*Kelly Grove Sent Wednesday 2nd November 2022* <http://www.odapc.co.uk>

Minutes of Full Meeting of Council, held on Wednesday 9th November 2022 7.30pm at

Oakthorpe Community Leisure Centre aka ME Sports East Midlands Centre.

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

Officers: K Grove – Manager/Clerk/RFO,

Cllr R Ashman (NWLDC /LCC)

MOP 0

Note Councillor Actions

**112201** APOLOGIES

Cllrs D Gelder – work

PCSO M Fearn – work

**112202.** 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

**1102203. 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

**112204. MINUTES**

To approve as a correct record the minutes of the meeting held on: -

**RESOLUTION: To approve the minutes of the meetings held on Wednesday 12th October – approved**

**112205. POLICE MATTERS**

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

**112205.1 Patch walk on Thursday 27th October** - noted

**112205.2**  **POLICE REPORTS**

- 1st October to 31st October 2022 - noted

**112206. GROUNDS AND RECREATION AREAS**

**112206.1** To receive reports from councillors**. None**

**112206.2** The clerk to report on any items raised by the ground’s contractor. **None**

**112206.3** To consider any other matters in relation to grounds and recreation facilities.

-Church Street Wooden Bollard reported – hole reported LCC

-Acresford – Oakthorpe/Moira Sign loose one side – reported LCC

-Memorial ground tree to be removed - 9/10th Jan 2023

***7.35 Cllr Dyason arrived***

**112206.31** Spring Bulbs & Planters. Date to be arranged **Cllr McKendrick**

Proposed date agreed Tuesday 13th December –

Councillors to find parishioner to help plant bulbs

Cllr McKendrick to let councillors know when planters being delivered to village sign areas – and will also arrange for delivery of compose & bulbs.

Cllr Keeley to work out amount of Lightweight Expanded Clay Aggregate needed and pet compost.

**RESOLUION: Council approves purchase of aggregate and compost £400 – approved unanimous**

**112206.32** Padlocks replaced **– Cllr Warren done -**

**112206.33** VAL agreement (paperwork) -**Cllr McKendrick**

Friends of Memorial Grounds – partnership agreement

**RESOLUTION: To go into agreement – approved to facilitate – approved unanimous**

**112206.34** Orchard Fencing update - Bouran Construction

**RESOLUTION: To approve costing for materials and erection of fencing in**

**£ 803 = VAT – approved unanimous**

**112206.35** Preferred contractor 3 years re Tree works

**RESOLUTION: Weston tree care named as preferred contractor 3 years re Tree works – approved unanimous**

*Cllr Keeley declared interest as Tree person doing work on his grounds*

**112206.4** NWLDC site visit for Ramscliff Estate, School Street & Stretton View

**Took place 27th Oct 2022 - noted**

# 112207. CLERK’S REPORT

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

**112207.1** PSLCC Pro Se Law Clerk Civil – Principal Clerk - noted

**112207.2** Insurance Reinstatement Cost Assessment Monday 28th November is set for between 12pm and 2pm. - noted

**112207.3** Remembrance Day – Cllr Keeley

**RESOLUTION: £50 donation to be made to RBL – approved unanimous**

Cllr McKendrick donated 2 wreaths to council for future use.

Remembrance Service 10-11am St Johns

Bugler to play at start/end of silence

Walk down to the memorial gates for the wreath collection

**112207.4** Heat Bank- work with AWTC Cllr D Warren

Volunteers needing

Places being looked at

What is happening – making a list

Cllr Keeley to talk to – community group grant heat bank

**112207.5** 3VN report – Cllr D Warren explain what happens when a head stone is down –

Council do not own the grave stones they belong to the family – council have a duty of care.

**112207.6** Civility and Respect Pledge(paperwork)

**RESOLUTION:ODAPC agreed to sign up to the Civility and Respect Pledge -Agreeing that council will treat councillors, clerks, employees, members of the public and representatives of partner organisations with civility and respect in their roles. Approved unanimous**

**112207.7** Performance Management – Cllr M Warren & McKendrick

Cllrs requested to email comments to Mick & Sue

**112207.8** Working party update - to encourage parishioners to stand for election 2023 & to organise Annual Parish Event

Working party meeting 11am Tuesday 29th TEAMS

 To feed back to council Dec

**112208. CORRESPONDENCE**

**112208.1** Copies sent via email noted

**112208.2** Citizens Advice request

**RESOLUTION: £100 donation to be made to CAB Leicestershire – approved unanimous**

**112208.3** Woodland Centre – Drive way & car park – lighting issue

Health & Safety concerns – 3rd party liability concerns

Clerk to write to lease holder & copy Ciswo in

**112208.4** – Family Field day 2023 - to include the two football pitches behind the memorial grounds, the land adjoining the football pitches, including the lane adjacent to the pitches to give vehicular access to the site.

**RESOLUTION: To approve community group use – approved unanimous**

Football club request - stalls and stands around pitch

Council to ask community group to work with football club – protect the playing areas in adverse weather conditions.

Request new council haver a stand at event.

**112208.5** – The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

-Tree Warden training – information from LCC on PC Website

-Attended Empowering Communities - noted

-Declare climate emergency

**RESOLUTION: ODAPC acknowledge and declare a climate emergency on Wednesday 9th November 2022**  **Approved unanimous**

* Dementia friendly communities - noted
* Your community needs you posters - noted

# 1122009 FINANCE

**1122009.1** RFO to report on the Council’s current financial position.

Bench grant money – reserved pot (see paperwork)

**RESOLUTION: £2000 grant money received to be ringed fenced until benches can be purchased and situated in re structured memorial gardens. Approved unanimous**

Sign off BC statement Sept & Oct – signed by Cllr Warren

VAT refund £1684.04 - noted

BC £1200 grounds income – noted

BC £54.38 Microsoft income – noted

2nd quarter tax £600.65 (£312.71 employee + £287.94 employer – noted

**1122009.2** Clerk/Manager/RFO Performance Management – see 112207.7

**1122009.3** To approve the Bank Reconciliation for October

**RESOLUTION: Approve the Bank Reconciliation for October - unanimous**

**1122009.4** To receive and authorise October payments list.

**RESOLUTION: To approve October payments. Unanimous**

**1122009.5** To receive and authorise Any additional payments received since the agenda went to print will be reported at the meeting.

Office Oct & Nov £100

ME Sports meeting room £37.50

Green shoots scheme £270.36

Remembrance Wreath £50

Bouran (orchard fence) £803.00+ VAT

£100 Citizen advice

ROSPA – £204.60

**RESOLUTION: To receive and authorise the additional payments received. Unanimous approved**

**112210. PLANNING**

**112210.1** **CONSULTATIONS**

**APPLICATION REFERENCE 21/01317/VCI**

proposal: Change of use and partial demolition and alteration of pub building to form two dwellings and erection of three dwellings without complying with conditions 2,

3, 6, 7, 10, 15, 16, 24 and 25 of planning permission 19/00763/FUL to allow for

demolition of other parts of the former pub building, to amend the external

materials and detailing to Units 1 and 2, to fell a conifer tree, erect a boundary

wall and submit contaminated land/coal mining risk assessments, landscaping

and boundary treatments, surface water drainage details for Plots 1 and 2, an

arboricultural method statement and surface water management details and to

amend Unit 3 to include a two storey rear projection

Location: The Holly Bush Inn Main Street Oakthorpe Swadlincote

**None**

**APPLICATION REFERENCE 22/00258/FUL – Cllr McKendrick**

Proposal: Change of use of land to include a beer garden, marquee, catering

container, outside bar, 2 no. storage containers, bin store, and

community play area (retrospective application)

Location: Halfway House 65 Church Street Donisthorpe Swadlincote

April minutes – questioned ‘ is buffer still needed?/ No further comments

Jen Wallace planning – buffer zone still needed.

Planning cannot be granted until this is addressed. Conservation Officer wants outside buildings painted to fit in

Enforcement team have been repeatedly due to complaints. Planning will not be granted until buffer zone and conservation officers comments are addressed. .

**No further comments**

**112210.2 Permissions / Other**

**REFUSAL OF PERMISSION FOR DEVELOPMENT**

**Application reference 20/00806/FUL**

Demolition of existing bungalow and erection of replacement dwelling at 43

Measham Road Oakthorpe Swadlincote Leicestershire

**Noted**

**112211. DISTRICT**  **& COUNTY COUNCIL**

Toconsider any matters to be put before the District/County Councillor.

**112211.1 -** MOP1

Dispute over ownership of a large tree. The tree, if it fell would potentially destroy homes on Ivy Close or New Street depending on which way it fell.

NWLDC looking into the ownership of the tree, which has not yet been determined. **Awaiting update**

**112211.2** Requested site visit to Acresford Road to ascertain a suitable location for an MVAS given all options proposed were refused.

Following up Highways situation regarding the location for MVAS on Acresford Road

**Awaiting update**

**112211.3** Outstanding—

Payment from the Highways Fund 2021/2022 for planters.

**Awaiting update**

**112211.4** - Speed watch

 ‘Watch your Speed’ signs will go up from 7/11/22 to 8/12/22 and covert speed units will be deployed before and after the signs go up. The data will be fed back to DNW. Data to be shared with ODAPC .

ODA to be offered the first slot for SW training in 2023.

**Noted**

**112211.5** MOP2

Info/update on the footpath in Oakthorpe which was altered and replaced by the builders a couple of years back?

 Complainants received by councillors about lack of action and the difficulty of use.

LCC chasing the developer for the funding.

**Awaiting update**

**112211.6-** MOP5 & Cllr D Warren

Village residents enquiring why the Bus Stop in The Square has been put

 back in a different position.

The new position the road is narrower (causing problems with parked vehicles ) and closer to the bend coming down into the village.

Can it be relocated back to its original position and if not why?

No decision made on the relocation of the bus stop in Oakthorpe. It cannot go back to its original location as this would be in the access to the development so a new location will have to be identified. There is no timetable for this being agreed

**Bus stop to remain where it now is due to too many entrances elsewhere.**

**112211.7** Removal of Community Centre signs from Ramscliff Avenue

LCC will remove the signs.

There is no timetable for the removal as will be carried out as part of a package of removals across the county.- **noted**

 Boundary Commission – ODA Ward & Appleby Magna moving to Bosworth Ward for MP

 Still part of NW Comments by Dec 5th

 December final agreement - noted

 *9pm vote to carry on – approved unanimous*

# 112212. OUTSIDE BODY REPRESENTATIVE

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

 bodies since the last meeting of the Parish Council.

**12.1** Pipework – Church Street – update Cllr Keeley

Contacted LRALC for legal advice:-

LCC currently have an open enquiry on this subject, are asking the contractor to "put right" Legal team re involved. Awaiting further update.

Council to request something in writing formally to know what is happening. To cover their back. Council feels this situation is ‘a ticking time bomb’.

**112212.2** Donisthorpe Notice Board – update Cllr McKendrick

**RESOLUTION: To fund replacement noticeboard (£950 + VAT) and claim money back from contractor. Approved unanimous.**

Council to pay and send an invoice to contractor once work is done.

**112212.3** Friends of ODA Memorial Gardens - permission to run the project and to maintain the gardens.

Permission will come from VAL contract

**112212.4** Friends of Oakthorpe - Cllr D Warren

**112212.41** Gates into Oakthorpe Village –

No space/ cost

**112212.42** Planters in Oakthorpe

Planter to match council plans

LCC permission and licence needed

**112212.43** Bulb planting –identified.

*9.12pm*

**112213 PROPOSAL TO MOVE INTO CONFIDENTIAL**

**112214 CONFIDENTIAL EXCLUSION 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.

**112214.1** Hours

**RESOLUTION : From1st April 2023 Manager hours increased to 24 hours pw - approved unanimous**

**RESOLUTION: To pay agreed increase back paid to April 2022 at Scale 26 4.04% increased to £17.11ph – approved unanimous**

**112214.2** Holiday dates approved

16th & 17th Nov

19th Dec up to and including 4th Jan 2023

**112215.** Date of next Full Council Meeting – Wednesday 14th December 7.30pm

2nd Budget meeting 24th November TEAMS 7pm

**112216. Meeting Closed**

**9.33pm**

Clerk to write to ME sports re 7pm in New Year