# Castle Donington parish council

Minutes of the Full Council Meeting held on Thursday 28 September 2023 at 7.00pm at The Community Hub, 101 Bondgate, Castle Donington

### present : Cllrs M Barker-Lane, K Bradley, C Burton, L Cope (in the chair), C Hills, M Kitchener, J Manley, B O’Dowd, M Rogers, A Saffell and A Sowter.

### Cllr T Pendleton – LCC. PC J Martindale and 6 members of the public.

**4951/23 APOLOGIES:** Cllr P Norwell (personal). **RESOLVED:** To receive and approve the apologies for Cllr Norwell.

### 4952/23 DECLARATIONS OF INTEREST:

Cllr M Barker-Lane declared a disclosable pecuniary interest in relation to a payment made to his company.

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

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

Cllr J Manley declared an other registerable interest as he is the Treasurer of Love Castle Donington.

### 4953/23 CO-OPTION OF A NEW COUNCILLOR

**RESOVED:** To co-opt the one applicant for Park Ward, Mr Robert Else. One vacancy remains for Central Ward.

**4954/23 TRAFFIC MATTERS RAISED BY RESIDENTS INCLUDING SPEEDING TRAFFIC ON THE NEW RELIEF ROAD AND THE ISSUE OF BOY RACERS IN THE LOCALITY**

* The Parish Council had received numerous complaints about speeding traffic on the relief road, Park Lane and the new estates resulting in the death of animals and concerns raised for the safety of children especially near the new school. Cllr Cope gave an update advising that the relief road had not yet been formally adopted therefore it was not possible to install speed cameras etc. Cllr Pendleton advised as to where the process is in relation to signatories etc to finalise the adoption of the relief road. PC J Martindale updated the meeting on what actions the police have taken and are taking to address the issues with the boy racers meeting in the locality. The Police and Crime Commissioner is to hold a public meeting on 9 October at Kegworth Village Hall for residents to discuss/raise their concerns in relation to this matter. Cllr Pendleton advised that residents could set up a speed watch scheme in order to build up evidence to assist the Police. **RESOLVED:** To write to the developer requesting the road is brought up to specification in order for it to be adopted.
* Yellow lines on Tanyard Close were chased up again with Cllr Pendleton. **RESOLVED:** Cllr Pendleton to chase up with LCC.
* Cllr Rogers updated the meeting on the traffic calming scheme which recently went to cabinet at LCC. It was approved and has now gone for design and scheduling. The build-out section on Bondgate has been removed to allow the rest of the scheme to progress. It will be treated as a separate matter. **RESOLVED:** To receive the information.
* Cllr Else raised the issue of motorbikes speeding from the traffic lights up High Street. A visit to the local motorcycle shop was suggested to advise of the issues. Cllr Pendleton advised that the Community Safety Partnership may be able to look at the matter from a noise, nuisance and safety point of view. **RESOLVED:** To receive the information.

### 4955/23 POLICE MATTERS

Monthly newsletter circulated to all Councillors and is available on the website. **CRIME FIGURES**

<https://www.police.uk/pu/your-area/leicestershire-police/valley/>

**RESOLVED:** Toreceive the information.

### 4956/23 CONFIRMATION OF MINUTES

To confirm the minutes of the following meeting of the Parish Council:

1. Full Council – 27 July 2023. **RESOLVED:** Toapprove the minutes.

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### 4957/23 METHODIST CHURCH BUILDING

Discussion regarding the possible future uses, and the potential for protecting a Listed building in the centre of the village took place. A Quinquennial report by the Church was circulated to all councillors. A site visit had been arranged. It was determined that there is a high amount of risk with huge financial implications for the building including repairs needed to the roof, electrics issues, rotten floors, etc. If another such project was to be considered, then a detailed business plan would be needed, including consultation with the local residents and plans to minimise the distraction from current workloads with no specific reason/use for purchase. **RESOLVED:** NOT to progress with the purchase, or any further investigations in relation the Methodist Church building.

### 4958/23 ACCOUNTS

1. **RESOLVED:** To approve payments scheduled for August/September including payment of wages as circulated to all councillors at a total cost for the month of £105,002.23.

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Amount** |
| Engie | Electricity - Village hall | 71.40 |
| Corona Energy | Electricity Hub | 827.45 |
| Various | Cafe items | 41.39 |
| CDVC | Volunteer shopping | 9.80 |
| Water plus | Water Sports Pavilion | 42.33 |
| British Gas | Gas - Village Hall | 44.05 |
| Water plus | Water - village hall | 145.79 |
| Water plus | Water office | 118.69 |
| NWLDC | Rates Hub | 339.00 |
| NWLDC | Rates Hub | 1,410.00 |
| Canon | Photocopier | 211.08 |
| Aviva | Pension | 33.00 |
| NWLDC | Rates - Village hall | 257.00 |
| Peninsula | HR services | 255.94 |
| SSE | Electricity Sports Pavilion | -255.98 |
| DVLA | Vehicle Tax | 325.00 |
| RJ Executive Cleaning Solutions | Cleaning | 414.00 |
| Johns of Nottingham Ltd | Painting | 4,987.50 |
| Johns of Nottingham Ltd | Painting | 4,987.50 |
| Synergy Plumbing Services Ltd | Plumbing and heating works | 1,747.94 |
| Synergy Plumbing Services Ltd | Replacement doors | 3,710.38 |
| Priest House | Chairman's allowance - annual dinner | 1,215.00 |
| ALCC | Subscription | 50.00 |
| Broxap Limited | Dog Bins etc | 228.00 |
| Broxap Limited | Dog Bins etc | 106.80 |
| Chubb | CCTV | 1,104.00 |
| Chubb | alarms | 936.00 |
| Decorating Warehouse Ltd | Paint | 438.02 |
| First Choice Foodservice | Cafe items | 160.06 |
| Hutchinsons | Weedkiller | 286.44 |
| SC IT Solutions Ltd | Computer Costs | 54.00 |
| SC IT Solutions Ltd | Computer Costs | 108.84 |
| Starboard Systems t/a Scribe | Computer software | 1,339.20 |
| Travis Perkins Trading Co Ltd | Materials | 33.26 |
| Ulyett Landscapes Ltd | Grounds Maintenance | 6,977.06 |
| Various | Cafe items | 62.66 |
| Toolstation | Mats | 308.56 |
| Soldo | Bank Charges | 5.00 |
| Oaklands | Cafe items | 86.00 |
| Oaklands | Cafe items | 16.00 |
| NWLDC | Rates Cemetery | 58.00 |
| HSBC | Bank Charges | 44.38 |
| Paytek Admin Services Ltd (UTP) | Bank Charges | 22.80 |
| Barclaycard | Bank Charges | 23.00 |
| Willow Coffee | Coffee Machine - rental | 72.80 |
| Telecom Services | Phone | 150.73 |
| Aldi | Cafe items | 44.35 |
| Chubb | Fire Extinguishers | 606.48 |
| First Choice Foodservice | Cafe items | 129.23 |
| Ilkeston Fencing Ltd | Fencing Work | 6,427.54 |
| Knighton | Cleaning materials - General | 185.86 |
| Jamie Christian | Repairs | 300.00 |
| Hambleton Interiors | Repairs | 1,080.00 |
| Hambleton Interiors | Flooring | 968.76 |
| ML Plant Hire | Repairs | 990.00 |
| SC IT Solutions Ltd | Anti-virus and monthly back-up | 285.60 |
| Toolstation | Materials | 37.46 |
| EE | Phone | 86.46 |
| Water plus | Water Spital Store | 25.04 |
| NWLDC | Trade Refuse | 394.68 |
| NWLDC | Trade Refuse | 226.76 |
| Various | Commercial Card | 892.66 |
| PEAC | Phone equipment | 322.80 |
| Staff member | Materials | 11.45 |
| Staff member | Materials | 35.00 |
| Staff member | Materials | 14.94 |
| Staff member | Cafe items | 50.58 |
| EDF Energy | Electricity Cemetery | 115.00 |
| Various | Cafe items | 30.14 |
| Staff member | Cafe items | 143.50 |
| Cupitt and Son | Castle Donington Village Hall Upgrades | 3,400.00 |
| RJ Executive Cleaning Solutions | Cleaning | 882.00 |
| Castle Donington Art Group | Workshops | 594.57 |
| Chubb | Annual contract | 436.21 |
| Chubb | Annual contract | 993.60 |
| Chubb | alarms | 2,949.60 |
| Gleaming Panes Ltd | Window cleaning | 28.00 |
| NSALG | Subscription | 66.00 |
| Park Hill Training Ltd | Training | 1,318.00 |
| Sign it (Nottm )Ltd | Signs | 1,444.80 |
| Sign it (Nottm )Ltd | Signs | 1,443.42 |
| Sign it (Nottm )Ltd | Signs | 163.20 |
| Sign it (Nottm )Ltd | Signs | 22.00 |
| Spencer Birch | Catholic Car park | 706.79 |
| Toolstation | Materials | 62.06 |
| Ulyett Landscapes Ltd | Grounds Maintenance | 1,850.40 |
| Castle Donington Community Library | Library expenses | 122.86 |
| Oaklands | Cafe items | 51.60 |
| B & Q | Materials | 98.00 |
| Staff | Wages | 14,101.43 |
| Aviva | Pension | 818.87 |
| HMRC | Tax and NI | 4,045.10 |
| EY Book keeping | Book Keeper | 392.45 |
| Corona Energy | Electricity Hub | 806.42 |
| NWLDC | Rates - Spital | 395.00 |
| Johns of Nottingham Ltd | Painting | 9,975.00 |
| Ilkeston Fencing Ltd | Fencing Work | 10,444.88 |
| Priest House | Chairman's allowance - annual dinner | 188.50 |
| Staff member | Keys | 18.00 |
| TML | Phone | 113.30 |
|  |  | **105,002.23** |

1. **RESOLVED:** To review and receive receipts for August/September as circulated to all councillors at a total cost for the month of £22,790.40.

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| **Name** | **Description** |  |
| Hub Cafe | Cafe Takings | 40.50 |
| Hub Cafe | Cafe Takings | 51.90 |
| Hub Cafe | Cafe Takings | 67.00 |
| Hub Cafe | Cafe Takings | 24.20 |
| Hub Cafe | Cafe Takings | 53.35 |
| Hub Cafe | Cafe Takings | 309.79 |
| Hall hirer | Bookings - Hub | 85.00 |
| Football hirer | Pitch hire | 66.04 |
| Kriss Morrison Cooper Independent Funeral Directors Ltd | Burial fees | 242.00 |
| Council dinner | Chairmans Dinner - Attendee Fee | 70.00 |
| NWLDC | Bookings - Hub | 144.00 |
| Hall hirer | Bookings - Moira Dale | 66.04 |
| Slimming World | Bookings - Hub | 360.00 |
| Council dinner | Chairmans Dinner - Attendee Fee | 70.00 |
| Football hirer | Bookings - Moira Dale | 63.50 |
| Hopscotch Nursery | Bookings - Moira Dale | 1,026.00 |
| Hopscotch Nursery | Bookings - Moira Dale | 204.25 |
| Measham Family Funeral Service | Burial fees | 1,090.00 |
| Flower Club | Bookings - Hub | 61.50 |
| CD Volunteer Centre | Volunteer shopping | 20.00 |
| Horobin Memorials | Memorial fees | 171.00 |
| Mind | Bookings - Hub | 10.00 |
| Mind | Bookings - Hub | 10.00 |
| Mind | Bookings - Hub | 10.00 |
| Maximum Response Karate | Bookings | 160.00 |
| Maximum Response Karate | Bookings - Spital | 58.00 |
| Council dinner | Chairmans Dinner - Attendee Fee | 70.00 |
| Hub Cafe | Cafe Takings | 6.60 |
| Hub Cafe | Cafe Takings | 105.25 |
| Hub Cafe | Cafe Takings | 38.60 |
| Hub Cafe | Cafe Takings | 89.25 |
| Hub Cafe | Cafe Takings | 192.54 |
| Kim Chapman | Burial fees | 264.00 |
| Radiance Yoga UK | Bookings - Spital | 60.00 |
| CDVC | Advertising | 30.00 |
| Hall hirer | Bookings - Hub | 118.00 |
| Council dinner | Chairmans Dinner - Attendee Fee | 70.00 |
| CDFC | Spial pitch hire | 610.13 |
| CDFC | Flood lights | 94.41 |
| CDFC | Pitch hire | 135.38 |
| Roger Smeeton & Co Memorials Ltd | Memorial fees | 55.00 |
| Roger Smeeton & Co Memorials Ltd | Memorial fees | 72.00 |
| Hall hirer | Bookings - Hub | 140.00 |
| Hall hirer | Bookings - Hub | 56.00 |
| Hub Cafe | Cafe Takings | 48.00 |
| Hall hirer | Bookings - Hub | 182.00 |
| Hall hirer | Bookings - Moira Dale | 200.00 |
| Hopscotch Nursery | Bookings - Moira Dale | 769.70 |
| Slimming World | Bookings - Spital | 217.50 |
| Hub Cafe | Cafe Takings | 20.90 |
| Hub Cafe | Cafe Takings | 95.20 |
| Hub Cafe | Cafe Takings | 22.70 |
| Hub Cafe | Cafe Takings | 36.45 |
| Hub Cafe | Cafe Takings | 103.10 |
| Cubs | Bookings - Spital | 26.00 |
| Showman | Wakes 2023 | 78.00 |
| CCLA | Interest | 2,047.23 |
| Hub Cafe | Cafe Takings | 344.58 |
| Hall hirer | Bookings - Hub | 100.00 |
| Allotment holder | Allotment Rent 2023/2024 | 20.85 |
| NWLDC | Bookings - Spital | 32.00 |
| Showman | Wakes 2023 | 605.00 |
| Hub Cafe | Cafe Takings | 36.00 |
| Hub Cafe | Cafe Takings | 1.00 |
| Hub Cafe | Cafe Takings | 96.80 |
| Hub Cafe | Cafe Takings | 44.80 |
| Hub Cafe | Cafe Takings | 46.35 |
| Hub Cafe | Cafe Takings | 109.90 |
| Hub Cafe | Cafe Takings | 288.54 |
| Castle Donington Community Library | Library expenses | 3.36 |
| Castle Donington Community Library | Library expenses | 14.00 |
| Castle Donington Community Library | Library expenses | 58.00 |
| Castle Donington Community Library | Library expenses | 9.00 |
| CD Volunteer Centre | Volunteer shopping | 120.00 |
| Castle Donington Community Library | Library expenses | 15.50 |
| Castle Donington Community Library | Library expenses | 23.00 |
| Cubs | Bookings - Spital | 91.25 |
| Hall hirer | Bookings - Hub | 20.00 |
| HSBC | Interest | 3,695.30 |
| HSBC | Interest | 788.91 |
| NWLDC | Bookings - Hub | 165.00 |
| NWLDC | Bookings - Spital | 16.00 |
| Social prescriber | Bookings - Hub | 30.00 |
| Showman | Wakes 2023 | 754.00 |
| Castle Donington Rugby Club | Bookings - Spital | 40.00 |
| Showman | Wakes 2023 | 149.00 |
| Football hirer | Bookings - Moira Dale | 66.04 |
| EMA | Christmas Tree | 500.00 |
| Slimming World | Bookings - Spital | 174.00 |
| Hub Cafe | Cafe Takings | 31.90 |
| Hub Cafe | Cafe Takings | 76.60 |
| Hub Cafe | Cafe Takings | 70.00 |
| Kinton & Daughter Family Funeral Directors | House Rent | 1,155.00 |
| Showman | Wakes 2023 | 144.00 |
| Hall hirer | Bookings - Hub | 66.00 |
| Maximum Response Karate | Bookings - Moira Dale | 160.00 |
| CD Rugby | Bookings - Spital | 198.12 |
| CDVC | Bookings - Hub | 80.00 |
| CDVC | Bookings - Hub | 132.00 |
| CDVC | Bookings - Hub | 80.00 |
| CDVC | Bookings - Hub | 129.00 |
| CD Volunteer Centre | Rent | 906.55 |
| CDVC | Bookings - Hub | 80.00 |
| CDVC | Bookings - Hub | 165.00 |
| Hall hirer | Bookings - Hub | 55.00 |
| Showman | Wakes 2023 | 149.00 |
| Hemington Hammers | Bookings - Moira Dale | 66.04 |
|  |  | **22,790.40** |

1. Bank statements and bank reconciliation for August/September. **RESOLVED:** To review and approve bank statements and bank reconciliation for August/September.

Bank balances:

* Current account - £4943.62.
* HSBC savings account - £39,058.37.
* Public Sector Deposit Fund (earmarked reserves - £496,462.89.
* HSBC savings account (earmarked reserves) - £831,068.47.

1. To review and receive the Interim Financial Report showing actual spend to budget which all appears to be on budget. The document was discussed with various questions raised including the figures relating to the café which were answered advising that it is a community facility run as a warm space and not a commercial business. **RESOLVED:** To review and receive the Interim Financial Report.

**4959/23 NOTICE OF CONCLUSION OF AUDIT 2022/23**

The interim external audit report had been circulated to all councillors as the AGAR and external audit had not been signed-off by the new external auditor. This is a similar situation with a lot of other parish councils’, and is not due to any particular issue. **RESOLVED:** To receive the interim report and comments from the external auditor.

**4960/23 MOIRA DALE SPORTS FACILITY AND VILLAGE HALL**

1. Update report on the completed programme of works.

The main works were done within 6 weeks and allowed the village hall to re-open in time for the start of the new term. There are still a few outdoor bits to be finished (patio, drain/guttering), but hopefully in the next few weeks this will be completed. Over half term the main wooden floor will be sanded and re-polished. **RESOLVED:** To receive the information.

1. Arrangements to launch and officially “re-open” the facility.

It would be good to relaunch this village facility, as already the Parish Council has had some amazing comments. The Parish Council could invite all the groups that use it and the public, and put on an event to raise money for a charity in the process. **RESOLVED:** This was a good idea. Date to be confirmed.

**4961/23 COMMUNITY HUB**

1. Emergency services open day – issues and complaints.

Unfortunately, this wasn’t well organised and saw a lot fewer attendees and more complaints from the locals, the Parish Council and NWLDC. The complaints from the residents are backed up with our lack of contact. There seemed to be no-one person at the fire service willing to take charge of the event planning. It has undone a lot of hard work liaising with the residents of Tanyard Close. **RESOLVED:** A letter of apology to be written to the residents of Tanyard Close. **RESOLVED: To a**dvise the fire service, that the Community Hub is not a suitable location for such an event and to recommend Spital Park playing fields. The Parish Council supported the concept but not the current location choice.

1. Parking issues created by lack of restrictions and signage in the carpark.

Since the Parish Council moved to the Community Hub, there have been odd occasions where cars have been left in the car park for week, two weeks at time. This hasn’t caused too much hassle historically, but this is happening more frequently as it has been realised that the car park is quite secure, being locked and with cameras, and a lot cheaper that the airport parking! New signage and some form of deterrent is needed to stop this issue. **RESOLVED:** To investigate options for a carpark management company.

1. Boundary security – Following last month’s resolution, updated and additional information and consideration for an alternative solution have been received. Armco fencing has been installed at the village hall as part of the refurbishment scheme. It is totally appropriate in this location with fences to the rear of it, however, it has become apparent that is not the best type of fencing for this location as it is quite sharp from the rear and doesn’t aesthetically look very pleasing. Alternative solutions have been explored again. **RESOLVED:** To install cast iron bollards (to match those on the front of the carpark) at a cost of circa £150.00 each, plus installation costs.
2. To consider a quote to paint the main public areas; including the installation of a wall protection to reduce the future marking caused by chairs and tables.

The main hall and reception area is the focal point of the building and needs to be kept in a good condition accordingly. The walls have become marked by the tables and chairs, and other moving furniture and the finish is not currently washable. £18,000 of bank interest has been received over the last 6 months from the Parish Council’s savings. A quote from the contractor used at the village hall recently has been obtained at a cost of £8,000 plus the cost of wall protection. **RESOLVED:** To proceed with the painting of the main public areas; including the installation of a wall protection and to vire this money from the interest budget.

1. To consider a new contract for the supply of photocopier machine. The existing contract is coming to an end for the two photocopiers in the Community Hub. These are used by all tenants, and provide a public service through the library. The contract currently offered from Canon is for two new machines at quarterly cost of £211.76. The costs per copy are reduced, and although the new quarterly charge is slighter more for new machines, the savings based on current use is £18.17 per quarter. **RESOLVED:** To approve the new contract with Canon for the supply of two photocopier machines.
2. To consider and approve essential upgrades to IT equipment including a new laptop, tablet, or similar for the kitchen and grounds staff, plus

a backup for all the new email addresses. **RESOLVED:** To approve the essential upgrade for IT equipment and services being the current budget set, and from the Parish Council’s approved contractor.

**4962/23 MATTER DEALT WITH UNDER DELEGATED POWERS DURING AUGUST**

1. To ratify the street naming for the development to the rear of 65 High Street. A number of names were suggested by the developer. These were circulated to all councillors, who countered the suggestions with an alternative of Bailiffs Mead. The developer did not approve of the suggestion and countered this with Nurseries Mead. **RESOLVED:** To defer to future meeting and Cllr Saffell to chase the developer regarding the name.
2. Staff matters – To ratify the necessary changes in relation to the kitchen, grounds and caretaking caused by immediate and sudden unplanned issues and to ensure the smooth running of all the Parish Council facilities.

Two meetings of the staff (Clerk and Deputy) and councillors have been held to discuss and agree a plan of action due to these urgent issues.

**Kitchen** – **RESOLVED:** To ratify that the existing two members of staff are trained-up by in-house staff and in conjunction with Derby College through their apprenticeship schemes.

**Caretaking** has, and is becoming, a bigger need to fulfil with the three main facilities owned and operated by the Parish Council becoming busier.

**RESOLVED:** To ratify that existing member (s) of staff are offered a position on the caretaking team and that one new person is employed. It is noted that this is an evolving matter dependant on numbers and types of bookings.

**Grounds and facilities work** is a growing and evolving area of the Parish Council’s work with the additional facilities and land areas being taken on. **RESOLVED:** To ratify that existing member (s) of staff be offered variations in their working hours to accommodate these necessary changes, including full training in all of the varied aspects.

**RESOLVED:** To ratify the employment of one additional member of staff to assist with the caretaking roles.

1. To ratify the decision to outsource the cleaning of all of the Parish Council facilities to a local business.

Cleaning of all the facilities has been historically undertaken by the caretakers. This has meant cleaning has taken place at the end of a booking, event at 10/11pm in preparation for a booking the next day. This level of work is not sustainable with the small team of caretakers. **RESOLVED:** To ratify the decision to outsource the cleaning of all the Parish Council facilities to a local company for a nominal set of 20 hours.

1. To ratify the following Planning comments:

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| --- | --- | --- | --- |
| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** |
| 23/00954/CLP | 108 High Street | Certificate of Lawful Proposed Use for the construction of a detached garden building | No objection |
| 23/00974/FUL | 1 Huntingdon Drive | Erection of a single storey building for use as a hair and beauty salon and associated alterations | No objection |
| 23/01025/LBC | 65 High Street | Conservatory extension link between dwelling and garage | No objection |
| 23/00939/FUL | 2A Borough Street | Change of use and conversion of building to create three residential units | No objection |
| 23/01026/FUL | 115 Park Lane | Erection of front, rear and first floor extensions including raising the overall roof height to facilitate additional first floor living accommodation | No objection |
| 23/00479/REMM | Land to the South of Park Lane (Welstead Road) | AMENDED APPLICATION - Erection of units for B2 and B8 use (reserved matters to outline planning permission ref. 16/00465/VCUM) | No objection |

**4963/23 RECREATION COMMITTEE – cllr C BURTON – RECREATION chairman**

1. Community sports provision at the college, including works for new gym and 3G pitch. An update report was given by Cllr Burton, and it was confirmed that all areas of improvement are still progressing at this stage. **RESOLVED:** To receive the information.
2. Spital Park
   * Parking issues on and off site. There are, and have been issues with parking onsite and on the surrounding streets. The Parish Council has been working with the football club to try and improve the situation on a Sunday (highest use day). Some additional signs have been purchased, a letter drop to residents undertaken outlining what has been done historically and what we will try to do going forward. Onsite there is still a shortage of parking on busy days. Clerk continues to work with developer to re-instate the sunken area where a drain was installed and to investigate the costs for creating more parking spaces. **RESOLVED:** To receive the information.
   * Boundary security – Following last month’s resolution, updated and additional information and consideration for an alternative solution has been received. Armco fencing has been installed at the village hall as part of the refurbishment scheme. It is totally inappropriate in this location as it is quite sharp from the rear, and could be quite dangerous next to the skate park. **RESOLVED:** To progress with replacing the old and damaged sleepers as is necessary.
   * To consider a quote to paint the main public areas; including the installation of a wall protection to reduce the future marking caused by chairs and tables. The main hall and reception areas are starting to look a bit dingy. **RESOLVED:** To approve as per the Community Hub resolution above.

**4964/23 AMENITIES COMMITTEE MATTERS**

1. Wakes – Update report. All coming together. Online booking system put in place this year has been very successful in reducing the amount of staff time collecting in the paperwork. **RESOLVED:** To receive the information.
2. Remembrance services – Update report. Remembrance Parade is on Sunday 12 November with most plans in place. The band is the same as last year. All road closure matters are dealt with by the Parish Council and the British Legion is sorting the service with the vicar. **RESOLVED:** To receive the information.
3. Poppy displays. Lamp post poppies to be displayed by the Parish Council staff and Royal British Legion volunteers. In previous years, sprayed pavement poppies have been arranged by NWLDC but this year the costs seem to have increased. **RESOLVED:** To purchase a set of stencils for the Parish Council, so that is available for future years. Staff will spray these.
4. Christman Cheer event. Plans are progressing well. The event will mainly be the same as in previous years, however, a large stretch of Borough Street will remain closed for the duration of the whole event. This will allow the children’s rides to be taken away from the queues for the reindeer and the stage area making it a safer event. Access to the doctors and car park will be retained except for when the parade is going down Church Lane. **RESOLVED:** To receive the information.

### 4965/23 PLANNING COMMITTEE – cllr M Rogers – planning chairman

1. Leicestershire Fire and Rescue Service – Review of the Community Risk Management Plan. [www.leics-fire.gov.uk/CRMP](http://www.leics-fire.gov.uk/CRMP)

**RESOLVED:** To receive the information and councillors to complete the online survey.

1. **RESOLVED**: To make the following comments in respect of plans received:

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| --- | --- | --- | --- |
| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** |
| 23/01166/TCA | 13 Clapgun Street | Reduce height of 1 no Holly tree, fell 1 no. Prunus, reduce 1 no Dogwood tree and reduce 1 no Cherry tree (Unprotected tree in a Conservation Area) | No objection |
| 23/000877/FUL | 52 The Spittal | Erection of a detached garage | No objection in principle subject to the previous reasons for refusal being properly addressed namely scaling and sizing and a comprehensive archaeological valuation being submitted |
| 23/01135/VCU | Land to the rear of 107 and 109 Park Lane | Demolition of existing domestic garage and erection of 2 semi-detached dwellings without complying with condition 2 of planning permission reference 20/01112/FUL to include amendments to the approved design, including alterations to the layout, design and number of windows and doors, detailing, materials, an increase in ridge height to allow for accommodation within the roof space and alterations to associated landscaping | Object as CDPC feels it is over dominant and overlooking neighbouring properties. Please refer to the Local Plan – policy D2 – amenity (1) |
| 23/01177/VCIM | Donington Hall | Change of use of Donington Hall, attached chapel, game room, dairy and stable to hotel accommodation under use class C1nal alterations comprising the erection of single storey extension to the rear of the main hall, a covered walkway between the stables and main hall, refurbishment of existing replica windows, replacement of uPVC windows, a cast iron fire escape, gas tank storage area (underground), provision of electric vehicle charging points and cycle parking approved under planning permission 22/00791/FULM without complying with condition number 2 so as to increase the number of bedrooms from 44 to 49 | No objection |
| 23/01178/LBC | Donington Hall | Internal alterations to Donington Hall, Mew Cottages/stables and the Dairy so as to facilitate operational enhancements and an increase in the number of bedrooms from 44 to 49 associated with the change of use of Donington Hall to a C1 (hotel) use | No objection |

1. **RESOLVED:** To receive planning decision notices.

|  |  |  |  |  |
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| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** | **DECISION** |
| 23/00632/FUL | 8 Webb Drive | Erection of side and rear extensions to detached garage | No objection subject to the chimney height being acceptable | Approved |
| 23/00674/FUL | 40 Borough Street | Installation of new shop fronts to front and side elevations and replacement windows to side elevation (revised scheme) | No objection | Approved |
| 23/00862/TPO | 9 High Street | Works to various trees (protected by Tree Preservation Order) | No objection however CDPC would request to replace the trees with various saplings | Approved |
| 23/00356/FUL | Park Farmhouse Hotel, Isley Walton | Proposed siting of solar panels and associated storage building and works | No objection | Approved |
| 23/00673/CLP | 3 Dovecote | Certificate of Lawful Proposed Use for the installation of solar panels on the southwestern elevation of the roof | FOR INFORMATION ONLY |  |
| 23/00954/CLP | 108 High Street | Certificate of Lawful Proposed Use for the construction of a detached garden building | No objection | Refused |

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| 23/00878/LBC | 52 The Spittal | Erection of detached timber garage (Listed Building Consent) | No objection as long as the Conservation Officer is satisfied | Withdrawn |

### 4966/23 CHAIRMANS REPORT

1. Annual dinner – was enjoyed by everyone, a good meal, venue and company. Feedback was that it was an excellent evening. Nice to see the partners, wives there too. **RESOLVED:** To receive the information.
2. Annual Leicestershire Police Intercultural Social Event. Friday 1st September. Attended this at the Police HQ in Enderby and was most enjoyable and entertaining. It was a great opportunity to see how many mixed cultural inhabitants of Leicestershire there are. Dance displays, music and lots of police stands to explore with many strands to policing I didn’t know. Here in Castle Donington, we have some ethnic diversity but nothing like the centre of Leicester. So, in all a worthwhile and interesting evening. **RESOLVED:** To receive the information.
3. A note of recognition was made for a retiring member of staff having served 28 years with the Parish Council. An appropriate gift has been purchased in recognition of her years of service. **RESOLVED:** To receive the information.
4. All councillors were requested to set up their new email addresses at the earliest opportunity. **RESOLVED:** To receive the information.
5. Councillors reminded to make a diary note of when they are on payment checking duties. **RESOLVED:** To receive the information.
6. Councillors Cope and O’Dowd attended a flood warden training session which was extremely valuable and raised the need for another flood warden to be appointed in Castle Donington. Cllr Cope is happy to have a volunteer come forward otherwise she will take it on till next year. **RESOLVED:** To receive the information.
7. The Chairman is hoping to arrange a CPR and Defibrillator session in the New Year after attending one in Melbourne in June with over 100 people present. It was highly informative and something we should all know how to do in an emergency. **RESOLVED:** To receive the information.
8. Diary dates - Date for councillors’ and staff Christmas get together is Sunday 10th December 5-7pm at the Hub. **RESOLVED:** To receive the information.

**4967/23 REPRESENTATIVES REPORTS INCLUDING REPORTS FROM LCC**

**AND NWLDC COUNCILLORS:**

1. Castle Donington Community Library (Cllr Burton).

* Currently have weekly visits from St Edwards school.
* To attend parent evenings to start 8/9 October about library facilities and becoming members.
* Month on month footfall continues to increase.
* Still looking for more volunteers.
* AGM is on 10 October with all invited.
* Quiz nights are held, and grant applications are made to raise funds.

**RESOLVED:** To receive the information.

1. NWLDC (Cllr Saffell) – updated on recent meetings attended regarding 3G pitches at the college. **RESOLVED:** Meeting to be requested for an update to include the Parish Council, College and Gillian Squires, NWLDC.
2. Love Castle Donington events group (Cllr Manley). Updates on other recent events, including the Tea Dance and the management plans for the “rotary” Christmas float were given. **RESOLVED:** To receive the information.
3. British Legion (Cllr Burton). It was reported that the RBL local group is having difficult times, in particular getting younger volunteers to become members. The plan currently is to reduce the number of meetings to four per year, and continue to focus on the Remembrance parade works.

**RESOLVED:** To receive the information.

1. PPG – (Cllr Cope)

Committee Meeting 18th September 2023.

* The Befriending Scheme has come to an end and only 3 patients referred by the Social Prescribers which was very poor. However, the Art Group was very successful and made a number of fairly lonely people get out and enjoy company and learn a new craft. The Grant has now been withdrawn but Victoria Brown (the artist who set up the classes) is looking for alternative funding to be able to continue.
* I have stepped back from being Vice Chairman due to workload and Patrick Parkes is going to assist the Chairman until the next AGM
* The Surgery reports that Dr Amanda Woodgate has had a baby girl, all is well, and she is on Maternity leave till the New Year. We have 2 new doctors and a senior nurse practitioner in place. Concerns were raised about children’s vaccines not being done as they should, and a Measles outbreak is imminent as a result.
* Covid vaccinations are to be carried out at the Chemist to relieve pressure at the surgery and Flu vaccines are available at both the Surgery and the Chemist. Further concerns about a new strain of Covid seem to be that many people are catching this, but it is not as serious as before. More like a case of flu.
* We are fortunate in 2 new PPG members have marketing and IT skills, so they are helping out to produce the next newsletter and how to get it to many more of the population.
* Next meeting to be 20th November.

**RESOLVED:** To receive the information.

1. Castle Donington Classic Vehicle Car Club (Cllr Bradley). The last event of the year is to be held in two weeks time on 14 October. The Club now has 423 members. The event held in August raised just over £1200 through a silent auction. Some other items are to go to an auction house as it has been advised that they are very collectable. **RESOLVED:** To receive the information.

### 4968/23 CLERK’S REPORT

1. Village CCTV – Chased again with NWLDC, nothing heard. **RESOLVED:** To receive the information.
2. Stonehill playing field – Compensation payment of £250 has been offered for the exploratory works on behalf of Severn Trent as the project has now been put on hold until late 2024/25. **RESOLVED:** To receive the information.
3. East Midlands airport sponsorship of £500 towards the village Christmas tree costs has been confirmed. **RESOLVED:** To receive the information.
4. Application to Unity Trust bank progressing. **RESOLVED:** To receive the information.
5. Information regarding protection of Parish Council funds is still progressing. Report to follow shortly. **RESOLVED:** To receive the information.
6. Storm/foul water drain issues at the Community Hub. Severn Trent has been contacted again, but still waiting after 10 days. Need to escalate this complaint. **RESOLVED:** To receive the information.

Meeting closed 9.48pm

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

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