

CASTLE DONINGTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Thursday 29 June 2017 at 7.30 pm at the
Parish Rooms, Hillside, Castle Donington

PRESENT : Cllrs C Hills (in the chair), S Ambrose-Jones, C Burton, G Dalby, N Daykin, D Groom, R Nickless, G Roberts, A Saffell, R Sizer, A Sowter and D Wintle. PCSO K Bradley, Cllr T Pendleton (NWLDC & LCC), Cllr R Canny (NWLDC) and 1 member of public.

APOLOGIES: Cllrs M Barker-Lane and R Else (holiday) and Cllr D Harrison (NWLDC).

DECLARATIONS OF INTEREST:

Cllr G Roberts declared a pecuniary interest in the matter relating to payments to his company.
Cllr A Saffell declared a non-pecuniary interest in the matter relating to staff wages as his daughter is employed by the Parish Council and pecuniary interest in respect of cheque payable to his company

3817/17 POLICE MATTERS

RESOLVED: To receive the report:

Crime Figures: -

Please visit this link for the most recent crime figures in the Parish: -

<https://www.police.uk/leicestershire/NN43/crime/+4JZHs9/>

Emerging trends / Incidents of note: -

We continue to see thefts of tools from vans across the area, we would encourage people to consider where they park, removing tools from vehicles overnight and ensuring all tools are property marked.

An increase in burglary other than dwelling (sheds & garages) has been seen across the area and the police team are actively pursuing and information/intelligence received from the public. The team recently held a Free Tool Marking And Crime Prevention Advice event in Castle Donington to have power tools, hand tools, and garden equipment marked and personalized, helping with their safe return will should they be stolen. The security marking is almost impossible to remove.

If you missed the chance to have your tools done, please contact a member of the beat team to make an appointment.

DOWNLOAD

Download 2017 has proved a great success from a policing perspective with early indications suggesting it is another low crime event.

The event, which was held at Donington Park in North West Leicestershire between Friday 9 June and Sunday 11 June, attracted tens of thousands of people each day with thousands of people camping. More than 100 bands played across the weekend with the headliners being System of a Down, Biffy Clyro and Aerosmith.

It was the first major festival in the country following the terrorist attacks in Manchester and London which prompted a review of security and the decision to put visibly armed officers on patrol throughout the festival. This proved popular with festival goers who thanked officers for keeping them safe and queued up to have their picture taken!

Superintendent Martyn Ball one of the Silver Commanders at Download this year, said: "It's been another really good year with a great atmosphere and low levels of crime reported to us.

The success of our operation lies in our great working relationship with the organisers, Festival

Republic.

Although it is too soon to give definite crime figures, early indications are that reported crime is very low. Officers worked hard day and night patrolling car parks and campsites and they talked to hundreds of rock fans, swopping hats, giving 'hi fives' and having their picture taken.

"We had visibly armed officers patrolling for the first time this year following the tragic events of Manchester and London and they were all overwhelmed by the positive response from festival goers who thanked them for keeping them safe. They were happy to have their picture taken many times which was a new experience for the usually camera shy firearms officers!

"We used Facebook and Twitter to give out crime prevention advice before and during the event and we've had an overwhelmingly positive response from fans on social media posting selfies and thanking us for our friendly policing style. It has been a great success from a police prospective."

"I'd also like to thank local people living in Castle Donington as there is no doubt an event this size does have an impact on their village particularly in terms of traffic."

Good news

Please see Insp Bhakta's latest blog as the local policing commander for the area by clicking [here](#).

Lorry Watch

Working with the Parish Council, having been made aware of perceived HGV travelling through the village, the beat team are closely monitoring the situation and with the launch of the 'Lorry Watch' scheme is pleased to report that a number of residents have passed comment on the noticeable reduction in HGV movements.

Operation Obedience

Following a number of complaints from residents with regard to Vehicle ASB in and around the Station Rd and the Broad Meadows/EMDC Trading Estates the beat team gathered informative and valuable intelligence which enabled the hard targeting the problem as part of Op Obedience.

The team got assistance from Special Constables and are pleased to report further vehicles have been stopped and dealt with appropriately since in addition to those previously reported.

The area is now on the EMOps Traffic brief who will be carrying out patrols at the appropriate times. The beat team will continue to monitor the situation.

We'd like to meet you:

We hold regular beat surgeries and engagement events.

You can meet us at:

Sunday 2nd July 11am – Music in the Park Castle Donington

Friday 7th July 12pm – Breedon on the Hill Annual Picnic – St Hardolph's School

Sunday 27th August 1pm - Long Whatton Village Show

Sunday 3rd September 11am – Sawley Marina Autumn Fayre

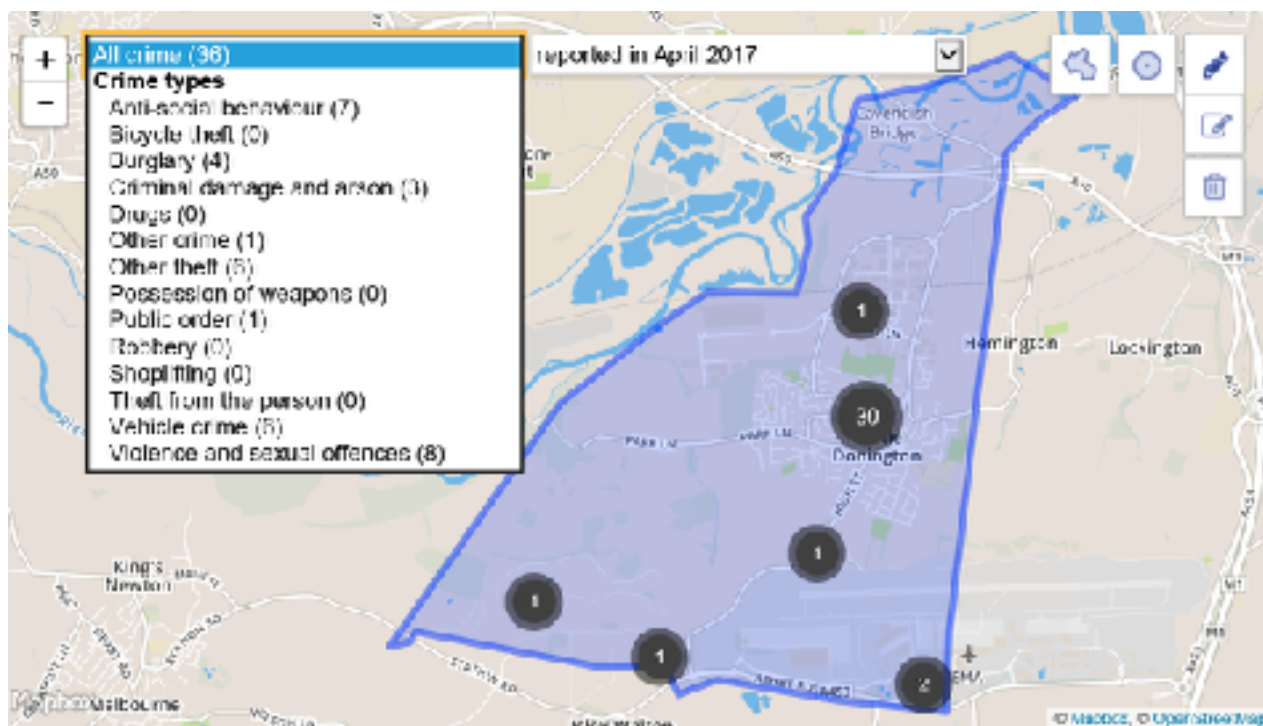
Saturday 9th September 1pm – Diseworth Village Show

Sunday 15th October 1pm – Osgathorpe Beat Surgery

Monday 6th November 5pm – St Hardolph's School (Parents evening)

Saturday 9th December 1pm – Belton Beat Surgery at Convenience Store

APRIL 2017 CRIME



3818/17 CONFIRMATION OF THE MINUTES

RESOLVED: To receive and approve the minutes subject to a couple of minor typos:

- Full Council – 25 April 2017.
- Recreation Committee – 8 June 2017
- Amenities Committee – 8 June 2017
- Planning Committee – 8 June 2017 – To add that Cllr Sowter left the room for in relation to the planning application that he declared an interest in.

3819/17 CHAIRMAN'S REPORT

- Highways England & Roxhill Stakeholder Surgery. Informative meeting with explanations given as to why the Smart motorways and Roxhill road works are happening at the same time. Works should be completed by December 2017. **RESOLVED:** to receive the information.
- UPS meeting re volunteering opportunities in the community. UPS are very keen to be working with the community and in particular local charities; they also have access to the UPS Foundation when they work with the local charities. It is likely that the UPS workers will assist at events and undertake bits of work for the Parish Council; pus a meeting with the Volunteer Centre has been arranged to forge links with this major local charity. **RESOLVED:** To receive the information.
- Letter of introduction from NWLDC new Chief Executive; Bev Smith is meet with the Chairman and Clerk in the next couple of week and will be invited to a Parish Council meeting in due course. It is hoped she will be able to attend Music in the Park. **RESOLVED:** To receive the information.
- Barbara Atkin – 25 Years' service. A card was circulated to councillors to sign and who asked to contribute to a gift. Flowers will be purchased from the Chairman's fund and both will be presented at Music in the Park. **RESOLVED:** To receive the information.
- Flowers were presented for Golden Wedding to Janet and John Lee of Stonehill. Letter of thanks received. **RESOLVED:** To receive the information.
- Policies deferred from last meeting are to be deferred again this month, due to need to spend time on more urgent topics, ie Local Plan. **RESOLVED:** To receive the information.
- Music in the Park – Update and report from Pre-brief meetings. Slight changes to the day were reported on, improvements for security arrangements etc. All other matters organised and in hand. **RESOLVED:** To receive the information.

- h) Willow and Basket Making Event. This event is to take place the weekend of 25/26 November. It is hoped that the new Hub might be open, but if not, the Parish Rooms is likely to be the venue. The event is part of a national series of events organised in conjunction with a local lady and the museum. **RESOLVED:** To receive the information.
- i) Castle plaque and wording. It had previously resolved for the Clerk to obtain quotes for a plaque to denote the site of the former Castle. Some works had been submitted, however, Cllr Dalby has now suggested something slightly different. The Parish Council considered the different options but did not agree to either. **RESOLVED:** For councillors to consider the options between themselves, and come up with a consensus to submit this to the Clerk for the purpose of obtaining a quote.

3820/17 CLERK'S REPORT

- a) Comments Register – **RESOLVED:** To receive the information.
- b) Long Well – New fencing ordered at a cost of £750 for oak post and rails for both sides of the area. **RESOLVED:** To ratify the decision of the Clerk and Chairman of Amenities.
- c) Road works on A50 roundabout – Details and plans for councillors' information and comment. **RESOLVED:** To receive the information.
- d) A request had been received about the possible installation of a ramp for the zip wire to allow younger children to access the activity. The original brief for the zip wire at Spital Park was to add equipment suitable for older children (a teenage area was created) as there is a toddler/junior play area near the changing rooms on the park. The installed zip wire doesn't have a ramp as it targets the older children and is self-regulating. If you can access it, you will be able to egress the unit. If it was supplied with a ramp and allowed younger users to mount the item they may have to jump to leave after use. The item is not excluding younger users as accompanied children can be placed on by parents/guardians who can also assist them to dismount. Ramps can be installed however it would shorten the run and it is noticeable that every ramp we have sold doesn't include a ramp, for the reasons highlighted above. **RESOLVED:** To receive the information from the supplier, and to confirm to the requester that no ramp would be installed as per the reasons above.
- e) Hanging baskets haven't been installed as per the contract. The Clerk has chased and been advised that this would be in place by 2 July; however, no apology or offer of compensation for the lack of a display. **RESOLVED:** To monitor the display, if and when it is installed, however, the Parish Council would not be paying for a display and service it has not received for the last month.
- f) Community Hub – A request for a pedestrian crossing has been put to the LCC, in terms of varying the Section 106 for highways contributions from the 275-house planning application. Information has been sent to various officers, and a meeting is still awaited. **RESOLVED:** To raise this matter with Cllr T Pendleton at an organised meeting.

3821/17 REPRESENTATIVES REPORTS

Nothing to report.

3822/17 ACCOUNTS

RESOLVED: That the accounts and wages for the month of June be approved.

| Cheque No | Description | Supplier | Total |
|-----------|----------------------|-----------------|----------|
| 104897 | Donation for map | Fields in Trust | 3.00 |
| 104898 | Flowers | Buddies | 35.00 |
| 104899 | Various ground works | ML Plant Hire | 2,040.00 |
| 104900 | Subscription | CPRE | 36.00 |
| 104901 | Padlocks | Map UK | 393.49 |
| BACS | Walkie Talkies | Onedirect | 1,010.33 |
| BACS | Walkie Talkies | Onedirect | 729.52 |

| | | | |
|-------------|-----------------------------|------------------------------|------------------|
| BACS | Fuel | Martin Lee | 78.55 |
| BACS | Refreshments various | Fiona Palmer | 50.45 |
| BACS | Car Parking charges | Fiona Palmer | 13.50 |
| BACS | Cleaning materials - Office | Fiona Palmer | 23.26 |
| BACS | Postage | Fiona Palmer | 1.27 |
| BACS | Stationary | Viking | 138.42 |
| BACS | Stationary | Viking | 210.15 |
| BACS | Photocopier | Canon | 274.48 |
| BACS | Legionella Testing | Healthy Buildings | 1,440.00 |
| BACS | Donation | GrowCookShare | 62.60 |
| BACS | Grounds Maintenance | Ulyett | 5,365.80 |
| BACS | Seed | Cropwise | 515.86 |
| BACS | Computer software | Pear Technology | 240.00 |
| BACS | Computer software | Sc It Solutions | 30.00 |
| BACS | Fire Alarm Service | Interserve Fire Services Ltd | 127.10 |
| BACS | Advertising | Rural Trader | 286.08 |
| BACS | Audit Fees | Redwood Pryor | 758.88 |
| BACS | ID badges | Signit | 247.80 |
| BACS | Leaflets | Signit | 64.00 |
| BACS | Hi vis | Jencourt | 131.28 |
| BACS | Materials | Travis Perkins | 40.09 |
| BACS | Materials | Travis Perkins | 124.25 |
| BACS | Tree works | Taylors tree care | 300.00 |
| BACS | Dog Bins etc | Target Pest Control | 961.20 |
| BACS | Bollards for Tudor | Broxap | 1,032.00 |
| BACS | Architectural fees | Mark Blood | 2,520.00 |
| BACS | Heritage Assessment | Mark Blood | 1,680.00 |
| 104903 | Tax and NI | HMRC | 2,098.00 |
| BACS&104902 | Wages | Staff | 8,315.03 |
| BACS | Pension | Staff | 280.29 |
| BACS | Pension | Staff | 277.53 |
| BACS | Pension | Staff | 283.07 |
| | | | 32,218.28 |

3822/17 AUDIT – ACCOUNTS FOR THE YEAR END 31 MARCH 2017

a) To review key policies and procedures:

- Code of Conduct – **RESOLVED:** To adopt the policy.

- Asset Register – **RESOLVED:** To adopt the Policy with the inclusion of Moira Dale sports changing rooms.

3823/17 AUDIT – TO RECEIVE THE INTERIM FINANCIAL REPORT SHOWING ACTUAL SPEND TO BUDGET AND BANK RECONCILIATION

RESOLVED: To receive the interim Financial Report showing actual spend to budget including the bank reconciliation.

3824/17 TO APPROVE THE ACCOUNTS FOR THE YEAR END 31 MARCH 2017

RESOLVED: To approve the Accounts for year End 31 March 2017

3825/17 TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2016-17

RESOLVED: To approve the Annual Governance Statement 2016-17

3826/17 TO APPROVE ACCOUNTING STATEMENTS 2016-17

RESOLVED: To approve the Accounting Statements 2016-17

3827/17 TO RECEIVE THE INTERNAL AUDITORS REPORT 2016-17

RESOLVED: To receive the Internal Auditors report 2016-17

3828/17 TO REVIEW AND APPROVE THE INCLUSION OF NEW COUNCILLORS ON THE PARISH COUNCILS BANK MANDATE

RESOLVED: To approve the inclusion of new councillor, Cllr D Groom on to the Parish Council's bank mandate.

3829/17 COMMUNITY HUB

- Update on change of use and new build planning application. Revised plans have resubmitted, hopefully the additional information and amendments will satisfy the LCC archaeological department and highways. Planning approval should be within a 6-week time. **RESOLVED:** To receive the information.
- Update on various tender and contract processes. The shortlisted contractors have been contacted and advised detailed plans will be with them, once change of use planning has been approved. The Parish Council can also look at who and what it wants in terms of security, IT, phones etc. **RESOLVED:** To receive the information.
- Update on car park. The car park has now been secured and all cars removed. Information terms of how to manage the car park going forward have just been received on the day of the meeting. **RESOLVED:** To receive the information.
- Update on signage proposals. Cllr D Groom circulated a few ideas for a future discussion. Clerk to copy and circulate to all prior to next meeting. **RESOLVED:** To receive the information.
- VAT and legal deferred until VAT Partial Exemption work has been completed during July
- Legal, VAT implications, business rates and user agreements. **RESOLVED:** To receive the information.

3830/17 COUNCIL CHAMBER – SALE/DISPOSAL OF EXISTING CHAMBER FURNITURE

Plans to make the space a more multi-functional area in-line with the Hub ambitions.

RESOLVED: To obtain a quote for sale of the tables and chair and bring back to next meeting.

3831/17 SPITAL PARK – LITTER BINS

To consider the need to replace or change the number and type of bins.

RESOLVED: To install the new bin, obtained from Bloor Homes, in a suitable location, in the vicinity of the MUGA at Spital park Playing fields.

3832/17 LOCAL PLAN – PROPOSED MODIFICATIONS SURVEY –

https://www.nwleics.gov.uk/files/documents/publication_local_plan_showing_proposed_modifications_june_2017/WrittenStatement-TrackedChanges.pdf

RESOLVED: That the Parish Council was generally happy with the suggested revisions,

and felt that some of its earlier comments had been taken on board. **RESOLVED:** To receive the report.

3833/17 PLANNING APPLICATIONS

RESOLVED:

| | | | |
|---------------|---|--|---|
| 17/00225/FUL | 10 Diseworth Road | Erection of a terrace of 3 no. dwellings, triple garage, associated parking and landscaping following demolition of existing dwelling. | OBJECT - development is within the noise contour of the airport, contrary to the application which indicates that this is a rebuild of an existing dwelling the buildings are currently and always have been non-residential |
| 17/00754/VCIM | Donington Park Race Circuit, Donington Park | Use of exhibition centre for auction use approved under planning permission 17/00096/VCIM without complying with Condition 3 so as to allow provision of an alternative vehicle storage area | No objection however the Parish Council would suggest that some changes are required at the junction of the A453 and the B6540 as it is apparent this junction is unsuitable for large car transporters. We would encourage the operator to strictly enforce the weight limit through Castle Donington. |
| 17/00791/TCA | 59 Bondgate | Felling of 5 no. fruit trees and works to conifers (Unprotected trees in a Conservation Area) | No objection as long as the arboriculturist is happy and that the fruit trees are replaced |

3834/17 PLANNING DECISIONS

RESOLVED:

| | | | | |
|--------------|--|---|---|----------|
| 17/00306/FUL | 105 Park Lane | Two storey side and rear extensions and single storey front and rear extensions | No objection as long as there are no neighbour objections | Approved |
| 17/00545/AIR | Royal Mail Building, Beverley Road | Alterations to security gate and security fencing (Consultation by East Midlands Airport) | No objection | Approved |
| 17/00584/AIR | Cargo East, Land to the North of Beverley Road | Proposed relocated cyclamen cargo screening unit (consultation by East Midlands Airport) | No objection | Approved |

| | | | | |
|-------------------|--|---|--|----------|
| 17/00041/ VCIM | Plot 6B, East Midlands Distribution Centre, Trent Lane | Development of regional storage and distribution centre approved under planning permission 16/00663/VCIM without complying with conditions 5 and 6 so as to enable an amended Development Parameters plan (including maximum development heights) to be implemented | OBJECT - the height policy on this raised area of land was imposed to ensure that the buildings were not too intrusive on nearby housing. Relaxing these conditions negates the original permission granted as opposed to the main area of the EMDC where M&S are located which has little effect on nearby housing. | Approved |
| 17/00470/TPO | 17 Radford Meadow | Felling of 1 no. Ash tree | No objection - CDPC request a replacement tree is planted | Approved |
| 17/00345/ADC | 2 Borough Street | Display of non-illuminated fascia signage | No objection - CDPC request that signage stickers are not placed in windows | Approved |
| 17/00465/FUL | Park Farmhouse Hotel, Melbourne Road | Erection of a shower block and store building | No objection | Approved |

3834/17 EXCLUSION OF THE PRESS

RESOLVED: To exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity in respect of the following item would be prejudicial to public interest by reason of its confidential nature

3835/17 MATTERS APPERTAINING TO PARISH COUNCIL OWNED BUILDINGS

- a) Cemetery Tenancy – Current tenant has given notice to vacate. **RESOLVED:** To receive the information.
- b) Cemetery House – To consider the possibility of selling this property. **RESOLVED:** Not to sell the property but to continue to rent the property potentially through an agent.
- c) Parish Rooms; update on sale of this property to the Museum and confirmation of the future plans for this building. **RESOLVED:** The Museum are not in a position to purchase the Parish Rooms; therefore, the property is to be placed on the open market.

Meeting closed 9.30pm