



**Minutes of Council Meeting, held on
Wednesday 9th April 2025 @ 7pm at ME Sports East Midlands Centre aka
Oakthorpe Leisure Centre**

Present: Cllrs N Antill-Holme (Chair), T Hawke, D Warren, M Warren, D Gelder,
A Hancock-George

Kelly Grove- Proper Officer / Manager / Responsible Finance Officer
Cllr Robert Ashman – LCC
Cllr Mick Ball - NWLDC

Acronyms – explained

ODA- Oakthorpe, Donisthorpe & Acresford

PC- Parish Council

LRALC – Leicestershire & Rutland Association of Local Councils

LCC- Leicestershire County Council

NWLDC – Northwest Leicestershire District Council

PSCO - Police community support officers

3VNs –Three Views News

MOP – Member of the Public

SLCC – Society for Local Council Clerks

AKA -Also Known As

Councillor To do actions

Annual Report to Parish – Chair Cllr N Antill-Holmes – to be shared at Annual Meeting/ Community Awards May 19th

Meeting started 7.06pm

042501 TO RECEIVE APOLOGIES FOR ABSENCE.

Cllr Gelder apologies sent – work

Cllr H Tyler – personal

Apologies accepted – unanimous

042502 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.

Cllr M Warren – Friends of ODA Memorial Grounds (trustee)

Cllr N Antill-Holmes – Donisthorpe Youth Club

Friends of ODA memorial gardens meeting - Cllr D Warren reporting back

Request monthly update is on agenda

RESOLUTION: To approve adding agenda item to future parish council agendas. Approved unanimous

*Three pallets of bricks stored at Borleys for rebuilding of wall.
Orchard Path request for information of contractor. Manager to forward details.
Group nominated for TESCOs funding.*

*Request that Council buys equipment so VAT can be claimed.
Invoices to be presented to council for consideration.*

Group want to attach to a lamppost to use electricity, to light a tree for festive period. Manager informed group that they would need to apply for a licence from NWLDC to use lamp post. A lot of posts in the parish are unusual and may not be able to be used easily. If this is possible there would be a cost for adaption to allow usage.

042503 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 Chairperson

042504 MINUTES

To approve as a correct record the minutes of the meeting held on: - Wednesday 12th March 2025 – approved

RESOLUTION: To approve as a correct record the minutes of the meeting held on: Wednesday 12th March 2025 –. approved unanimous

042505 POLICE MATTERS

042505.1 Forest Beat December Newsletter – noted

Feedback from Car Rally at Moira Furnce – A lot more cars arrived than expected and reported accidents around entrance/exit to site.

Police presence requested for next rally.

042506 GROUNDS AND RECREATION AREAS

042506.1To receive reports from councillors. –

Oakthorpe Play area -

Oakthorpe play area – checked

Quote for turf – £525

Two tonnes of soil then 24sq turf Quote

**RESOLUTION: Council approve quote for turf for Oakthorpe Play area - £525
Approved unanimous**

Gate has been repaired– bolt has been removed from gate and all protruding bolts cut off.

Donisthorpe Play area update on taking on responsibility – sitting with the legal team at NWLDC.

042506.2 The Manager to report on any items raised by the ground's contractor.

042506.3 To consider any other matters in relation to grounds and recreation facilities: -

042506.3a Allotment contract – Signed by chairs – digital signatures. Wets sign by vice & Manager. Signed copied sent to manager for record.

042506.3b Conifer Acresford – needs removing – proposed replacing with Magnolia

RESOLUTION: Council approve cost for removing dead conifer and root ball
Quote £70. Replace with magnolia tree – Approved unanimous

042506.3c Memorial grounds

Holly bush (which is two trees together), need cut back and shaping. Conifer branches have been trimmed back and left on grounds. ODA Memorial Group would like to create a brash pile.

RESOLUTION:- Council approve the tree works and turning conifer branch off cuts into brash. Quote £60 -approve unanimous

Pillar to be repaired – bricks to and mortar to – + Capping stone + 2 bricks

Cllr M Warren & Cllr T Hawke to get quotes

RESOLUTION: Council to approve up to £750 to complete these pillar works.
Approved unanimous

042507 MANAGER'S REPORT

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

042507.1 3VNs report – Cllr Antill-Holmes' Annual Report

042507.2 Local Council Awards -update on progress

After assessment from SLCC - ODA Parish Council have been awarded the bronze award.

042507.3 .Gov email address update -awaiting feed back from May 2025 NWLDC meeting.

042507.4 Heritage Assets - noted

042507.5 Acresford – Measham Road / A444 speeding traffic issues

MVAS data – sent to 3VNs/LCC & NWL Police

Cllrs M Warren, D Warren, D Gelder and Manager Meeting with MP – Luke Evans Initiative From Leics & Derbyshire in place for speeding/accident issues

Manager to send information re every accident to police and highways

Manager to forward information re- Quarry – Area of historic interest.

Issue has been with environment agency for over 5years

Contaminated land.

042507.6 Council training planning

Cllr Hawke & Cllr Hancock-George to attend 6th Oct online Planning Nuts & Plots training.

042507.7 Awards Event

042507.7a -award refreshments quote varied cost for drinks – depending on numbers

RESOLUTION: To approve quote for buffet for sixty

Manager to amend buffet request to sixty people. They accept costs for drinks and wish to confirm that this cost will vary depending on numbers and types of drink chosen. Council will give tickets on the door to identify the free drink – orange juice, prosecco, bucks fizz.

19 May (18:00 - 21:30) Annual Parish Meeting & Awards Event

16 Sep (18:30 - 21:00) Networking Event – tea, coffee n biscuits

042507.8 Neighbourhood plan Next steps – Working Party

Councillors to talk to Market Bosworth/ Breedon/ Disworth /Long Whatton and Swannington about their neighbourhood plan about how they got started and how much public support is really needed.

CORRESPONDENCE

042508.1 Email - Copies sent. – information only

042508.2 New defib installed in Donisthorpe by Scout Group on Scout Building Church Street – Details to be added to poster – Cllr D Warren / Cllr Hawk
Cllr Antill Holmes looking at signage

042508.3 MOP1 MVAS Acresford road picking up car speeds too soon?

This has been looked at. If cars are travelling above 30 when they are in the 'slow down' road marking on Acresford Road (just before the thirty sign on entrance to the village), the speed will be picked up & the car speed flashed in red & 'slow down'. It is unlikely the car will be below the 30 speed limit as it enters the village. If the car is travelling at 30 in this 'slow' road marking area, then the MVAS will flash 'Thank you' in green.

Council does not see this as an issue as by law cars should be below the speed limit before they pass the speed limit sign and NOT after.

The MVAS will not be moved as post location is approved by LCC

042508.4 MOP2 Foxglove Ave trees – recommended parishioner contacts NWLDC

042508.5 LRALC – Local Reorganisation options suggested - noted

042508.6 Flood drop-in session -all welcome – Councillors, Residents, Businesses
Anyone with questions may contact the Lead Local Flood Authority by emailing:

flooding@leics.gov.uk

042508.7 – NWLDC Love Your Neighbourhood – week of Action Mon 30th – Sun 6th July – send to community groups –
Talk about it on Awards night – sign cleaning suggestion raised

042508.8 The Manager to report on any items of correspondence received and not dealt with elsewhere on the agenda.

042508.8a Application reference 24/01590/CLP

CERTIFICATE OF LAWFULNESS OF PROPOSED USE- REFUSED

Certificate of Lawful Proposed Development for the provision of an access with dropped kerbs (Off Ivy Close) at 13 New Street Donisthorpe Swadlincote Derby- noted

042508.8b NWLDC

Staffing changes within the community team. Parish Council's link will be moving onto the Community Safety Team on 9 May 2025.

042508.8c Map of bulbs In the memorial grounds - noted

042508.8d Elections

County Council elections. Polls Thursday 1 May.

04259. PLANNING

04259.1 CONSULTATIONS – to discuss

APPLICATION REFERENCE 24/01522/FUL

PLANNING CONSULTATION

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

No Comment

APPLICATION REFERENCE 25/00433/FUL

PLANNING CONSULTATION

Demolition of existing conservatory, erection of single storey rear extension and garage conversion 8 Canal Street Oakthorpe Swadlincote Derby

No Comment

04259.2 Permissions/Refusal/Other

042510. DISTRICT

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

New Street Measham- Development Control looked at site – will put some conditions in any agreed plan

Updated Local Plan – presently there is a consultation for new site. Nothing new in the parish

042511. COUNTY COUNCIL

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

Footpath Bridge (behind Seals Road) being repaired shortly.

Narrow street has been refreshed white lines

Potholes on Hill Street to be filled.

Royal Assent in October for unitary plan.

20.29pm Cllr Ashman & Cllr Ball leave the meeting

042512 FINANCE

042512.1 RFO to report on the Council's current financial position.

Carry over- bench / notice boards cost

- Scribe Health Check Report -noted

- Reserves update

- To approve 2024/2025 Asset list increases from 864,317 to 921245.34 (+5628.34)

RESOLUTION: To approve 2024/2025 asset list with increased worth due to increase in assets.

12.2 Credit card payment March 2025 – To approve credit card payments paid.

RESOLUTION: To approve February's credit card statement and list paid in March 2025 -approved unanimous

042512.3 TAX

VAT Reclaims made 2024-2025

VAT return 1st Quarter April-June Q1 £9,628.85

Received: - £9,628.85

VAT return 2nd Quarter July- Sept £785.61

Received £785.61

VAT return 3rd Quarter Oct – Dec £897.64

Received £897.64

VAT return 4th Quarter Jan- March 31st £426.38

042512.4 To approve: -

042512.41 Financial regs compliance

-Bank statement & reconciliation – matched and signed

RESOLUTION: Council approved signing of bank statements matching reconciliation for 1st April 2024 – 31st March 2025 -approve unanimous

042512.42 2024-2025 Statement of accounts,

RESOLUTION: Council approved the 2024-2025 Statement of Accounts for Manager to sign. Approved unanimous

042512.43 Bank reconciliation as 31st March 2025

RESOLUTION: To approve bank reconciliation March 2025 – approved unanimous

042512.44 Year end (March 31st, 2025) reserves list

RESOLUTION: Council accept the final balance of reserves pots 2024/25 approved unanimous

042512.5 To approve payments list for March.

RESOLUTION: To approve payments list for March 2025 – approved unanimous

042512.6 To authorise new financial year payments as set out below:

Parish Mag Printers £313

DSK Engineering Services Gate repair – £255 + VAT

042512.7 To receive and authorise Any additional payments received since the agenda went to print will be reported at the meeting

£58.98 – shrubs tree - [Power to maintain open spaces – Open spaces Act 1906 Subsection 9/10](#)

£18.10 certificate paper - [Power to incur expenditure LGA 1972, section 137](#)
Paper £24.92

Acetate £9.99

£37 tablecloth & thread- [Power to incur expenditure LGA 1972, section 137](#)

£12.29 foils - [Power to incur expenditure LGA 1972, section 137](#)

£690 LRALC membership [Power to carry out council functions Local Government Act 1972ss. 101, 111 and 112](#)

£188.15 NALC membership [Power to carry out council functions Local Government Act 1972ss. 101, 111 and 112](#)

£60 Donate 6 tickets for Victory Europe (VE) Event [Provision of entertainment and support of the arts Local Government Act 1972, s.145](#)

042513 PROPOSAL TO MOVE INTO CONFIDENTIAL

RESOLUTION: To move into confidential – approved unanimous

042514 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.

042514.1 Crane & Walton – Land issues – awaiting further information

042514.2 Building Asset update – awaiting report and requested information.

042514.3 Performance Management

RESOLUTION : Chair & Vice Chair to be delegated to perform review - approved unanimous

042515 Date of next meeting: -

-Full Council Wednesday 14th May 7pm Oakthorpe Leisure Centre / ME Sports

- Monday 19th May 7pm Annual Parish Meeting & Community Awards Ceremony – St Johns Donisthorpe

042516. 21.03pm Meeting Closed