

# OSGATHORPE PARISH COUNCIL

12<sup>th</sup> March 2024

Dear Councillor

## NOTICE OF MEETING – OSGATHORPE PARISH COUNCIL

I hereby give notice that the next meeting of the Parish Council will be held on Tuesday 19<sup>th</sup> March 2024, at 7.30pm in the Harley Hall, Church Lane, Osgathorpe.

All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend. Public participation is welcomed under agenda items 169/23-24 and 198/23-24.

Yours sincerely

**Melanie Mitchell**  
Parish Clerk

### **168/23-24. Apologies.**

To receive any apologies for absence

### **169/23-24. Public participation (1).**

Members of the public may make representations in respect of business on this agenda, with the objective of assisting Councillors in their decision making.

### **170/23-24. Declarations of interest.**

To receive any Declarations of Interest in accordance with the Code of Conduct.

### **171/23-24. Requests for Dispensation.**

To receive any requests for dispensations in line with the Code of Conduct.

### **172/23-24. Police.**

Update on police and crime in & around Osgathorpe.

### **173/23-24. Minutes of previous Parish Council Meeting.**

To confirm the Minutes of the Parish Council Meeting held on 9th January 2024 are a true and accurate record of the meeting.

### **174/23-24. Neighbourhood Watch.**

To receive a verbal update.

### **Financial Matters**

#### **175/23-24. Summary of Accounts.**

To receive an update summary on the accounts to date.

#### **176/23-24. Banking matters.**

Approval of change in banking signatories. Review future banking arrangements – closure of HBC. Debit/credit cards?

#### **177/23-24. Cheques / Payments for approval.**

Retrospective approval:

- a. Payment to LRALC – internal audit £200 (BACS)
- b. A Bate – expenses - £21 (BACS)
- c. NWLDC – Bin emptying - £169 (BACS)
- d. NWLDC – Election charges £881.38 (BACS)
- e. Transfer from Unity Current Account to Unity Savings Account - £1,999.99
- f. Transfer from Unity Current Account to Unity Savings Account - £1,999.99

New payments:

- a. Hire of Harley Hall on 19<sup>th</sup> March 2024 - £25 (BACS) E. A Scotney
- b. Clerk's salary & HMRC – total £800 (BACS)
- c. Play area inspection - £132 (BACS)
- d. Payment of £32 to S Olsberg – reimbursement of costs for printing the March edition of the Village Voice

**178/23-24. Parish Council Polices.**

To adopt new policies: Equality & Diversity Policy, Complaints Procedure, Code of Conduct, Data Protection Policy, updated Safeguarding Policy

**179/23-24. Parish Council Meeting Dates for 2024/25.**

To agree meeting dates for bi-monthly meetings in: (14) May, (9) July, (17) Sept, (12) Nov, (14) Jan and (11) March.

**180/23-24. Parish Council Meeting Start Time for 2024/25.**

To decide on the start time of each parish council meeting – 7pm, 7:30pm or an alternative start time.

**181/23-24. Website & email – possibility of adopting a .gov. address.**

To consider adopting a .gov.uk website and email address for the Parish Council.

**182/23-24. General Correspondence Received.**

To receive an overview of any general correspondence that has been received.

**183/23-24. Planning Applications.**

To receive and comment on any new planning applications.

- a. 23/00233/OUT – 72 Main Street – Erection of a self-build detached dwelling.
- b. 24/00291/FUL - 20 Dawsons Road - Erection of two storey front and rear extensions, single storey side and rear extensions and render to walls

**184/23-24. Planning Decisions.**

To receive and note planning decisions from NWLDC.

**185/23-24. Updates on current planning applications & other planning matters.**

To receive a verbal update on current planning applications:

- a. 2024/CM/0014/LCC – Sewage Disposal Works, Snarrows Road – Installation of two kiosks
- b. 23/01322/FUL – Land at 29 Main Street – Change of use of land to garden land (retrospective) and erection of garden shed to rear of dwelling house.
- c. 21/02030/FUL – Erection of custom build dwelling – The Warren. Planning appeal in progress.
- d. Update on Local Plan.

**186/23-24. Cemetery.**

To receive a verbal update on Osgathorpe Cemetery including recent interments.

**187/23-24. Play Area**

To receive a verbal update on the play area including a complaint with regards to ball games.  
To agree for an annual playground inspection/risk assessment to be carried out by Wickstead at a cost of c£132.

**188/23-24. Risk Assessments.**

To review and approve the 'Ride on Mower Risk Assessment' and the 'General Parish Council Risk Assessment'.

**189/23-24. Highways & Footpaths**

To receive verbal updates on all highway and footpath matters including roadworks and footpath works, e.g. damaged railings on Breedon Road, Snarrows Lane verges, Meadow Lane remediation works.  
Approach re. radar speed sign.

**190/23-24. Village Voice.**

To receive a verbal update on the Village Voice.

**191/23-24. UK-SPF Community Grant.**

To receive a verbal update on the UK-SPF Community Grant including expenditure to date.

**192/23-24. Harley Trust.**

To receive a verbal update from Councillor Dodson, representative on behalf of Parish Council

**193/23-24. Storey Arms.**

To receive a verbal update on the Storey Arms.

**194/23-24. Defibrillators.**

- a) To receive verbal updates on the parishes' defibrillators.
- b) To agree potential defib training dates.

**195/23-24. Flood Risks**

To receive a verbal update from the Parish Flood Warden.

**196/23-24. Severn Trent Water**

To receive an update following meeting between parish councillors and company representatives.

**197/23-24 Gigabit Broadband**

To receive a verbal update on the project

**198/23-24 Public participation (2).**

Members of the public may raise matters for the parish council to consider at its next meeting, ask questions, address queries and give evidence to assist the parish council in undertaking its business.

**199/23-24. Action log.**

Review outstanding actions.

**Private Session** – *As the following agenda item includes confidential information, it is likely to be considered with members of the public excluded from the meeting in accordance with The Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 sections 100 and 102 for the reason that the nature of the business of the Parish Council is of a confidential nature.*

**200/23-24. Employment Contract Review.**

To agree to the updated employment contract for the Parish Clerk in line with the model NALC contract of employment.