

**MINUTES of OAKTHORPE, DONISTHORPE & ACRESFORD PARISH  
COUNCIL meeting held on Monday March 20 2017 @ 6.30pm  
Oakthorpe Community Leisure Centre**

<http://www.odapc.co.uk/> or [www.oakthorpeclc.com](http://www.oakthorpeclc.com)

**PRESENT:** Cllrs Grove (Chair), Merry, Phillips, Morris-Chapman, Antill-Holmes, Antill, Dyason, Clerk Lindsay Swinfield, Cllr R Ashman.

**1728 APOLOGIES** – Cllr Warren – accepted, unanimous.

**1729 DECLARATIONS OF INTEREST** – Agenda item 11a/b Cllrs Antill-Holmes, Antill, pecuniary staff relationship – accepted, unanimous.

**1730 Open forum for public questions and comments on agenda items & presentations**

**1731 MINUTES** of the Parish Council meeting held on February 20 2017 **RESOLVED** unanimous. Chairman signed the minutes as a true record of the proceedings.

**1732 DECISIONS TAKEN UNDER DELEGATED POWERS** – Nil to report.

**1733 POLICING MATTERS** – To check Police crime records log onto [www.police.UK](http://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](mailto:weight.restricted@leicestershire.pnn.police.uk).

**1734 OAKTHORPE COMMUNITY LEISURE CENTRE UPDATE**

- a. General update – a muga booking has been cancelled, however the Zumba classes are proving a great success.
- b. Media room and matched fund update – Cllrs Antill and Antill-Holmes to meet with NWLDC communities representative to move this forward. Still waiting to hear from the grant applications.
- c. The Centre Committee had agreed that a water heater could be purchased, Cllr Warren to obtain quotes – defer.
- d. Fire Alarm maintenance quotes – Cllr Antill-Holmes passed the quotes to the Clerk who reported the end date of existing contracts. Quotes are from Century and Chubb, complete – Chubb carried out relevant works.
- e. Post Office updates where relevant – nil.

**1735 PLANNING APPLICATIONS**

- a. *16/00097/FUL land to north of 9 Canal St Oakthorpe, amended application – erection of detached dwelling and associated access – no further comment.*
- b. *16/00102/OUTM Talbot Place Donisthorpe – residential development of up to 30 dwellings and associated infrastructure, outline access only – invitation to attend planning meeting on 7/3/17 – (refused).*
- c. **17/00260/TPO, 6 Stanleigh Gardens Donisthorpe, works to 6 trees with TPO's – no comment.**

**1736 PLANNING DECISION NOTICES**

- a. Talbot Place Donisthorpe, development of up to 30 dwellings, outline access only – refused.

## 1737 REPORTS FROM PARISH COUNCIL REPRESENTATIVES & THE CLERK

- a. **Donisthorpe orchard works** and footpath access – an email from Mr Alan Ingle had been cc'd and was discussed – all agreed with the content.
- b. **HS2b** – keep on agenda.
- 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** – defer.
- e. **Weight restrictions** through Acresford proposal – the Clerk had requested weight restrictions via Highways, and a response had been received and cc'd to members – basically the response was no, this is not feasible. All agreed Cllr Phillips to take this matter up with Highways (Clerk to cc email to Cllr Phillips), with full support of the PC.
- f. **Burial Board audit** and legislation – following communication from the external auditors Grant Thornton, a meeting had been held between Oakthorpe, Donisthorpe & Acresford Parish Council and Ashby Woulds Town Council, with both Clerks in attendance – it was unanimously agreed that the Burial Board will provide both Councils with copies of minutes, to provide both Councils with a quarterly statement of accounts and the Burial Board to continue to be audited and prepare an annual return.
- g. **Following a discussion re displaying Public Liability** certificate (the Clerk checked with the insurance company and they do not provide a PL certificate as this is not a legal requirement to be displayed), however the Parish Council must display a copy of the Employee's Liability Certificate – and this is on the notice board in the Centre. Members were shown a copy of the Public Liability insurance cover.
- h. **Music Licence** for the Centre – the Centre Co-ordinator Mr Dan Hancock was invited to give an overview of his findings re provision of a music licence – there is some confusion re cover required, but it may be PPL and PRS licences are required which could amount to an annual payment of around £1,200. Members asked Mr Hancock to carry out further investigations and to ask other small Centres and village halls what they pay and what cover they deem necessary. The Clerk also offered to carry out some investigations re this matter.
- i. **Holiday clubs** – members discussed this in depth and also reviewed 2016 attendance figures, all agreed it was too late for Easter 2017. The Clerk suggested members suspend the Summer 2017 club to enable the Centre Co-ordinator to gain experience in organising and running holiday clubs, in time for Easter 2018 – all agreed; Mr Hancock also agreed.
- j. **Acresford Memorial garden** – all works are complete, the old play equipment has been removed and shrubs/trees cut back, wooden sleepers fitted around the perimeter and block paving installed, the new bench is in place – all agreed the Clerk to purchase a picnic bench for the garden post April 2017. Cllr Phillips to purchase a Memorial plaque up to the value of £150.00 maximum; Cllr Grove proposed, seconded by Cllr Merry it was **RESOLVED** unanimous.

**1738 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.

c) Approve updated bacs payment list if amended – approved and signed.

d) The Clerk had obtained a quote for extended muga fencing – this was £2,213.00 – it was proposed and unanimously agreed to ask DH (Centre Co-ordinator) to obtain quotes for a sturdy fascia to protect the front of the building, rather than spend such a large sum of money on higher fencing that may not stop all footballs from hitting the building, no action to be taken at the moment, apart from obtaining quotes.

**1739 THREE VIEWS NEWS ARTICLE** – March article by Cllr Dyason.

**1740 Confidential item**, exclusion of public and press.

*Cllr Ashman left the building.*

Authority to spend, line management, leaving staff to manage the Centre were items included in the discussion and agreed upon.

**All agreed to move out of confidential.**

All agreed Cllr Grove to take responsibility for carrying out regular checks on the Parish with the Parish Handyman Ivor Ensor as it is difficult for Cllr Merry to take part in such activities.

Meeting closed @ 8.20pm

**The date of the Parish Council meeting has been arranged for April 10 2017, 6.30pm  
Oakthorpe Community Leisure Centre – this will follow the Annual Parish Meeting**

**This meeting has been brought forward to accommodate Easter.**