

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 15th August 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
 - b) Correspondence received:
 - i) Letter of thanks from Narborough and Littlethorpe Community Library and response*
 - ii) Timetable for Littlethorpe Shopper*
5. **Minutes of the previous meeting**

To approve the minutes of the meeting of the Council held on 18th July 2017*
6. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda** (*for information only*)
7. **Co-option to fill a vacancy in The Pastures Ward**

Expression of interest received from Mr C Hudson*
8. **Policy & Finance** (*Finance, Council Policies, Freedom of Information, Code of Conduct, Grants, Emergency Planning*)
 - a) **Finance and Administration**
 - i) Financial Position as at 31st July 2017*
 - ii) Legal Briefing concerning reform of Data Protection Regulations to be imposed on 25th May 2018 as copied to Members on LRALC Round Robin of 21st July. This will have implications for this Parish Council including costs to implement the legislation, training and staff time to carry out the duties involved. There is a training session at LRALC on 28th September and consideration should be given to attendance by one or more senior Members alongside office staff to enable obligations for budgeting and compliance to be fully understood.*
8. **Policy & Finance**
 - b) **Sub Group – Staffing**

Recommendations of Policy and Finance Working Group meeting of 9th August to Confidential Session (Information concerning staffing matter issued via Cllr Mrs Clark)
8. **Policy & Finance**
 - c) **Sub Group – Recreation Ground** (*Narborough & Littlethorpe Cricket Club, Narborough Foxes Football Club, Narborough & Littlethorpe Leisure Gardeners' Association, Leicestershire Wildlife Trust – Narborough Bog*)
 - i) Minutes of the meetings of NLLGA Committee on 6th June and 4th July (on file)

Matters arising include:

 - Continued parking on the access road to the Allotment Gardens (Full information on registration no. of vehicle/s involved with times and dates has been requested)
 - Current waiting list is 3
 - Various on-site small repairs have been undertaken by NLLGA personnel
 - Problems with rabbits still getting onto site
 - Water usage being checked and contribution rate to be recommended by next P&F WG meeting where charges are discussed
 - ii) Notification of winners of Best Kept Allotment Competition which took place on 8th July and was judged by a member of the Horticultural Guild and the George Winterton Cup which is presented to the best newcomer by the NLLGA Committee. Congratulations to all winners and commended plot holders*

- iii) Email from Andy Law re N&L Cricket Club Agreement*
- iv) Agreement with Narborough Foxes Football Club ready for signing
- v) Reports from N&L Sports Association AGM on 24th July 2017 Minutes*, Accounts for 2016/17* and Chairman's Report*

8. **Policy & Finance**

d) **Sub Group – Special Projects – Parish Centre Redevelopment**

Lead Member update on progress to date. Next contractor meeting due to take place on 16th August

9. **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: 17/0822/HH Description: Single storey rear extension Location: 7 Hampstead Close, Narborough	No objections
Application Number: 17/0824/FUL Description: Substitution of house type to Plot 1 (PPA 12/0863/1/PX) Location: Land rear of 66 Huncote Road, Narborough	No objections
Application Number: 17/0829/HH Description: Extension to existing dormer Location: 7 Kingsley Close, Narborough	No objections
Application Number: 17/0860/HH Description: Two storey side extension and single storey rear extension (to include demolition of existing garage) Location: 12 Kingsbridge Close, Narborough	No objections
Application Number: 17/0877/HH Description: Single storey side extension Location: 3 Cedar Crescent, Narborough	No objections
Application Number: 17/0904/HH Description: Single storey side and rear extensions with demolition of existing garages Location: 80 Sycamore Way, Littlethorpe	No objections
Application Number: 17/0902/HH Description: Single storey rear extension Location: 3 McDowell Way, Narborough	No objections
Application No: 17/0921/HH Description: Single storey extension to side / rear Location: 9 Hardwicke Road, Narborough	No objections

9. **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
17/0753/HH Single storey front and rear extensions, 2 Cornfield Close, Littlethorpe	APPROVAL
17/0678/FUL Groundworks in relation to boundary wall and erection of timber fence to rear of site, Parish Centre Desford Road, Narborough	APPROVAL
17/0822/HH Single storey rear extension 7 Hampstead Close, Narborough	APPROVAL
17/0829/HH Extensions to existing dormer 7 Kingsley Close, Narborough	APPROVAL
17/0877/HH Single \storey side extension 3 Cedar crescent, Narborough	APPROVAL

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

c) **Other Planning Matters:**

- i) LCC Advance Notice of a Temporary Traffic Regulation Order for Station Road, Narborough to facilitate annual level crossing test. Not exceeding 5 day period commencing 2nd October 2017 and anticipated to take 1 night. A press release will be issued approximately 2 weeks prior to works to confirm details.
- ii) Application for Street Trading Consent for Eric's Ice Cream Van
No objections were raised in principle however there were some concerns raised during the consultation process which were responded to by the Licencing Authority.

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

Cllr Mrs Harrison has advised that she is now in a position to return to membership of this group and is willing to undertake the position of Lead Member

11. **Open Spaces** (*Six Acre Field, Thorpe Meadow, Recreation ground – Public Use*)
To advise that the impact assessment consultation on proposed updated Byelaws has been added to the Parish website and individual letters emailed to contacts as specified. The consultation end date is 25th August and Cllr Chapman will collate and prepare for the next step in the process notifying Council according to the timetable given at the last meeting
12. **Cemetery & Churchyard** (*Cemetery, Cemetery Enhancement, All Saint’s Parish Church - Closed Churchyard*)
Congratulations received from Mr Ken Grain (President of Croft and District Royal British Legion) on the installation of the WW1 and WW2 memorial benches in Narborough Cemetery
13. **Community Engagement**
 - a) **CEWG - Village Show**
Schedules for the Village Show to take place on 2nd September in All Saints Church Rooms, School Lane are now available in local outlets and can be downloaded from the Parish website*
 - b) **CEWG – Parish Improvements**
To report completion of adoption of red telephone kiosk in The Square, Littlethorpe and consideration for the future use of the box
 - c) **CEWG – Youth Initiatives**
Verbal report from the Chairman on the Free Fun Day held on Narborough Park, 11th August
14. **Correspondence Received** (*Letters, emails, flyers and information from other bodies*)
 - a) **Leicestershire & Rutland Association of Local Councils (LRALC)**
 - i) Invitation to Blaby Branch meeting at Thorpe Astley on 6th Sept and minutes of meeting of 31st May*
 - b) **Blaby District Council (BDC)**
 - i) Notification of Car Parking Charges – changes to be implemented from 4th September 2017*
 - ii) To remind Members that they are invited to the Local Council Seminar on Wednesday 27th September at Blaby District Council and must reply individually to book their choice of workshops (per email sent direct from BDC on 1st August)

*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*

15. **Confidential Items** (*Mainly specific staffing matters or commercially sensitive issues*)
Recommendations of Policy and Finance Working Group meeting of 9th August (Information via Cllr Mrs Clark)