



**Three villages one community**

M Kelly Grove - Sent Thursday 7<sup>th</sup> May 2026

<http://www.oakthorpedonisthorpeandacresford-pc.gov.uk>

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To the Chairperson and members of the Parish Council  
I hereby summon you to attend the **Annual Council Meeting**, to be held on  
Wednesday 13<sup>th</sup> May 2026 @ 7pm at Oakthorpe Leisure Centre, aka ME Sports  
Measham Road Oakthorpe. To transact the following business.

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

**AGENDA**

**1. Election of Chairman of the Parish Council (2026-2027)**

**2. Election of Vice-Chairman of the Parish Council (2026-2027)**

**3. To receive any amended Declarations of Members Interests.**

**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 8<sup>th</sup> April 2026

**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 2026/27**

## **Three villages one community**

**10.** To review Standing Orders for the Council

**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

**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

Oakthorpe Partch Walk report - noted

### **Forest Beat Priority Update**

#### **School Parking & Traffic Issues**

We have carried out targeted enforcement at Albert Village, Donisthorpe, Oakthorpe Primary Schools. Parents and carers have been given advice, and where unsafe or repeat parking was identified, tickets were issued. Further visits are planned with Civil Enforcement Officers.

### **13. GROUNDS AND RECREATION AREAS**

To receive reports

13.- Annual Play Ground Inspections

**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 –

**13.31a)** Allotment Society renewal

**13.31b)** First visit of allotments – report

**13.31c)** Accounts published

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

- Skip request - ~One to be held on the Gardens

**13.33 –** Cleaning green paths – Acresford, Oakthorpe Play area & Green Donisthorpe

**13.34 –** MOP 1 request for signs say play areas are for inclusivity all children and not only for children of the estate they are in.

**13.35 –** Brooks Close Play area

### **14. Manager's Report**

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

**14.1** 3VNs report – Cllr D Gelder – 3VNs written and recorded

## Three villages one community

**14.2** Council meeting dates

**14.3** Scheme of delegation

**14.4** Communication Groups update and actions on Annual Parish Meeting organised event for parishioners (Friday 9th October 26)

**14.5** Harvest Festivals at St Johns with both parish schools- Cllr D Warren

**14.6** Councillor Training

**14.7** Council name change – ODA Community Council – consider costs – website, logo etc

## **15. CORRESPONDENCE**

**15.1** Email - Copies sent

**15.2** MOP2- Requesting defibrillator signs with access codes

**15.3** Schools annual Council awards – Cllr D Warren

**15.4** -Clear Council insurance renewal

-RESOLUTION: To accept renewal £3416.95 not including Cyber Security – separate cost

£3,309.85- (25/26)

£2,851.84 (24/25 )

£2,125.41 (23/24)

£1,847.63 (22/23)

**15.5** Rise Grant Application to consider

**15.6** Villages Together update -MPs to support (se letters written to Housing & Transport ministers)

**15.7** Grit bins from LCC with 31st July deadline

**15.8** Risk Ready Community – Council to consider signing up for a parish plan working with present group in Donisthorpe.

**15.9** MOP3 – Concerns over parking on Ramscliff estate during football training and matches. Visitors causing bottle neck at entrance to the estate. Concerns ambulance and/fire engine could not get through. Can council consider car park on the field.

**15.10** MP meeting to discuss devolution concerns/issues – Councillors invited (by email) to attend. - Friday 29<sup>th</sup> May 10-12noon Barleston Community Centre CV13 0JE

**15.11** Dog Poo signs to purchase/ Ask children to design 'pic up your poo posters.

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

**15.12a CONSULTATION REQUEST County Council Reference Number:**

**2026/CM/0049/LCC** 11 May 2026 2026/CM/0049/LCC Robert Tollyfield 0116 305 2733

[planningcontrol@leics.gov.uk](mailto:planningcontrol@leics.gov.uk)

Location - Measham Sewage Treatment Works (STW), Measham, Leicestershire, DE12 8AH

Proposal - Site extension and installation of a kiosk at Measham STW Applicant - Severn Trent Water Limited



**Three villages one community**

## **16. PLANNING**

### **16.1 CONSULTATIONS**

#### **APPLICATION REFERENCE 26/00472/AGP**

Proposal: Proposed agricultural building to store machinery and animal fodder/feed

Location: Land Rear Of 5 Church Street Donisthorpe Derby

#### **APPLICATION REFERENCE 25/01171/OUT**

Proposal: Conversion and extension of garage to one self-build dwelling with cesspool

(Outline - Access and Layout only) Location: Garage to The Rear Of Coopers Close Coopers Close Acresford DE12 8AJ

#### **APPLICATION REFERENCE 25/01085/FUL**

Proposal: Demolition of existing bungalow and erection of self-build two storey dwellinghouse

Location: 43 Measham Road Oakthorpe Swadlincote Leicestershire

#### **APPLICATION REFERENCE 26/00442/FUL**

Proposal: Location: Erection of single storey side and rear extension 79 Moira Road Donisthorpe Swadlincote Derby

### **16.2 Permissions / OTHER**

CONSENT FOR WORKS TO TREES SUBJECT TO A TREE PRESERVATION ORDER

Works to 2no Lime Trees to remove broken limb, deadwood and epicormic growth up to 7m (Protected by Tree Preservation Order) at Woodview 21 Chapel Street Donisthorpe Swadlincote

## **17. DISTRICT**

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

- Gallows Lane issue

## **18. COUNTY COUNCIL**

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

- Acresford quarry

## **19 FINANCE**

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

-Internal audit update

**Three villages one community**

**19.2 To approve notice of public rights**

Date of announcement Tuesday 2 June 2026 – placed on notice board

Any person interested has the right to inspect and make copies of the accounting records for the fiscal year 2024/2025

available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to the Parish Manager for **Wednesday 3rd June ending on Tuesday 14 July 2026**

**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.**

£73.50 The National Allotment Society

£676.80 Play Ground Inspections

£3416.95 Clear Council Insurance

£7.19 Amazon Laminating Pouches

£10.77 Amazon Photo paper

£15.95 Amazon – Extra Strong Laminating Pouches

£67.96 Amazon Laminator -returned

£94.03 Amazon Sinchi laminator

£7.42 Heavy Duty Staples

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 Burial Committee**

**21.2 Leisure Centre- flooding -update**



**Three villages one community**

**21.3** Tenant update

**21.3** Performance Management

**Date of next meeting** – Wednesday 10<sup>th</sup> June 7pm

**21. Meeting Closed**