Sir/Madam 17 May 2021

 **SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Thursday 27 May 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 *(see additional note at the foot of the agenda).***

Join Zoom Meeting
<https://us02web.zoom.us/j/86910427340?pwd=aHJQRVp0ekJwK1pGejF1WEdSb2MxZz09>

Meeting ID: 869 1042 7340
Passcode: 058494



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 – Update on local issues **Appx A**
4. To confirm the minutes of the following meetings of the Parish Council:
5. Full Council 29 April 2021 **Appx B**
6. Annual Statutory Full Council 6 May 2021
7. Chairman’s report
8. Update on St Modwen planning application.

1. Representatives' & Councillors reports, including reports from LCC and NWLDC councillors
2. Clerk’s Report
3. The Community Hub as a Covid Vaccination Centre – Update on the plans to provide a local centre.
4. Volunteer Centre – Grow Cook Share dinners – Update on return to Community Hub as the venue for these events.
5. Councillor training – Update on training availability and dates.

1. Accounts
2. To approve payments scheduled for May including the payment for wages for May.
3. To review and receive receipts for May.
4. To review and approve bank statements and bank reconciliation for May.
5. Village Hall / Moira Dale
6. Update on the submission of plans and the next stages.

1. Complaint received from a local resident regarding how the Parish Council manages its green spaces in terms of use of herbicides (Residents wishes to attend and explain the concerns).
2. Planning Applications
3. To consider plans received for May.

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| --- | --- | --- |
| 21/00554/DIS | Land North and South of Park Lane | The approval of details reserved by condition 5 (Masterplan) relating to planning permission ref: 16/00465/VCUM |
| 21/00793/FULM | Sherwood Self Store, Station Road | Demolition of existing buildings and construction of a food store (use class E), together with car parking, landscaping and associated works |
| 21/00800/FUL | 71 Stonehill | Single storey side and rear extension |
| 21/00507/FUL | 5 Bentley Road | Raise overall roof height to facilitate loft conversion, single storey front extension and 2 no. dormer windows to front roof slope |
| 21/00870/FUL | 14 Borough Street | Change of use to residential dwelling house |
| 21/00889/OUT | 7 Garden Crescent | Erection of bungalow (outline - access only) |
| 20/02039/FUL | National Grid Tower Zd154, Land adjacent to Station Road | Proposed access track from Station Road to the National Grid Overhead Electrical Transmission Line Pylon (Tower ZD154) to include associated vegetation removal - AMENDED APPLICATION |

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

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| --- | --- | --- | --- | --- |
| 21/00210/FUL | 37-43 High Street | Change of use to 5 no. self-contained units and small HMO 3 bedrooms (Use Class Sui Generis) - AMENDED APPLICATION | No objection on condition the Management Plan is adopted | Approved |

1. Audit – Annual review of key council policies and procedures **Appx C**
2. Standing Orders
3. Statement of Internal Control and Review of Effectiveness of Internal Control
4. Financial Regulation’s
5. Risk Assessment and Management
6. Mission Statement
7. Parish Council Priorities
8. Parish Council Business Plan (new, as recommended by LRALC and Auditor. Bringing together of some of the Parish Council’s policies and plans).

**REMINDERS:**

**Diary Notes:**

Committee meetings – 10 June 2021 – Via Zoom

Full Council meeting – 24 2021.

***Cheque signing rota for May – Cllrs C Burton and T Saffell***

*Covid arrangements:*

*Until the Road Map allows, which is hoped to be 21 June 2021, a Temporary Scheme of Delegation to the Clerk has been agreed by the Full Council.*

*This means that the meetings will be held via Zoom in the format of the last twelve months. Any resolutions made will be to recommend the decision to the Parish Clerk, who will then enact these recommendations.*

*The Scheme will remain in place until Councillors decide that a return to face-to-face meetings are safe, or that the delegation should cease for any other reason.*