***Kelly Grove*** *Sent Thursday 2nd May 2024* <http://www.odapc.co.uk>

To the Chairman and members of the Parish Council

I hereby summon you to attend the **Annual Meeting of Council**, to be held on Wednesday 8h May 2024 @ 7pm at Oakthorpe Leisure Centre aka ME Sports East Midlands Centre. To transact the following business.

It will be assumed that all councillors have read all documents circulated ahead of the meeting.

**AGENDA**

1. **Confirmation of Councillors and Officers**
   1. **To receive any amended Declarations of Members Interests.**
2. **Election of Chairman of the Parish Council (2024-2025)**
3. **Election of Vice-Chairman of the Parish Council (2024-2025)**

**4. TO RECEIVE APOLOGIES FOR ABSENCE.**

**5**. In accordance with Section 31 of the Localism Act 2011, to enable members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Council’s Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

# 6. PUBLIC QUESTION SESSION

Members of the public should note that it is not possible to debate matters raised under this item. Questions must be addressed to the Chairman of the meeting.

**- Friends of Parish Memorial Gardens**

**7. MINUTES**

To approve as a correct record the minutes of the meetings held on: -

Wednesday 10th April 2024

**8.1 To review delegation arrangements to committees and outside body representation**

**8.2 To review responsibilities of councillors**

**9. Appointment of Internal Auditor for 2024/25**

**10. To review Standing Orders for the Council**

**10.1** Standing Orders

**11. To review the Council’s Financial Regulations, committee terms of reference & risk assessment**

**11.1 Financial** Regulations

**11.2 Finance** committee terms of reference

**11.3 Leisure** Centre Committee terms of reference

**11.4 ODA** PC risk assessment

**12. POLICE MATTERS**

To consider any matters which may be raised by members for the Police.

Report received - APRIL 2024

**13. GROUNDS AND RECREATION AREAS**

To receive reports from councillors

**13.1** To receive reports from councillors.

i) Oakthorpe play area inspections

ii) Updates on Play area works - Invoice in paperwork

iii) S106 funding form request from NWLDC Planning sent

**13.2** The clerk to report on any items raised by the ground’s contractor.

**13.3** To consider any other matters in relation to grounds and recreation facilities.

**13.31-** Gate/Fence quotesin paperwork

**13.32 –** Orchard Path **–** quote in paperwork

**13.33 –** Planters -quote in paperwork

**13.**34 – Grouse Jet Wash – 17th June Oakthorpe Play area

# 14. CLERK’S REPORT

To receive the Clerk’s report advising members on the position of various matters.

**14.1 Date** for the 2024 Annual Villages Meeting (Thursday 11/04/24)

Costs -paperwork

**14.2** Scheme of delegation

**14.3 Council meeting dates**

**14.4** 3VNs report (year dates in papers)

**14.5** Pension regulator – re-Declaration of compliance

**14.6 Defib update**

**15. CORRESPONDENCE**

**15.1** Email - Copies sent

**15.2 Invitation to évents**

Friends of Oakthorpe, Donisthorpe and Acresford Memorial Gardens

Community Market on the 11th of May

King’s Proms in the Gardens on the 9th of June

**15.3** Ramscliffe Ave road sign without the ‘e’.

Ballot residents about name options: -

**15.4** Schools annual Council awards – Cllr D Warren / Cllr

**15.5** Acresford Road MVAS post location – Manager/ Cllr R Ashman

**15.6** The Clerk to report on any items of correspondence received and not dealt with elsewhere on the agenda.

# 16. PLANNING

# 16.1 CONSULTATIONS

# APPLICATION REFERENCE 24/00471/OUT

# Proposal: Erection of self-build dwelling (outline - all matters reserved)

# Location: Land Off Ashby Road Donisthorpe Leicestershire DE12 7QF

# 16.2 Permissions

# N/A

# 17. DISTRICT

# To consider any matters to be put before the District/County Councillor.

# 18. COUNTY COUNCIL

# To consider any matters to be put before the District/County Councillor.

# 19 FINANCE

**19.1** RFO to report on the Council’s current financial position.

-New Internal audit date -

- Approve Reserves

- NWLDC precept under payment letter

**19.2** To approve notice of public rights

Monday 3rd June – Friday 12th July

Notice placed on notice board 8th May

**19.3** To approve the Bank Reconciliation April 2023.

**19.4 To** receive and authorise April’s payments list

**19.5 To receive and authorise** payments as set out below.

Office £60, Burial Committee £6383.80, Website initial 60% £1350,

PIALC SLCC Course £144, Room hire DMs £80, Amazon adaptor £4.99,

Shredder £40.30, adhesive dots £5.49, Street Scape £42600

Grouse Jet washing £150

Any additional payments received since the agenda went to print will be reported at the meeting.

**20 Date of next meeting** – Wednesday 14th June 7pm

**21. Meeting Closed**