

AGENDA

For the meeting of Narborough Parish Council

On Tuesday 21st November 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 from Fr Alan thanking Council for donation to PCC for use of Church Rooms for Village Show
5. **Minutes of the previous meeting**

To approve the minutes of the meeting of the Council held on 17th October 2017*
6. **Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda** *(for information only)*
7. **Policy & Finance** *(Finance, Council Policies, Freedom of Information, Code of Conduct, Grants, Emergency Planning)*
 - a) **Finance and Administration**
 - i) Financial Position as at 31st October 2017*
 - ii) Report of P & F Meeting of 24th October and recommendations*
 - iii) The Aisle – Application for grant assistance*
 - b) **Sub Group - Staffing**

Position re office vacancy interviews held on 25th October
Lead Member to report on recommendations made by both the Staffing Working Group and P&F WG who met on 1st November Refer to confidential session at end of meeting
7. **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) To report signing of Agreement with Narborough Foxes Football Club
 - ii) To consider how to proceed with N&L Cricket Club's use of Leicester Road Ground
Proposal 1 addresses the remaining concern of NLCC and Proposal 2 deals with future expenditure at the Recreation Ground*
 - iii) To consider action on two Oak trees on Allotment Site
7. **Policy & Finance**
 - d) **Sub Group – Special Projects – Parish Centre Redevelopment**

Report of Lead Member* including:

Contract signed 14th November 2017 implications for up to 10 months of delay mainly due to diversion of services to other properties and roof guarantee, leading to likely budget deficit
Progress to date – piling on footprint of original building completed and 70% ground beams installed and concreted. Foundation issue with retaining wall to neighbouring house – solution being sought
Diversions – Western Power and Cadent Gas working with TMDP, Haywards Architects and Blaby District Council to re-route services to neighbouring properties

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: 17/209/HH Description: Detached double garage to front Location: Tall Trees, Coventry Road, Narborough	No objections
Application Number: 17/1222/FUL Description: Retention of Parcel Locker Location: 110 Forest Road, Narborough	No objections
Application Number: 17/1227/HH Description: Two storey side and rear extension, single storey rear extension and front porch extension Location: 3 Hardwicke Road, Narborough	Objection for the following reason: The neighbouring property, No.1 sits on a sloping site lower than the applicant's property. The application is for a major 2 storey extension increase which will have a very dominant impact on No.1. We consider the application is over development adversely affecting the immediate neighbourhood
Application Number: 17/1154/HH Description: Extensions and alterations (including demolition of existing detached garage) Location: South View Cottage, 20A Coventry Road, Narborough	No objections
Application Number: 17/1314/HH Description: Two storey side extension Location: 4 Camelot Way, Narborough	No objections
Application Number: 17/1332/HH Description: Single storey side extension to include conversion of existing garage into habitable accommodation Location: 59 The Pastures, Narborough	No objections
Application Number: 17/1366/FUL Description: Formation of new access onto Coventry Road Location: Unit 1 Melas House, Coventry Road, Narborough	No objections
Application Number: 17/1227/HH Description: Amended Plan showing reduction in depth of side extension at front and removal of first floor north side window Location: 3 Hardwicke Road, Narborough	No additional observations
Application Number: 17/1359/FUL Description: Single storey rear extension, front and rear alterations and change of use from Use Class B8 (storage and distribution) to B2 (General Industrial) Location: Unit 2B Cutters Close, Narborough	No objections
Application Number: 17/1368/HH Description: Single storey side extension (to include demolition of existing garage) Location: 77 Sycamore Way, Littlethorpe	No objections
Application Number: 17/1395/HH Description: Erection of a single storey rear extension Location: 49 Alyssum Way, Narborough	No objections

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

Application number, Description, Location	Decision Details
17/1149/FUL Replacement 2.4m high perimeter fencing to southern boundary, Warehouse Station Road, Narborough	APPROVAL
17/0759/TPO Pruning by 2-3m 1 Walnut tree, Charnwood Manor, 48 Leicester Road, Narborough	APPROVAL
17/0759/TPO Felling of 2 Norway Maple trees, Charnwood Manor, 48 Leicester Road, Narborough	REFUSAL
17/1209/HH Detached double garage to front, Tall Trees, Coventry Road, Narborough	APPROVAL
17/1222/FUL Retention of Parcel Locker, 110 Forest Road, Narborough	REFUSAL
17/1332/HH Single storey side extension to include conversion of existing garage into habitable accommodation, 59 The Pastures, Narborough	APPROVAL

8. **Planning & Environment** (*Planning Applications, Strategic District / County Planning Consultations*)
- c) **Other Planning Matters:**
- i) LCC Leicestershire Minerals and Waste Local Plan: Consultation on Proposed Changes
<http://www.leicestershire.gov.uk/environment-and-planning/planning/minerals-and-waste-local-plan/pre-submission-consultation>
 - ii) LCC Disbanding of Highways Forums Letter to Members*
9. **Open Spaces** (*Six Acre Field, Thorpe Meadow, Recreation ground – Public Use*)
Information on Byelaws changes sent to DCLG on 24th October and 8th November for progression to next stage
10. **Cemetery & Churchyard** (*Cemetery, Cemetery Enhancement, All Saint's Parish Church - Closed Churchyard*)
First quote received for works to flags and cobbles in the Churchyard as raised in the Quinquennial report. Further investigation will need to be undertaken by Working Group to progress
11. **Community Engagement**
- b) **CEWG – Parish Improvements**
 - i) Report of Working Group meeting of 7th November*
 - ii) To consider removal of Christmas lights in Station Road, Littlethorpe
12. **Parish Office Report** (*Property maintenance, Vehicles & Machinery, Health & Safety, Neighbourhood Policing, Events, Local Information*)
- i) Chairman of LCA to report on options for dealing with the concrete sectional garage at LVH
 - ii) PMOs request permission to install watering system at LVH during the winter for using next spring at a cost of £100 plus VAT
13. **Correspondence Received** (*Letters, emails, flyers and information from other bodies*)
- a) **Leicestershire & Rutland Association of Local Councils (LRALC)**
 - i) Letter to all Members concerning key developments of LRALC over the coming months*
 - ii) Invitation to Blaby Branch Meeting and minutes of meeting of 6th September*
 - b) **Blaby District Council (BDC)**
 - i) Report of Cllr Matthews on his attendance at the Blaby Youth Council's Hate Awareness event*
14. **Additional Information Received** (*Magazines, Newsletters, Brochures and Periodicals*)
- a) Clerks and Councils Direct November 2017
 - b) Leicestershire & Rutland Wildlife Trust Annual Report 2016 – 2017

*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*)
To discuss recommendations of Staffing and P&F Working Groups concerning recruitment of Senior Admin Assistant/Deputy Clerk