# Castle Donington parish council

Minutes of the Full Council Meeting held on Thursday 29 June 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, P Norwell, M Rogers and A Saffell.

### Cllr R Canny – NWLDC. 2 Members of Public.

**4918/23 APOLOGIES:** Cllrs B O’Dowd (personal) and A Sowter (personal). Clerk – ill Covid)

### 4919/23 DECLARATIONS OF INTEREST:

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

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

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

Cllr A Saffell declared a personal interest in relation to planning application 23/00622/FUL

### Map  Description automatically generated

### 4920/23 POLICE MATTERS

1. Monthly newsletter circulated to all Councillors and is available on the website <https://www.cdpc.org.uk/news.html>

**BEAT TEAM MEMBERS**

PS 1341 Leeland

PC 70 Martindale

PCSO 6178 Russell

PCSO 6683 McDonald

PCSO 6517 Gallagher

**REPORTING A CRIME**

Please report an incident/crime on 101 for non-emergency or 999 in an emergency.

Did you know you can report crime and incidents using our online portal. Please visit <https://www.leics.police.uk/>

**CRIME FIGURES**

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

**RESOLVED:** Toreceive the information.

### 4921/23 CONFIRMATION OF MINUTES

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

1. Full Council – 25 May 2023. **RESOLVED:** Toapprove the minutes.

###

### 4922/23 ACCOUNTS

1. **RESOLVED:** To approve payments scheduled for June including payment of wages for June as circulated to all councillors at a total cost for the month of £46,890.95.

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Amount** |
| Various | Cafe items | 205.30 |
| Ulyett Landscapes Ltd | Grounds Maintenance | 6,977.06 |
| CD Volunteer Centre | Volunteer shopping | 261.90 |
| Various | Cafe items | 110.12 |
| Jamie Christian | Maintenance | 100.00 |
| Chubb | Fire Alarm Service | 465.92 |
| First Choice Foodservice | Cafe items | 248.19 |
| Keepsafe Security Services Ltd | Alarm call out | 30.00 |
| NWLDC | Annual Fee | 130.00 |
| Decorating Warehouse Ltd | Paint | 244.61 |
| Pear Technology | Computer software | 300.00 |
| Ulyett Landscapes Ltd | Additional mow at college | 212.40 |
| Viking | Stationery | 139.26 |
| Wicksteed Leisure Ltd | Play area annual inspections | 1,170.00 |
| Tredomen Farm Ltd | Reindeer | 825.00 |
| Buddies Florist | Flowers | 35.00 |
| LRALC | Training | 270.00 |
| Tower Mint Ltd | coronation exp | 370.80 |
| Castle Donington Community Library | Library expenses | 15.95 |
| Martyn Lee | Fuel | 107.27 |
| Michael Norwell | Fuel | 31.86 |
| Various | Cafe items | 100.97 |
| Beta Electrical Contractors | Keys | 53.78 |
| Chubb | Training | 758.16 |
| Killgerm Chemicals Ltd | Rat bait | 213.60 |
| LRALC | Training | 80.00 |
| Travis Perkins Trading Co Ltd | Materials | 219.59 |
| Target Pest Control & Hygiene Ltd | Dog Bins etc | 2,388.24 |
| First Choice Foodservice | Cafe items | 151.24 |
| HSBC | Bank Charges | 28.61 |
| Various | Cafe items | 174.33 |
| Gleaming Panes Ltd | Window cleaning | 28.00 |
| Killgerm Chemicals Ltd | Rat bait | 107.52 |
| Travis Perkins Trading Co Ltd | Materials | 12.00 |
| Staff  | Wages | 13,774.61 |
| HMRC | Tax and NI | 3,272.34 |
| Jane Hancox | Book Keeper | 379.80 |
| Total Energies | Gas Hub | 1,593.23 |
| Chubb | Fire Extinguishers | 861.84 |
| Chubb | Fire Extinguishers | 328.32 |
| Chubb | Fire Extinguishers | 697.68 |
| CD Volunteer Centre | Volunteer shopping | 530.00 |
| Various | Cafe items | 110.00 |
| LRALC | Training | 40.00 |
| TML | Phone | 745.26 |
| Various | Commercial Card | 303.91 |
| SSE | Electricity Cemetery | 70.09 |
| Severn Trent Water | Water cemetery | 155.38 |
| SSE | Electricity Spital Store | 260.13 |
| Water plus | Water Sports Pavilion | 97.32 |
| Water plus | Water - village hall | 171.41 |
| Peninsula | HR services | 255.94 |
| Aviva | Pension | 33.00 |
| NWLDC | Rates Hub | 339.00 |
| NWLDC | Rates Hub | 1,410.00 |
| NWLDC | Rates - Village hall | 257.00 |
| SSE | Electricity Sports Pavilion | 934.35 |
| Engie | Electricity - Village hall | 99.51 |
| Canon | Photocopier | 211.08 |
| Telecom Services | Phone | 140.27 |
| NWLDC | Rates Cemetery | 58.00 |
| British Gas | Gas - Village Hall | 77.32 |
| Barclaycard | Bank Charges | 38.00 |
| Willow Coffee | Coffee Machine - rental | 72.80 |
| EE | Phone | 85.04 |
| Paytek Admin Services Ltd (UTP) | Bank Charges | 22.80 |
| Water plus | Water Spital Store | 26.57 |
| PEAC | Phone equipment | 322.80 |
| NWLDC | Trade Refuse | 394.68 |
| NWLDC | Trade Refuse | 226.71 |
| NWLDC | Rates - Spital | 395.00 |
| Aviva | Pension | 763.89 |
| Engie | Electricity - Village hall | 105.29 |
| SSE | Gas - Spital Pavilion | 358.47 |
| SSE | Gas Hub | 305.43 |
|   |   | **46,890.95** |

1. **RESOLVED:** To review and receive receipts for June as circulated to all councillors at a total cost for the month of £23,911.79.

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** |  **Amount** |
| Kickboxing | Bookings - Spital | 754.00 |
| Hub Cafe | Cafe Takings | 61.50 |
| Hub Cafe | Cafe Takings | 24.25 |
| Hub Cafe | Cafe Takings | 125.86 |
| Hub Cafe | Cafe Takings | 15.30 |
| Hub Cafe | Cafe Takings | 83.35 |
| Hub Cafe | Cafe Takings | 268.49 |
| CD Volunteer Centre | Rent | 993.30 |
| Babyballet | Bookings - Hub | 60.00 |
| Babyballet | Bookings - Hub | 120.00 |
| Babyballet | Bookings - Hub | 78.00 |
| Babyballet | Bookings - Hub | 36.00 |
| Tom Weston | Bookings - Spital | 96.00 |
| Roger Smeeton & Co Memorials Ltd | Memorial fees | 50.00 |
| Maximum Response Karate | Booking - Moira Dale | 146.00 |
| Castle Donington First Responders | Bookings - Hub | 10.00 |
| Brownies and Rainbows | Bookings - Hub | 86.64 |
| Brownies and Rainbows | Bookings - Hub | 63.00 |
| CDFC | Spital pitch hire | 610.13 |
| CDFC | Flood lights | 94.41 |
| CDFC | Pitch hire | 135.38 |
| CD Volunteer Centre | Volunteer shopping | 22.90 |
| Football booking | Booking - Moira Dale | 120.12 |
| Outdoor Fitness | Spital bookings | 2.00 |
| LCC | Urban grass cutting | 2,496.81 |
| North West Leicestershire District Council | Bookings - Hub | 442.00 |
| North West Leicestershire District Council | Bookings - Spital | 128.00 |
| Slimming World | Bookings - Hub | 405.00 |
| Allotment holder | Allotment Rent 2023/2024 | 29.00 |
| Allotment holder | Allotment Rent 2023/2024 | 67.49 |
| Allotment holder | Allotment Rent 2023/2024 | 26.40 |
| Allotment holder | Allotment Rent 2023/2024 | 29.00 |
| Allotment holder | Allotment Rent 2023/2024 | 54.00 |
| Allotment holder | Allotment Rent 2023/2024 | 29.00 |
| Allotment holder | Allotment Rent 2023/2024 | 27.00 |
| Allotment holder | Allotment Rent 2023/2024 | 27.50 |
| Allotment holder | Allotment Rent 2023/2024 | 22.00 |
| Allotment holder | Allotment Rent 2023/2024 | 75.24 |
| Jolly Potters | Advertising | 30.00 |
| Red Dot Theatre Company | Bookings - Spital | 37.80 |
| Red Dot Theatre Company | Bookings - Spital | 226.50 |
| Line Dancing | Bookings - Spital | 124.70 |
| Maximum Response Karate | Bookings - Moira Dale | 116.00 |
| The Cast | Community Hub bookings |   |
| The Cast | Community Hub bookings |   |
| CDVC | Bookings - Hub | 96.00 |
| Probus Club | Bookings - Spital | 38.25 |
| Probus Club | Bookings - Spital | 38.25 |
| Probus Club | Bookings - Spital | 38.25 |
| Probus Club | Bookings - Spital | 38.25 |
| CD Cricket Club | Bookings - Hub |   |
| Beta Electrical Contractors | Advertising | 30.00 |
| HSBC | Interest | 700.99 |
| CD Rugby | Bookings - Spital | 60.06 |
| CD Volunteer Centre | Volunteer shopping | 20.00 |
| CD Volunteer Centre | Volunteer shopping | 16.00 |
| CD Volunteer Centre | Volunteer shopping | 162.00 |
| CCLA | Interest | 1,568.20 |
| DC Tyres | Advertising | 30.00 |
| Castle Donington Community Library | ID badges | 44.96 |
| Castle Donington Community Library | Library expenses | 2.50 |
| Hub Cafe | Cafe Takings | 43.90 |
| Hub Cafe | Cafe Takings | 57.37 |
| Hub Cafe | Cafe Takings | 28.85 |
| Hub Cafe | Cafe Takings | 15.70 |
| Hub Cafe | Cafe Takings | 271.55 |
| Hub Cafe | Cafe Takings | 29.50 |
| Hub Cafe | Cafe Takings | 16.85 |
| Swannington Parish Council | Training |   |
| Rugby | Advertising | 30.00 |
| Booking customer | Bookings - Hub | 27.00 |
| Chellaston Cricket Club | Bookings - Moira Dale | 225.80 |
| Central Co-op Funeral - Borrowash | Burial fees | 220.00 |
| Staff purchase KR | First Aid Kit | 23.99 |
| Booking customer | Bookings - Moira Dale | 297.25 |
| Booking customer | Bookings - Spital | 82.50 |
| Castle Donington Rugby Club | Bookings - Spital | 16.00 |
| Castle Donington Rugby Club | Bookings - Spital | 32.00 |
| Cancer Research | May Market stalls |   |
| Allotment holder | Allotment Rent 2023/2024 | 27.00 |
| Allotment holder | Allotment Rent 2023/2024 | 36.25 |
| Allotment holder | Allotment Rent 2023/2024 |   |
| Rikki Curtis | Bookings - Hub | 105.00 |
| Slimming World | Bookings - Spital | 87.00 |
| Allotment holder | Allotment Rent 2023/2024 | 44.00 |
| Megan Brown | Bookings - Spital | 96.00 |
| Allotment holder | Allotment Rent 2023/2024 | 29.00 |
| Allotment holder | Allotment Rent 2023/2024 | 21.75 |
| Coleorton Parish Council | Training |   |
| Allen's Autocare | Advertising | 30.00 |
| Londi's | Advertising | 30.00 |
| Kinton & Daughter Family Funeral Directors | Burial fees | 759.00 |
| Kinton & Daughter Family Funeral Directors | House Rent | 1,155.00 |
| Hopscotch Nursery | Booking - Moira Dale | 895.80 |
| The Cast | Bookings - Hub | 70.00 |
| The Cast | Bookings - Hub | 55.00 |
| The Cast | Bookings - Hub | 35.00 |
| CD Cricket Club | Bookings - Moira Dale | 41.60 |
| CD Cricket Club | Bookings - Moira Dale | 41.60 |
| CD Cricket Club | Bookings - Moira Dale | 124.80 |
| HSBC | Interest | 2,454.85 |
| CD Volunteer Centre | Volunteer shopping | 104.00 |
| CD Volunteer Centre | Volunteer shopping | 100.00 |
| CD Volunteer Centre | Volunteer shopping | 128.00 |
| Tylers Cafe | Advertising | 30.00 |
| Girlguiding Castle Donington District | Advertising | 30.00 |
| Aviva | Insurance Claim | 315.00 |
| Castle Donington Community Library | Rent | 1,584.76 |
| Castle Donington Community Library | Advertising | 30.00 |
| Castle Donington Community Library | Training | 35.00 |
| Castle Donington Community Library | Library expenses | 13.45 |
| Hub Cafe | Cafe Takings | 114.30 |
| Hub Cafe | Cafe Takings | 116.45 |
| Hub Cafe | Cafe Takings | 35.95 |
| Hub Cafe | Cafe Takings | 19.50 |
| Hub Cafe | Cafe Takings | 412.20 |
| Hub Cafe | Cafe Takings | 69.35 |
| Hub Cafe | Cafe Takings | 29.40 |
| Hub Cafe | Cafe Takings | 63.55 |
| Hub Cafe | Cafe Takings | 67.60 |
| Hub Cafe | Cafe Takings | 62.40 |
| Hub Cafe | Cafe Takings | 284.00 |
| Hub Cafe | Cafe Takings | 24.65 |
| Hub Cafe | Cafe Takings | 8.35 |
| Hub Cafe | Cafe Takings | 108.70 |
| Hub Cafe | Cafe Takings | 54.50 |
| Hub Cafe | Cafe Takings | 68.80 |
| Hub Cafe | Cafe Takings | 230.05 |
| Booking customer | Bookings - Hub |   |
| Swannington Parish Council | Training | 35.00 |
| Swannington Parish Council | Stationery | 44.39 |
| Chellaston Cricket Club | Bookings - Moira Dale | 45.76 |
| Chellaston Cricket Club | Bookings - Moira Dale | 137.28 |
| Chellaston Cricket Club | Bookings - Moira Dale | 45.76 |
| Allotment holder | Allotment Rent 2023/2024 | 51.00 |
| Booking customer | Booking - Moira Dale | 178.00 |
| Castle Donington Twinning Association | Bookings - Hub | 38.00 |
| Booking customer | Bookings - Hub | 64.00 |
| Booking customer | Bookings - Hub | 74.00 |
| Tyler’s Tearooms | May Market stalls | 95.00 |
| Melbourne Parish Council | Training | 35.00 |
| Allotment holder | Allotment Rent 2023/2024 | 37.95 |
|   | Total | **23,911.79** |

1. Bank statements and bank reconciliation for June. **RESOLVED:** To review and approve bank statements and bank reconciliation for June.

Bank balances:

* Current account - £13,521.06.
* HSBC savings account - £270,769.46.
* Public Sector Deposit Fund (earmarked reserves - £490,631.54.
* HSBC savings account (earmarked reserves) - £827,373.17.
1. To approve the annual subscription to the Campaign to Protect Rural England (CPRE) at a cost of £48.00. **RESOLVED:** To approve the annual subscription.

**4923/23 AUDIT – ACCOUNTS FOR THE YEAR END 31 MARCH 2023**

The Parish Council agreed to contracting to the LRALC for its Internal Audit services. The process for this year was started with the IA back in March 2023; however, due to a number of issues the audit was not completed by this person. The audit process then had to re-start with a new person two weeks ago, hence the lateness of Internal Audit report this year. The second IA came highly recommended and had already completed 14 other audits for LRALC. As a clerk themselves, the processes and procedures were well known, and it was made even more simple as the Parish Council had all the relevant documents and information on its website as is required.

1. To receive the Internal Auditors report (AGAR Part 3, page 3) and any comments or additional reports, including a number of recommendations to improve transparency and openness. **RESOLVED:** To receive and approve the Internal Auditors report (AGAR Part 3, page 3) and recommendations.
2. To consider points raised in the Internal Auditor’s report in terms of the high reserves and protection of these funds through the FSCS. **RESOLVED:** To receive points raised in the Internal Auditor’s report and recommendations to process these as per the Audit recommendations. make an agenda item for the next meeting to discuss options.
3. To Council to approve the Annual Governance Statement (AGAR Part 3, page 4) by resolution. **RESOLVED:** To receive and approve the Annual Governance Statement (AGAR Part 3, page 4).
4. To receive and approve the Accounts for 2021/22. **RESOLVED:** To receive and approve the Accounts for 2021/22.
5. To consider the Accounting Statements by the members meeting as a whole (AGAR Part 3, page 5).  **RESOLVED:** To receive and approve the Accounting Statements by the members meeting as a whole (AGAR Part 3, page 5).
6. To approve the Accounting Statements (AGAR Part 3, page 5) by resolution. **RESOLVED:** To approve the Accounting Statements (AGAR Part 3, page 5).
7. To ensure the Annual Governance Statement and Accounting Statements are signed and dated by the person (AGAR Part 3, page 4 &5) presiding at the meeting at which that approval is given. **RESOLVED:** To ensure documents are duly signed. Thanks were given to the Fiona Palmer and Jane Hancox for an excellent audit.

**4924/23 AUDIT RECOMMENDATIONS**

1. To create a dual person authorisation for payments. **RESOLVED:** To accept the recommendation deferring actions to a future meeting.
2. To create an Investment Strategy. **RESOLVED:** To accept the recommendation deferring actions to a future meeting.
3. To open additional bank accounts to improve protection offered by FSCS for increased reserves held currently. **RESOLVED:** To accept the recommendation deferring actions to a future meeting.
4. To amend the Risk Assessment and Management procedures accordingly. **RESOLVED:** To accept the recommendation deferring actions to a future meeting.

**4925/23 AUDIT ACCOUNTS FOR YEAR END 31 MARCH 2023 – REVIEW OF POLICIES AND PROCEDURES**

1. Code of Conduct – **RESOLVED:** To defer to future meeting.
2. Standing Orders – **RESOLVED:** To defer to future meeting.
3. Financial Regulations – **RESOLVED:** To defer to future meeting.
4. Financial Reserves – **RESOLVED:** To defer to future meeting.
5. Risk Assessment and Management procedures - **RESOLVED:** To defer to future meeting.

**4926/23 TO CONSIDER AND APPROVE GRANT REQUESTS**

1. Royal British Legion – annual request to help support the Remembrance Sunday event of £660. **RESOLVED:** To approve the request of £660 as within the budget.
2. First Responders – support of an electric car and infrastructure. **RESOLVED:** To approve the request of £550 as within the budget.
3. Castle Donington National Women’s Register – to consider a start-up grant for this new group to cover room hire, speaker and refreshments costs of £250. **RESOLVED:** Object and defer the request to a future meeting to gather more information as grants are given on a capital basis not revenue.

**4927/23 MOIRA DALE SPORTS AND VILLAGE HALL**

Cllr Burton gave an update on progress that plumbing works had commenced. Full works to commence on 17 July, once the playgroup have finished for the summer holidays, of doors, windows, kitchen etc. CCTV to be installed at the end of July in two phases and painting at the end of August with a turnaround in six weeks. **RESOLVED:** To receive the information.

### 4928/23 PLANNING COMMITTEE – cllr M Rogers – planning chairman

1. EMA Noise Action Consultation. To consider a response to the consultation document - Positive and complete presentation with information of all facts and figures. Comments to be submitted by 31 July therefore request made for all Councillors to view and to report back to the July meeting in order to collectively submit comments. Complaints and fine procedures were explained. Only concern raised was training flights. **RESOLVED:** Defer to July meeting formulate comments for submission before deadline of 31 July 2023. **RESOLVED:** Link to be placed on the CDPC website for residents.
2. **RESOLVED**: To make the following comments in respect of plans received.

|  |  |  |  |
| --- | --- | --- | --- |
| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** |
| 23/00632/FUL | 8 Webb Drive | Erection of side and rear extensions to detached garage | No objection subject to the chimney height being acceptable |
| 22/01959/FUL | Castle Donington High School, Mount Pleasant | Erection of single storey fitness suite and extensions and alterations to existing school building to create dining hall, kitchen, storage, office space and associated works | No objection |
| 23/00653/ADC | Former Castle Donington Power Station | Display of 1 no. non-illuminated logomark fascia sign | No objection |
| 23/00622/FUL | Park Farmhouse Hotel, Isley Walton | Erection of Wardens office and store to be used in association with the caravan site | No objection |
| 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 |
| 23/00415/ADC | Units 13 and 14 Willow Road | Display of a non-illuminated fascia sign | No objection |
| 23/00680/FUL | International Passenger Terminal, Beverley Road, East Midlands Airport | Proposed extension to passenger terminal security hall and associated alterations | No objection but the Parish Council trusts the extension will also improve efficiency when entering the country |

1. **RESOLVED:** To receive planning decisions received during May.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** | **DECISION** |
| 23/00338/FUL | British Waterways Yard, Kristian Thomas Co Ltd, Cavendish Bridge | Change of use from industrial (Class B2) to performing arts studio (Class E) | No objection | Approved |
| 23/00248/FUL | Baile An Cheoil, 96 Park Lane | Single storey extension to existing garage to form home gym and home workshop/store and erection of greenhouse | No objection | Approved |
| 23/00332/VCI | The Old Chapel, Dovecote | Variation of condition 2 of planning permission 21/00139/FUL to substitute approved drawings to allow amendments to fenestration details | No objection as long as the Conservation Officer is satisfied | Approved |
| 23/00058/FUL | 79 Bondgate | External alterations including removal of existing render and application of replacement render on elevations, replacement of brickwork base with blue engineering bricks to front elevation and the construction of a section of retaining wall. | No objection | Approved |
| 23/00395/CLE | Building and Yards at Home Farm, Park Lane | Certificate of Lawful Existing Use of the building and yards. Note from the Case Officer - This application is for a Certificate of Lawfulness and therefore comments should be made only on the evidence submitted to demonstrate if the use is established i.e. has been operating for 10 years or more. The planning merits of the case are not relevant for this application. | No objection | Approved |

1. **RESOLVED:** To receive planning withdrawal notice received during June.

**4929/23 DOWNLOAD 2023**

1. Update report regarding the complaints and issues from this year’s event – Cllr Bradley advised that the issues are being dealt with by LCC, NWLDC, Police and other various authorities who have all confirmed there were serious issues. Going forward a working group is to be set up to talk to the local residents through the local Parish Councils. Cllr Canny confirmed that NWLDC is investigating breaches of the licence issued which had occurred regarding noise and traffic management. Event organiser has committed to take on a comprehensive review of the traffic management ahead of 2024 and to include Parish Councils. **RESOLVED:** To receive the information.
2. To create a plan of action to get clarity from those involved in the planning for the event for 2023 and how they plan to mitigate future issues. **RESOLVED:** To defer to next meeting following receipt of more information.
3. To confirm how to update the public community regarding this year, and how the Parish Council ensures that the information surrounding major events is available from the organisers and disseminated going forward. **RESOLVED:** To defer to next meeting following receipt of more information.

**4930/23 NWLDC**

Review of the Licensing Act 2003 Statement of Licensing Policy consultation. [ Main changes within draft LA03 Statement of Licensing Policy.docx](https://nwleicestershire-my.sharepoint.com/%3Aw%3A/g/personal/jack_merriman_nwleicestershire_gov_uk/EegQvT35g-xAj9s0oPq2VcIBPBi9_hbvu8CksLin6EsKCg?e=PhJsUC)

And [ Licensing Act - Statement of Licensing Policy 2024 to 2029 DRAFT.doc](https://nwleicestershire-my.sharepoint.com/%3Aw%3A/g/personal/jack_merriman_nwleicestershire_gov_uk/EYoarH3G41JHt5RZ3Tt_iMQBe9kV7rZQg6_iqFzxro0K5A?e=GLZxB1)

**RESOLVED:** To defer to July meeting.

**4931/23 CHAIRMAN’S REPORT**

1. Annual dinner. Arrangements for this year’s joint annual dinner between Cllrs Cope and Rogers at the Priest House hotel has been scheduled for Thursday 31 August. **RESOLVED:** To approve the annual dinner in order to confirm the booking.
2. NWLDC Parish Liaison meeting – Signing of Charter, update on free training option, etc.
3. Attended training on planning matters, Chairman’s training, finance training, all via Zoom, together with fire warden training here at the Hub. All very valuable and worthwhile.
4. Attended the NWL Parish Liaison Meeting at the Café at Conkers, Moira. It was an interesting meeting with various stands advertising the types of recycling containers that are being introduced soon and Information on rewilding, protecting local wildlife, bees, insects etc. There was a presentation on Safeguarding for Town and Parish Councils covering many aspects of safeguarding children, young people and adults alike in our community, how to recognise potential areas of concern and what to do about it. The presentation also gave information on a number of free training courses that are available to all Parish councils and Fiona and I will be looking at how this may benefit us.
5. Signed the Joint Charter, the agreement between NWL District Council and the Town and Parish Councils enshrining how we will continue to work together for the benefit of our residents.
6. Plans in progress for Parish Council’s annual dinner to be held on 31 August 2023.
7. Found out that the new owners of the Priest House are keen to welcome residents from the village, obviously would be good for their business, to walk along the riverbank and other footpaths through the woods, opening the area up. As I walk regularly, I have had a meeting with their groundsman to show him other footpaths that have been lost that can be reopened up to encourage walkers. It is on that topic that the subject of the old Chain Bridge was raised again. Tony had a meeting some weeks ago about the old bridge with the new owner of the hotel and he was very keen to see it replaced. I have had several local people ask me if it can ever be reinstated so I would like to propose that we get some quotes to see just how much it would cost.
8. Attended a zoom meeting entitled EMA Parish Forum meeting – Draft Noise Action Plan Consultation. Most interesting and informative. Asking for feedback submission by July 31st, all local people are invited to share their views before the above date. For further information refer to :- <https://www.eastmidlandsairport.com/community/local-environmental-impacts/noise/noise-action-plan/>

### 4932/23 REPRESENTATIVES REPORTS INCLUDING REPORTS FROM lcc

### AND nwldc COUNCILLORS:

1. Traffic calming measures for High Street, as part of the 895-housing development off Park Lane (MR). Project Manager advised it is almost finalised but unable to give specific date due to limited internal resources however it is being prioritised. **RESOLVED:** To receive the information.
2. Cllr R Canny (NWLDC) – Attended training information regarding a boundary review looking at the electoral boundaries of NWL due to growth in various wards as some are now over the 10% variant in sizes so may need to reshuffle wards which is work in progress. **RESOLVED:** To receive the information.

### 4933/23 CLERK’S REPORT

1. UKSPF Fund – Community Grant. Update report on proposal to apply for grant to support the new recreational open spaces. The Clerk has been liaising with Wayne Tranmer, CDVC who is working on the grant to apply for recycled plastic furniture which is disabled friendly as there are other grant schemes and agencies that provide trees etc free of charge. **RESOLVED:** To receive the information.
2. Green Shoots grants for bulbs – grant has been applied for and the PC has been successful obtaining a spring collection and snow drops to be received about September ready for planting. **RESOLVED:** To receive the information.
3. Airport signage issues, plus requests for additional signs similar style to be placed in other locations – the signs provided by EMA to help local parishes with airport parking issues had included LCC and NWLDC in their original email back in January advising details of the sign requesting any feedback/issues, no reply/concerns were raised. However, on distribution to the various parishes and the signs being put up in the key areas an email was received from LCC advising that they were not compliant therefore they have had to be removed. EMA to investigate and advise. **RESOLVED:** To receive the information.
4. Damaged height barrier at Spital Park – insurance claim now complete and new height barrier/repair works in place. **RESOLVED:** To receive the information.
5. Village CCTV– no information received to date. **RESOLVED:** To receive the information.

Meeting closed 8.05pm

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

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