Sir/Madam 19 September 2020

**SUMMONS TO ATTEND THE MEETING OF**

**CASTLE DONINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Thursday 24 September 2020***

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:

Meeting ID: 899 5073 7788

Passcode: 832973

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. Chairman’s report
4. Chairman to remind councillors and public about the Virtual Meeting Etiquette
5. Letter to Bev Smith – support for Parish Councils – The Parish Council has been successful in applying for support to off-set the loss of income and additional costs created due to the Pandemic.
6. Police Report – Update on local issues
7. To confirm the minutes of the following meetings of the Parish Council:
8. Full Council 30 July 2020 **Appx A**
9. To consider the plan for meetings going forward considering the continuing issues associated with the Covid-19 Pandemic
10. Accounts
11. To approve payments scheduled for August and September including the payment for wages for August and September
12. To review and receive receipts for August and September 2020
13. To review and approve bank statements and bank reconciliation for August and September 2020
14. Moira Dale Village Hall and sports facility
15. To update the Parish Council on the recent public meeting with the possibility of a request to transfer the responsibility and ownership thereof.
16. To update the Parish Council on plans to refurbish the facility and to discuss a plan of action dependant on the outcome of the Village Hall public meeting. (Plans previously circulated).
17. To ratify the:
18. The purchase of help from 2Commune to ensure the Parish Council meets the requirements of the Public Sector Bodies (Websites and Mobile applications) Accessibility Regulations 2018.
19. To purchase Body Cams for use by staff to assist with health and safety and lone working; to approve the necessary paperwork to ensure compliance with the various regulations.
20. To ratify the purchase of replacement fence panels at Spital Park playing fields on the raised training area.
21. To approve Data Security policy for use with card machine in line with the Payment Card industry Data Security Standard (PCI DSS) **Appx B**
22. To consider installing recycling bins on Parish Council owned land.
23. To consider the annual grant to the Castle Donington Museum.
24. To approve the writing off a bad debt from a user at the Community Hub
25. Allotment issues necessitating in major urgent work to clear a block drain from Routh Avenue – update report from the Clerk and Chairman
26. Public right of Way – L57 across Moira Dale Playing fields – Update on the LCC plans to change the footpath to a cycleway as part of the Development Consent order for the SEGRO site.

**Appx C**

1. Planning Applications
2. To ratify comments undertaken under delegated powers during August.

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| 20/01117/ADC | East Midlands Gateway Development | Display of three internally illuminated totem signs and four non-illuminated board signs | No objection |
| 20/01112/FUL | Land to the rear of 107 and 109 Park Lane | Demolition of existing domestic garage and erection of 2 semi-detached dwellings | No objection as long as the Highways concerns are addressed. |
| 20/01094/TCA | 36 High Street | Various works to trees (unprotected trees in a conservation area) | No objection but CDPC request that new trees are planted consistent with the number of dead trees removed and as long as the Arboriculturist is satisfied. |
| 20/00682/FUL | 67 High Street | RE-CONSULTATION - Conversion of existing barns to two dwellings and the erection of 2 dwellings to include access and parking provision | No objection as long as the Conservation Officer, Ecology and Highway concerns are addressed. |
| 20/00338/REMM | Land to the North of Park Lane | Erection of 183 dwellings and associated works (reserved matters to outline planning permission reference 16/00465/VCUM) | No objection. |
| 20/00991/FUL | 16 Clapgun Street | Replacement of windows and door to front elevation and replacement door to rear | OBJECT - CDPC requests that the windows are replaced with traditional wooden frames |
| 20/01152/FUL | 1A Market Street | Installation of external staircase | No objection as long as the Conservation Officer is satisfied |

1. To consider plans for September

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| --- | --- | --- |
| 20/01273/FUL | 73 Barroon | Erection of replacement outbuilding |
| 20/01281/FUL | Donington Nursing Home, Delven Lane | Erection of detached single storey visitor pod |
| 20/01248/FUL | Donington Cottage Guest House, 37-43 High Street | Change of use from bed and breakfast (C1) to residential (C3) use |
| 20/01321/CLP | 65 Cordwell Close | Certificate of lawful proposed development for the erection of a single storey side extension |

1. Planning Permissions
2. To receive planning permissions received during August and September

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| --- | --- | --- | --- | --- |
| 20/00701/ADC | Old Crown Inn, Cavendish Bridge | Erection of free-standing timber sign (Retrospective) | No objection | Approved |
| 20/01109/NMA | 71 The Spittal | Alterations to house type 5.1(plots 1,3,5,8,9 and 12) to amend roof pitch to side projection as well as the insertion of a Velux window in the rear elevation; amendment to garage door size to allow for 550mm nibs; construction of terrace in timber; relocation of door and window unit on front and rear elevations from corner so as to create 675mm nibs and removal of parapet wall and fascia board (non-material amendment to planning permission APP/G2435/W/16/3155841 (16/00027/FULM) | Application is a Non-Material Amendment therefore not consulted | Approved |
| 20/01094/TCA | 36 High Street | Various works to trees (unprotected trees in a conservation area) | No objection but CDPC request that new trees are planted consistent with the number of dead trees removed and as long as the Arboriculturist is satisfied. | Approved |

1. Local Plan
2. Changes to the Use Classes – To ratify comments made during delegated powers in August
3. Update on Local Plan Partial review hearings from District Councillors
4. Strategic Housing and Economic Land Availability Assessment (SHELAA) are now issuing a “A call for sites”
5. Land East of Carnival Appeal meeting – Does the Parish Council want to be represented?

1. Diseworth Village Designs Statement – Public consultation <https://www.nwleics.gov.uk/pages/supplementary-planning-guidnace>. Does the Parish Council want to make any comments?
2. Government Consultation on Pavement Parking - <https://www.gov.uk/government/consultations/managing-pavement-parking>. Does the Parish Council want to make any comments?
3. Planning White Paper – To ratify the comments made under delegated powers and to update the Parish Council on proposed plan of action before submitting comments to the Ministry of Housing Communities and Local Government. **Appx D**
4. Neighbourhood Plans – In light of the new proposals in the White Paper, does the Parish Council want to consider this going forward and to speak to someone about this and the cost implications? (Information of a proposed plan attached for Councillors’ information).

**Appx E**

1. Representatives' & Councillors reports, including reports from LCC and NWLDC councillors
2. Red route issues (TP – LCC)
3. Spittal Road – Blocked gully (TP – LCC)
4. Traffic calming through village as part of Section 106 (TP – LCC)
5. Complaint about the inaccessibility of the telephone Customer Service of Leicestershire County Council (TP – LCC)
6. Relief Road – Issues with speeding and poor signage (TP – LCC)
7. Cavendish Bridge – Litter issues (RC – NWLDC)
8. Bondgate – Fallen wall issues (RC – NWLDC)
9. Request from Cllr Dalby for the Parish Council to appoint two new trustees to the Farmer and Lemmoin-Cannon Charity
10. Clerks Report
11. Contribution received from developer off the Spittal to allow them to lay an electric cable from the existing source on Spital Park playing fields.
12. For Councillor’s information. Any concerns regarding non-compliance around Covid-19 regulation should be directed to Environmental Protection, Licensing or the Police dependant on what the perceived issue is.
13. For Councillor’s information. Portable stage – Cllr Saffell has been in contact with a local company regarding this and obtained costings and ideas for its use in any of the Parish Council facilities. There are various options, and these will be included when preparing the budget 2021-22.
14. Substantial insurance claim from Music in the Park 2018 has been settled. The Parish Council will work with the new insurers to ensure the future of this event.
15. Thank you letter from Community First Responders for their grant of £500.
16. To ratify comments made in respect of the Local Government Consultation on the Draft Member Code of Conduct

**REMINDERS:**

**Diary Notes:**

Full Council – 29 October 2020 – Via Zoom

***Cheque signing rota for September – Cllrs T Saffell and L Cope***