpe Swadlincote - noted

**Application reference 21/01183/FUL**

PLANNING PERMISSION Town and Country Planning Act 1990

Erection of a single-storey rear extension at 61 Measham Road Oakthorpe Swadlincote

Leicestershire

**noted**

**09210012. DISTRICT & COUNTY COUNCIL**

To consider any matters to be put before the District Council.

Update given

**-**Highways fund to be split amongst four wards £6700 to ODAPC

-Clerk to email suggestions from council

-Ramscliff Avenue 22nd Sept pop up to talk about what to do with Ramscliff Estate, community building site.

-Footpath to Measham. LCC has new contractor to amend path.

**09210013. OUTSIDE BODY REPRESENTATIVE**

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

bodies since the last meeting of the Parish Council.

**Memorial ground** – trees have had crowns raised and have been pruned. Team and working ethics impressive.

JW is gathering information for match funding.

Consultation – Councillors to attend. 10- 2pm Sat 11th Sept Oakthorpe Community Leisure Centre and 18th Sept Donisthorpe Church

Church update published 19th Sept at harvest festival. To put a board up in OCLC

**09210014. Date of next meeting –**

* Finance Committee Thursday 30th September 7pm – 1st budget meeting
* Full Council Wednesday 13th October 7.30pm

**09210015. Meeting Closed 9.06pm**