

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 15th May 2018 at 7.30pm

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

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

1. **Appointment of Chairman for the ensuing year**
2. **Appointment of Vice Chairman for the ensuing year**
3. **Apologies for absence**
4. **Chairman's Time**
5. **Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations**
6. **Public Forum**
 - a) Matters referred from the Members' Surgery for information or referral to next agenda
7. **Minutes of the previous meeting**
 - a) To approve the minutes of the meeting of the Council held on 17th April 2018*
8. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda**
9. **Policy & Finance**
 - a) **Finance and Administration**
 - i) Financial Position at 30th April 2018*
 - ii) Internal Audit Report*
 - iii) External Audit for Financial Year ended 31st March 2018: The Parish Council's External Auditor is PK Littlejohn LLP. All members are required to make known to the Clerk any conflict of interest they are aware of that may compromise the independence of this company
 - iv) To approve The Annual Governance Statement (which is the specific responsibility of Members to complete and the Chairman to sign). A copy for members' consideration is enclosed*
 - v) To approve and sign the Council's Accounts for the 2017/18 Financial Year*
 - vi) To receive and approve the Council's 2017/18 Annual Report*
 - b) **Working Group Appointments**
 - i) Report by Cllr Mrs Clark*
 - c) **Sub Group – Recreation Ground**
 - i) Update on repairs to Narborough Foxes Football Club portacabin by Cllr K Richardson
 - ii) To receive the minutes of a meeting of the Narborough & Littlethorpe Leisure Gardeners' Association on 3rd April 2018 (on file)
 - d) **Sub Group – Special Projects – Parish Centre Redevelopment**
 - i) Update from Lead Member of Working Group
10. **Planning & Environment**
 - a) **Planning Application consultations responded to since the previous meeting:**

Application number, Description, Location	Observations made to Planning Authority
18/0459/HH First floor side extension and conservatory to rear (Revised Scheme), 80 Forest Road, Narborough	No objection
18/0411/ADV Display of 3 illuminated fascia signs with trough lighting, 2 Coventry Road, Narborough	Objection*

18/0369/HH Two storey side, single-storey rear and single storey front extensions, 2 Wakeley Close, Narborough	Objection - considered overdevelopment of the site
18/0365/FUL Change of use from dwelling house to ground floor shop with flat above, 3 Cosby Road, Littlethorpe	No objection
18/0332/FUL Retention of free-standing timber building to rear and erection of single storey outhouse extension, 31 Leicester Road, Narborough	No objection
Street Trading Consent Renewal, Yorke Catering	No objection

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

Application number, Description, Location	Decision Details
18/0234/FUL Replacement of portable building, Narborough & Littlethorpe Allotment Site, off Leicester Road	Approval
17/1593/HH Two storey side extension and single storey rear extension and proposed dropped kerb and footway crossing, 2 Williams Close, Cosby	Approval
18/0365/FUL Change of use from dwelling house to ground floor shop with flat above, 3 Cosby Road, Littlethorpe	Approval
18/0369/HH Two storey side, single-storey rear and single storey front extensions, 2 Wakeley Close, Narborough	Approval

11. **Parks & Play Areas**

- a) Request for permission to use Narborough Park on 23rd August by Blaby District Council to promote responsible pet ownership

12. **Open Spaces**

- a) Byelaws update

13. **Clerk's Report* update including the following matters**

- i) Request to authorise expenditure for grounds staff uniforms
- ii) Request to authorise expenditure for staff training
- iii) Request to amend office hours
- iv) GDPR
- v) Confirmation of outcome of parishioner request to plant tree in cemetery

14. **Correspondence Received**

- a) **Leicestershire & Rutland Association of Local Councils**
Agenda for Blaby Branch meeting on 30th May and minutes from meeting on 7th March – emailed to members
- b) **Blaby District Council**
Countywide Fly Tipping Campaign May/June – emailed to members

15. **Additional Information Received**

- a) Clerks and Councils Direct – May 2018
- b) The Beat – Police Update May 2018
- c) Crime data for February/March 2018

