

Kelly Gove Sent Thursday 8th May 2025

[http:// www.oakthorpedonisthorpeandacresford-pc.gov.uk](http://www.oakthorpedonisthorpeandacresford-pc.gov.uk)

To the Chairman and members of the Parish Council

I hereby summon you to attend the **Annual Meeting of Council**, to be held on Wednesday 14th May 2025 @ 7pm at Oakthorpe Leisure Centre aka ME Sports East Midlands Centre. To transact the following business.

It will be assumed that all councillors have read all documents circulated ahead of the meeting.

AGENDA

1. Confirmation of Councillors and Officers

1.1 To receive any amended Declarations of Members Interests.

2. Election of Chairman of the Parish Council (2025-2026)

3. Election of Vice-Chairman of the Parish Council (2025-2026)

4. TO RECEIVE APOLOGIES FOR ABSENCE.

5. 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.

6. 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.

7. MINUTES

To approve as a correct record the minutes of the meetings held on: -
Wednesday 9th April 2024

8.1 To review delegation arrangements to committees and outside body representation

8.2 To review responsibilities of councillors

9. Appointment of Internal Auditor for 2025/26

5/05 2024/2025 16/04 2023/2024 - Catherine Camp via LRALC

10. To review Standing Orders for the Council

10.1 Standing Orders

11. To review the Council's Financial Regulations, committee terms of reference & risk assessment

11.1 Financial Regulations

11.2 Finance committee terms of reference

11.3 Leisure Centre Committee terms of reference - new

11.4 ODA PC risk assessment

11.5 ODA Action Plan

12. POLICE MATTERS

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

Report received - April 2025

13. GROUNDS AND RECREATION AREAS

To receive reports from councillors

13.1 To receive reports from councillors.

13.2 The clerk to report on any items raised by the ground's contractor.

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

13.31- Allotment Fence quotes

13.32 – Allotment Emergency general meeting (EGM) for the allotments Tuesday 10th June, 19.00 at the Allotment site.

13.32 – Friends of ODA Memorial Group – report Cllr D Warren

13.33 – Cleaning green paths – Oakthorpe Play area & Green Donisthorpe

14. Manager's Report

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

14.1 Date for the 2024 Annual Parish Meeting (Monday 19th May 2025)

14.2 Annual Parish Meeting / Awards update

14.3 Council meeting dates

14.4 3VNs report (year dates in papers)

14.5 Scheme of delegation

14.6 Road cleaning

14.7 Email Layout

14.8 MVAS - Ashby Road

14.9 Revaluation of asset for insurance

15. CORRESPONDENCE

15.1 Email - Copies sent

15.2 Severn Trent New Pipeline – information

15.3 Schools annual Council awards – Cllr D Warren / Cllr

15.4 -Clear council insurance renewal

- RESOLUTION: To accept renewal £3,309.85

(22/23 £1847.63 23/24 £2125.41 24/25 £2851.84) not including Cyber Security – separate cost

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

16. PLANNING

16.1 CONSULTATIONS

APPLICATION REFERENCE 25/00528/VCUM

Amendment to condition 48 of planning permission 24/00240/FULM which was for the partial conversion of part of agricultural building to a mixed use for the purpose of a wedding venue and other functions and the erection of 10 holiday units to change the position of access A in order to retain an Oak tree
Hill Farm Willesley Woodside Ashby De La Zouch Leicestershire

APPLICATION REFERENCE 24/01522/FUL

Erection of single storey rear conservatory
1 Moira Road Donisthorpe Swadlincote Derby

16.2 Permissions / OTHER

OUTLINE PLANNING PERMISSION

Application reference 23/01242/OUT
Erection of three detached dwellings (outline - access and layout only) at 10 Hill Street Donisthorpe Swadlincote Derby

NOTIFICATION OF WITHDRAWN APPLICATION

APPLICATION REFERENCE 24/01118/VC1

Amendments to conditions 2 and 18 of planning permission
23/00684/VC1 to change a first-floor window on plot 1
Hollycroft Main Street Oakthorpe Swadlincote

PLANNING PERMISSION

Application reference 25/00275/FUL

Town and Country Planning Act 1990
Erection of single storey rear extension at 4 Church View Barns Measham Road
Acresford Swadlincote

17. DISTRICT

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

18. COUNTY COUNCIL

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

19 FINANCE

19.1 RFO to report on the Council's current financial position.

- Internal audit update
- S137 regulations

19.2 To approve notice of public rights

Monday 4th June and ending on Monday 14 July 2025

Notice placed on notice board 8th May

19.2i To approve s1 of the Annual Governance & Accountability Return (AGAR) 2024/25

19.2ii To approve Recommended Explanation if Variances statement for section 1 of AGAR

19.2iii To approve s2 of the Annual Governance & Accountability Return (AGAR)

19.3 To approve the Bank Reconciliation April 2024.

19.4 To receive and authorise April's payments list

19.5 To receive and authorise payments as set out below.

Vision ICT £330

Amazon – £12.69 -screen

In the woodshed - £210

Flying Tiger £5.00 – display board

M&S £17 - Flowers

Any additional payments received since the agenda went to print will be reported at the meeting.

20 PROPOSAL TO MOVE INTO CONFIDENTIAL

21 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.

21.1 Building Asset update

- Report

-Meeting

21.2 Performance Management

Date of next meeting – Wednesday 11th June 7pm

- Annual Meeting & Community Awards Monday 19th May Donisthorpe – Church 'Heart of the Village'

21. Meeting Closed