

**MINUTES of OAKTHORPE, DONISTHORPE & ACRESFORD PARISH
COUNCIL meeting held on Monday April 10 2017 @ 6.45pm
Oakthorpe Community Leisure Centre**

<http://www.odapc.co.uk/> or www.oakthorpeclc.com

PRESENT: Cllrs Grove (Chair), Merry, Phillips, Warren, Antill-Holmes, Antill, Dyason, Clerk
Lindsay Swinfield.

1741 APOLOGIES – Cllr Morris-Chapman – accepted, unanimous.

1742 DECLARATIONS OF INTEREST – Agenda item 11a/b Cllrs Antill-Holmes, Antill, Warren pecuniary staff relationship – accepted, unanimous.

1743 Open forum for public questions and comments on agenda items & presentations

1744 MINUTES of the Parish Council meeting held on March 20 2017 **RESOLVED** unanimous. Chairman signed the minutes as a true record of the proceedings.

1745 DECISIONS TAKEN UNDER DELEGATED POWERS – Nil to report.

1746 POLICING MATTERS – To check Police crime records log onto www.police.UK and type in postcode for area required.

Police related queries to be directed to PC Lockley 1794, Archer 2916, Saad 4540 - contact number is **101** or 0116 2222222. Crimestoppers, 0800 555 111, Weight Restriction reports to weight.restricted@leicestershire.pnn.police.uk.

1747 OAKTHORPE COMMUNITY LEISURE CENTRE UPDATE

- a. General update – Mr Hancock (DH), Centre Co-ordinator to produce a short report each month and email this to the Clerk at least 4 days before each PC meeting. For this meeting DH attended to update members on various items. Centre usage is increasing, DH will work with the Centre Action group to increase usage of the Muga. DH had obtained a quote for muga fencing, which proved to be more than twice the quote the Clerk had previously obtained – members decided to replace the soffit at the front of the building for now – it was **RESOLVED**, unanimous, that Cllr Warren purchase the soffit at a cost of £23.00 and Mr Mick Warren to replace the soffit.
- b. Music Licence – the Clerk had obtained further information re music licences and this was discussed by members – it is a confusing subject with various legalities and needs time and investigation before any decisions are made. A contact at LCC had reported that in 2018 the whole system of PRS and PPL licences will be combined together with a different basis of assessment. All agreed that DH investigate further and email findings to the Clerk who will forward to members. DH to contact Moira and Heather Parish Clerks in the first instance. Cllr Dyason offered to assist with this mini project. *DH left the meeting.*
- c. The Centre Committee had agreed that a water heater could be purchased, Cllr Warren obtained quotes and presented these to members – after discussion re the validity of purchasing the type of heater presented, Cllr Grove proposed, seconded by Cllr Phillips, it was **RESOLVED**, unanimous to purchase a water urn from Espo for £65.00 – Cllr Antill-Holmes to place the order. All agreed that if, in future it is deemed sensible to purchase and install a wall mounted water heater, then the subject could be discussed again.
- d. Media room and matched fund update – Cllr Antill had met with Daphne Robinson – Community officer at NWLDC to discuss the grant and progress of the project. The final date for full completion of the project is end of July 2017. Grants are still be applied for, and Cllrs Antill and Antill-Holmes, with assistance from DH will continue to apply. The Clerk will assist with applications to Tesco grants.

Chair Signature:
Date:

- e. Post Office updates where relevant – nil.
- f. Centre chairs – folding required, or event covers for existing chairs? Following discussion all agreed that Cllr Antill order one event cover and email a photo of this to the Clerk and Cllrs – Clerk to add this item to the May agenda, and if the covers prove suitable, Cllr Antill to order 9 more at a cost of £1.55 each, PC to reimburse Cllr Antill.

1748 PLANNING APPLICATIONS

- a. *17/00026/VCU, land at Chapel Street Oakthorpe, variation of condition 2 attached to planning permission ref 14/00405/FUL to amend house types for plots 3, 4, 5 – no comment.*

1749 PLANNING DECISION NOTICES Nil

1750 REPORTS FROM PARISH COUNCIL REPRESENTATIVES & THE CLERK

- a. **Parish Liaison meeting** update – Cllr Antill-Holmes reported that LCC Highways had presented on passing costs to Parish and Town Councils, including maintenance of verges, bollards etc. A presentation was also given re some community care responsibilities that may be devolved. The short presentation that Cllr Antill-Holmes gave on Councillor training was well received. A presentation on terrorism threats and management was also given by LCC. Ashby Town Council Clerk reported on plans for the town, including dividing areas into quarters.
- b. **HS2b** – keep on agenda – Clerk to chase the consultation document produced for NWLDC – from Cllr Robert Ashman.
- c. **Christmas lights in the Parish** – all agreed this could be viable, however details are required re H&S, cost, which bodies need to be involved etc; Western Power would need to be contacted on behalf of the PC. Cllrs Warren and Antill-Holmes offered to look into this – defer.
- d. **Plans to commemorate end of WW1** – Cllr Warren to liaise with the Donisthorpe Community Group.
- e. **Oakthorpe play area trees** – a resident had spoken to Cllr Dyason requesting some trees within the play area be trimmed as they could block some light to his planned solar panels. The Parish Council obtained the legal stance on this and the following applies:
 - the neighbour would have no right to light for solar panels
 - the neighbour could prune back to his boundary but no more
 - there is no obligation upon the tree owner to cut them back to reduce height
 - the tree owner's responsibility is a duty of care to do what is reasonable in respect of risk to neighbours & site users
 - any work the PC pays to have done would be on a neighbourly basis and should be carried out to professional standard – perhaps the neighbour would contribute to costs?

However, to date the resident has not formally contacted the Parish Council via the Clerk, so this is not a formal matter.
- f. **Oakthorpe play area gate locking** matter – following discussion, it was unanimously agreed that a search for the gate key be actioned, and the gate be left unlocked until the May PC meeting – to see what feedback is received.
- g. **Ashby de la Zouch Town Council Civic Service** is on 14/05/17 at 10.30am, Cllr Dyason to attend (and to inform the Town Clerk).

1751 FINANCE

a) Parish Council Accounts for payment

RESOLVED: The bank reconciliation and payments lists be approved for payment, accepted unanimously - Chairman signed the bank reconciliation and payments lists.

b) Approve updated bacs payment list if amended.

c. The Annual Governance Statement 2016/17 was read out, signed and approved – **RESOLVED**, unanimous.

d. The Accounting Statements for 2016/17 were read out, signed & approved – **RESOLVED**, unanimous – unaudited at this time.

e. Exercise of Public Rights Accounts for year ended 31 March 2017 was agreed, to be published from 05/06/17 to 14/07/17.

f. The Completion Checklist was completed where feasible.

g. The Annual Governance Statement, Accounting Statement and Exercise of Public Rights and the Declaration of the status of the Accounts to be published on the Parish Council web site.

h. **Wilson Todd vouchers** for Donisthorpe and Oakthorpe primary schools – it was **RESOLVED** unanimous to purchase vouchers to a total value of £160.00 to be divided between the two schools. Clerk to purchase vouchers and liaise with the Head Teachers to organise dates/times for the presentations.

1752 THREE VIEWS NEWS ARTICLE – April annual report by Cllr Grove, May article by Cllr Warren.

1753 Confidential Item, exclusion of public and press.

Item discussed, Contract 7

The meeting moved out of confidential.

Meeting closed @ 8.55pm

**The date of the Parish Council meeting has been arranged for May 15 2017, 6.30pm
Oakthorpe Community Leisure Centre – this is the Annual Parish Council meeting**