

AGENDA

For the Annual Meeting of Narborough Parish Council

On Tuesday 21st May 2019 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**
Matters referred from the Members' Surgery for information or referral to next agenda
7. **Minutes of the previous meeting**
To approve the minutes of the meeting of the Council held on 16th April 2019*
8. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda**
9. **General Power of Competence**
To resolve that the Council meets the necessary specified conditions (namely that it fulfils the electoral mandate and that the Clerk has a relevant qualification) to continue to exercise the General Power of Competence for the ensuing 4-year term
10. **Co-option to fill Parish Councillor Vacancies**
Expression of interest from N Hill*
11. **Policy & Finance**
 - a) **Finance and Administration**
 - i) Financial Position at 30th April 2019*
 - ii) Internal Audit Report*
 - iii) External Audit for Financial Year ended 31st March 2019: 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 2018/19 Financial Year*
 - vi) To receive and approve the Chairman's 2018/19 Annual Report*
 - vii) Report from Policy & Finance Meeting held on 13th May 2019*
 - viii) Approval to move £95,000 from General Fund to Parish Centre Reserve as per agreed Budget 2019/20
 - b) **Working Group Appointments***
 - c) **Sub Group – Parish Centre Redevelopment**
Update from Lead Member on latest position
12. **Planning & Environment**
 - a) **Planning Application consultations responded to since the previous meeting:**

Application number, Description, Location	Observations made to Planning Authority
19/0336/FUL Installation of a car park management system to include an ANPR camera and external cabinet	No objection in principle but given its location in the Conservation Area and the size of the car park, we consider 6 signs may be excessive. The pole mounted camera is also very intrusive on the view and, if it could be wall mounted nearby, this would make it less so.
19/0334/ADV Erection of 9 signs, of various design, associated with the proposed car park management system	
19/0335/LBC Erection of an ANPR camera, external cabinet and parking signage	
Narborough Arms, 6 Coventry Road, Narborough	

Application number, Description, Location	Observations made to Planning Authority
18/0465/FUL Demolition of existing accident repair centre and erection of 1 no. two storey building and 8 no. single storey bungalows to create a residential development for 10 no. one bedroom dwellings, including associated vehicle and cycle parking and landscaping. Amendments to site plan, floor plans and elevations resulting in the re-design of the previous scheme 24 Coventry Road, Narborough	No objection
19/0240/HH Amendment to previous application – extension reduced to single storey 7 Meadow Court, Narborough	No objection
19/0368/HH Single storey side extension 1 Langham Drive, Narborough	No objection
19/0387/OUT Outline application for the erection of a commercial building providing office accommodation (class B1) and storage/warehouse (class B8) (All matters reserved) Land adjoining Bungalow Farm, 53A Cosby Road, Littlethorpe	No objection in principle provided it is not used as a precedent for similar development along the road corridor
19/0398/FUL Single storey side extension to existing commercial building Regent Engineers Ltd, Regent Street, Narborough	No objection on condition that the provision of parking spaces is seen as adequate for the increased numbers of employees and won't lead to off street parking in the vicinity
19/0428/FUL Erection of retail pod Asda Stores Ltd, Narborough Road South, Braunstone Town	No objection

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

Application number, Description, Location	Decision Details
19/0368/HH Single storey side extension 1 Langham Drive, Narborough	Approval
19/0240/HH Single storey rear extension 7 Meadow Court, Narborough	Approval
19/0265/HH First floor side extension 6 Hazel Close, Littlethorpe	Approval

13. **Community**

Update on Village Show, Saturday 7th September 2019

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

- a) Facebook page
- b) Defibrillator at Parish Centre
- c) Remembrance poppies
- d) Bench on Leicester Road, Narborough

15. **Correspondence Received**

Leicestershire & Rutland Association of Local Councils

Request to appoint Councillor as delegate to LRALC's Annual General Meeting on Saturday 15th June 2019*

16. **Additional Information Received**

The Beat – Police Update May 2019

*It is proposed under the **Public Bodies (Admissions to Meetings) Act 1960** that in view of the confidential nature of the business about to be transacted the press and public be excluded and therefore they are instructed to withdraw*

17. **Confidential Session – Staffing Matters**

To discuss Item 1 of Policy & Finance Working Group Report regarding Staffing matters