

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 19th July at 7.30pm

At The Parish Centre, Desford Road, Narborough, LE19 2EL

(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 June 2016*
6. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda**
7. **Policy & Finance** (*Finance, Council Policies, Freedom of Information, Code of Conduct, Grants, Emergency Planning*)
 - a) **Finance and Administration**
 - i) Financial Position as at 30th June 2016*
 - ii) Report advising Lead Member responsibilities to ensure working groups operate efficiently*
 - b) **Policy & Finance Sub Group**
 - b) **Recreation Ground** (*Narborough & Littlethorpe Cricket Club, Narborough Foxes Football Club, Narborough & Littlethorpe Leisure Gardeners' Association, Leicestershire Wildlife Trust – Narborough Bog*)
 - i) To receive the papers of the AGM of Narborough & Littlethorpe Sports Association which took place on 4th July 2016:
 - Minutes of the meeting and election of officers*
 - Accounts for the period 1st June 2015 to 31st May 2016*
 - Chairman's Annual Report*
 - ii) To request permission to hold a President's Day at the Cricket Ground on Sunday 7th August and issue invitation to all Members of the Council and staff to the event
 - iii) To report STW has replaced the main stop tap to the site. Works to install an inspection chamber, sub-meter and stop tap at the entrance to the Allotment Gardens will re-commence week commencing 25th July. (Has been subject to availability of parts, equipment and staff holidays)
Individual supplies to other areas are being mapped and any additional works will be advised as soon as practicable.
7. **Policy & Finance Sub Group**
 - c) **Special Projects – Parish Centre Redevelopment**
 - i) A meeting with the Council's architects and members of the sub-group took place on 5th July following the approval of the planning application for the demolition and rebuild of the Parish Centre. Various items were discussed and a subsequent meeting has been arranged for the whole PCR Working Group on 14th July. Cllr Mrs Clark will table a report at the meeting, including recommendations to maintain a small sub group to be given delegated powers to make decisions outside of Parish Council meetings in order to expedite the project.
The Clerk was directed to confirm purchase of the land adjacent to the building from Blaby District Council and to instigate arrangements to re-locate the office to Blaby District Council building during October 2016 with rental period commencing 1st October

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: 16/0765/HH Description: Retention of car port Location: 39 Chaucer Street, Narborough	No objections
Application Number: 16/0748/HH Description: Single storey front and rear extensions and two storey side extension Location: 28 Oak Road, Littlethorpe	No objections
Application Number: 16/073/HH Description: Single storey front extension and first floor extension over existing garage Location: 11 Hampstead Close, Narborough	No objections
Leicestershire County Council Application 2016/VOC/0175/LCC Suez Resource And Recovery Uk Ltd – Change Of Use From Residential Use To Office Use - To Extend The Life Of The Use Of Narborough Lodge As Offices For Continued Operation And Management Of The Adjacent Closed Landfill Site Until 30 June 2026 - S I T A Landfill & Quarries, Narborough Lodge, Huncote Road, Croft, Leicester, Leicestershire, LE9 5RQ	No comments or objections

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

Application number, Description, Location	Decision Details
16/0730/HH Single storey front extension and first floor extension over existing garage, 11 Hampstead Close, Narborough	APPROVAL
16/0613/HH Demolition of existing garage and erection of single storey front, side and rear extensions, 45 Sycamore Way, Littlethorpe	APPROVAL
16/0626/HH Creation of dropped kerb, 3 Huncote Road, Narborough	APPROVAL

8 c) **Other Planning Matters:**

- i) Naming of new road at site rear of 66 Huncote Road, Narborough – Charlton Close
- ii) Advance notice of a Temporary Traffic Regulation Order (TTRO) at Narborough Railway Level Crossing to facilitate level crossing maintenance works overnight on 29th September and 3rd October. A press release will be released approximately 2 weeks prior to the works taking place to confirm details and indicate exact timings
- iii) Advance notice of a TTRO for Cutters Close, Narborough to facilitate carriageway patching works. Road to be closed Sunday 18th September for one day. A press release will be issued approximately 2 weeks prior to the works taking place to confirm details

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

- i) On receipt of Annual Play Area Inspection reports Members and staff carried out a “walkabout” to schedule repairs. In general all equipment is in good repair, groundworks are required to a number of areas to build up surfaces against trip hazards. These and three sections of wet pour will be repaired during the course of regular ongoing maintenance. Other items referred back to the working group for consideration and recommendations to Council.
- ii) A request was received from Leicestershire County Council to examine the trees overhanging the footpath from Narborough Park, it is recommended that the Tree Warden is consulted for his opinion

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

- i) Ongoing monitoring of persons using Thorpe Meadow for horse riding is taking place. A letter received from a resident raising concern on this issue was passed to the OS Working Group for consideration. The PMOs have also reported deep divots in the pathways and a large amount of horse manure being left on the site causing difficulty for mowing.

11. **Community Engagement**
- a) **CEWG - Village Show**
Schedules for the Village Show, to take place on 3rd September, have now been printed and are in the process of being distributed to local outlets
11. **Community Engagement**
- b) **CEWG – Parish Improvements**
Report of PIWG meeting of 12th July (verbal/to be tabled)
12. **Parish Office Reports** (*Property maintenance, Vehicles & Machinery, Health & Safety, Neighbourhood Policing, Events, Local Information*)
- a) Report from the Chairman on his attendance at the Annual Parishes Liaison Event at County Hall on 11th July and workshops for:
- From A-Roads to Zebras - consultation on future maintenance of Leicestershire’s roads, pavements and verges
 - Community Resilience and Emergency Planning at Local Level
- (Time permitted attendance at two of the three workshops arranged therefore Health & Well-being of Local Communities was not attended by the Chairman)
- b) Report from Cllr Mrs Thomas on her attendance at the Youth Council Hate Crime Event on 5th July*
- c) Following a report from a member of the public concerning further damage to the basket swing at Hardwicke Play Area it has been removed for safety. A system of chains has been ordered to replace the current hanging method of rope covered cable in an effort to alleviate vandalism to the swing.
- d) Replacement windows are due to be installed at Littlethorpe Village Hall on Thursday 14th July
- e) Further to the letter sent to County Highways in support of a resident’s concerns with the width of the footpath at the new development on Cosby Road, Littlethorpe several communications have taken place between the Clerk and the officers involved. The resident has been advised that the developer has fulfilled their obligations with regards to the footpath and does not propose to make any alterations. With the continued cuts to Central Government funding the County’s current policy is to “maintain the condition of the highway network and consider essential safety improvements only, with these being limited to areas with a proven casualty history higher than national average or higher than would otherwise be expected”. Since this proposal does not fit with these spending restraints it would only be considered if funding were to be forthcoming from another body, in which case the County Council would be pleased to facilitate design and implementation of the improvements. Costs would be expected to be in the region of £8000 dependent on services under the grassed areas and street furniture including lamp posts.
13. **Correspondence Received** (*Letters, emails, flyers and information from other bodies*)
- a) **Blaby District Council (BDC)**
The Annual Parish Seminar will take place on Tuesday 27th September from 6pm at Blaby District Council
- b) **Leicestershire County Council (LCC)**
- i) Parish Clerks’ Highways News (copy emailed to all Members 4th July)
 - ii) Stepping Stones Connecting People and Wildlife Grants 2016*
14. **Additional Information Received** (*Magazines, Newsletters, Brochures and Periodicals*)
- a) Vista – thank you letter for collection tin donation of £28.31
 - b) LCR Summer 2016
 - c) Clerks and Councils Direct July 2016