Sir/Madam 16 November 2020

**SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Thursday 26 November 2020***

Location: **Via ZOOM**

**Due to the Covid-19 virus and the guidance around social distancing and self-isolation, the Parish Council will be holding its meeting virtually through ZOOM.**

Join Zoom Meeting:

<https://us02web.zoom.us/j/86745322949?pwd=NnFmOVRXZWl3dnVLSkdWSUo0bXBEQT09>

Meeting ID: 867 4532 2949   
Passcode: 234389

Any members of the public wishing to join or take part in the meeting, in public participation, please email the clerk at clerk@cdpc.org.uk by 12noon the day of the meeting.



Clerk to the Council

***Public Participation***

*Members of the public may make representations, give evidence or answer questions in respect of any matters included on the agenda. At the discretion of the Chairman the meeting may be adjourned to give members of the public an opportunity to raise other matters of public interest.*

***AGENDA***

1. Apologies for absence to be received and accepted by the Parish Council
2. Disclosures of Interest – Under the Code of Conduct members are reminded that in disclosing an interest the nature of the interest should be clear in respect of items on the agenda
3. Colleen Hempson – East Midlands Airport – Update on airport plans
4. Police Report – Update on local issues **Appx A**
5. Representatives' & Councillors reports, including reports from LCC and NWLDC councillors and **Ian Vears** the Assistant Director for Environment and Transport
6. Red route issues (TP – LCC / CB Parish) (Ian Vears – LCC)
7. Spittal Road – Blocked gully (TP – LCC) (Ian Vears – LCC)
8. Traffic calming through village as part of Section 106 (TP – LCC) (Ian Vears – LCC) (MR – Parish)
9. Relief Road – Issues with speeding and poor signage (TP – LCC) (Ian Vears – LCC)
10. HGV issues through the local villages and improved signage requests (TP – LCC) (Ian Vears – LCC)
11. Bondgate – Fallen wall issues (RC – NWLDC)
12. SEGRO – East Midlands Gateway (S A-J - Parish)
13. Cavendish Bridge area – Cllr O’Dowd to raise a number of issues relating to Cavendish Bridge including poppy display, Christmas lights, flood defence equipment, defibrillator and new grit bin
14. Chairman’s report
15. Letter of thanks received from Mr and Mrs Grist for flowers received for the celebration of their Golden Wedding.
16. Moira Dale Village Hall and sports facility – Update on the plans to transfer the facility to the Parish Council from the Village Hall charity. Update on the draft plans for the facility and to plan for the next stage.
17. Meeting with FA regarding sporting facilities in the Village and potential funding opportunities.
18. Meeting with SEGRO representative regarding the options for the land behind Moira Dale playing field.
19. Moira Dale footpath upgrade to cycleway as part of the Development consent order for the SEGRO site
20. Spital Park pavilion – As part of the overall recreation plans for the community, utilising the Section 106 funds, discussion and planning ideas have been taken place with the architect with a view to creating 2 kitchens, 2 community rooms and additional internal storage space.
21. Update on FA grant application and the rolling PitchPower inspection report as part of the application for receiving future year’s funding.
22. Neighbourhood Plans – Gary Kirk of Your Locale to present to the Parish Council about the benefits of having a Neighbourhood Plan (7.45pm approximately); information about Neighbourhood Plans pros and against and costings circulated to all councillors **Appx B**
23. To confirm the minutes of the following meetings of the Parish Council:
24. Full Council 22 October 2020 **Appx C**

1. Accounts
2. To approve payments scheduled for November including the payment for wages for October
3. To review and receive receipts for November 2020
4. To review and approve bank statements and bank reconciliation for November 2020
5. To receive the Interim Financial Report showing actual spend to budget up to 21 October 2020 **Appx D**
6. Notice of Conclusion of Audit 2019/20 – To receive the report and comments from the External Auditor **Appx E**
7. To consider the annual grant to:
8. St Edwards church (church clock and electric)
9. To consider the costs for installing a cupboard in the upstairs room for the purposes of sound insulation from the lift and to create a storage space (cups/tea/coffee. etc) and for sound insulation in the open plan office
10. Staff Matters:
11. To approve the annual pay rise for all staff in line with the national guidelines back dated to April 2020

1. To consider quotes for play equipment repairs as highlighted in the annual play area report
2. To consider quotes for the Parish Council owned trees as highlighted as Priority 1 in the tree surveys undertaken recently, plus quote for tree at the allotments removal as agreed at last month’s meeting
3. Planning Applications
4. To consider plans for November

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| 19/01496/OUTM | Land South of Junction 1 off the A50 | Development of up to 92,500 sq m GIA of storage and distribution units (B8), industrial units (B2) and light industrial units (B1c); service yards and parking areas; new vehicular accesses off Trent Lane / Station Road and Ryecroft Road with associated earthworks, drainage and attenuation features and other associated works (outline, all matters reserved except for the principal means of vehicular access to the site) |
| 20/01586/TCA | 15 High Street | Height reduction by 50% to leylandii (unprotected trees in a conservation area) |
| 20/01616/ADC | 17 Market Street | External advertisements and signage |
| 20//01612/LBC | 17 Market Street | Display of advertisements to the front and side elevations of the building |
| 20/01632/TCA | 80 Bondgate | Pollarding of 1 no. Horse Chestnut (unprotected tree in a conservation area) |
| 20/01655/OUT | 79 Station Road | Outline application for the erection of a dwelling and double garage (outline - access and layout only) |
| 20/01656/TCA | 91 Bondgate | Felling of cherry tree and pruning of two beech trees (unprotected trees in a conservation area) |
| 20/01695/OUT | Highfields, Park Lane | Demolition of existing commercial and residential buildings and erection of 9 new dwellings and associated access and parking (outline - access and layout only) |
| 20/01180/FUL | 22 Barroon | Two storey and single storey rear extensions, render to entire dwelling and partial cladding to front and rear elevations. Formation of new vehicular access, provision of hard standing and retaining wall to front - AMENDED APPLICATION |
| 20/01681/CLP | 8 Bakewell Drive | Certificate of lawful proposed use of dwelling house (class C3) as a residential institution (class C2) |

1. Planning Permissions / Tree Preservation Order Permission
2. To receive planning permissions received during November

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| 20/01248/FUL | Donington Cottage Guest House, 37-42 High Street | Change of use from bed and breakfast (C1) to residential (C3) use | No objection | | Approved | |
| 20/01321/CLP | 65 Cordwell Close | Certificate of lawful proposed development for the erection of a single storey side extension | No objection | | Approved | |
| 20/01351/FUL | 47 Barroon | Removal of existing single storey rear extension (conservatory) and erection of a new single storey rear extension | No objection | | Approved | |
| 20/01112/FUL | Land to the rear of 107 and 109 Park Lane | Demolition of existing domestic garage and erection of 2 semi-detached dwellings | Object in support of neighbours as CDPC feels it is over dominant and overlooking neighbouring properties. Please refer to the Local Plan – policy D2 – amenity (1) | | Approved | |
| 20/01430/TCA | 75 Bondgate | Crown reduction and pruning to Walnut Tree (unprotected tree in a conservation area) | No objection | | Approved | |
| 20/01441/FUL | 105 Park Lane | Erection of a single storey side/front extension | No objection as long as there are no neighbour objections | | Approved | |
| 20/01281/FUL | Donington Nursing Home, Delven Lane | Erection of detached single storey visitor pod | No objection | | Approved | |
| 20/01343/LBC | 67 High Street | Proposed conversion of outbuildings | CDPC supports the Conservation Officer views | | Approved | |
| 20/01532/TCA | 40A The Spittal | Felling of one Hazel tree (unprotected tree in a conservation area) | No objection as long as the arboriculturist is in agreement | | Approved | |
| TPO 485 | Land opposite 17 Bondgate | Lime tree and all sycamore trees with G1 reference on map | | No objection | | Approved |

1. Appeal Decisions
2. To receive planning appeal decisions received during November

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| APP/G2435/W/20/3246990 | Land East of Carnival Way | Employment development incorporating a mix of B1(C), B2 and B8 use including new access roads, footpaths, cycleways and green infrastructure (outline - all matters other than part access reserved) | STRONGLY OBJECT | DISMISSED |

1. Clerk’s Report
2. Request from an allotment holder for the Parish Council re-consider its decision not to allow chickens on the Turf Allotments.
3. Proposed Traffic Regulation Order and School Keep Clear – To ratify comments made.
4. Christmas lights and activities – Update on the plans for Christmas Cheer 2020 (not an event) working with other groups and businesses to bring a bit of festivity and support **to all** during the Coronavirus Pandemic.
5. Update on Coronavirus implications for the Parish Council facilities and update on what the Volunteer Centre are continuing to and aiming to provide
6. Letter from Fisher German who are conducting a study of potential housing sites in NWL local authority area, one being land south of Stonehill.
7. Covid Grant from LCC – update on proposed works
8. To continue the annual review of Parish Council policies as part of Audit process. **Appx F**
9. CCTV
10. Bodycams
11. Fair Processing Notice
12. Complaints
13. Data Protection
14. Consent Form
15. Data Breach
16. Subject Access
17. General Privacy Notice
18. Staff, Councillor and Volunteer Privacy Notice
19. Dignity at Work
20. Disciplinary
21. Grievance
22. Equality and Diversity
23. Financial Regulations
24. Financial Reserves
25. Freedom of Information – Model Publication Scheme
26. Health and Safety
27. Lone Workers and Home Workers
28. Media, Communication and Social Media

**REMINDERS:**

**Diary Notes:**

Full Council – 17 December 2020 – Via Zoom

***Cheque signing rota for November – Cllrs S Ambrose-Jones and G Roberts***