

**Minutes of the meeting of Narborough Parish Council held on 20<sup>th</sup> February 2018  
At Littlethorpe Village Hall, Biddle Road, Littlethorpe**

Those present:

Chairman: K M Richardson

Vice-Chairman: Mrs A Clark

Councillors: M Ballard, N Bates, R Chapman, O Curran, Mrs J Forey, Mrs P Harrison, Mrs S Gamble, C Hudson  
F G H Jackson, T Matthews, T Richardson, D Ross, Mrs P Thomas, S Woodcock

Officers: Mrs J Whitehouse, Clerk to the Council Mrs J Swan, Deputy Clerk

**17347 Apologies for absence**

Apologies for non-attendance were accepted from Cllrs: A West and Mrs E Hersey, who were both on holiday

**17348 Chairman's Time**

- Councillors were updated on the sickness absence of a staff member
- The Annual Community Evening had been a success and the raffle, supporting Leicestershire & Rutland Wildlife Trust, had raised £90.

**17349 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations**

- a) Cllr Bates declared a non-pecuniary interest at minute reference 17353 iv), as Chairman of Littlethorpe Community Association
- b) Cllr T Richardson declared a non-pecuniary interest at minute reference 17354 c)ii) Strategic Growth Plan, as Leader of Blaby District Council

**17350 Public Forum**

- a) Matters referred from the Members' Surgery for information or referral to next agenda:  
A resident living in close proximity to the parish centre redevelopment site raised concerns about not being kept well enough informed on progress and also on planning matters, Cllr Ross agreed to liaise with her in future. In addition, problems exiting right onto Desford Road from Weaver's Court due to blind spot with fencing were noted and Contractor to be notified
- b) Cllr Bates remarked that he had attended a meeting with representatives from Friends of Narborough Station and Leicestershire County Council, regarding parking on the streets of Narborough. An informal consultation had occurred on certain roads and County Council to report back over the next 6-8 weeks with details of their proposals
- c) A Narborough resident had raised concerns over lack of communication from the planning authority with regard to development of neighbouring properties, or those in close proximity, and Cllr Chapman remarked the Parish Council may be able to do more in providing useful planning information for residents via its website

**17351 Minutes of the previous meeting**

It was resolved that the minutes of the meeting of the Council held on 16<sup>th</sup> January 2018, previously circulated, be taken as a true record, confirmed and signed

**17352 Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda**

Minute 17344 – Concrete sectional garage at Littlethorpe Village Hall – Cllr Jackson reported that original paperwork had confirmed the Parish Council's ownership of the wooden shed and that the concrete garage did belong to Littlethorpe Community Association (LCA). He advised the LCA to check with the planning authority as to whether permission was required to demolish and replace the existing structures

**17353 Policy & Finance**

**a) Finance and Administration**

- i) Financial Position as at 31<sup>st</sup> January 2018  
It was resolved that the monthly Finance Report (copied to all members and filed with these minutes) which incorporates the Paid Expenditure Transactions Report be received and approved
- ii) Noted that Interim Internal Audit successfully completed
- iii) A grant application from the Turner Education Foundation to support young people in South Leicestershire was considered and it was resolved that no grant would be awarded
- iv) A grant application from Littlethorpe Community Association towards costs of replacing the existing

concrete garage was considered and it was resolved to award £100

### 17353 Policy & Finance

#### b) Sub Group – Recreation Ground

- i) Repairs to Narborough Foxes Football Club’s porta cabin – delays in receiving quotations for metal plate welding to exterior raised at NLSA meeting and they are expected shortly. Cllr K Richardson to follow up
- ii) Narborough & Littlethorpe Cricket Club Lease – to be reissued following typographical correction
- iii) Water Charges at Recreation Ground – the allocation of water charges was discussed and it was agreed that the Clerk would confirm to the sports clubs that it was the Council’s intention to calculate each club’s percentage of the bill based on their metered usage. Following the installation of a further meter, it was now possible to take accurate readings for each of the users at the Recreation Ground. It was confirmed that any shortfall as a result of the cap on the NLLGA contribution would not result in higher charges to the clubs.

### 17353 Policy & Finance

#### c) Sub Group – Special Projects – Parish Centre Redevelopment

A report from the Lead Member, including the following key points, was circulated to members, published on the website and a copy is filed with these minutes

- Slow progress with diversion of utilities, although agreement now given by planning authority to remove the trees and contractor instructed to carry out the work
- Piling, ground beams and drainage completed within footprint of old building
- Completion date now likely to be early 2019, dependent on when service diversions are completed
- There would be an increase in costs but these would be closely managed with the Quantity Surveyor now being fully on board and providing advice on the contract

### 17354 Planning & Environment

#### a) Planning Application consultations responded to since the previous meeting:

It was resolved that the responses to consultations on planning applications, made by the Planning & Environment Working Group and the Council since the previous meeting, as follows, be approved

Application number, Description, Location	Observations made to Planning Authority
<b>Application Number:</b> 17/1660/LBC <b>Description:</b> Extensions and alterations <b>Location:</b> 16 Leicester Road, Narborough	No objections
<b>Application Number:</b> 17/1686/HH <b>Description:</b> Single storey and first floor rear/side extensions and roof alterations to side access (revised scheme to 17/0148/HH) <b>Location:</b> 16 Tennyson Street, Narborough	No objections
<b>Application Number:</b> 17/1748/HH <b>Description:</b> Two storey and first floor rear/side extension, first floor front extension, replacement dormer windows to front and rear and external alterations <b>Location:</b> Elm Copse, Homer Drive, Narborough	No objections
<b>Application Number:</b> 17/1653/HH <b>Description:</b> Two storey side and single storey rear extensions <b>Location:</b> 4 Kingsley Close, Narborough	Objection – size and scale of the proposed development considered too large and intrusive to the neighbouring property, especially the second floor of the side extension proposed. Whilst there are no windows that directly overlook the neighbours, they would lose much of their natural light to windows on that side of their property
<b>Application Number:</b> 17/1711/HH <b>Description:</b> Two storey side extension, pitched roofs to existing flat roofs, loft conversion with hip to gable roof extensions including roof lights to front elevation, dormer windows to rear elevations and windows to side elevation <b>Location:</b> 69 Leicester Road, Narborough	Objection – on grounds that it would be an over development of the footprint of the site and would be out of keeping with the conservation area

### 17354 Planning & Environment (Planning Applications, Strategic District / County Planning Consultations)

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

Application number, Description, Location	Decision Details
18/0010/TC Felling of two Trees, Parish Centre, Desford Road, Narborough	APPROVAL
18/0025/TC Pollarding of Lime Trees, All Saints Church, Church Lane, Narborough	APPROVAL
17/1367/FUL Single storey dwelling at rear including alterations to front boundary wall and reconfiguration of access from Desford Road, Ivy House, 2 Desford Road, Narborough	REFUSAL
17/1471/TPO, Clear back trees to boundary line and height clearance, re-coppice alder trees around lake, cut back and crown raise branches from woodland, Computer Building, Carlton Park, Narborough	APPROVAL
17/1372/TPO, Proposed trimming/pruning of Beech tree, 18 Maple Tree Walk, Littlethorpe	APPROVAL
17/1644/HH, Single storey front extension, 20 Ashlands Way, Narborough	REFUSAL

17/1622/HH, Two storey side extension, 65 Woodhouse Road, Narborough	APPROVAL
17/1568/TPO, Works to various trees, Computer Building, Carlton Park, Narborough	APPROVAL

### 17354 Planning & Environment

#### c) Other Planning Matters:

- i) Advance Notice of a Temporary Traffic Regulation Order incorporating a temporary road closure at King Edward Avenue, Narborough to facilitate safe repair of the M1 Bridge parapet – noted. Subsequently scheduled for 5<sup>th</sup> March 2018.
- ii) A report of Planning & Environment Working Group meeting, held on 12<sup>th</sup> February to consider the Strategic Growth Plan was circulated to members, and the attendance by “Cllr Richardson” was noted as Cllr Kim Richardson. Cllr Chapman reminded members of the presentation to be held at Blaby District Council between 2.00 pm and 9.00 pm on 27<sup>th</sup> February which may assist understanding and any feedback to be agreed at the March Council Meeting. Cllr Chapman also reported that he had attended the CPRE meeting on 20<sup>th</sup> February and fed back on views expressed which were, in the main, in opposition to the plan on grounds of its impact on communities on the path of the proposed road scheme and lack of supporting evidence

### 17355 Community Engagement – Youth Initiatives

- a) A report on use of the Reality Youth Bus was circulated to members and it was resolved that the Parish Council would continue to support this youth project for the 2018/19 financial year, when it would again be subject to review

### 17356 Cemetery & Churchyard

- a) A request from a resident to return unused cemetery plots was considered and members agreed they should be available to parishioners rather than remain unused. It was resolved to purchase six plots back into the Council’s ownership, less an administration charge, and to accept the kind donation of a further plot for use at the Council’s discretion
- b) It was noted that pollarding of the limes trees in the Churchyard was scheduled for 1<sup>st</sup> and 2<sup>nd</sup> March 2018

### 17357 Parish Office Report

- a) Members agreed that they would visit the Police website and manipulate the crime data contained therein for Narborough & Littlethorpe and did not require data specific to the Parish to be produced by the office

### 17358 Correspondence Received

- a) Leicestershire & Rutland Association of Local Councils (LRALC)
  - i) 2018 Newsletter No. 1 – emailed to members – noted
  - ii) Invitation to attend Blaby Branch meeting on 7<sup>th</sup> March 2018 at Blaby Civic Centre and minutes of meeting held on 6<sup>th</sup> December 2017 - noted
- b) Blaby District Council – all noted
  - i) News Release: Planning breach costs couple over £4,000 – emailed to members
  - ii) News Release: Dogs – the law on collars and tags – emailed to members
  - iii) Car Park at Leicester Road, Narborough – notification that pay and display charges to commence on 19<sup>th</sup> February 2018
  - iv) Grass Cutting Contract – notification that Blaby District Council’s contract has been terminated from March 2018. Cllr Jackson remarked that it was due to cost and that it was disappointing as it would mean a reduced service for residents
  - v) Blaby District Council’s Annual Report 2017 – emailed to members
- c) Leicestershire Footpath Association
  - i) Annual Report for 2017 and invitation to AGM on 24<sup>th</sup> February 2018 - noted
- d) Leicestershire Fire and Rescue Service
  - i) Budget Consultation 2018/19 – emailed to members - noted

### 17359 Additional Information Received – all noted

- a) Narborough & Littlethorpe Community Library – forthcoming events – emailed to members - noted
- b) Friends of Narborough Station – notes from 3<sup>rd</sup> General Meeting held on 30<sup>th</sup> January 2018 - noted

The meeting closed at 9.09 pm