Sir/Madam 15 February 2021

 **SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Thursday 25 February 2021***

Location: **Via ZOOM**

**Due to the Covid-19 virus and the guidance around social distancing and self-isolation, the Parish Council will be holding its meeting virtually through ZOOM.**

Join Zoom Meeting

<https://us02web.zoom.us/j/87823287005?pwd=bzhQK0RJeEt4b1BZNEtzcy9vMmp3Zz09>

Meeting ID: 878 2328 7005

Passcode: 403039

Any members of the public wishing to join or take part in the meeting, in public participation, please email the clerk at clerk@cdpc.org.uk by 12noon the day of the meeting.



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. Representative from Aldi Stores to discuss the proposals for a new shop in Castle Donington
4. Police Report – Update on local issues
5. To confirm the minutes of the following meetings of the Parish Council:
6. Full Council 28 January 2021. **Appx A**
7. Chairman’s report
8. Representatives' & Councillors reports, including reports from LCC and NWLDC councillors.
9. Clerk’s Report
10. For Councillors’ information: Spittal Road – A Section 100 Notice has now been issued to undertake works to clear the blocked gully. Works are scheduled for 6-13 April 2021.
11. For Councillors’ information: Kings Mill sign has been installed.
12. Grounds Maintenance Contract – To confirm renewal of the existing contractor’s contract for the following season due to Covid restrictions.
13. Cemetery rules and regulations – To review and amend to include more detail in terms of the type and size of headstone/memorial, and also allowable periods of adornments. **Appx B**
14. For Councillors’ information: Update on street naming options for Park Lane developments. The names submitted after various discussions were: Pathfinder Way (as the main road), Dyer Lane, Johnson Close, Bishop Road, Lines Lane, Geraldine Way, Dakota Drive, Timson Close, Muckleston Road and Webb Drive.
15. For Councillors’ information: In light of a recent High Court decision allowing businesses to be able to make a claim for business interruption due to Covid – a notifiable disease, an insurance claim (for loss of earnings from bookings) for this has been submitted to the Parish Council insurers. Response awaited.
16. Cemetery paths – Complaint received about the condition of the central path in terms of moss and mud. The grounds staff continue to tend to the paths as fund allow, and they are moss treated on a regular basis. Longer terms work is required going forward in respect of additional drainage and new topping. The Parish Council needs to consider this for it’s next budget discussions.
17. To review the Parish Council’s Community Response Plan. **Appx C**
18. Accounts
19. To approve payments scheduled for February including the payment for wages for February.
20. To review and receive receipts for February.
21. To review and approve bank statements and bank reconciliation for February.
22. Audit 2020-21
23. To receive the Internal Auditors Interim Report.
24. Councillors are reminded to review their Register of Interests on an annual basis.
25. New Policy – To adopt the NALC model policy for training and development.

 **Appx D**

1. To review and adopt Grievance and Disciplinary Policies (deferred from previous meeting). Response received from LRALC. **Appx E**
2. Village Hall / Moira Dale
3. Update on the submission of plans and the next stages, including M&C and structural surveys, contract, etc.
4. Spital Pavilion
5. To consider quotes for replacement French doors.
6. To consider a request from Hemlock PC to share the costs of engaging a landscape architect to assess St Modwen's revised landscaping proposals with regard to their deferred Planning Application 19/01496/OUTM. It is expected CDPC's share would be £1,000-£1,500 and that doing so will strengthen the reasons for NWLDC continuing to recommend refusal and help defend any potential subsequent appeal.
7. Planning Applications
	1. To consider plans for February.

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| 21/00079/FUL | Donington Collection Car Racing Museum, Donington park | Change of use from a museum to workshops, storage, MOT bay and associated sales of motor bikes and the provision of a wash bay |
| 21/00164/FUL | 18 Eastway | Single storey rear extension |  |
| 20/01907/CLP | 42 Queensway | Certificate of lawful proposed use of dwelling house (class C3) as a residential institution (class C2) caring for one child |
| 21/00089/TCA | The Forge, 65A Borough Street | Works to one cherry and one apple tree (unprotected tree in a conservation area) |
| 21/00070/FUL | 37 Clapgun Street | Single storey rear extension |  |
| 21/00206/LBC | 37 Clapgun Street | Single storey rear extension (Listed Building Consent) |
| 21/00175/FUL | 20 Harcourt Place | Erection of a two storey side extension |
| 21/00181/TCA | 1 Park Lane | Felling of 1 holly tree (unprotected tree in a conservation area) |
| 21/00210/FUL | 37-43 High Street | Change of use from a residential (use class C3) to large HMO - 7 bedrooms (use class Sui Generis) and 1 no self-contained unit |
| 21/00168/FUL | Village Hall, Moira Dale | Extensions and alterations to existing Village Hall, provision of additional off-street parking and re-siting of existing children’s play area |  |

1. Planning Permissions
2. To receive planning permissions received during February.

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| **PLAN NO** | **ADDRESS** | **DETAILS** | **OBSERVATIONS** | **DECISION** |
| 20/01006/VCI | 68 Bondgate | Variation of conditions 2 and 3 of planning permission 17/00923/VCU to allow for a change to the approved fenestration, rainwater goods and gas meter box and erection fencing and access gates | No objection as long as the Conservation Officer is satisfied | Approved |
| 20/01527/LBC | 88 High Street | Install secondary glazing units to all windows on the eastern side of the house | No objection | Approved |
| 20/01813/FUL | 5 Routh Avenue | AMENDED APPLICATION - Erection of dormer window to side elevation | No objection | Approved |
| 20/01526/LBC | 88 High Street | Installation of an air source heat pump | No objection | Approved |
| 20/01616/ADC | 17 Market Street | External advertisements and signage | No objection on condition LCC Highways requests are adhered to. | Approved |

**REMINDERS:**

**Diary Notes:**

Annual Parish Meeting – 11 March 2021 – Via Zoom.

Full Council – 25 March 2021 – Via Zoom.

***Cheque signing rota for February – Cllrs B Sizer and Mark Kitchener***