Oakthorpe, Donisthorpe & Acresford Parish Council

Three villages, one community

Minutes of the Parish Council Meeting

Held on Wednesday 11 November 2026 at 7.00pm
Donisthorpe Youth Club (under the Pavilion Bar), Church Street, Donisthorpe
Three villages, one community

1126000 – Attendance

Present:
Cllr M Warren, Cllr D Warren, Cllr N Antill-Holmes (Chair) and Cllr A Hancock-George.

In attendance: Kelly Grove, Parish Manager / Proper Officer / Responsible Financial Officer; Cllr Mike Ball, North West Leicestershire District Council; and Cllr Adam Tilbury, Leicestershire County Council.

Members of the public: None.

1126001 – Apologies for Absence

Apologies for absence were received from:-
Cllr D Gelder, Cllr S Edwards and Cllr T Hawke.

RESOLVED: That the apologies for absence from Cllrs D Gelder, S Edwards and T Hawke be accepted. Approved unanimous

1126002 – Declarations of Interest

Cllr M Warren declared a non-pecuniary interest as a Trustee of the Friends of ODA Memorial Grounds.
Cllr N Antill-Holmes declared a non-pecuniary interest as a Trustee of Donisthorpe Youth Club and as a Director of Colliers Field CIC. No other interests were declared.

1126003 – Public Question Session

No public questions were raised.

1126004 – Approval of Minutes

Council considered the minutes of the Parish Council meeting held on Wednesday 14 October 2026 and the Finance Committee meeting held on Monday 26 October 2026.

RESOLVED: That the minutes of both meetings be approved without amendment as true and accurate records and signed by the Chair. Approved unanimous

1126005 – Police Matters

1126005.1 – October 2026 Police Report and Theft of Telephone, Internet and Fibre Wiring in Oakthorpe

Council received and noted the October 2026 Police Report.

NOTED: Council noted the Police Report and the incident concerning the theft of telephone, internet and fibre wiring.

1126005.2 – Matters to be Raised with the Police

No additional matters were raised for referral to the Police.

1126006 – Grounds and Recreation Areas

1126006.1 – Reports from Councillors

Cllr M Warren confirmed that the Parish Council playgrounds had been inspected and no issues were identified.

NOTED: Council noted the report.

1126006.2 – Grounds Contractor Report

The Grounds Contractor attended site meetings at Cowslip Avenue Play Area and Buttercup Avenue Play Area, Donisthorpe, to review the ongoing works and future maintenance requirements once the handover of the play areas has been completed. It was also agreed that the Grounds Contractor would meet with Cllr M Warren and the Parish Manager at the end of November to discuss the programme of winter works at the allotments.

ACTION: Grounds Contractor, Cllr M Warren and Parish Manager to meet at the end of November to review and agree the winter works required at the allotments.

1126006.3 – Other Grounds and Recreation Matters

Council noted the Remembrance Sunday commemorations held within the Parish. Members of the Council and the public attended the Remembrance service at the church, with members of the community also attending the commemoration at the Memorial Gardens.

Council acknowledged the work of the Friends of ODA Memorial Gardens, who had decorated the Memorial Gardens for the occasion. The setting, together with the mist and the playing of the Lone Trumpeter, created a particularly poignant and atmospheric commemoration.

It was also noted that poppies and soldier figures had been displayed throughout the Parish as part of the Remembrance commemorations.

Following the service, Cllrs M Warren, D Warren and N Antill-Holmes laid crosses at the Commonwealth War Graves in Donisthorpe Cemetery. They then walked to Acresford Memorial Gardens, where a wreath was laid on behalf of the Parish Council.

NOTED: Council noted the Remembrance activities and thanked all those involved in preparing and supporting the commemorations.

1126006.4 – Friends of ODA Memorial Group

There were no matters to discuss. The item was deferred to the December meeting.

ACTION: The Friends of ODA Memorial Group update to be included on the December Council agenda.

1126006.5 – Dawkins Road and Buttercup Avenue Play Areas – Responsibility Update

The Parish Manager presented the update report on the proposed transfer of Dawkins Road and Buttercup Avenue Play Areas. Council noted that the Deed of Variation took effect on 1 October 2026, but the legal transfer had not yet been completed. DWH remained responsible during the maintenance period before handover.
Outstanding matters included completion of agreed works to equipment, gates, hedges and trip hazards; a clear transfer plan; confirmation of tree condition and responsibility; and clarification of responsibility for the hedge between Cowslip Close and Foxglove Avenue.

RESOLVED: That the Certificate of Compliance would not be issued until the agreed works were complete and the land, assets, trees and ongoing responsibilities were clearly established. The Parish Manager would continue discussions with DWH and North West Leicestershire District Council. The two litter bins would be monitored for several months before Council considered an annual collection arrangement, currently indicated at £4 per bin per week, subject to confirmation of VAT. Approved unanimous

1126006.6 – Parish Review 2026 Update

Council reviewed the Parish Review reports and accepted the findings. It was agreed that Cllrs M Warren and D Warren would undertake a separate review of the Parish Council benches.

RESOLVED: That the Parish Review reports be accepted and that Cllrs M Warren and D Warren undertake a review of the Parish Council benches. Approved unanimous

1126006.7 – Neighbourhood Plan – Public Questionnaire and Community Engagement

Council received an update on the Neighbourhood Plan questionnaire and agreed to continue actively encouraging residents to participate. The Parish Manager would continue promoting the questionnaire through Facebook, with Councillors also supporting its promotion within the community.
Paper copies of the questionnaire would continue to be made available for residents who required them. A Neighbourhood Plan presence would also be provided at the Christmas Craft Event at The Heart of the Village, giving residents a further opportunity to complete the questionnaire.
Residents would be reminded that the advertised closing date was 11 December 2026, although some flexibility could be considered around the closure of the online questionnaire.

RESOLVED: That Council continue to actively promote the Neighbourhood Plan questionnaire through social media, Councillor engagement, paper copies and community events up to the closing date. Approved unanimously

1126006.8 – Acresford Ground One-off Cleaning – Update

Council was pleased with the cleaning and improvement works completed at the Acresford Memorial Grounds, including the sand cleaning and works to the path outside the grounds. The contractor had provided photographic evidence confirming completion of the works prior to Remembrance Sunday.

RESOLVED: That the satisfactory completion of the works be noted. Approved unanimously

1126006.9 – Quotes for Apple Tree Works – Orchard

Council considered two quotations for works to the apple trees at Donisthorpe Orchard. The quotations received were £1,040 from Weston Tree Care and £4,740 from DJT Property Services.
Council agreed to accept the quotation from Weston Tree Care for £1,040 for the pruning of 17 apple trees, including the removal of dead, diseased and crossing branches, a 10% crown thin and removal of all waste from site.
The Parish Manager would also obtain a separate quotation from Weston Tree Care for the removal of the dead tree affected by woodworm at the Orchard.

RESOLVED: 1. That the quotation of £1,040 from Weston Tree Care be accepted and the works authorised.
2. That the Parish Manager obtain a separate quotation from Weston Tree Care for the removal of the dead tree affected by woodworm. To be considered by delegated authority (Cllr Antill-Holmes, Cllr Warren & Manager) Approved unanimously

1126006.10 – Allotment Annual Fees Request

Council was advised that the annual ground rent invoices had been issued to all allotment holders.
NOTED: Council noted the update.

1126007 – Manager's Report

1126007.1 – Three Villages News – Written and Recorded Update

Cllr A Hancock-George advised Council that she would prepare the Three Villages News report.
ACTION: Cllr A Hancock-George to prepare the report.

1126007.2 – Local Government Reorganisation and Parish/Boundary Consultation

Council received an update on Local Government Reorganisation. It was noted that the Government had withdrawn its previous decision relating to Leicester, Leicestershire and Rutland to allow the options to be reconsidered as part of a wider review. The withdrawal did not mean that Local Government Reorganisation had been cancelled, and further consideration of the proposals was expected in the new year.
NOTED: Council noted the update.

1126007.3 – Local Council Award Scheme – Information Required from Councillors

The item relating to the Local Council Award Scheme and information required from Councillors was considered briefly. It was agreed that the item be deferred to the December Council meeting when a fuller Council would be present.

ACTION: The item to be included on the December Council agenda.

1126007.4 – Councillor Training Needs and Policy

The item relating to Councillor training needs and the Training and Development Policy was considered briefly. It was agreed that the item be deferred to the December Council meeting, when a fuller Council would be present to enable Councillors to discuss their individual and collective training needs.

ACTION: The item to be included on the December Council agenda for further discussion.

1126007.5 – Football Grounds Invoice and 2027 Contract Renewal

Council noted that the football grounds contract was due for renewal and agreed that the arrangements for the contract should be reviewed and discussed in 2027.

ACTION: The football grounds contract renewal to be brought back to Council for consideration in 2027.

1126008 – Correspondence

1126008.1 – Emails

Council noted that a variety of emails and correspondence had been received.

NOTED: Council noted the correspondence received.

1126008.2 – Orchard Footpath Diversion Update

Council considered the proposed diversion of Public Footpath P51 through the Parish Council-owned Orchard. Prior to making its decision, Council had undertaken due diligence regarding ownership of the land affected by the proposed diversion.

RESOLVED: That the Parish Council approve the proposed diversion of Public Footpath P51 through the Parish Council-owned Orchard. Approved unanimously

1126008.3 – Christmas Decorations Event – 21 November 2026

Council received an update on arrangements for the Christmas Decorations Event on 21 November 2026. The event would be run by Cllr D Warren and Cllr T Hawke. Posters advertising the event had been displayed around the villages.
The Parish Manager would continue to promote the event on Facebook during the week leading up to the event. The Parish Manager had also prepared a risk assessment for the event.

ACTION: Parish Manager to continue Facebook publicity in the lead-up to the event.

1126008.4 – Tree Fest – 4 to 6 December 2026

Council received an update on arrangements for Tree Fest, taking place from 4th – 6th December 2026. The decorations made by children of the Parish at the Christmas Decorations Event would be used to decorate the Parish Council's Christmas tree. The tree would be displayed at Moira Centenary Methodist Church as part of the event.

NOTED: Council noted the arrangements.

1126008.5 – Other Correspondence Received

1126008.5a – Flooding Drop-in Events: November 2026
Council received information regarding the flooding drop-in events taking place during November 2026. The information was noted by Council.

1126008.5b – Church Street Hedge
Council was advised that the Parish Manager had reported the Church Street hedge to Leicestershire County Council Country Parks. At present, no timescale had been provided for when the matter would be addressed.

ACTION: Parish Manager to monitor for a response or update.

1126008.5c – Oakthorpe Picnic Area – Fly-tipping/Damaged Bench
Council was advised of a report regarding fly-tipping and a damaged bench in the Oakthorpe picnic area. The exact location and whether the area fell within the Parish Council boundary had not yet been established.

ACTION: Cllr D Warren to investigate the location, liaising with North West Leicestershire District Councillor Mike Ball, to establish whether the site falls within the Parish and determine responsibility for the area and damaged bench.

1126008.5d – Burial Board Update (Cllr D Warren), including Closed Churchyard Funding
Cllr D Warren requested that the Burial Board update be deferred to the December meeting, as the Burial Board had not yet held its meeting. The Parish Manager advised that an application for closed churchyard funding had been submitted. As the relevant officer was currently on leave, the correspondence had been forwarded to her and to Cllr D Warren, Chair of the Burial Board, for information and reference.

ACTION: Burial Board update to be included on the December Council agenda.

1126008.5e – Planning Consultation – 26/01398/FUL
Proposal: Erection of a single-storey rear extension with external render, incorporation of a first-floor balcony and associated works. Location: Whitelands, Burton Road, Oakthorpe, Swadlincote.

RESOLVED: That the Parish Council submit no comment on planning application 26/01398/FUL. Approved unanimously

1126009 – Planning

1126009.1 – Planning Applications / Consultations

26/00622/FULM – Land adjacent to Bodkin Row, Measham Road, Oakthorpe

Council considered the amended planning application, and the Parish Council's detailed written response. It was noted that the amended scheme had reduced the number of pitches from ten to eight and included revised access arrangements. However, Council considered that the amendments did not overcome its principal concerns regarding the rural setting and landscape character of Oakthorpe, loss of openness, visual intrusion and the outstanding environmental matters raised by Natural England.

Council agreed to maintain its objection. Council also requested clarification as to whether Highways had confirmed that the applicant had the necessary legal right of access over the entirety of the proposed route from the public highway/pavement to the site entrance, and whether documentary evidence of those rights had been provided and considered. Council requested that this matter be clarified before the application was determined.

RESOLVED: That the Parish Council maintain its objection to planning application 26/00622/FULM and submit the agreed written report, together with the additional concern regarding legal rights of access. Approved unanimously

26/01341/FUL – 64 Ashby Road, Donisthorpe

Proposal: Erection of a single-storey rear extension.

RESOLVED: That the Parish Council submit no comment on planning application 26/01341/FUL. Approved unanimously

26/01359/EAS – Land north-east of Junction 11, M42

Council considered the request for a Scoping Opinion relating to the proposed industrial and logistics development and associated infrastructure. Council noted that this was not an application for planning permission, but a request to determine the scope of a future Environmental Impact Assessment. Given the scale and predominantly rural location of the proposed development, Council considered there was potential for significant environmental effects.

Council agreed that its written response should request comprehensive assessment of landscape, visual and countryside impacts; cumulative development impacts; highway safety and traffic impacts, particularly on the A444 and local roads serving Acresford and Measham; noise and vibration; artificial lighting and night-time effects; ecology and biodiversity; flood risk and surface-water drainage; and air quality and climate change.

Particular concern was expressed about the cumulative impact of continued industrial and logistics development around Junction 11, including additional HGV traffic and the potential displacement of traffic onto local roads.

RESOLVED: That the Parish Council approve and submit its written response to the Scoping Opinion consultation for application 26/01359/EAS, requesting that the matters identified by Council be fully assessed within any future Environmental Statement and not scoped out of the Environmental Impact Assessment process. Approved unanimously

1126009.2 – Planning Permissions / Decisions

- 26/01173/FUL – 125 Moira Road, Donisthorpe: Application for a Venetian slatted fence above an existing brick wall. Application withdrawn.
- 26/01338/CLP – 58 Moira Road, Donisthorpe, DE12 7QE: Certificate of lawful proposed development for a single-storey outbuilding for a hobby/practice golf range and home gym/sun room.
- 26/00902/FUL – Land to the rear of Coopers Close, Acresford, DE12 8AJ: Application for a building for storage of animal feed, bedding and equipment. Application withdrawn.

NOTED: Council noted the planning decisions received.

1126010 – District Councillor's Report

The District Councillor provided updates on the following matters:

- Planning: A proposal for four self-build properties, including ecological considerations relating to newts and the measures associated with the development.
- Local Plan: It was reported that 467 organisations had submitted comments. The Local Plan was due to be considered by the relevant committee, with approval being sought to submit it to Government for consultation. It would subsequently require approval by Full Council. The intention was for the Plan to be submitted by the end of 2026, with adoption anticipated by the end of 2027.
- Legacy Fund: An update was provided regarding approval of the Legacy Fund.
- Playground Fund: Council was advised of the opportunity to make an application to the playground fund.
- Moira Furnace: A consultation was taking place regarding proposals to improve the visitor offering at Moira Furnace.

NOTED: Council noted the District Councillor's report.

1126011 – County Councillor's Report

The County Councillor provided updates on the following matters:

- Moira Furnace: The car park, play area and electric vehicle charging provision.
- Donisthorpe Woodland Centre / Pavilion Bar: Matters concerning the car park were being considered from a legal perspective, including compliance with the existing terms and proposals relating to parking charges.
- Jack's Pool: Ownership remained unclear.

- Public Footpath P53 / Fallen Trees: Concerns were raised regarding fallen trees affecting Public Footpath P53. The footpath crosses the boundary between Leicestershire and Derbyshire, which complicated responsibility. The adjoining woodland was understood to be privately owned and not owned by either County Council. Cllr M Warren and Cllr Adam Tilbury agreed to walk the footpath to inspect the fallen trees and establish the situation on site.
- Recycling: An update was provided regarding recycling arrangements.
- School Road Markings: The implementation of road markings associated with the school had been delayed.
- Acresford Road: An update was provided regarding the white road markings.
- Acresford Quarry: The Environment Agency was expected to prepare a report regarding the quarry.

ACTION: Cllr M Warren and Cllr Adam Tilbury to walk Public Footpath P53 and inspect the fallen trees.

NOTED: Council noted the County Councillor's report.

1126012 – Finance

1126012.1 – RFO Report

Councillors reviewed the bank statements and corresponding bank reconciliations for April to October 2026 and signed them off as checked. The credit card payments for April to October 2026, together with the supporting explanations, were reviewed and noted by Council.
The Parish Manager/RFO reported that the Council had received VAT repayments of £3,150.66 in August 2026 and £4,089.66 in mid-October 2026.

Sign bank statements & bank reconciliation Apr 2026 – Oct 2026
RESOLVED: All bank statements & bank reconciliation Apr 2025 – Mar 2026 – approved and signed. unanimous

Credit card payments (March, April, May, June, August, Sept October 2026). Council noted the credit card payments and supporting explanations received.

RESOLUTION: To approve March, April, May, June, August, Sept October Credit card break down for council website – approved unanimous

NOTED: Council noted the credit card payments and supporting explanations and the VAT repayments received.

Cllr T Hawke to be a bank signatory. This has been approved by council in previous year but had not been completed. Manager & Cllr Hawke to complete the required paperwork.

RESOLUTION: Cllr T Hawke to become a bank signatory for ODA Parish Council Unity Trust Bank Account – approved unanimous

1126012.2 – October 2026 Bank Reconciliation

RESOLVED: That the October 2026 Bank Reconciliation be approved. Approved unanimously

1126012.3 – October 2026 Payments List

RESOLVED: That the October 2026 Payments List be approved. Approved unanimously

1126012.4 – Payments for Authorisation

Council considered the payments presented for authorisation, totalling £140.17.

RESOLVED: That the payments totalling £140.17 be approved and authorised for payment. Approved unanimously

1126012.5 – Additional Payments

Council was advised that no additional payments had been received since publication of the agenda.

8.45pm, Cllr Mike Ball and Cllr Adam Tilbury left the meeting.

Prior to considering the confidential business, the Chair, Cllr N Antill-Holmes, requested that Standing Orders be suspended to allow the meeting to continue beyond 9.00pm.

RESOLVED: That Standing Orders be suspended to allow the meeting to continue beyond 9.00pm. The resolution was approved unanimously. Approved unanimously

1126013 – Proposal to Move into Confidential Session

RESOLVED: That, under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the following item because publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. Approved unanimously

1126014 – Confidential Business
1126014.1 – Property and Legal Dispute Update

Council received and discussed an update regarding the ongoing legal matter concerning the tenant at the Leisure Centre.

Due to the confidential and legally sensitive nature of the matter, the details of the discussion are not recorded in the public minutes.

Council noted that the matter remains ongoing and continues to be dealt with through the Council's solicitor.

NOTED: Council noted the update.

1126015 – Date of Next Meeting

The next Parish Council meeting would be held on Wednesday 9 December 2026 at 7.00pm, Donisthorpe Youth Club, Church St, Donisthorpe.

1126016 – Meeting Closed

There being no further business, the Chair closed the meeting at 9.07pm.