

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 18th April 2017 at 7.30pm

At Littlethorpe Village Hall, Biddle Road, Littlethorpe, LE19 2HE

(correspondence / reports relating to items marked * are enclosed for Members)

1. **Apologies for absence**
2. **Chairman's Time**
3. **Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations**
4. **Public Forum**
 - a) Matters referred from the Members' Surgery for information or referral to next agenda
5. **Minutes of the previous meeting**
To approve the minutes of the meeting of the Council held on 21st March 2017*
6. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda** (*for information only*)
7. **Policy & Finance** (*Finance, Council Policies, Freedom of Information, Code of Conduct, Grants, Emergency Planning*)
 - a) **Finance and Administration**
 - i) Interim Financial Position as at 31st March 2017*
 - ii) External Audit for Financial Year ended 31st March 2017: The Annual Governance Statement is the specific responsibility of Members to complete and the Chairman to sign. A copy for Members' consideration is enclosed.* (Due to amendments to the legislation governing accounting and audit processes for smaller authorities Members must now complete this statement prior to approval of the accounts)
 - iii) Application for financial assistance from Narborough & Littlethorpe Community Library*
 - b) **Sub Group - Staffing**
 - i) To report that members of the Staffing Working Group met on 11th April to work on job descriptions and contracts for Clerk and Deputy Clerk, a further meeting has been arranged
 - c) **Sub Group – Recreation Ground** (*Narborough & Littlethorpe Cricket Club, Narborough Foxes Football Club, Narborough & Littlethorpe Leisure Gardeners' Association, Leicestershire Wildlife Trust – Narborough Bog*)
 - i) To receive the minutes of the NLLGA Committee meeting on 7th March 2017 (on file)
 - ii) To receive the accounts for NLLGA for the year ended 31st December 2016 (on file)
7. **Policy & Finance**
 - d) **Sub Group – Special Projects – Parish Centre Redevelopment**
 - i) To report on progress to date to enable Council to appoint the contractor for the construction works
8. **Planning & Environment** (*Planning Applications, Strategic District / County Planning Consultations*)
 - a) **Planning Application consultations responded to since the previous meeting:**

| Application number, Description, Location | Observations made to Planning Authority |
|--|--|
| Application Number: 17/0253/ADV Description: Advertisement consent for the display of 2 stone monoliths (illuminated), two x 2 post mounted signs (buildings 8 & 9) and one twin post mounted directional sign (building 8) Location: Computer Building, Carlton Park, Narborough | No objections |
| Application Number: 17/0266/HH Description: Single storey front, side and rear extension Location: 69 Sycamore Way, Littlethorpe | No objections |
| Application Number: 17/0306/HH Description: Single storey side and rear extension Location: 1 Snowdrop Close, Narborough | No objections |

| | |
|---|---------------|
| Application Number: 17/0314/FUL Description: Construction of modular building for pre and post school club Location: The Pastures Primary School, Thornhills, Narborough | No objections |
| Application Number: 17/0359/HH Description: Two storey side extension Location: 18 Camelot Way, Narborough | No objections |

8. **Planning & Environment** (*Planning Applications, Strategic District / County Planning Consultations*)

b) **Planning Decisions notified by the Planning Authority since the previous meeting:**

| Application number, Description, Location | Decision Details |
|---|------------------|
| 17/0100/HH, Demolition of outbuildings and construction of single storey side and rear extension and raised terrace area, 4 Copt Oak Road, Narborough | APPROVAL |
| 17/0207/HH, Single storey rear extension, 14 Warwick Road, Littlethorpe | APPROVAL |
| 13/0884/1/OX, Proposed residential development (maximum 25 dwellings) including public open space (Outline), Land off Cosby Road, Littlethorpe | APPROVAL |
| 13/0854/PX, Erection of 31 dwellings and associated garages with vehicular access from Warwick Road, provision of open space and storm water attenuation feature, Land off Warwick Road, Littlethorpe | APPROVAL |
| 17/0266/HH, Single storey front, side and rear extension, 69 Sycamore Way, Littlethorpe | APPROVAL |

8. **Planning & Environment** (*Planning Applications, Strategic District / County Planning Consultations*)

c) **Other Planning Matters:**

S106 Grant Application Form consultation*

9. **Parks and Play Areas** (*Narborough Park, Littlethorpe Park, Hardwicke Road Play Area*)

Request for permission to use Littlethorpe Park for LCA Gala on Saturday 29th July

10. **Open Spaces** (*Six Acre Field, Thorpe Meadow, Recreation ground – Public Use*)

Update on Byelaws and consideration of whether Council should in principal proceed with changes*

11. **Cemetery & Churchyard** (*Cemetery, Cemetery Enhancement, All Saint's Parish Church - Closed Churchyard*)

Proposals for War Memorial/Roll of Honour at Littlethorpe as referred from last meeting

12. **Community Engagement – Youth Initiatives**

To consider hire of equipment for one off event on Narborough Park during summer holiday.* Usual 6 weekly Wheels Project cannot take place whilst car park is being used by contractor for new building

13. **Parish Office Report** (*Property maintenance, Vehicles & Machinery, Health & Safety, Neighbourhood Policing, Events, Local Information*)

- i) To report on incident on adult gym equipment at Narborough Park
- ii) To advise that a Car Park Consultation meeting with Jon Wells has been arranged for on 2nd May (Chairman and Cllr Ross to attend)
- iii) To report anti-social behaviour and criminal damage at Six Acre Field, Thorpe Meadow and Riverside Walk. All incidents reported to Police
- iv) To report on result of investigation into criminal damage to Youth Shelter on Narborough Park

14. **Correspondence Received** (*Letters, emails, flyers and information from other bodies*)

- a) **Leicestershire & Rutland Association of Local Councils (LRALC)**
 - i) Letter highlighting benefits of membership of the association*
- b) **Blaby District Council (BDC)**
 - i) Letter advising demolition of The Depot, Warwick Road, Littlethorpe*

15. **Additional Information Received** (*Magazines, Newsletters, Brochures and Periodicals*)

- a) Leicestershire Footpath Association Newsletter Spring 2017 and Programme of Walks Summer 2017
- b) LCR Spring 2017
- c) Glasdon Brochure
