# Castle Donington parish council

Minutes of the Full Council Meeting held on Thursday 16 May 2024 at 7.00pm at The Community Hub, 101 Bondgate, Castle Donington

**present:** Cllrs K Bradley, C Burton, L Cope (in the chair), C Hills, M Kitchener, J Manley, P Norwell, B O’Dowd, A Saffell, R Else and A Sowter. Cllr R Canny (NWLDC).

**5064/24 APPOINTMENT OF CHAIRMAN**

Cllr M Kitchener was proposed as prospective Chairman. A vote of hands was taken. **RESOLVED:** Cllr M Kitchener to be Chairman.

Cllr M Kitchner thanked Cllr L Cope for her time as chair.

**5065/24 apologies:**

Cllr M Rogers (personal) & Cllr J Heeley (personal) **RESOLVED:** To receive and approve the apologies.

**5066/24 DECLARATIONS OF INTEREST**:

Cllr M Kitchener declares another interest in relation to working for Biffa Waste Services who supplies the Parish Council Bin Services.

Cllr L Cope declared a disclosable pecuniary interest in relation to her son’s girlfriend works for the Parish Council.

Cllr P Norwell declared a disclosable pecuniary interest in relation to his wife and son works for the Parish Council and as an allotment holder property rented from the Parish Council

Cllr K Bradley declared a disclosable pecuniary interest in relation to partner works for the Parish Council.

**5067/24 APPOINTMENT OF VICE CHAIRMAN**

Cllr M Rogers was proposed as prospective Vice Chairman. A vote of hands was taken. **RESOLVED:** Cllr M Rogers to be Vice Chairman.

**5068/24 APPOINTMENT OF MEMBERS TO PARISH COUNCIL COMMITTEES**

**RESOLVED:** That the Chairman and Vice-Chairman be ex-officio on all the following Committees.

**RESOLVED:** That the Committees be appointed as follows:

**Planning Committee**

Cllrs K Bradley, C Burton, L Cope, C Hills, J Manley, P Norwell, A Saffell, R Else, J Heeley and A Sowter.

**Amenities Committee**

Cllrs K Bradley, C Burton, L Cope, C Hills, J Manley, P Norwell, A Saffell, R Else, B O’Dowd, J Heeley and A Sowter.

**Recreation Committee**

Cllrs K Bradley, C Burton, L Cope, C Hills, J Manley, P Norwell, A Saffell, R Else, B O’Dowd, J Heeley and A Sowter.

**5069/24 APPOINTMENT OF COMMITTEE CHAIRMAN**

**Recreation Committee**

Cllr C Burton was proposed as Chairman. A vote of hands was taken.

**RESOLVED:** Cllr C Burton to be Chairman.

**Planning Committee**

Cllrs P Norwell was proposed as Chairman. A vote of hands was taken.

**RESOLVED:** Cllr P Norwell to be Chairman.

**Amenities Committee**

Cllr A Saffell was proposed as Chairman. A vote of hands was taken.

**RESOLVED:** Cllr A Saffell to be Chairman.

**5070/24 APPOINTMENT OF COMMITTEE VICE-CHAIRMAN**

**Recreation Committee**

Cllr K Bradley was proposed as Vice-Chairman. A vote of hands was taken.

**RESOLVED:** Cllr K Bradley to be Vice-Chairman.

**Planning Committee**

Cllr T Saffell was proposed as Vice-Chairman. A vote of hands was taken.

**RESOLVED:** Cllr T Saffell to be Vice-Chairman.

**Amenities Committee**

Cllr J Manley was proposed as Vice-Chairman. A vote of hands was taken.

**RESOLVED:** Cllr J Manley to be Vice-Chairman.

**5070/24 APPOINTMENT OF COUNCILLORS, OR COUNCIL REPRESENTATIVES, WITH SPECIAL RESPONSIBILITIES**

**RESOLVED:** That particular responsibilities are allotted to Councillors or Council nominated representatives as follows:

1. **Staffing Issues** – Chairman, Vice-Chairman and outgoing Chairman. Other Councillors to be appointed if required.
2. **Facilities Matters –** Cllr C Hills and Cllr R Else.
3. **Highway Matters Including Bus Services –** Cllr M Rogers.
4. **Environmental Matters Including Footpaths and Tree Wardens –** Mr Murfin and Cllr P Norwell.
5. **Flood Warden (as part of Leicester, Leicestershire & Rutland Prepared) –** A member of the public and Cllr B O’Dowd.
6. **School Liaison** – Cllr K Bradley.

**5071/24 REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMNTS FOR REPORTING BACK TO THE PARISH COUNCIL**

**RESOLVED:** To appoint the following Parish Council representatives:

1. **Leicestershire and Rutland Association of local Councils (LRALC)** – Cllr A Sowter. Meetings are open to all Councillors.
2. **Twinning Association** – The Chairman and Vice-Chairman.
3. **Volunteer Centre** – Cllrs C Hills and P Norwell.
4. **Royal British Legion – Castle Donington branch** – Cllrs C Burton and K Bradley.
5. **Castle Donington Community library trustee (up to 6)** – Cllrs K Bradley, C Burton, L Cope, A Saffell and the Clerk.
6. **Donington Park Liaison Committee** – All Councillors.
7. **Museum Trust** – Cllrs P Norwell.
8. **Castle Donington Bowls Club** – Chairman of Recreation.
9. **SEGRO Logistics Park East Midlands Gateway** – Cllr C Burton, L Cope and M Rogers.
10. **Parish Liaison Committee at NWLDC** – Chairman and the Clerk.
11. **Patient Participation Group (PPG) at the surgery** – Cllrs L Cope and T Saffell.
12. **Love Castle Donington events committee** – Cllrs J Manley and K Bradley.

Cllr P Norwell asked about the East Midlands Airport Parish Forum not on agenda. **RESOLVED:** Chairman, Clerk and Cllr P Norwell to represent Council.

**5072/24 TO DETERMINE THE TIME AND PLACE OF ORDINARY MEETINGS OF THE PARISH**

The Clerk had distributed the list of dates and times prior to the meeting. **RESOLVED:** To accept the dates, times and places of ordinary meeting.

**5073/24 AUDIT – ANNUAL REVIEW OF KEY COUNCIL POLICIES, ASSETS AND PROCEDURES**

These are to be deferred until a later meeting. **RESOLVED:** To be deferred to June Full Council Meeting.

Meeting closed 7:36pm

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_