Sir/Madam 20 January 2023

**SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date: ***7.00 p.m.*** ***on Thursday 26 January 2023***

Location: **The Community Hub, 101 Bondgate, Castle Donington**



Clerk to the Council

***Public Participation***

***Members of the public may make representation or ask a question in respect of any matter on the agenda or of public interest or concern. It will be answered by the Chairman, or a written reply will be sent to the questioner should further information be required. There will be no discussion.***

***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 Matters
4. Monthly newsletter <https://www.cdpc.org.uk/news/2023/01/valley-beat-police-update-newsletter-dec-22>
5. To confirm the minutes of the following meetings of the Parish Council:
6. Full Council 22 December 2022 **Appx A**
7. Full Council budget 19 January 2023
8. Chairman’s report
9. Representatives' & Councillors reports, including reports from LCC and NWLDC councillors.
10. PPG (LC)
11. SEGRO – Community Liaison meeting (S A-J)
12. Clerk’s Report
13. Report to follow.
14. Accounts
15. To approve payments scheduled for January including the payment for wages for January.
16. To review and receive receipts for January.
17. To review and approve bank statements and bank reconciliation for January.
18. To consider a grant request from Castle Donington Twinning Association.
19. To consider a grant request from Castle Donington Community Library.
20. To consider a further request for funding from Hemlock Parish Council in respect of the St Mowden appeal works.
21. To consider and review the various health and safety contracts for alarms, fire alarm, CCTV, fire extinguishers at all Parish Council facilities. Report to follow.
22. To consider a quote for a new replacement computer server.
23. To consider quotes for new signage for Parish Council facilities.
24. To review and consider the provision of hanging baskets and planters, including quotes thereof.

1. Licensing agreements
2. To consider an application in relation to the new Aldi facility on Station Road.
3. LCC
4. To review and consider the traffic calming plans for Bondgate/High Street through to Hilltop. <https://www.cdpc.org.uk/news/2023/01/castle-donington-traffic-calming-measures-proposal>
5. Audit – Annual review of key policies and procedures (continued) **Appx A**
6. Data Protection
7. Consent Form
8. General Privacy Policy
9. Breach Policy
10. Staff, Cllr and Volunteer Privacy Policy
11. Subject Access Requests Policy
12. Fair Process Notice
13. Freedom of Information – Model Publication Scheme
14. Statement of Internal Control
15. Risk Assessment and Management Procedures
16. Grant Awarding Policy
17. Planning applications
18. To consider the following applications:

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| 22/01959/FUL | Castle Donington College | Erection of single storey fitness suite following demolition of existing building and extensions and alterations to existing school building to create dining hall, kitchen, storage, office space and associated works |
| 22/01945/FUL | 7 Garden Crescent | Proposed two storey and single storey rear extensions and front porch |
| 22/01946/CLP | 7 Garden Crescent | Certificate of lawful proposed development for erection of a garden building within the existing residential curtilage to provide garage, workshop, garden storage, home office and gym with shower |
| 22/01953/FUL | 2 Monteith Place | Single storey rear extension |

1. Planning permissions
2. To receive the following permission notices:

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| --- | --- | --- | --- | --- |
| 22/01601/FUL | 102 Bondgate | Erection of a single storey rear extension | No objection as long as the Conservation Officer is satisfied | Approved |
| 22/01668/LBC | 102 Bondgate | Erection of a single storey rear extension | No objection as long as the Conservation Officer is satisfied | Approved |
| 22/01170/LBC | Three Cranes, Cavendish Bridge | Replace selected windows | No objection as long as the Conservation Officer is satisfied | Approved |
| 22/01578/FULM | Land to the South East of Donington Hall and North of Coppice Lodge Park | Reinstatement of the historic driveway between Donington Hall and Coppice Lodge and associated landscaping and drainage works together with the removal of redundant gravel racks and hard standing and local realignments and reductions in width of various remaining gravel tracks | No objection | Approved |
| 22/01491/FUL | 10 Welstead Road | Extension and conversion of existing detached garage to form home office and store | No objection | Approved |
| 22/01761/FUL | 121 Park Lane | Proposed single storey rear extension, demolition of existing garage and construction of new garage/outbuilding | No objection providing the concerns of the neighbour are taken into account | Approved |
| 22/01709/LBC | 102 Bondgate | Solar panels to the rear roof | CDPC defers their comments until the Conservation Officers report is received | Approved |
| 21/00139/FUL | The Old Chapel, Dovecote | Change of use from Use Class B8 to C3(a) to create 6 apartments to include the demolition of existing warehouse extension to side and rear to form off-street parking provision, together with associated external alterations | Object to the planning application supporting Mr T Ottewell's objections as a neighbour and in support of the Conservation Officers report and the Ecology report. | Approved |
| 22/01679/ADC | Willow Farm Business Park 2B | Display of 2 internally illuminated fascia signs | No objection | Approved |
| 22/01771/FUL | 16 Darsway | Erection of a single storey side/front extension | No objection providing the concerns of the neighbour are taken into account | Approved |
| 22/01857/TCA | 6 Barn Close | Removal of two yew trees (Unprotected trees in a conservation area) | FOR INFORMATION ONLY - To accept the information but CDPC would request the trees are replaced with 4 more (double removed) | Approved |

**REMINDERS:**

**Diary Notes:**

Full Council meeting – 23 February 2023

***Payment reviewing for January – Cllrs B Sizer and M Kitchener.***