



Oakthorpe, Donisthorpe & Acresford  
Parish Council



**Minutes of Council Meeting, held on  
Wednesday 10th April 2024 @ 7pm at ME Sports East Midlands Centre aka  
Oakthorpe Leisure Centre**

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

Officers: K Grove –Manager/RFO,  
M Ball NWLD Councillor  
Robert Ashman LCC Councillor

Members of Public (MOP) - 1  
**Councillor Actions highlighted.**

Annual Report to Parish – Chair Cllr M Warren

**042401. TO RECEIVE APOLOGIES FOR ABSENCE.**

**042402.** 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.

**042403. 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 of the meeting.

-Friends of ODA Memorial Gardens –

**RESOLUTION: Bring forward agenda item 8.2 (Approved unanimous)**

*042408.4 Friends of ODA Memorial Gardens*

*Saturday May 11th - Community Market - Memorial Gardens 10am-2pm*

*Sunday 9th June - Proms in the Park - Memorial Gardens 12 noon - 4pm*

*Sunday 23rd June – Open Gardens - Memorial Gardens - tbc*

*Wednesday 7th August – Superheroes Picnic in the Park - Memorial Gardens 2pm-4pm*

*Saturday 12th October – The Big Quiz - The Pavilion Bar and Restaurant from 7pm*

***Request ODAPC support at as many of these events possible to help raise their profile.***

*The Proms is a main fundraising even and we would love to run this as a free entry event for the whole Parish.*

*Grant application to consider for funding.*

**RESOLUTION: TO approve £500 grant application for PROMs event. Approved unanimous**



#### **042404. MINUTES**

To approve as a correct record the minutes of the meetings held on: -

Full Council Wednesday 13<sup>th</sup> March 2024

**RESOLUTION: To approve as a correct record the minutes of the meetings held on: - Wednesday 13th March– approved unanimous.**

#### **042405. POLICE MATTERS**

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

-Forest Beat Newsletter received – noted

- Drugs and parking

#### **042406. GROUNDS AND RECREATION AREAS**

To receive reports from councillors

**042406.1** To receive reports from councillors.

i) Oakthorpe play area – Equipment safety checked

ii) New playground grant update –

work to commend week commencing 22<sup>nd</sup> April

**Contractor for gate – Manager to request updated quotes**

**042406.2** The clerk to report on any items raised by the ground's contractor.

**042406.3** To consider any other matters in relation to grounds and recreation facilities.

Manager to: - organise cleaning of Oakthorpe Play area footpath

: - To get quote for contractor to take responsibility of planters.

#### **042407. MANAGER'S REPORT**

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

**042407.1** 3VNs report – Cllr M Warrens annual report to be sent.

**042407.2** Footpaths walking group update – Cllr D Warren POPs (protect our paths) - more parishioners joined event.

**042407.3** Defib – update Cllr D Warren

Clerk to apply for another match funded Defib cabinet.

**RESOLUTION: To approved estimated costing for electric connection to Acresford Defib £500 – approved unanimous**

**042407.4**

- T-shirts – Cllr Ellison – to order green polo shirts with council logo on top of left breast pocket & councillor on back.

Invoice to be sent to manager.

- ID cards – Cllr Antill-Holmes – defer



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**0424077.5** Annual Villages Meeting & Award Evening update – date booked  
Community Awards 2024 at the First Annual Villages Meeting  
Donisthorpe Woodlands Centre aka Jungle Madness aka DMs  
9th September 2024 7pm

**RESOLUTION: Council agrees to booking of awards event and initial advertising (loose leaflet in 3VNs of awards event and application form).**

**Estimated cost £300 - Approved unanimous**

**Manager, Cllr D Warren & Cllr Hawke to discuss event costings for next meeting**

**0424077.6** New website – update

LOGOs

**RESOLUTION: - To approve logo 4 with font from 3 – approved unanimous**

**RESOLUTION: Manager to get new logo with parish name around it for council to use to merge old logo to new. Approved unanimous**

**0424077.7** MVAS data update

**RESOLUTION: To purchase new Dual colour, display Portable Speed Indicator Device (SID) with SLOW DOWN Legend beneath, 10W solar powered complete with Bluetooth Data Collection, spare Lead Acid battery, 'intelligent' charger, sign**

**weatherproof cover and bracket set £4,474.00 excluding VAT.MVAS for Donisthorpe. Approved unanimous**

**RESOLUTION: To Purchase A444 –10W Portable Solar Panel including cable and bracket set £650.00 excluding VAT. for H&S reasons using IM funding reserves pot – approved unanimous**

**0424077.8** NWLDC – Parish & Town Councils role in planning – noted

**0424077.9** – Policies

Bio-Diversity Policy

**RESOLUTION: To approve Bio-Diversity Policy. – approve unanimous**

Social Media Policy review

Health & Safety review

General Privacy Notice review

GDPR review

Communication Policy review

Data Breach Policy review

**RESOLUTION: To approve The Social Media, Health & Safety, General Privacy Notice, GDPR, Communication & Data Breach Policy reviews - approve unanimous**



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**0424077.10** Neighbourhood plan meeting update

Next steps – announce at award ceremony? Defer until June meeting

**0424077.11** Council telephone

Defer until budget setting

**042408. CORRESPONDENCE**

**042408.1** Email - Copies sent.

**042408.2** Acresford Memorial –

**Cllr M Warren to acquire costs – defer until June**

**042408.3** NWLDC

**042408.3a** Special expenses on the Council Tax Bill

What are special expenses on the Council Tax Bill? It is on a separate line to Precept cost. Approx £17 per household.

**Report from NWLDC: -**

***In 21/22 & 22/23 new fencing was installed at both play areas (total cost £18.3k). This meant the Oakthorpe & Donisthorpe Special expense balances are in a deficit position, which they shouldn't be as it's recommended to retain 10% of expenditure requirement in balances as a surplus. Therefore, the special expense precept needed to significantly increase to start reducing the deficit.***

Parish Council requested playground ROSPA reports

Council to consider taking responsibility of play area maintenance include ground works. Defer to Sept budget meeting.

**042408.3b** Ramscliffe Ave name –

NLWDC recommend Parish to just contact Google to amend the spelling to the correct version, without an E.

Defer until May

**042408.3c** ODAPC name on paperwork -

ODAPC Too long for name space on NWLDC & LCC computers

**042408.4** Friends of ODA Memorial Gardens –

Moved to: - **042403. PUBLIC QUESTION SESSION**

**042408.5** Donisthorpe Youth Club – request for volunteers

Council note request and can not offer volunteers. Grant funding application sent

**042408.6** The Manager to report on any items of correspondence received and not dealt with elsewhere on the agenda.

**042408.6.1** Donisthorpe Church offer

**RESOLUTION: ODAPC agree to accept use the new church space for some of their council meetings when it is re-opened. They will consider any grant application from this facility as any other. Approve unanimous**



#### **0424086.2 Insurance cost**

Cost will be going up due to several claims made over the last year.

#### **0424086.3 School Awards**

**Cllr D Warren and Cllr Ellison to contact Donisthorpe & Oakthorpe Primary Schools**

### **042409. PLANNING**

#### **042409.1 CONSULTATIONS**

APPLICATION REFERENCE 24/00414/EA

Proposal: Scoping Opinion under Town and Country Planning (Environmental Impact Assessment) Regulations 2017 in respect of proposed employment development (industrial and logistics) including landscaping, access and associated infrastructure works

Location: Mercia Park Burton Road Stretton En Le Field Swadlincote

*ODA Council objects on the following grounds: -*

- Environmental -ecological grounds traffic and lack of infrastructure to support.*
  - Concerns over light pollution*
  - Further development conflicts with character of conservation*
  - Highway safety (M42/A42)- already massive traffic issues and accidents*
  - Disturbance to surrounding areas.*
  - Concerns things promised previously been revoked on doe not look hopeful for the next phase.*
  - No people walking to work as promised.*
  - Community use building provided. This was negated on -was going to be a nursery/café/space of use for community. IM denied this was agreed but evidence proved otherwise (from minutes of meetings with local communities).*
- 
- Large amounts of land – majority of present units are not in use.*
  - From IMs own submission 'We need to highlight road safety. Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.'*

#### **042409.2 Permissions/ OTHER**

##### **APPROVAL OF RESERVED MATTERS**

Application reference 23/01561/REM

Registered 19 December 2023

Decision Date 28 March 2024

Town and Country Planning Act 1990

Erection of one dwelling (reserved matters to include appearance, scale and landscaping to outline planning permission 22/01880/OUT) at 16 Coronation Lane Oakthorpe Swadlincote Derbyshire **Noted**





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**042410. DISTRICT**

To consider any matters to be put before the District/County Councillor.  
No updates

**042411. COUNTY COUNCIL**

To consider any matters to be put before the District/County Councillor.  
Chapel Street Drains sorted  
Speed watch coming up  
Will chase post for Acresford Road MAS

**8.27pm Cllrs Ball & Asman left the meeting.**

**042412. FINANCE**

**042412.1** RFO to report on the Council's current financial position.

- Scribe Health Check Report
- Good councillor booklets – given to new councillors
- Reserves add Oakthorpe Playground Grant £20000

**RESOLUTION: - To approve moving £20000 from general funds into playground reserves. Approved unanimous**

- To approve 2023/2024 Asset list

**RESOLUTION: - To approve 2023/24 Asset lists. Approved unanimous**

**042412.2 TAX**

VAT Reclaims made 2023-2024  
VAT return 1st Quarter April-June Q1 £1,785.19  
Received: - £924.48  
VAT return 2nd Quarter July- Sept £1,687.79  
Received £684.83  
VAT return 3rd Quarter Oct – Dec £5,383.18  
Received £4279.08  
VAT return 4th Quarter Jan- March 31st £1,409.98  
Noted

**042412.3 Financial regs compliance**

- Bank statement & reconciliation

**RESOLUTION: - To approve and sign off bank statements and matching resolution for financial year 2023-2024 approved unanimous**

- Credit cards

**RESOLUTION- To approve credit card statement matched with receipts for financial year 2023 – 2024 - approved unanimous**

Credit card will be set up in scribe to have its own section on monthly reconciliation from April 2024



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**042412.4** To approve: -

**042412.41** 2023-2024 Statement of accounts,

**RESOLUTION: - To approve 2023-2024 Statement of accounts, approved unanimous**

**042412.42** bank reconciliation as 31st March 2024

**RESOLUTION: - To approve bank reconciliation as 31st March 2024, approved unanimous**

**042412.43** Year end (March 31st, 2024) reserves list

**RESOLUTION: - To approve Year end (March 31st, 2024) reserves list, approved unanimous**

**042412.5** To approve payments list for March.

**RESOLUTION: - To approve payments list for March, approved unanimous**

**042412.6** To authorise new financial year payments as set out below:

£10 deposit – room hire for Award Ceremony Woodlands Centre - *In accordance with Section 133 of the Localism Act Power to provide a building for public meetings.*

Office £60 – April *Power to provide building for offices Local Government Act 1972 section 133*

**RESOLUTION: - To approve new financial year payments as set out above. approved unanimous**

**042412.7** To receive and authorise Any additional payments received since the agenda went to print will be reported at the meeting.

**Noted – extra costs in minutes**

**042413** PROPOSAL TO MOVE INTO CONFIDENTIAL

**8.49pm Approved unanimous**

**042414** 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.

**0424 14.1** Crane & Walton - ongoing

**042414.2** LC – ongoing – next meeting June 10th

**042415** Date of next meeting: -

-Full Council Wednesday 8th May 7pm

**042416.** Meeting Closed 8.56pm