

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 16th February 2016 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. **Neighbourhood Planning – Mike Lee, Chairman of the Fosse Villages Neighbourhood Planning Group**
Mike will attend to provide an overview of the process and potential commitment required to formulate a Neighbourhood Plan and will then preside over a question and answer session
4. **Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations**
5. **Public Forum**
 - a) Matters referred from the Members' Surgery for information or referral to next agenda
 - b) Correspondence received:
 - i) Email re grant issued for Summer Environmental Project*
 - ii) Parish Centre rebuild project - Letter from resident and copy of address to Council in public forum at meeting on 19th January and reply to both items*
 - iii) Parish Centre rebuild project - Letter from resident and reply*
6. **Minutes of the previous meeting**
To approve the minutes of the meeting of the Council held on 19th January 2016*
7. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda** (*for information only*)
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: 15/1524/RM Description: Reserved Matters application (relating to applications 12/0865/1/OX and 15/0888/VAR) for construction of brewery, visitor centre and ancillary uses, brewery tap, restaurants and cycle hire facility, erection of footbridge over River Soar, provision for erection of temporary marquee (approx 5 times per year), construction of food & drink preparation units (with ancillary retail trade counters) associated parking & landscaping, pedestrian access and vehicular access from Soar Valley Way (A563) & Narborough Road South (B4114) Location: Land At Junction Of Soar Valley Way & Narborough Road South, Enderby (Adjacent Parish)	Narborough Parish Council has no objections to this application, however it wishes to make the following comment: Access/Parking. We remain concerned whether the car parking will be adequate to cope with visitor and staff needs. This is primarily a visitor attraction and vehicles entering from Soar Valley will not know if parking spaces are available until they are on site. On popular, busy days vehicles may not find vacant spaces and then will have to exit onto B4114 in search of off-site parking. Could a condition be placed requiring an electronic monitoring system [eg main parking sites in Leicester City] advising motorists approaching the site whether spaces are available?
Application Number: 15/1562/HH Description: First floor rear extension Location: 37 Camelot Way, Narborough	No objections

Application Number: 15/1579/FUL Description: Erection of detached dwelling Location: 45 Cosby Road, Littlethorpe	No overall objection providing S106 contribution is conditioned for this approval, please. Explanation requested as to why LCC highways' response on the planning website has been redacted. Reply received – redacted sections relate to an email address, telephone number and comments in connection with another planning application.
Application Number: 15/1592/FUL Description: Erection of cold storage room and fenced enclosure Location: Tesco Express, Copt Oak Court, Hardwicke Road, Narborough	No objections
Application Number: 15/1589/FUL Description: Alterations and change of use of ground floor to form a Physiotherapy Clinic (Use Class D1) and conversion of first floor to form a one bedroomed flat Location: 1 Cosby Road, Littlethorpe	No objections

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

Application number, Description, Location	Decision Details
15/1264/HH and 15/1265/LBC Demolition of existing garage, proposed erection of new garage and alterations to adjoining wall, 1 Coventry Road, Narborough and listed building consent	Approval
15/1560/CLE Roof alterations comprising installation of dormer window and roof lights, 1 Thornhills Grove, Narborough – application for certificate of lawfulness	Refusal

9. **Parish Assets Redevelopment** (*Parish Centre Project*)

- a) Report of PAWG meeting of 26th January 2016*
- b) Plans and diagrams for final decisions to be made to enable architect to submit for planning approval*

10. **Civics** (*Annual Awards, Village Show, Local Policing*)

Speed monitoring data Forest Road, Narborough*

11. **Policy & Finance** (*Finance, Standing Orders, Financial Regulations, Council Policies, Freedom of Information, Code of Conduct, Health & Safety, Devolved Responsibilities – Recreation Ground: Sports Clubs and Garden Allotments: Gardeners' Association*)

a) **Finance and Administration**

- i) Financial Position at 31st January 2016*
- ii) External Audit – Sector Led Body (SLB) information from LRALC concerning future arrangements for EA*

Recommendation:

To confirm that the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit.

- iii) To report commencement of Internal Audit process on 15th February

b) **Health and Safety**

- i) Police request to close entrances to Thorpe Meadow on 8th February due to flooding
- ii) Repairs to sign at Recreation Ground entrance damaged in high winds. PMOs have removed from site to carry out repairs and re-erect. NLSA has agreed to reimburse for costs of materials.

c) **Recreation Ground, Sports Clubs**

- i) Maps of the areas to be included in the Leases/Licences as agreed by Council at the last meeting have been sent to the solicitor and final drafts of the Agreements are awaited

d) **Garden Allotments, NLLGA**

12. **Parks and Open Spaces** (*Narborough Park, Littlethorpe Park, Hardwicke Road Play Area, Six Acre Field, Thorpe Meadow, Recreation Ground and Cemetery – general maintenance*)

To report damage to football pitch and Littlethorpe Park caused by vehicles being driven over grounds

13. **Cemetery Enhancement** (*Refurbishment of Cemetery Grounds*)

To report initial inspection by contractor for tree works has been carried out, date for commencement is awaited

14. **Youth Initiatives**

- a) Reality Bus – attendance figures as requested*

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

- a) **Leicestershire & Rutland Association of Local Councils (LRALC)**

i) 2016 Newsletter No.1

ii) Invitation to Blaby Branch meeting on 2nd March at 7.30pm and minutes of previous meeting*

- b) **Blaby District Council (BDC)**

Notification to changes in senior management structure*

- c) **Leicestershire County Council (LCC)**

Notes from Library meeting of 20th January*

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

- a) Invitation to AGM of Leics. Footpath Assn on Saturday 27th February at 10.15am* and Annual Report for 2015

- b) Wicksteed Leisure – New Year Offers Leaflet

- c) DeJager Wholesale Bulb Catalogue Spring 2016
