



CASTLE DONINGTON PARISH COUNCIL

The Community Hub, 101 Bondgate, Castle Donington, DE74 2NR

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Clerk: Fiona M. Palmer

ANNUAL PARISH MEETING 2023

REPORTS

Representatives from each organisation or committee will give a brief resume of their full report, with members of the public being allowed to ask questions after each report

ANNUAL PARISH MEETING

All electors of the Parish of Castle Donington are welcome to speak and/or vote on any matter concerning the Parish

To be held on

**Thursday 14 March 2024 at 7.00pm
At the Community Hub, 101 Bondgate**

AGENDA

1. Welcome from the Chairman of the Council
2. Confirm the Minutes of the 2023 Meeting.
3. Report by the Police *(not received)*
4. Report from representative of the Volunteer Centre *(not received)*
5. Report from representative of the Community Library
6. Report by the Chairman of the Parish Council
7. Report by the Chairman of the Amenities Committee
8. Report by the Chairman of the Planning Committee
9. Report by the Chairman of the Recreation Committee
10. Report by the District Councillors *(Cllr A Morley not received)*
11. Report by the County Councillor
12. To receive the Audited Accounts for the year ended March 2023
13. Items of business that concern the Parish of Castle Donington may be raised by any Elector of the Parish

Cllr L Cope – Chairman of the Parish Council

Fiona Palmer – Clerk to the Council

ANNUAL PARISH MEETING

Minutes of the Annual Parish Meeting held on Thursday 9 March 2023 at 7.30pm
The Community Hub, 101 Bondgate, Castle Donington

PRESENT : Sixteen members of public.

1. Welcome from the Chairman of the Council

Cllr M Rogers, the Chairman welcomed everyone to the meeting.

2. Confirm the Minutes of the Last Meeting.

RESOLVED: That the minutes were a true record.

3. Report by the Police

Police were not in attendance and no report received.

4. Volunteer Centre Report – Wayne Tranmer

2022 saw a very welcome return to pre-covid scheduled activities in various forms.

Our priorities have been;

- To ensure that we continue to undertake our essential Medical Car service. This has seen a 3 fold increase in demand as the National Health Service strive to reduce the Covid backlog with 340 journeys completed to Hospital and GP appointments in the 2022 calendar year.
- To recommence shopping and social outings to restore independence to individuals after 12 months of having to rely on family, friends and ourselves. These have been integrated with physical activities such as the Easy Movers exercise and Swimming which are proving popular.
- To re-establish the seated monthly Grow-Cook-Share meals which is as much a social event as a meal. We were pleased to be able to cease our meal deliveries to clients homes that we adopted during 2021.

Notable additional highlights from the last year worthy of mention are;

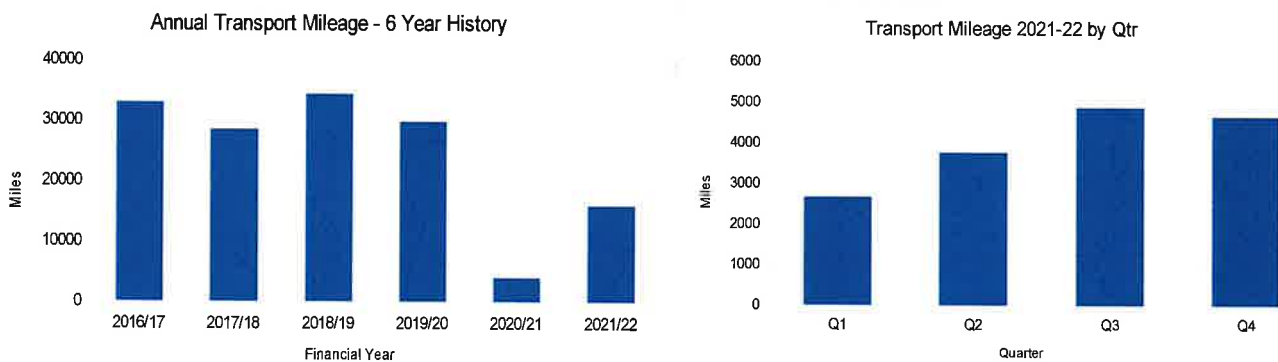
- The Friday Group, a social gathering each Friday afternoon, has formally rejoined the Volunteer Centre and recommenced their series of speakers, activities and entertainments. This allows us to best utilise joint assets and skills.
- Our allotments have been transformed as additional volunteers have joined us and gave their time to clearing and preparing plots for last years growing season. We look forward to increasing the volume of self grown fruit and vegetables into our Grow-Cook-Share meals.

- Our food hygiene certificate assessment received a 5* rating.
- We have had a number of new volunteers join our team which is allowing us to be more flexible in providing our services.
- Our links with local businesses are developing which provides mutually beneficial volunteering opportunities.
- Ukraine Crisis response. An appeal for donations at the start of the ongoing crisis led to an overwhelming local reaction. As a community centre we received, sorted and rapidly despatched donations to points of need in Ukraine, Poland and Moldova. Our thanks go to the Polish Centre in Loughborough and the Ukrainian Centre in Weston on Trent who we worked closely with.

Community Transport (*Financial Year Data*)

This year has seen a bounce back but, as expected, not to the levels of 2019/20.

This is a 4 fold increase on 2020/21 but remains 46% lower than the immediate pre-pandemic level. Quarterly data shows an increasing trend during the calendar year.



Challenges

Careful control of our cost base will continue. Fuel and inflation costs have created a headwind which is a continuing threat.

Volunteer recruitment will be a key theme as they are the heart of what we do.

Our investigations into the future of electric powered “wheelchair accessible vehicles” continues. Our current assessment is that the cost of vehicles, when judged against the condition of our fleet, makes a purchase unlikely until a vehicle replacement becomes necessary. The intervening period will lead to further developments in vehicle availability, cost and range whilst also delivering more confidence in the charging provision and running costs in what is currently an uncertain market.

Thanks

We are fortunate to have a dedicated team of volunteers who support us with their ideas and valuable time. We estimate that, despite the enforced reduction in activities during the financial year, we generated 9,750 hours of volunteer time, equivalent to c. £120k of financial value, but worth much more to our community well-being.

I would like to put on record the sincere thanks of both our clients and trustees of the Volunteer Centre for the support we have received from our volunteers, staff, local businesses and authorities.

Wayne Tranmer Chair of Trustees CDVC

Questions: None

The Volunteer Centre was thanked for their hard work, which had made a big difference to the community.

5. Community Library Report – Sue Kent

Castle Donington library has continued to offer borrowing services to the local community and has resumed normal opening hours. In November 2022 Monday hours were reduced by 2 due to a lack of volunteer cover. The library now closes at 4pm.

The library has managed to attract 247 new joiners during this period which is up on the previous year and has returned to pre covid levels. In terms of book borrowings these too have increased from last year with a fairly even split between adult and juniors. The number of borrowers totaled 1764.

We currently have 12 active volunteers and 8 occasional volunteers. The library is always looking to increase the number and advertising is currently taking place. Fund raising is a big task so increasing our volunteer base would be very helpful.

During the year, Footsteps Nursery have visited the library on 2 occasions, a book sale was held in March, a story telling event attracted 42 children. New wall based shelving was fitted in June using S106 monies totalling£ 2523.60. This has helped open up space significantly in the library.

The annual summer reading scheme took place in July and August with 35 children completing the scheme. In November, Orchard Primary school visited the library over 4 sessions with 4 classes attending. As a result, several children signed up to the library.

A local book club uses the library once a month and a knit and natter group weekly. On a Friday, a selection of books are taken into the hub for Friday club members. This has proved very popular with 7 new joiners and many books borrowed.

A fund raising quiz night was held in October, total profit amounted to £870. The library no longer benefits from the LCC grant and is now totally self-funded. Donated books are scanned before being displayed as honesty books, this has raised £90.07. Knitted Christmas chocolate eggs raised £75.

Questions: None

The library volunteers were thanked for all their hard work.

5. Report by the Chairman of the Parish Council – Cllr M Rogers

It has been a pleasure to be the Chairman of the Parish Council - a parish that is actually one of the largest parishes in the country. One of the largest and one of the fastest growing. Whatever we might think about the expansion of the village, we as a Parish Council have a responsibility to work hard to simply try to make Castle Donington a nice place to live. Yes, of course have a mission statement and priorities. There's our mission, and that's great of course. But putting things really simply we work hard to try to make this area a nice place to live on behalf of our 8,000 or so Parishioners. That's it.

The year has been somewhat of a stepping stone, but a positive one. A stepping stone that has taken us away from the pandemic, back to normal operations and established a position of what I might call 'poise'. Poised to grip future opportunities. I'll get to 'poise' in a minute. Firstly, what is normal? We must remember that our current normal was not a normal that we were familiar with in a pre-pandemic environment. Before Covid the Hub was open but the engine hadn't really warmed up. We didn't run the Village Hall and we had several hundred fewer residents. It wasn't normal for us to have 30 different groups meeting at our facilities every week, it is now. It wasn't normal for us to host lots of additional adhoc bookings per week, children's Birthday parties and the like, it is now. It wasn't normal for us to have a thriving cafe, it is now. It wasn't normal for us to have a footfall of 2,000 visits per month from people to our facilities, it is now, and that's just the buildings without even considering the sports teams. It was normal for us to organise community events, and it's pleasing to report they are back on track.

What do these numbers tell us? We have established a new normal, a new operational normal, an improved normal. The Village Hall is successful, the Hub is firing on all cylinders and is in use all day and most evenings day in, day out. Events are back on track. All this while maintaining the other services and operations, largely behind the scenes. A huge amount of credit must go to the staff, led by the Clerk. They are delivering more and more for our community with very little in the way of increased resource. They deserve our sincere gratitude.

But we must also remember that we played our part this last year, as individuals and as a community, in two events that none of us will forget.

The Platinum Jubilee of Her Late Majesty Queen Elizabeth II, and then several months later we were brought together in mourning. I can say without equivocation, on both occasions, we did our bit and, moreover, we did it well. The Jubilee street party was a great success. Our local tributes to our Late Queen, while of course sombre, were fitting and well received by residents.

How might we summarise the last year? We now have an established rhythm of improved normality. We have sound finances and robust procedures. We are delivering value for money for our Parishioners in terms of general services, recreation, amenities and facilities. We can look forward with confidence. We are poised. Poised to move forward with projects, like the Village Hall modernisation, poised to put our residents first in every way, confident we can adapt and overcome, poised for future success.

Are we delivering our mission?

Mission Statement

The Parish Council exists to ensure that, within the resources available, the parish, its environment and local services are maintained to the highest possible standards for citizens, visitors and those who work in Castle Donington.

The Parish Council will facilitate and help to provide a focus for civic pride and community spirit, listen, identify and respond to agreed local needs and will develop a strong, secure, self-reliant and self-confident community.

We are. Thank you all for your contributions.

Mark Rogers
Chairman

Questions: None

Cllr Ambrose-Jones – The Library, Volunteer Centre and Parish Council all working together has strengthened this community so much in the fantastic facilities we have and we should all be rightly proud.

6. Report by the Chairman of Amenities Committee – Cllr Karl Shatford

Firstly, it's safe to say that when I accepted the role I had no idea that as well as amenities, which speaks for itself, it also covered the events that take place in the village. Ah well maybe I should have checked it out for myself.

As this was the first full year back after Covid we were getting back to normal, well "ish".

The decision had been taken to concentrate on the Queens Platinum celebrations rather than the May Market. This initially had issues as tables were not selling for the Spital and so the decision was taken to move it to Borough St, partly in response to public opinion. This led to a discussion taking place about the pressures events put on the PC staff and the

councillors. As a result, instead of residents moaning they would be invited to engage and help out. As we know this has evolved into what is now known as the Love Castle Donington group and I believe has been a great success, but will constantly need pushing. Rather than just being a sub group of the Council it has moved to support other groups, most notable the Rotary group and the Santa's Sleigh, and with the demise of Rotary they are looking to take this on so that it is not lost. Moving forward I believe keeping this group going and expanding is vital and brings great experience, ideas and manpower.

Just to focus on the events:

I believe the Jubilee celebrations went well given the weather conditions. Personally, I believe having them on Borough Street was the right thing to do.

The Wakes seemed to be very busy and the extra help from LCD definitely helped spread the load.

The success of Christmas Cheer is great but also brings its own issues that will need looking at.

Music in the Park is no longer but hopefully we can find an alternative that is professionally run and takes the burden off the PC staff and councillors.

Moving forward the May Market will lose the "Medieval" label and will be themed on an annual basis. Fancy dress will be strongly encouraged, and the aim is to breathe new life into the event.

LCD are looking at additional events moving forward. Importantly they realise that walking before you can run is vital as well as accepting that things do not necessarily as quickly as may be desired.

With regard to Amenities;

There are plans in place with regard to play areas and The Cemetery issues seem to have quietened down but given the sensitivities involved I'm sure it will never totally go away as a contentious area.

Questions: None.

7. Report by the Chairman of Planning Committee – Cllr Mark Kitchener

This year has seen a mix of planning applications ranging from small scale domestic development to larger scale industrial developments. The majority of these have received approval.

Planning is often an emotive and subjective topic.

Notwithstanding that, the Committee has endeavoured to provide a balanced view based on policy while considering what is best for our growing community.

There are some positive updates worth noting below.

- The new primary School (Foxbridge) is now fully open.
- There have been new developments on the old power station site with further applications received.
- The Aldi store on Station Road is progressing.
- The traffic calming proposals are still in discussion and are looking like they will progress.

There is unfortunately, some not so positive news.

- The Parish councils of Castle Donington, Hemington and Lockington joined to fight the planning known as the St Modwen development.

Initially these plans were rejected.

However, after a successful appeal by St Modwen the plans have been granted, therefore it is likely we will see an industrial development on the border between Castle Donington and Hemington in the near future.

I would like to take this opportunity to thank the Parish Council staff, my committee colleagues and all of the parish councillors for their assistance and guidance throughout the year.

There is a great deal of work carried out behind the scenes which is very much appreciated.

Thank you.

To conclude my report, I passionately believe that the best way we can influence what happens in the future within our growing village is to maintain a constructive relationship with both NWLDC and LCC.

I believe that with this approach, we demonstrate to both the District and County Councils that we are serious about the future of our community.

Cllr Mark Kitchener

Questions: None

8. Report by the Chairman of Recreation Committee – Cllr Colin Burton read by Cllr Mark Rogers

The report this year will be considering the current economic situation.

Fortunately, our recreational facilities are all open and thankfully well booked up with all sporting and physical pursuits.

Our grounds maintenance contract is into its second year with Ulyetts, of a four-year rolling program. The Council is very pleased with the work being done; the

ground maintenance contract is one of the largest expenditures within the precept.

This year we have been able to add more playing pitches, this is mainly due to the increase in football teams requiring a venue and pitch to play on. We have been able to take on two new pitches at the College, this has been in partnership with the college and NWLDC, a complete pitch renovation was required to bring them up to a playable level and we thank NWLDC for their input with this.

The Council also provides allotments, we have 177 plots and at present are fully occupied with a list of potential users.

The new housing developments in Castle Donnington has allowed a planning gain of 106 money to be used for formal recreation and allied recreational use. The village is due to increase in population by some 3000 plus over the next few years and the developers are obliged to take this into account.

Part of the 106 monies has allowed the Council to upgrade the village hall and sports and sports building at Moira Dale, the upgrade to Moira Dale will be largely a refurbishment due to the increased costs that have spiralled dramatically since the original quotes, this approach to refurbish Moira Dale has allowed the Council to still look at upgrading current recreation areas and adding new ones.

There will be a new park and open space situated next to the new developments south of park lane, this new park is being put in by the developers and is part of the developers remit.

The Council is also in the final stages of acquiring new piece of land for recreational and leisure pursuits behind Moira Dale.

Finally, I would like to thank the Clerk Fiona Palmer and Councillors along with council employees for there continued support.

Questions: None

9. **Report of the District Council Central Ward Member – Cllr Rachel Canny**

My last report was dominated by working with and through the pandemic. Now there are completely different issues to contend with, the war in Ukraine, the cost of living crisis, high inflation and high fuel prices.

District council have once again frozen their portion of council tax.

This decision is contentious for many people. Some welcome it, others not.

District council is able to do this because of the business rates it gets from the many business parks and warehousing we have in our district.

My main work during this year has been regarding planning.

We celebrated the refusal of the St Modwens development at junction 1 of the A50 by the planning department and the planning committee. Then came the anticipated appeal. So much time effort and money was put in by parish councillors and district. External experts were brought in. However, we live in a

highly desirable part of the country for logistics and the inspector found in favour for St Modwens. This was a sore blow. I do know though, that there was nothing else we could have done.

The government's decision to create a freeport on our doorstep will continue to put huge pressures on our countryside. It will be exceedingly hard to resist these types of developments in the future. What we can do is to try to lessen the impact and try to get positive improvements to our district.

St Modwens will cause much disruption in its development stage, but in years to come, there will be new walkways, picnic areas for the people of Castle Donington to enjoy.

Once again I would like to thank Tony Saffell for his continued help and support, and to the other district councillors of the northern wards, namely Councillor Carol Sewell and Councillor Michael Hay.

Councillor Rachel Canny

Questions: None

10. Report of the District Council Castle Ward Member – Cllr Tony Saffell

As last year I would like to thank Councillor Canny for her help and support and can confirm that we have worked well together for the past eight years for the good of all the people of Castle Donington. As Independents we have been able to get some concessions. I mentioned in the past that we have been awarded a Commercial Frontage Improvements Scheme. Funds are available for this scheme and if any property owners in the central area would like to join the scheme I am happy to put them in touch with the relevant officers.

As Leader of the Independent Group, Rachel and I get regular meetings with Allison Thomas our new CEO and I am pleased to say that I was on the Appointments Committee that appointed her. She comes to us from South Derbyshire DC where she was Frank McArdle's Deputy for 4 years after holding Senior Roles within Derbyshire County Council.

As a member of the Appointments Committee, we have also appointed other new senior officers and at the end of January we appointed Jane Rochelle GMBPsS as Head of Housing, she takes over from Chris Lambert who has now left the Authority. Chris has been a great help to me as many of residents in my ward live in Social Housing and I have been able to flag up issues with Chris and he has always been able to come up with satisfactory answers. I am confident that although Jane is a very different character, her main qualifications are in Psychology, I am sure I will be able to rely on her to solve any problems quickly almost from the word go.

I have again been helping people with their Council Housing and Planning Problems.

We had a big disappointment at the beginning of the Year when we heard that St Modwen had won their appeal against the refusal of their Planning Application for a Warehousing development just south of Junction 1 of the A50. Like many other residents I believe it will be huge blot on the Landscape and bring further traffic and flooding problems to both Castle Donington

As an Independent District Councillor, I am encouraged to attend regular Training Courses at the LGA Headquarters in Smith Square London. The training courses are now getting back to normal following the Pandemic.

My 4-year term of office at Local Partnerships ended at the end of August and I was then appointed to sit on the LGA Independent Groups Executive Board and am pleased to announce that the membership of our group is increasing quite quickly, and we overtook the Lib Dems last May. The Independent Group membership has at least 80% of fully Independent Councillors but we do also have a few minor parties in our Group, Greens 12%, 5% Plaid Cymru and 3% UKIP or Reform. We are also part of the controlling administration in 34 Councils in England and Wales.

I thought you would be interested in some of the work we do as an Independent Group as part of the LGA Team we are leading the opposition to some of the Changes to the National Planning Policy Framework please see the trail of Email comments below:-

Independent Group response to the National Planning Policy Framework consultation

Sent on behalf of Cllr Marianne Overton MBE, who is Leader of the Independent Group

Hi colleagues,

Hope you are well. Just to let you know, our independent group has decided to object to the Government proposed planning changes, deadline March 2nd. LGA as a whole raised concerns. Our group held a workshop on it, had a meeting with Council leaders and finally with District Council Network Leaders last Friday, with officers. Drawing on comments from all those consultations and from the Environment, Economy and Transport Board and our boards' think tanks.

The key concern is that this proposal is little different from the last one that was overwhelmed by 84,000 objections. This is Government taking control away from local councils. Control is already far too centralised, and this makes it worse. We need local decision-making powers to be most effective. Cynically, we are expected to applaud the removal of the requirement of a five-year land supply, but they are keeping a two year "delivery test", removing government targets of house numbers but requiring them to be locally set according to Government guidelines. It feels positively Orwellian! Regular Government dictates that override our local and neighbourhood plans. It's all in the wrong direction. We need significant local powers, backed with funds from income tax. Attached is our submission to the consultation, which we are doing in a list format rather than answering each specific question – this is to allow us to raise issues they haven't

asked questions about! If you have any final comments before we submit it tomorrow, please do let the Group Office know.

Abigail Gallop
Head of the Independent Group
Local Government Association (LGA)

Hi Abigail and Marianne

I agree with almost everything in the proposed response but think parts of it could be beefed up a bit. I will leave the wording to you, but I think we should make more of the fact that around 80% of our group are elected to represent their local population on local issues with no political influences. I would also point out that the points we are raising around the 5 Year Land Supply and other parts of the relationship with National Government do not allow local Planning Departments to Plan.

They are in a situation where Developers are in control and Planning Authorities are simply reacting to Developers who are simply money orientated and do not have any interest in the needs of the Country or the local areas, they want to create their projects. I think we should start a campaign to rename our Planning Departments and call them Reacting Departments instead. We should be able to allocate where housing goes and what should be developed as employment Land and also control Farmland and open spaces, very little of which we can do at the moment.

Best regards
Tony Saffell

Thanks TONY, GREAT points for us to include, if possible, Abigail

Wishing you good health, happiness and success throughout 2023.

Kind Regards,

Marianne
Councillor Marianne Overton MBE
Independent Councillor for Bassingham and Welbourn on Lincolnshire County Council
and for the Cliff Villages on North Kesteven District Council Leader of the Lincolnshire Independents and the Independent Network, Vice Chairman of the Local Government Association

Thank you for listening.
Tony Saffell

Castle Ward Member, Castle Donington,
North West Leicestershire District Council.
March 2023

Questions: None

11. Report of the District Council Park Ward Member – Cllr Michael Hay

Cllr Hay was not in attendance and no report received.

12. Report of the County Council Ward Member – Cllr Trevor Pendleton

Cllr Pendleton was not in attendance and no report received.

13. To receive the Audited Accounts for the year ended March 2023

RESOLVED: To receive the audited accounts.

14. Items of business that concern the Parish of Castle Donington may be raised by any Elector

Member of Public –

- Advised that the Rotary Club had regrettably folded, with some degree, due to the average age of the members and failure to attract new/younger members. The club won't officially finish until the end of the Rotary year in June. It had raised several thousand pounds for the village and instigated the First Responder group with continues to go from strength to strength. They still have several thousand pounds in the community account and need to decide where within the village the funds could be placed with guidance from the Parish Council.

Reply: Thank you for the information and sad to hear the news of the club coming to an end locally, comments taken on board.

- Noticed that the cones had been removed from the corner of Tanyard Close on to Bondgate and queried when the yellow lines works would be carried out by LCC.

Reply: Comment to be passed on to Cllr Pendleton, LCC requesting an update when the works will be carried out.

Cllr Sowter – Requested where the meeting had been advertised as he was disappointed that there were only five members of public in attendance.

Reply: The meeting had been advertised on all the village notice boards and on all social media platforms which is more than the statutory requirement.

Member of Public – Disappointed that the LCC Councillor and one of the NWLDC Councillors did not attend the meeting.

Reply: Comment noted and advised that reports were not received from either Councillor to report on their behalf despite chasing.

Cllr Rogers thanked all for attending the meeting and looked forward to seeing everyone at future meetings.

Meeting closed 8.05 pm

Signed _____

Print Name _____ Date _____

draft

Community Library Report – Penny Burns

Castle Donington library has continued to welcome customers and to offer a range of services

Free internet

Free ancestry

Book and audio loan

Jigsaw loan and sales

Photocopying and printing services

Location for local group meetings

Weekly knit and natter group

Monthly book club meeting

School class visits

Summer reading scheme for children up to 12 years

The library currently has approximately 150 customers a week with 295 new users registering in the last year which is an increase of 38% on the previous year. There is a fairly even split between adult and children borrowers.

St Edwards primary school visits the library weekly, one class per week. Footsteps nursery has also visited on several occasions ,always well received.

The library currently has 22 volunteers, 14 are very active, the remainder occasional. Volunteer numbers have slightly increased from the previous year.

The library held 2 quiz evenings raising £2236. May market raised £238.05.

Total sales income

Easter knits £25.40

Halloween knits £52

Xmas crafts/knits £29.80

Book sales £115.78

Grants received

National Lotteries £6000 for running costs

East Midlands airport £295 to help with quiz

East Midlands airport £250 for coronation

Total outgoings, £6538.84

Total income £11532.06

The summer read was very successful last summer with 90 children registering, 60 completed the challenge. A raffle was held for all children completing the challenge, 3 book token prizes were presented.

Library volunteers attended both Orchard and St Edwards primary school parents evenings in October 2023. Library services were displayed and approximately 60 new joiners signed up which was a huge success.

The library has had a very busy and profitable year which is very encouraging.

Parish Council.

Chairman's Report for Annual Parish Meeting.

March 14th 2024

This year I have been on a real learning curve. Despite being a CDP Councillor for some 6 years or so, being Chairman has been a most enjoyable and challenging time. I've attended as many training courses as possible and have learned a lot. From Planning, Finance, Fire, Flood warden training to Parish Liaison meetings and CPR training. It has been a real education. The Chairman's Dinner was a huge success too and hope we can continue that event in the future.

I would like to take this opportunity to thank all the Councillors for their continued support as well as huge thanks to the Clerk for her and her team who have guided me through.

The village has expanded in the last year with many of the new houses either side of the Relief Road now occupied. The new junior school has grown from the original 6 pupils when it first opened to over 50 at the Christmas Nativity Play and by September that figure will have doubled. The Village Hall is now up and running following its refurbishment and together with the Hub and Spital Park, bookings are up with activities, groups and clubs meeting regularly. There was the Coronation Tea which everyone enjoyed, Mark Rogers and I attended the Twinning Celebration Evening which was a great event and hope we can forge a closer relationship in the future. There is always a buzz in the Hub cafe with many people just popping in for coffee, impromptu meetings and get togethers.

I can honestly say that to the best of the Council's ability we deliver on our Mission Statement to provide, within our resources, the best standards for the residents, visitors and those who work in Castle Donington.

The May Market, Wakes and Xmas Cheer events are testament to the success of the village and hope that numbers will increase next year with a full programme of events already planned.

Leonora Cope
Chairman

REPORT OF THE CHAIRMAN OF THE PARISH AMENITIES COMMITTEE

The Amenities Committee has the responsibility of providing a variety of community events, which Castle Donington Parish Council has resolved to continue to promote each year including May Market, Remembrance parade and service, Christmas events and Wakes. These have been organised and managed by the Parish Council. The Parish Council is lucky to have a core of volunteers now to support its events, particularly the Remembrance service and parade.

Love Castle Donington has set themselves up as a separate entity and have organised and managed these themselves, including a Tea Dance and Charity Ball. The Parish Council has included them in discussions about its events where appropriate.

As well as the events, the committee also oversees maintenance work to the Churchyard and the Cemetery grounds. This year The Parish Council has been undertaking necessary works to ensure the safety of the users of these areas. Tree work is being undertaken in the Cemetery grounds and Churchyard working to approved reports from the LCC arboriculturist. we have been able to carry out all the routine work.

The waste collection for the Parish Council was below the standard it expected and expensive with NWLDC. This prompted a review of the costs and level and service and consequently a change of supplier was approved by the Parish Council, that recycles more, is reliable and cheaper.

Tony Saffell
Chairman of the Amenities Committee CDPC 2023-2024

Parish Council

Planning Report:

Planning continues to be an emotive subject, probably because planning decisions affect everyday lives. These decisions affect the very fabric of our community and they have long lasting multi-generational consequences. It is a source of constant frustration to Parish Councillors that we, at Parish level, the first tier of Local Government, actually have very little weight when it comes to influencing decisions. That said, we do what we can where we can and try to concentrate effort where it is needed most.

We have seen a mix of planning and construction activity this year. The residential units on the land North and South of Park Lane continue to be built out. Aldi is now open. The village park on Hill Top is progressing. The traffic calming scheme is moving forward, albeit slowly. Notable applications currently in play include a convenience store at the South end of the Relief Road, an application for 35 industrial units off Hill Top and an application for Donington Hall to be converted into a luxury hotel.

From a policy perspective we can expect significant change in the future. The Freeport area near the airport is being driven by the Government. We are told that significant numbers of houses are needed nearby because the District Council, who are the Local Planning Authority, accept that there is a requirement to them to address the need for housing that Leicester cannot, allegedly, provide. The Local Plan, which is the strategic policy for planning for the next 30 years or so is currently being reviewed and we're in the consultation period. We will make our views known but, put simply, it is likely that large areas of land will be earmarked for further residential development. The unknown element is exactly where. A new settlement near Diseworth is mooted, as well as perhaps continuation of housing development along both sides of Park Lane from the Relief Road to Kings Mills. Possibly 4,000 houses. We will need to do our utmost to influence these decisions and influence the infrastructure requirements that will undoubtedly be needed. To echo the previous Chair's comments from last year, we do need to try and do that while maintaining a constructive relationship with NWLDC and LCC.

Once again, thank you to the Parish team for all of their help with planning matters, which is very much appreciated.

Cllr M Rogers
Planning Chairman

Parish Council

Recreation committee 2023-24

This year as last year all of our recreational facilities are booked, and with requests for additional use.

Our ground maintenance contract is into its third year with Uletts of a four year rolling program, Uletts have worked hard to try and keep playing all areas usable. The very wet weather that we have had and are still having is playing havoc with this work.

We are now looking at recommendations to help with surface water drainage at a number of council owned sites.

The Council last year was able to add two more football pitches, these were at the college, unfortunately this will now go down to only one full size pitch for the coming season to make way for a new 3g facility.

The council has agreed to support the cost of this 3g using 106 money to the sum of £100k.

Council allotments have 177 plots, there are 5 vacant at the time of writing and potentially 10 vacant by April. We have 13 on the waiting list so should be up to capacity by the middle of the year. The allotments are due to have a large maintenance program this year to include main ditches to be cleared to help drainage, the entrance track to be leveled and more security to the boundary hedges of the allotments.

As part of the 106 formal recreation funding for the parish the village hall and sports side has had a full refurbishment and is now fully operational. A business plan has been drawn up to include upgrading current recreation areas and to potentially replace the skate park, add muga that will facilitate tennis netball basketball etc with flood lighting to facilitate evening use.

The new foxbridge park that is being developed south of park lane next to the new developments off the relief road, is near completion there are still a few outstanding issues still to be solved, the park will initially be maintained by the developer for up to two years before being handed over to the parish council.

The purchase of land behind Moira Dale is now with the solicitors and hopefully will be concluded soon.

Finally I would like to thank the clerk, all the council staff and fellow councilors for their continued support.

NWLDC

cllr canny

2023-2024 Parish Council Report

This has been an interesting year at district, with the balance of power within the councillors pretty much even. Lots of debates and cross party collaboration has been needed.

The council set the budget last month with the first rise in council tax for many years. This reflects the pressure that all councils are under and you will have seen several councils declared bankrupt over recent months. It is a very modest increase of 2.7%. The council continues to benefit from the prosperity of the area with business rates received, though there is a change coming within the next four years as to how the rates are allocated, which will undoubtedly affect the council.

Flooding has affected many areas across the country. Cavendish Bridge has been particularly badly hit again this winter, with flood after flood hitting. I have been working with residents and district to try to help. Grant schemes are available for flooded households. £500 each time a property floods and a one off payment of £5000 to try to flood-proof a property. It is vitally important that each household reports that they have been flooded to access the grants.

I am waiting for a meeting with the Environment Agency, District, Parish and residents to see what else can be done to help.

I have also been looking at improving leisure facilities in Castle Donington along with other councillors. It looks like the 3G pitch at the college will go ahead. It is being funded by District and Parish council and the Trust which the college belongs to. It has not been straightforward, but I'm sure the community will benefit from this all-weather pitch.

Councillor Saffell and myself have also been pushing hard for a commitment to build a sports hall in the not too distant future.

Again, this will need a big finance package and big decisions as to where it will be to best suit the whole community.

I continue to sit on the planning committee and this aspect of my role as councillor takes the majority of my time. I see some very contentious applications and whilst having to abide by the National Planning Policy Framework I enjoy the challenges of balancing the different view points.

As always I thank Tony Saffell for his help and support and also our new councillor Alison Morley.

Councillor Rachel Canny.

Report of the District Council Castle Ward Member – Cllr Tony Saffell

As last year I would like to thank Councillor Canny for her help and support and can confirm that we have worked well together for the past nearly nine years for the good of all the people of Castle Donington.

Following the election on May the 4th (Jedi Knight Day) we found ourselves as Independents sitting between 17 Labour Councillors on one side and 12 Conservatives plus 5 Lib Dems on the other side. There were also two other Independents who were Jeremy Corbyn supporters who did not in their words want a closet Tory (Kier Starmer) running their party, so they were not pro-Labour just anti Tory. I added up the votes cast in the election for the various party's and found that even though the Labour Party had 5 more seats than the Conservatives they polled a thousand less votes.

Nobody from the Labour Party contacted either Rachel or me, so 5 days after the election Richard Blunt (Leader of the Conservative Group) phoned me to ask if anybody else had contacted me, I said no, but I had heard on the grapevine that Labour as the biggest group wanted to run the Council as a minority administration. However Richard said that he had reached an understanding with the Lib Dems and, if they could persuade Rachel and me to join with them we could draw level in the Council as a whole, because we would have 19 votes which is half the number of Councillors (38) on the Council, but importantly the out going Chairman would have a casting vote at the first council meeting which would be the Annual Statutory Meeting when the New Chairman, Leader and all the other posts and committees are voted for. Rachel had said because Labour were the biggest group we should be looking at what they could offer, so I phoned Sean Sheahan the Labour Leader and asked him to come and have a chat, which he did. He could not offer me anything because he said he had got jobs for all 17 of his team and although he would be willing to look at projects in the Northern Parishes there was nothing he would set in concrete. So two days later there was a meeting at my house between Richard Blunt, Michael Wyatt Rachel Canny and myself where we discussed forming an Alliance where we all get, within reason, what we want. Richard got Leader of the Council, Michael got Deputy Leader and Portfolio for Community and Climate Change,

Rachel got her seat on the Planning Committee (which she always just wanted) and I got the Planning Portfolio a seat on the Cabinet and an open invitation to Strategy Meetings. We all also got a Veto which means that if the Alliance was planning to do something any of us were against it would not happen because those against would vote that way at full Council and the Alliance would fall. It was worth noting that from my previous calculations once the Alliance was formed the total number of votes cast for it were more than 50% greater than the votes cast for the various colours of the Labour contingent.

There were a few other things agreed which was basically a wish list, top of our list was a Sports Hall for the Northern Parishes. Measham and Ibstock have Sports Halls and they are both smaller than CD. Also, Coalville/Whitwick and Ashby have Leisure Centres, there is nothing comparable in the Northern Parishes.

We also have, as I said, a wish list the Alliance will support, I get greater powers to protect Heritage particularly in Conservation areas and Rachel has asked for better signage on certain footpaths to give you some idea of where footpath go and if it is a circular route and of what length. We should also arrange for replanting of failed trees on the Segro bund and signage to the Trent Riverside walk and possibility continue it to Cavendish Bridge. Repair and renovate the stone wall on Bondgate sympathetically with reclaimed sandstone. More litter bins along the bus route through the estate. Especially at the bus stops serving Willow Farm Industrial estate and the Back Lane bus stops. Protect the land west of the relief road from development. Establish a conservation area around Donington Hall and Kings Mills. Encourage shopping facilities on the new estate.

As an Independent District Councillor, I am encouraged to attend regular Training Courses at the LGA Headquarters in Smith Square, Westminster, London. The latest training course I have attended was Tuesday this week at HQ. It was a course for qualified Peers (Experienced Councillors who have been trained and tested to offer constructive help to individuals and Councils) the course was designed to make you think about how to Mentor a less experienced councillor probably someone you have never met before and probably from another Authority, to help them with an aspect of their work they are struggling with.

On a related note, I have as Portfolio Holder for Planning been able to call in a Peer Team to spend 5 days examining how the Planning Department and Committee operates, Rachel will recall that Bev (Our previous Chief Exec) set up a similar operation six years ago following complaints from me and others. A few improvements were made then, and I am hoping for the same again.

In the last Year I have been appointed to the Local Government Association Independent Groups National Executive, there are 19 of us and we represent every area of England and Wales. We meet every two months at Head Office in Smith Square Westminster where all our staff are based, there is a total of around 200 based in the offices with many senior councillors visiting all the time for various reasons. I also sit on the LGA Executive Advisory Board, this meets regularly to review and question the LGA Chairman Cllr Shaun Davies and the new LGA Chief Executive Joanna Killian to make sure the work programme we have set for them is up to date.

I get invited to Receptions from time to time and in January Dame Tanni Grey Thompson personally invited me to The House of Lords so those of us chosen to attend could meet various Government Ministers and Shadow Ministers.

Turning to the makeup of the LGA, nationally there are approximately 19,000 District and County Councillors who are members of just over 318 Local authorities of which 315 belong to the LGA, after last May's elections the Labour Group had a 38% share of the national seats, the Conservatives were second with 34% and the Independent Group has 13% and the Lib Dems have 15%. Membership of the Independent Group is at least 76% of fully Independent Councillors but we do also have a few minor parties in our Group, Greens 18%, Plaid Cymru 3% and UKIP or Reform 3%. We are also part of the controlling administration in 34 Councils in England and Wales including North West Leicestershire.

Thank you for listening.

Tony Saffell

Castle Ward Member, Castle Donington,

North West Leicestershire District Council.

March 2024

LCC - Cllr Pendleton,

Report for 2023 – 2024 from Castle Donington and Kegworth Ward.

Detailed below are some of the more important activities which I have been involved in as County Cllr over the past year.

AIRPORT ICC MENT:

As the County Council representative on the above East Midlands Airport Independent Consultative Committee – As reported last year having succeeded in getting a regular reporting of discharge compliance to the committee and demonstrated poor compliance, this along with a pending court case brought by the Environmental Agency has resulted in a full airport review and overhaul of their wastewater plant being put in place. Whereas there was no transparency before the committee now have such and going forward can monitor the hopefully improving airport compliance with its Environment Licence.

CASTLE DONINGTON & KEGWORTH BYPASSES:

As both these alternative routes around the villages from J24/A50 from the A6/A50 to EMA and SEGRO bed into Sat-Nav programmes, the results are beginning to show an improvement in lessening through traffic in these two settlements.

Both settlements traffic calming schemes have now proceeded through their public consultation phase and with some amendments I was happy to sign them off to their implementation stage.

Castle Donington is targeted to be delivered by the end of next year whilst Kegworth Village schemes target was this year and is due to start in the next few weeks. Both these schemes are designed to slow the remaining village through traffic and as a consequence make the centres more pedestrian friendly.

I am happy to report that I held a meeting along with the Police and Crime Commissioner and the District Council Safety Partnership in Kegworth Village Hall to listen to constituents concerns regarding regular speeding and Joy Riding on our major road network. As a result of those concerns expressed, I am pleased to see that because of police prosecutions and confiscation of offending vehicles this is now under control. I am currently responding to residents' requests to work on speeding from Kegworth By-pass along Whatton Road and Planning Issues around HMO's., whilst in Castle Donington the urgent implementation of the L57 footpath scheme to complement the Moira Sports Pavilion refurbishment scheme and EMA/County red route maintenance issues are current.

LOCKINGTON/HEMINGTON/RAIL BRIDGE

The improved maintenance schedule continues in place and having found that the water ducting design is inadequate to take the flow of water at peak winter flood times work continues to find a viable solution...

UKRAIN REFUGEE SCHEMES

Both Councils continue to provide help for residents who offered up their homes or support those who's Ukraine relatives came because of the war. From a County and District point of view, this all continues to be going smoothly.

YEW LODGE HOTEL

The unprecedented and continuing rising waves of migrants arriving across the channel and lack of resources to adequately accommodate them has led to the present emergency dispersal programme adopted by central government.

The SERCO managed YEW LODGE facility has inevitably caused friction in the small village of Kegworth as we lose a Restaurant, Gym and Swimming Pool to house 250 male migrants for an indeterminate time. Un-confirmed reports suggest that the last migrants will have left the facility by summer and that the Hotel will be re-furbished.

LOCAL MEMBERS HIGHWAYS FUND:

As County Cabinet Members for E & T I was delighted to sign off on this scheme which gave every Councillor the ability to direct £25K per Annum for Local Highways Improvements and after the completion of the Castle Donington Bypass it became evident that:

1 Some naïve public were attempting to Picnic by the Airport Perimeter fence ...with young children dangerously close to fast moving A453 traffic. I had requested a length of suitably spaced kerb side bollards of the plastic variety to be put in but officers are proceeding with 'a more in keeping' scheme using 15inch high wooden post and rail fencing.

2 On completion of the new Castle Donington PC Hub local infrastructure projects (SEGRO) and meeting with Local Residents, the Police and Parish Cllrs., to understand and address their Parking concerns. I am happy to report the implementation of the requested extension of the yellow lines o/s the Hub and its junction with Main St.

HEALTH SCRUTINY and EMPLOYMENT CTTEES:

I am presently a member of the above Cttees., which monitor the County Councils Public Health responsibilities and Employment Contracts.

Signed:.....CC Castle Donington and Kegworth Division



Annual Governance and Accountability Return 2022/23 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2022/23

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2023**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2023**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2023
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2022/23

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2023 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2022/23**, approved and signed, page 4
- **Section 2 - Accounting Statements 2022/23**, approved and signed, page 5

Not later than 30 September 2023 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2022/23

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2023.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2023**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at 31 March 2023 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk*

Annual Internal Audit Report 2022/23

Castle Donington Parish Council

www.cdpc.org.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

16/06/2023

LRALC Internal Name of person who carried out the internal audit
Audit Service HANNAH SHAW

Signature of person who carried out the internal audit



Date

16/06/2023

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).**

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Castle Donington Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

29/06/2023

and recorded as minute reference:

H923/23

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Rebecca Cope

Clerk

J. White

Section 2 – Accounting Statements 2022/23 for

of Amended 21/9/2023
 by M Palmer

Castle Donington Parish Council

Re-stated - 21/9/23

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	586,296	679,123	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	378,198	399,927	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	211,014	420,821	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	159,531	199,066 167,271	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	35,052	35,052	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	301,802	331,571 363,366	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	679,123	934,182	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	671,610	929,815	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3,541,240	3,543,184	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	565,625	544,510	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

M Palmer

Date

11/6/2023

I confirm that these Accounting Statements were approved by this authority on this date:

29/06/2023

as recorded in minute reference:

4923/23

Signed by Chairman of the meeting where the Accounting Statements were approved

Rebecca Pope

Section 3 - External Auditor Report and Certificate 2022/23

In respect of **Castle Donington Parish Council**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor report 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

It was noted on review that the announcement and commencement of the Notice of Public Rights was before the approval of the Annual Governance and Accountability Return. Regulation 12 – 15 of the Accounts and Audit Regulations 2015 set out the order required to be followed when approving, announcing, and publishing the Return and related documents in order to satisfy the Public Rights requirements. The Return must be approved prior to the Notice being published. To be able to demonstrate this, proper practice requires that the Notice is published no sooner than the day following the approval meeting and the Public Rights period commences no sooner than the next working day after that.

Box 11b on Section 2 of the AGAR was submitted with a 'Yes' response. Given the Council are not a sole trustee, the response to this box should have been 'N/A'.

The balance in Box 8 of the AGAR is incorrect by £1,288.95, in relation to a dividend reinvestment not being recorded until the 23/24 period. As the transaction was dated 1 March 2023, it should be included in this year's AGAR and therefore Assertion 1 on Section 1 Annual Governance Statement should be answered 'No'.

Other matters not affecting our opinion which we draw to the attention of the authority:

It was discovered that the original Section 2 - Accounting Statements included incorrect figures entered within Boxes 4 and 6 for the current year. The appropriate adjustments have been made on the face of the return and clearly marked in line with proper practice. We would expect the Council to consider their response to Assertion 1 on the 2023/24 Annual Governance Statement.

3 External auditor certificate 2022/23

We certify/~~do not certify*~~ that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

~~We do not certify completion because:~~

External Auditor Name



External Auditor Signature

Date

27/09/2023

