

**MINUTES of Oakthorpe, Donisthorpe and Acresford Parish Council held on Tuesday 23 November 2004 in Oakthorpe Sports & Leisure Centre @ 6.00pm**

**PRESENT** Cllr Hair (Chairman), Cllr's Dolman, Merry, Mole, and County Cllr Sheahan, Alan Ingle (Parish Archaeological Warden).

**APOLOGIES** received from Cllr's Morris-Chapman, Hart and Warwicker.

**DECLARATIONS OF INTEREST**

Cllr Merry declared a prejudicial interest in Agenda items 9a, 12 and 16 (Proposed Annual Review). Cllr's Dolman and Hair declared a prejudicial interest in Agenda item 7a.

**QUESTIONS FROM MEMBERS OF THE PUBLIC**

No questions.

**116/04 MINUTES OF THE MEETING HELD ON 19 OCTOBER 2004 AND MATTERS ARISING**

The minutes of the meeting held on the 19 October, were signed as a true record of the proceedings by the Chairman. County Cllr Sheahan requested an update on the School Travel Plan at Oakthorpe Primary School with reference to Minute Item 112/04. Cllr Merry advised the situation is ongoing due to Head teachers absence.

**117/04 REPORT UNDER CRIME AND DISORDER ACT INCLUDING POLICE REPORT**

No police attendance, no report.

**118/04 APPROVAL FOR ACTION TAKEN UNDER DELEGATED POWERS**

- a) Table Tennis Table purchased for Leisure Centre, previously discussed and approved at last Parish Council meeting. Purchased and recently delivered to the Leisure Centre, payment to be approved in Novembers cheques.
- b) NWLDC Housing Stock Options Appeal – Cllr Hair read out letter. Cllr Merry advised only four tenants attended meeting at Leisure Centre last week. Cllr Hair stated there was a good turnout of Council Tenants at Donisthorpe Community Centre and noted that the proposal has not been signed off by the Government and has now been put back to January 2006.

**119/04 CHAIRMAN'S REPORT**

Cllr Hair proposed next Parish Council meeting to be brought forward to December 14, all agreed. He advised the Ashby Woulds Forum meeting was well attended, however it was stopping, as there was nothing to report. Vandalism had taken place at the top of Ramscliffe Avenue. A mobile phone had been stolen from a vehicle in New Street. He also advised that he had heard rumours of takeaways being thrown at windows in New Street.

**120/04 REPRESENTATIVES' REPORTS**

Clerk read out report from Archaeological Warden, Alan Ingle – noted.

Clerk also noted she had received a call from Cllr Warwicker regarding roadwork's on Moira Road with reference to poor lighting and the road traffic signs being scattered along the road. Clerk contacted Highways Department at NWLDC who advised the work was being carried out by Severn Trent and had fortunately been completed that day, so there was no action for them to take.

**121/04 SPORTS AND LEISURE CENTRE REPORT**

- a) **Complaint letter re vandalism** – Cllr Hair read out letter from resident regarding the ongoing problem of vandalism to their fence. Cllr's agreed to obtain quotes for erection of 8ft chain-link fencing, and infill gaps with thorn bushes.  
**Resolved:** Clerk to respond to letter and obtain quotes.
- b) **Christmas Holiday Closure Dates** – Leisure Centre to close from 20<sup>th</sup> December 2004, to re-open on 5<sup>th</sup> January 2005.

## 122/04 PLANNING APPLICATIONS

Cllr Dolman declared a prejudicial interest in the following item and left the room. Cllr Hair also declared a prejudicial interest, however remained seated but refrained from comment.

Planning observation required prior to 29<sup>th</sup> November 2004.

- a) **04/01681/FUL** – Erection of part single storey, part two storey rear extension and detached double garage and workshop/store, 15 New Street, Donisthorpe - The Parish Council have **no objections** to the house extension, however, they do **object** to the detached double garage and workshop, due to the size of the garage which is substantially larger than the average garage, and also the lack of details given regarding the usage of the workshop.

Cllr Dolman returned to the meeting.

Planning observation required prior to 3<sup>rd</sup> December 2004.

- b) **04/01742/FUL** – Formation of vehicular access, The Firs, 20 Moira Road, Donisthorpe – **No objections**.

## 123/04 DECISION NOTICES

- a) **04/01294/RET** – retention of single storey rear extension at 9 Coopers Close, Acresford – **Granted**.  
b) **04/01310/FUL** – erection of single storey side/rear extension and external alterations at Edenholme, 1 Measham Road, Donisthorpe – **Granted**.  
c) **04/01334/ADC** – display of externally illuminated fascia signs and advertisement boards at Masons Arms, 1 Church Street, Donisthorpe – **Granted**.  
d) **04/01335/FUL** – erection of single storey front and rear extensions and external alterations at Masons Arms, 1 Church Street, Donisthorpe – **Granted**.  
e) **04/01416/FUL** – retention of earth bank and erection of garden store at Allotments to rear of Coopers Close, Acresford – **Granted**.  
f) **04/01444/FUL** – erection of single storey extension at 42 Church Street, Donisthorpe – **Granted**.

## 124/04 FINANCE

- a) **November Parish Council accounts for payment.**

**Resolved:** The schedule totalling £5,188.65 be approved for payment. All Cllr's in favour.

**Oakthorpe Rec. Project - Accounts for payment**

**Resolved:** The part schedule totalling £1,350.21 be approved for payment. All Cllr's in favour.

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

**Resolved:** The payment of £444.06 be approved. All Cllr's in favour.

Total Oakthorpe Rec. Project payments for the month being £1,794.27

Councillor Merry returned to the meeting.

## 125/04 CLERK'S REPORT

- 1) LCC – Reuse & Recycling Directory – Noted.
- 2) EMDA – Annual Report for 2003/4 – Noted.
- 3) ALP Ambrose – Minutes of last meeting held on 7<sup>th</sup> September 2004 – Noted.
- 4) Macmillan Cancer Relief – Thank you letter for donation – Noted.
- 5) NALC – Model Disciplinary & Model Grievance Procedures – Noted.
- 6) NALC – Committee Meetings 2005 – Noted.
- 7) LAPLC – October & November update – Noted.
- 8) The Pension Service – November Surgeries 2004 – Noted.

## 126/04 CORRESPONDENCE for DISCUSSION

- a) DJB Associates – Transfer of Justices Licence re Masons Arms – Noted.
- b) David Bendall & Co – Transfer of Justices Licence re The Gate Inn – Noted.
- c) Nottingham East Midlands Airport – Proposed Changes To Controlled Airspace – Noted, Clerk to notify Cllr Warwicker.
- d) Leicestershire Constabulary – Town, Parish & District Council Meeting, Thursday 2<sup>nd</sup> December – Noted.

- e) Office of the Deputy Prime Minister – New Ethical Framework Regulations – Noted.
- f) NALC – ODPM Consultation, Draft Revised Circular on Planning Obligations – Noted.
- g) LCC – European Recognition for Regeneration – Noted, Clerk to issue letter of congratulations.
- h) LCC – Development of a New Local Transport Plan for Leicestershire – Noted, Cllr Merry passed Cllr Hair a letter issued by Stan Brown – Noted.
- i) LCC – Licence to Cultivate Highway, Installation of Planters – Noted, Cllr's Hair and Dolman signed licence, Clerk to return to LCC. Clerk to obtain quotes for planters as previously agreed.
- j) NWLDC – Speaking at Meeting of the Planning & Environment Group etc – Noted.
- k) NWLDC – Statement of Licensing Policy – Noted, Cllr Mole reviewed.
- l) NWLDC – Anti-Social Behaviour Strategy – Noted.
- m) NWLDC – Tree Preservation Orders, Coronation Lane & Main Street, Oakthorpe – Noted. Clerk to obtain list from NWLDC via Planning Department, for a full list of TPO's within the Parish.
- n) The National Forest Heritage in the Making – Landshapes – Noted. Clerk handed booklets out.

#### **127/04 GRANT APPLICATIONS – Under Section 137**

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

- a) **Saltersford Valley Luncheon Club** – Cllr's agreed to pay £50.00 towards cost of lunches.  
**Resolved:** - All in favour.

**Cllr Merry returned to the meeting.**

- b) **Donisthorpe Primary School** – Cllr Hair read out the letter requiring funding advise, Cllr Sheahan to contact the school to discuss further. Clerk to respond to the school letter.  
**Resolved:** All in favour.

#### **128/04 PARISH FOOTPATHS**

County Cllr Sheahan advised that David Luther, Head Ranger for Snibston is the contact for Heritage Trail and Donisthorpe Country Park, telephone 01530 278455. Clerk read out email received from Cllr Hart regarding problem footpaths. Clerk advised she had requested in last month's issue of the Parish Newsletter, residents to contact her if they had any issues regarding footpaths, however had only received one response from resident Debbie Warren.

**Resolved:** Clerk to notify Andrew Shaw from LCC with details. All Cllr's in favour.

#### **129/04 PARISH NEWSLETTER**

Due to Cllr Morris-Chapman's absence, Clerk will notify Steve Berrill with Parish Council contents for the next issue, which are Christmas Closure Dates for Oakthorpe Sports & Leisure Centre, new Clerks details and issue Christmas wishes from the Parish Council to all parishioners.

**Resolved:** All in favour.

#### **130/04 REVIEW PARISH COUNCIL MEETING DATES/TIMES**

Cllr Hair requested to bring forward December's Parish Council meeting from Tuesday 21<sup>st</sup> December to Tuesday 14<sup>th</sup> December.

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

New Clerk Lindsay Swinfield is to readdress January – May 2005 Parish Council dates, and arrange for them to take place on the third Monday of each month. To be added to next month's Agenda.

#### **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:-

#### **131/04 PARISH COUNCIL SALARIES RE INCREASED HOURS REQUEST, PROPOSED ANNUAL REVIEW AND CLERKS ANNUAL PAYMENT**

Cllr hair read out letter received from Leisure Centre cleaner, Carol Reeves regarding additional hours. It was recommended Carol's hours be increased to 10 per week commencing Monday 29<sup>th</sup> November 2004 until April 2005, when the hours will be reviewed again.

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

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

Clerk advised Cllr's that since she had taken on the duties as Parish Clerk none of the Leisure Centre staff had been given a rise, therefore requested Cllr's to consider hourly rate increases. Clerk has also been approached by Sheila Merry (who has not yet signed her revised contract) and she requested before she signed the contract that a paragraph should be added to it, which incorporated allocating her a yearly rate increase.

It was suggested as the minimum wage had recently increased to £4.80 per hour, that Carol Reeves hourly rate currently £4.50 to be increased to £4.80 per hour and increase Sheila Merry from £5.00 per hour to £5.30. Cllr's agreed yearly increments should be decided by the Parish Council in December, and implemented in April the following year if applicable (commencing December 2005).

**Resolved:** All Cllr's in favour of rises and yearly pay increases, and Clerk to advise employees accordingly.

**Cllr Merry returned to the meeting, and Clerk left the meeting.**

Cllr Hair read out letter from Clerk requesting an annual payment, for working from home and using own equipment of £300.

Resolved: All in favour. Clerk to add to December's payments.

**Clerk returned to the meeting.**

**Meeting moved out of confidential.**

The date of the next Parish Council meeting has been arranged for Tuesday 14<sup>th</sup> December 2004 to be held in Donisthorpe Community Centre.

**Meeting closed @ 8.55pm**