**Minutes of Council Meeting, held on**

**Wednesday 13th December 2023 @ 7pm at ME Sports East Midlands Centre aka Oakthorpe Leisure Centre**

Present: M Warren (Chair), D Warren, H Gravett, D Gelder, A Hancock-George

Officers: K Grove –Manager/RFO,

Robert Ashman LCC Councillor

Members of Public (MOP) - 0

Councillor Actions highlighted.

7.04pm start

**122301** **TO RECEIVE APOLOGIES FOR ABSENCE.**

**Cllr T Hawke - Personal**

**M Ball NWLD Councillor – Personal**

**Cllr S Ellison - Personal**

**122302**. 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.

**None**

**122303.** 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.

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None

**122304.** **MINUTES**

To approve as a correct record the minutes of the meetings held on: 8th November 2023 **RESOLUTION: To approve as a correct record the minutes of the meetings held on: - 8th November 2023 – approve unanimous.**

**122305 POLICE MATTERS**

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

Forest Beat Newsletter received November 2023

Photos of all accidents to be reported with photos to Robert Ashman –

Concerns over Acresford resident about accidents

PSCO surgery – Cllr M&D Warren complained about the report.

Manager to write to police.

**122306 GROUNDS AND RECREATION AREAS**

To receive reports from councillors

DGC report

Dates for events: -

Wassail 20th January

Apple Day 13th October

**122306.1** Oakthorpe play area.

Cllr M Warren – reported play area had been checked.

Play equipment chosen for play area using the NWLDC funds available from development.

Roundabout – wheelchair & push chair access

Swings – double cradle swing

Flying sauce

Re sighting Kriss Kross equipment

Consulted with local parents.

New safe surface for around swings and climbing frames.

6 pieces of equipment – Cllr M Warren to obtain final quote.

Once final quote received funds will be applied for.

**RESOLUTION: To get firm quote for equipment and apply for funding – approved funding.**

Old tree root to be removed –

Cllr M Warren to talk to Tree Arborist when doing work on site in Jan 2024

1. – 2024 Playground assessor will change to: - The Play Inspection Company

**122306.2 The manager to report on any items raised by the ground’s contractor.**

None

**122306.3 To consider any other matters in relation to grounds and recreation facilities.**

Awaiting NWLDC Waste team’s response to requesting re siting of a litter bin from Oakthorpe to Orchard

**122306.4** Methodist church – memorial tablet – brass plate – loss of life in the great war- (Second world war)

Cllr Gelder to research how to mount both memorials in Acresford Gardens

**122307 MANAGER’S REPORT**

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

**1223077.1** 3VNs report –none Dec

**1223077.2** Deeds - Crane & Walton – update – slow progress.

Awaiting email of next steps and invoice for work done and cost of proposed work

**1223077.3** Footpaths – Cllr D Warren – info preserve our paths – will report in 3VNs 2024 to request further MOP help.

**1223077.4** Defib – update Cllr D Warren

BHF / DHSC applied 23/10 grant.

Considering – areas identified for Defib machines.

-Winfield’s

-Acresford

-Borleys

-Elan

-Schools due to portable machines all education settings have been given. Donisthorpe School has defib – grab bag.

Cost of Electricity looking in to for

5 more placed in correct locations would cover recommended needs.

Invite Mr Simon Dunn to next meeting.

**1223077.5** T-shirts Lanyards – Cllr Ellison

**To order 6x L and 2x XL t-shirts with Councillor on the back.**

**1223077.6** Annual Parish Meeting – defer to Jan 2024

Parish meetings are held annually between March 1st and June 1st1. The dates and times of parish council meetings are determined by the council.

**122308**. **CORRESPONDENCE**

**1223088.1** Email - Copies sent.

**1223088.2** Invitation to Parish Council Engagement Campaign Inaugural Event

15th January 2024, 5 :30 – 7 :00pm at Leicestershire Police HQ, St Johns, Enderby, LE19 2BX.

Cllr M & D Warren were to attend but location not suitable for large numbers – Manager to write and recommend considering Police Commissioners Office wanting to improve relationships with all councils that a change venue be recommend.

**1223088.3 LCC – Pilot scheme**

Parish to cut the grass in between LCC cuts – information required.

 Location details, map with exact area of work highlighted

 Timescales of work (March – October)

 Frequency of proposed cuts – (Poss. Ad-hoc between scheduled cuts when the grass is excessively long)

 Confirmation of who will be doing the work – is it Parish Council staff?

 Anticipated barriers – (Poss. knowing when cuts will happen (particularly when they are delayed), knowing the impact on future cuts of delays, not knowing when any tree survey/maintenance work will be carried out)

• A licence will be drafted that sets out the basis for the provision of urban grass cutting carried out by the Parish, a copy of this licence will be provided to you and will include the details you share.

• Next year’s grass cutting schedule for this location will be provided nearer the time, to allow the Parish to align their intermediary cuts.

**Resolution: Manager to completed requested information.**

b) Parish painting an asset

Parish painting an asset – information required.

 Location details, map with exact area of work highlighted

 Timescales of work – (Poss. - every few years (as required)

 Confirmation of who will be doing the work – is it Parish Council staff?

 Details of risk assessments, health, and safety, and COSHH requirements (type of paint).

 Anticipated barriers to this work – (Poss. authorisation)

• A licence will be drawn up that sets out the basis of the painting work to be carried out by the Parish, a copy of this licence will be provided to you and will include the details you share.

**Resolution: Manager to completed requested information. Stating due to costs and repair works PC will not progress.**

c) Parish carrying out sign cleaning

Parish carrying out sign cleaning – information required.

 Location details, map with exact area of work highlighted

 Timescales of work – (Poss. - every few years (as required)

 Confirmation of who will be doing the work – is it Parish Council staff?

 Details of risk assessments, health and safety, signage and COSHH requirements

 Anticipated barriers to this work – (Poss authorisation)

• A licence will be drawn up that sets out the basis of the cleaning work to be carried out by the Parish, a copy of this licence will be provided to you and will include the details you share.

**Councillors to identify signs that need cleaning.**

**1223088.4 Highways**

a) Acresford road marking suggestion. Going ahead

b) Grit bin Acresford - Manager to apply for

**1223088.5** MOP1 Hedge Church Street/Chaple St Donisthorpe

Hedge was cut back by Council’s Arborist.

**1223088.6.** MVAS – MOP suggesting tripods – see information & email.

Good idea – Council to consider when overhauling MVAS machines.

**1223088.7** Council group training new year – Proposed dates discussed.

Manager to book.

**1223088.8 The Manager to report on any items of correspondence received and not dealt with elsewhere on the agenda.**

.1 National Forest Community Woods Training courses - noted.

.2 Protocol on recording filming of council and committee meetings – ICO

**RESOLUTION: Council approve Protocol on recording filming of council and committee meetings. Approved unanimous.**

.**3 Late planning consultation**

APPLICATION REFERENCE 23/01602/FUL

Proposal: Removal of existing residential caravan and erection of a detached dwelling

Location: Caravan Adjacent 21 Measham Road Donisthorpe Swadlincote

No Comment

.4 LCC -The grass cutting and weed spraying programmes completed.

The Winter gritting teams are in place until the end of March preparing for the winter weather. Road temperatures are monitored round the clock. An interactive gritting map showing all priority and second priority road gritting routes is available.

5. Highways – Data collection Hill Street

Reported and noted.

6. LRALC - police were going to work with all Parish Councils but have pulled out. LRALC trying to negotiate.

**1223009 FINANCES**

**1223009.1** RFO to report on the Council’s current financial position**.**

Finance meeting met 24/11/23.

Recommended Council approve proposed budget 2024 –2025.

**RESOLUTION: Council approve the budget 2024- 2025 – approved unanimous**

Precept/budget Information to Parish – 3VNs 2024

Cllr D Warren write what we have done tried to do.

**1223009.1 Audit update**

Manager has chased – no further contact.

**1223009.2** To approve the Bank Reconciliation November 2023.

**RESOLUTION: To approve Bank Reconciliation November -approved unanimous**

**1223009.3** To approve payment list November 2023

**RESOLUTION: To approve November’s payments list - approved unanimous**

**1223009.4** To receive and authorise payments as set out below.

Office £60, ME Sports £37.50 rent, Hedge cutting & removal £100.

Donisthorpe History Book £12,

**1223009.5** Any additional payments received since the agenda went to print will be reported at the meeting. SLCC £284

**RESOLUTION: To approve addition payments – Approved unanimous**

**1223010. PLANNING**

**1223010.1 CONSULTATIONS**

**Make sue APPLICATION REFERENCE 23/01558/REM**

Proposal: Demolition of existing public house and erection of 11 dwellings (reserved

matters of appearance, scale, and landscaping to outline planning permission.

reference 21/01379/OUTM)

Location: Masons Arms 1 Church Street Donisthorpe Swadlincote

ODA Parish Council would like to make the following comments on this development.

Whilst Council recognise it is building Regulations not planning regs that include electric vehicle charging points -these should be considered.

Council also requests an agreement is set up for how to management the development site – including daily clearing mess spilt onto roads, addressing pavement and parking obstructions to highway, and agreeing to address any damage to highway kerbs.

Council also would like to raise concern for activity on and around the development site during school drop off and pick up times from the local primary school.

**1223010.2 Permissions/ OTHER**

**Application reference 23/01179/FUL**

**PLANNING PERMISSION**

Erection of detached outbuilding for storage and home gym (part retrospective) at 1

Moira Road Donisthorpe Swadlincote Derby

Noted

**1223011. DISTRICT**

Manager to contact Cllr M Ball to arrange meeting with Councillors to discuss Proposed Local development proposals**. Arrange in early 2024.**

**1223012. COUNTY COUNCIL**

MVAS post –

Aware of kerb stones in Oakthorpe, these will be replaced after development complete. Highways will follow up.

Light in Oakthorpe down school street (behind school). LCC looking into ownership.

Water Burton Road 1-5 flooding issues – Cllr A Handcock-George to write to Cllr Ashman

Gel Bags to be used.

*20.32pm*

**1223013**  PROPOSAL TO MOVE INTO CONFIDENTIAL approved.

**1223014 CONFIDENTIAL EXCLUSIONS OF PUBLIC AND PRESS**

Under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public will be excluded from the meeting for discussion of the following items as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

**1223014.1 Letter**

Discussed with solicitor – letter to be sent following day.

**1223015** Date of next meeting: - 20.35pm

LC Committee 24th January 5pm

Full Council Wednesday 10th January 7pm

**1223016.** Meeting Closed 21.13pm