Sir/Madam 18 September 2019

**SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date:  ***7.30 p.m.*** ***on Thursday 26 September 2019***

Location: Community Hub, 101 Bondgate, Castle Donington, DE74 2NR



Clerk to the Council

***Public Participation***

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

***AGENDA***

1.Apologies for absence to be received and accepted by the Parish Council

2 Disclosures of Interest – Under the Code of Conduct members are reminded that in disclosing an interest the nature of the interest should be clear in respect of items on the agenda

### 3. Police Report

* 1. Update on local issues, including crime figures

4. To confirm the minutes of the following meetings of the Parish Council:

1. Full Council 25 July 2019
2. Committees 12 September 2019

5. Chairman’s report

1. Community Hub liaison meeting
2. Miller Homes development (895 houses) – Recreation provision and Section 106 payments – brief update
3. Remembrance Parade – Update on event
4. Plan for Brexit – Meeting with NWLDC

6.  Notice of Conclusion of Audit 2018/19 – To receive the report and comments from the External Auditor

7. Accounts

1. To ratify the payments made in August under delegated authority including payments of wages
2. To approve payments scheduled for September including the payment for wages September
3. To review and receive receipts for August & September 2019
4. To review and approve bank statements and bank reconciliation for September 2019

8. Car parking provision in the village centre – Update report on Catholic church car park, and a tentative enquiry from NWLDC as to whether the Parish Council is interested in taking on the other car parks

9. Staff matters

1. Moira Dale – Cleaner and caretaker – Following on from the recent advert to fill this position which received no interest, a person has come forward offering their services for which they have been accepted. This is based on a zero-hour contract. This will help in the event of illness/holiday cover being required at the other facilities. The lack of a person for this position has been an added pressure to the existing staff who are already stretched beyond their original contracts.
2. Lengthsman – To advise the Parish Council that the Lengthsman is on sick leave following his cochlea ear implant. It is hoped that he will be back in work in a few weeks’ time when the side of effects of the implant have settled. Due to booked holidays of the other one member of grounds staff; it has been necessary to employ the District Council services to service the Parish Council litter bins at a nominal cost of £200 for the two-week period.
3. To receive the notification that the Clerk has completed the Certificate in Local Council Administration and confirm a one-point increment raise as per the standard model contract for Clerks.

10. General Power of Competence – To confirm that the Parish Council meets the criteria for eligibility at this point in time.

11. Urban Grass cutting contract – To re-confirm a new service level three-year agreement with LCC with the Parish Council continuing to undertake the mowing of all urban grass verges in the Parish

12. To approve the annual membership fee to Campaign to Protect Rural England

13. To consider making a grant donation to the local Netball Group

14. To consider making the annual grant donation to CD Museum

15. May Day/VE Day 2020 – What’s the plan? (Deferred from committees)

16. St Edwards church (Deferred from committees)

* Quinquennial report – Plan of action and to consider report and quotes for highlighted work.
* Tree report/works – Update and consideration of the relevant reports and quotes to allow the work to be undertaken early autumn.

17. Operation London Bridge – Advice and plan of action from NWLDC; to consider a policy/plan for Castle Donington?

18. Planning Applications

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| 19/01496/OUTM | Land South of Junction off the A50 Castle Donington | Development of up to 92,500 sq m GIA of Storage and Distribution units (B8), industrial units (B2) and light industrial units (B1c); service yards and parking areas; new vehicular accesses off Trent Lane/Station Road and Ryecroft Road; with associated earthworks, drainage and attenuation features and other associated works (Outline, all matter reserved except for the principal means of vehicular access to the site). |
| 19/01701/AIR | Cyclamen Security Screening Unit, Cargo, East Midlands Airport | Proposed relocated Cyclamen Cargo Screening Unit (revised unit) |
| 19/01643/FUL | 16 Barroon | Two storey rear extension, extension and conversion of loft space and rendering of entire property |
| 19/01718/ADC | The Jolly Potters, 36 Hillside | Proposed replacement and additional illuminated and non-illuminated signage to the front and side elevations |
| 19/01511/ADC | 44C Borough Street | Display of non-illuminated fascia sign and placard sign |
| 19/00076/REMM | Land to the South of Park Lane | Re-consultation - Erection of 213 dwellings and associated works (Reserved matters to outline panning permission ref 16/00465/VCUM) |
| 19/01788/VCU | 71 The Spittal | Variation of conditions 2, 11 and 12 of planning permission 17/00194/FUL to allow for amendments to the landscaping to the eastern boundary |
| 17/01336/OUTM | Land East of Carnival Way | Employment development incorporating a mix of B1(C), B2 and B8 use including new access roads, footpaths, cycleways and green infrastructure (outline - all matters other than part access reserved) |

19. Planning Permissions

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| --- | --- | --- | --- | --- |
| 19/01346/FUL | 6 Piper Avenue | Single storey rear extension and garage conversion | Object - over development of site and loss of garage use | Approved |

20. Clerk’s report

1. For Councillors Information – Moira Dale – Deed of grant for work to install electric cable across the Parish Council land – Deed signed and agreed commute sum received.
2. For Councillors Information – Roxhill funds – The final instalment of these funds under the Development Consent Order have now been received albeit a little later. However, the lateness means that they had to pay an additional £6875.24 in interest.
3. For Councillors Information – HS2 – Phase 2b Design Refinement. In June the Parish Council only received the documents about the proposals, since then the District Council support officer for this project has been out to meet with the Clerk and a draft response was produced for all parishes in NWL that had made comments in the past. These comments, with the Parish Council previous ones, were submitted following discussion with the Chairman and Vice-Chairman.

21. Representatives' Reports, including reports from LCC and NWLDC councillors

1. East Midlands Airport – The future of Airspace (MK, BS, BO)
2. Donington Park Consultative meeting
3. Miller Homes development – Relief Road/Back Lane (RC/BS)
4. Youth Club (AF/MK)
5. Library (AS)
6. Museum (AGS)
7. Trent Lane bus stops (BS)
8. Proposed traffic calming through the village – meeting with LCC highways (BS, TS, TP & RC)
9. East Midlands Airport – Parking concerns (in the villages/red route update) (TS, LC)
10. Park Lane to Kings Mills – Concerns raised about speeding traffic and also noise nuisance

caused by the speeding traffic; request for new village sign – Update (LC)

1. Any others

**REMINDERS:**

**Diary Notes:**

Wakes – 23-26 October 2019

Full Council – 31 October 2019

***Cheque signing rota for September – Cllrs B Sizer and M Barker-Lane***