

**MINUTES of the meeting of Oakthorpe, Donisthorpe and Acresford Parish Council held on Monday 23 February 2004 in Oakthorpe Sports & Leisure Centre @ 6.30pm.**

**PRESENT** Cllr Merry (Chairman), Cllr's Dolman, Hart, Mole, Morris-Chapman and Warwick. 3 members of the public were present, Bob Finch, John Hair and David Hart.

**APOLOGIES** received from Cllr Matkin.

**DECLARATIONS OF INTEREST**

Cllr Merry declared a prejudicial interest in Agenda Items 10b and 23.

**QUESTIONS FROM MEMBERS OF THE PUBLIC – NIL.**

**173/03 MINUTES RESOLVED:** The minutes of the meetings held on the 19 January 2004, having been circulated, were signed as a true record of the proceedings.

**174/03 REPORT UNDER CRIME AND DISORDER ACT INCLUDING POLICE REPORT**

Clerk advised Cllr's on answer-phone message left by PC Gattenby. He reported that no crime or anti-social behaviour had been recorded in Oakthorpe over the last 30 days, and the Police are still working with a resident in Oakthorpe and the problem he was causing. He did not comment on both Donisthorpe and Acresford.

**175/03 APPROVAL FOR ACTION TAKEN UNDER DELEGATED POWERS**

The following actions were taken under delegated powers.

Planning observations required prior to 9 February 2004

a) 04/00085/FUL - Erection of detached double garage/workshop, 87 School Street, Oakthorpe – **No objections.**

Planning observations required prior to 11 February 2004

b) 04/00101/FUL - Erection of one detached dwelling and associated car parking, land adjacent to 40 Ashby Road, Donisthorpe – **No objections.**

Planning observations required prior to 13 February 2004

c) 04/00113/FUL - Erection of one detached two storey dwelling, land rear of 44 New Street, Donisthorpe – **No objections.**

Planning observations required prior to 16 February 2004

d) 04/00127/FUL - Erection of extension and formation of a car park with access from New Street (renewal), St Johns Church Hall, Church Street, Donisthorpe – **No objection.**

**176/03 CHAIRMAN'S REPORT – NIL.**

**177/03 REPRESENTATIVES' REPORTS**

Cllr Morris-Chapman had received minutes from meeting held at Acresford Quarry, but was unable to view. Cllr Merry to download and print minutes for Cllr Morris-Chapman.

**178/03 SPORTS AND LEISURE CENTRE REPORT**

**a) New Price Structure** – Cllr Merry requested authorisation on new hire charges for MUGA to become effective from 1<sup>st</sup> April 2004. Currently £19.00 per hour Seniors and £10.00 per hour Juniors, will increase to £21.00 per hour Seniors and £12.00 per hour Juniors. Hourly rate for hire of hall will remain at £8.00. Clerk to produce letters for Cllr Merry to hand out to participants and also advise increments on March invoices.

**Resolved:** All in favour.

Cllr Merry also requested authorisation from Cllr's to record an answer-phone message on Leisure Centre phone and for Cllr Merry to pick up any phone messages on his home phone at a cost of £5.10 per quarter.

**Resolved:** All Cllr's in favour.

**b) Internal Notice Boards** – Clerk advised she had received a quote of £22.00 + vat for boards measuring 1200x900mm from ESPO. Cllr Merry advised he had received a quote of £20.00 + vat from Viking.

**Resolved:** All Cllr's in favour of purchasing internal boards from Viking. Clerk to arrange.

**c) Recreation Ground Side Access Path** – Clerk advised that the path needs levelling to allow cars to park on the field for the planned Fun Day event. All Cllr's to review site area and advise at next meeting. Clerk to check whether access is applicable via the gate.

**d) Inter Sport** – Cllr Merry requested authorisation to discontinue using Inter Sport for spring/summer season as when it was run last year it was run at a loss and it is also booked by a number of local schools who provide the facility for free.

**Resolved:** All Cllr's in favour.

**e) PMP Post Completion Monitoring Visit** – Clerk advised a meeting is to be held on Friday 12<sup>th</sup> March 2004 at 10.00am at the Leisure Centre to finalise the release of funds from Sport England.

**f) NWLDC Rate Relief** – Clerk advised a discretionary rate relief of 90% had been awarded from 1<sup>st</sup> April 2003 up to and including 31<sup>st</sup> March 2005. A refund of payments made for 1<sup>st</sup> April up to and including 31<sup>st</sup> March 2004 has been received and banked for £1110.00.

**g) Centre Timetable and Brochure** – Clerk showed Cllr's a timetable, recording the usage of all facilities and vacancies available, which is updated monthly and available to view in the foyer. Cllr Merry is to create a brochure advertising current activities available and any vacancies available, to be viewed at the next meeting.

### 179/03 PLANNING APPLICATIONS

**a) 04/00182/FUL** - Erection of a single storey rear extension, Old School House, 1 Canal Street, Oakthorpe – Cllr Hart stated that he was sure the previous residents had moved the boundaries - **NO OBJECTIONS.**

**b) 04/00235/FUL** - Erection of front and rear extensions and detached garage, Mayfield, 22 New Street, Oakthorpe – **NO OBJECTIONS.**

**c) 04/00246/FUL** - Change of use to a mixed use of coach depot and the parking of one HGV tractor unit, The Garage, Hill Street, Donisthorpe - The Parish Council **strongly object** to this planning application on the following grounds:

- Too close to a residential area and country park
- Is not in-keeping with the surrounding area
- HGV's should be sited on it's own Industrial Unit/Park.

**d) LCC, Transport and Works Act re Ashby de la Zouch Canal Extension, Order 200** – **NO OBJECTIONS.**

### 180/03 DECISION NOTICES

**a) 03/01163/FUL** - Erection of two storey extension to dwelling and detached double garage, Hilltop Farm Garage, Main Street Oakthorpe – **Granted.**

**b) 03/01690/TPO** - Reduction, reshaping and thinning of trees, 6 Stanleigh Gardens, Donisthorpe – **Consent.**

**c) 03/01999/FUL** - Erection of side and rear extension, 8 Main Street Oakthorpe – **Refused.**

**d) 03/02006/FUL** - Erection of first floor side extension, 18 Barklam Close, Donisthorpe – **Granted.**

**e) 04/00005/FUL** - Demolition of outbuilding and erection of part one/part two storey side extension, 49 Chapel Street, Oakthorpe – **Granted.**

### 181/03 APPEALS

**a)** Erection of one dwelling and garage (outline siting and access), land at Maerimore, 1 The Peterleas, Donisthorpe – Noted.

### 182/03 FINANCE

**a) Financial Statements and Budget figures to date.**

**RESOLVED:** The statements be accepted up to the end of January 2004.

**b) Parish Council Accounts for payment** – (please see separate sheet).

**RESOLVED:** The schedule totalling £1398.36 be approved for payment.

**Oakthorpe Rec. Project -Accounts for payment** – (Please see separate sheet).

**RESOLVED:** The part schedule totalling £2400.68 be approved for payment.

**Councillor Merry declared a prejudicial interest in the next item and left the room.**

**Councillor Morris-Chapman, (as vice-chairman) assumed chairmanship for the following item:**

**RESOLVED;** The payments of £115.00 and £349.99 be approved.

**Councillor Merry returned to the meeting and resumed as Chairman.**

Total Oakthorpe Rec. Project payments for the month being £2865.67.

- c) Internal Check of Accounts (April – January)** – Cllr Mole checked all accounts and advised the only known error was a spelling error (contingencies).
- e) Account Corrections** – Clerk advised that the replacement cheque issued to David Hart had incorrectly been accounted for twice and the Parish Council expenditure carried forward figures were incorrect from July onwards. All figures were rectified and are now correct.
- f) Internal Audit Completed 2002/2003** – Noted.
- g) Deposit Account Rate Increase** – Clerk advised rate is to increase from 3% to 3.5% with effect from 9<sup>th</sup> March 2004.

### **183/03 CLERK'S REPORT**

- 1) Ian Fraser – Internal Audit Update 2003/2004** – Noted.
- 2) NWLDC – Civic Dinner & Ball Invitation 06/03/04** – Noted.
- 3) Trent Licensing Consultants – Re The Mason Arms, Church Street, Donisthorpe** – Noted.
- 4) Data Protection – Confirmation of Renewal Request** – Noted.
- 5) SLCC – Branch meeting 10/03/04** – Noted.

### **184/03 CORRESPONDENCE for DISCUSSION**

- a) FWAG, Rural Business Directory 2004** – Noted.
- b) L&R, Rural Stress Support Team** - Noted.
- c) Lockhart Garratt, Lockhart Wood Planting Event February/March 2004** – Noted.
- d) Leicestershire Crimestoppers, Update** – Noted.
- e) NWLPSC, Invitation to road show, 8 March 2004 & Mobile CCTV Initiative** – Noted, Cllr Warwicker to attend.
- f) NWLDC, Invitation to flagship event for Youth Trust, 19 February 2004** – Noted.
- g) LAPLC, Meeting of North West Branch** – Noted.
- h) Menphys, Newsletter & Charity Walk, 18 April 2004** – Noted.
- i) LCC, FLAG Grants** – Noted, Clerk to enquire.
- j) ROSPA, Annual Inspection** – Noted. Clerk to arrange yearly inspection.
- k) David Taylor MP, The Countryside Agency** – Noted.
- l) Leicestershire Rural Partnership, Community Consultation Seminar, 11 March 2004** – Noted. Cllr's Merry and Warwicker to attend.
- m) NWLDC, Reminder re Planning Training** – Noted. Clerk and Cllr's Merry and Warwicker to attend.
- n) NWLCVS, Racial Harassment Contact Group** – Noted.
- o) Leicestershire Footpath Association, AGM Notification, 28 February 2004** – Noted.

### **185/03 GRANT APPLICATION – UNDER SECTION 137**

- **Oakthorpe Sports & Leisure Centre** – All Cllr's in favour of donating £250.00 to NSPCC for It's a Knockout competition to take place on Fun Day event.
- **Winged Fellowship Trust** – Cllr's declined a donation.

### **186/03 COUNCILLOR RESIGNATION**

Clerk received letter of resignation from Cllr Lennon on 31<sup>st</sup> January 2004. Clerk contacted Louise Beeston at NWLDC to advise of casual vacancy. Louise Beeston to action and produce paperwork to fill vacancy.

### **187/03 PARISH TRANSPORT GRANT**

Clerk advised she had received a quotation from Measham Mobility Bus, of £40.00 per morning visit. Cllr's stated the fares should be the same as fares taken by NWLCVS, and advertised once start date agreed in parish newsletter.

**Resolved:** All Cllr's in favour of accepting quote from Measham Mobility Bus. Clerk to arrange.

### **188/03 PARISH NEWSLETTER**

Clerk advised that a resident, Steve Berrill is also distributing a monthly newsletter. Clerk approached Mr Berrill to enquire if he would like to collate all information and produce one monthly newsletter on behalf of the Parish Council, as current Parish Newsletter has distribution problems. Mr Berrill agreed to suggestion and Clerk advised him that the Parish Council could contribute towards printing costs as per newsletter grant received. Cllr Hart requested a draft copy should be read out at Parish meetings before being printed and distributed. Clerk advised she will contact Mr Berrill to discuss the details requested.

**Resolved:** All Cllr's in favour of Steve Berrill producing newsletter.

### **189/03 PARISH NOTICE BOARDS**

Clerk advised she had not yet received a quote from Les Baxter to replace Acresford notice board. Clerk was also awaiting confirmation from Crane & Walton Solicitors that all paperwork for the Section 106 Agreement regarding the Acresford Play Area had been completed. Clerk to advise on information above when received.

### **190/03 DAVID WILSON ESTATE PLAY AREAS**

Clerk read out email she had received from Clark Robinson at NWLDC. Clerk advised a fee of £15880 was being offered by David Wilson to whoever chooses to adopt the play areas.

**Resolved:** All Cllr's in favour of adopting play areas and accepting fees to do so. Clerk to request a quotation of transfer fees regarding additional grassed/shrubbed areas.

Cllr Mole requested Clerk to ask David Wilson if they would be able to donate a Portable Cabin to be sited at Oakthorpe Primary School to give to the youth club.

**Resolved:** Clerk to address.

### **191/03 CLLR HART, TOWARDS BETTER CONSULTANCY PROCEDURES**

Cllr Hart produced a proposal letter stating the following:

**Proposal One** – Obtain a map for discussion, distribution and review, showing footpath routes, access restrictions and the proposed improvements

**Proposal Two** – Approach the County Council for assistance in framing a proposal to establish a 20mph speed restriction zone for roads around Oakthorpe School

**Proposal Three** – Establish a web-site with an address that clearly encapsulates the names of all three villages, e.g acresoakdonpc.com

**Resolved:** All Cllr's in favour of proposals and items to be discussed in detail at next meeting.

### **192/03 STREET DECORATION/PLANTING**

Cllr Dolman requested the first planted box to be sited on The Green, Acresford and Clerk to request permission off Leicester County Council. Clerk to obtain quotes for concrete/wooden boxes.

**Resolved:** All Cllr's in favour.

### **193/03 PARISH MEETINGS DATE CHANGE REQUEST**

Clerk read out letter received from Cllr Matkin, requesting to change day of Parish Council meetings as she is unable to attend Mondays due to work commitments. Cllr's agreed to move the meeting on 15<sup>th</sup> March 2004 forward to 5.00pm, and to review again at next meeting.

**Resolved:** All in favour.

### **194/03 REGISTER OF INTERESTS**

Clerk read out letter from NWLDC. Cllr Morris-Chapman to review, and Clerk to advise.

## 195/03 LEISURE CENTRE STAFF HOURS - CLARIFICATION

**Councillor Merry declared a prejudicial interest in the next item and left the room.**

**Councillor Morris-Chapman, (as vice-chairman) assumed chairmanship for the following item:**

Clerk advised that Mrs Sheila Merry had queried commencement date when her fixed 18 hours per week was due to start, as discussed in Decembers meeting. Clerk had paid from Monday 5<sup>th</sup> January 2004, as per Clerks pay increase and discussion with Chairman. Clerk in error did not state commencement date on letter read out by Cllr Morris-Chapman when fixed hours were discussed. Mrs Merry advised, she had been told by another Cllr, that her weekly hours should have increased from Monday 15<sup>th</sup> December 2003, (equating to additional pay of £31.95). Clerk advised she had learnt a valuable lesson regarding correctly dating staff pay items and requires confirmation of commencement date to pay Mrs Merry at 18 hours per week.

**Resolved:** All Cllr's in favour of paying Mrs Merry from Monday 15<sup>th</sup> December 2003. Clerk to pay additional payment of £31.95 in March 2004 wages

**Councillor Merry returned to the meeting and resumed as Chairman.**

### **CONFIDENTIAL – EXCLUSION OF PRESS AND PUBLIC**

That in pursuance of Section 1 (2) to the Public Bodies (Admission to meetings) Act 1960 and Section 100 of the Local Government Act 1972, it is **RESOLVED** because of the confidential nature of the business to be transacted, the public and the press are not admitted to the meeting during the consideration of the following items:-

## 196/03 OAKTHORPE ATHLETIC FOOTBALL CLUB

Clerk read out reply letter received from Fishers Solicitors and Oakthorpe Athletic Football Club. Cllr Mole had produced a letter in response, which Clerk typed up and read out to Cllr's. Clerk requested authorisation from Cllr's to send letter of response to Club.

**Resolved:** All Cllr's in favour of Clerk issuing response letter. Clerk to advise outcome at next meeting.

**Meeting moved out of confidential.**

The date of the next Parish Council meeting has been arranged for Monday 15 March 2004 to be held in Donisthorpe Community Centre at 5.00pm.

***Meeting closed 9.05 pm***

Chairman.....

Date.....