

**MINUTES OF THE MEETING OF NARBOROUGH PARISH COUNCIL HELD ON 15<sup>TH</sup> NOVEMBER 2016  
AT LITTLETHORPE VILLAGE HALL, BIDDLE ROAD, LITTLETHORPE LE19 2HE**

Those present:

Chairman: K M Richardson

Vice-Chairman: Mrs A Clark

Councillors: Mrs M Allen, M Ballard, N Bates, R Chapman, O Curran, Mrs J Forey, Mrs S Gamble  
Mrs P Harrison, Mrs E Hersey, D Ross, Mrs P M Thomas, A West and S J Woodcock  
T Matthews and T Richardson arrived at 19.55 having first attended meetings at BDC

Officers: Mrs T Heggs, Clerk to the Council Mrs J Whitehouse, Deputy Clerk

Also present: 1 member of the public until 19.40pm

**12618 Apologies for absence**

Apologies for non-attendance were accepted from Cllr F G H Jackson, who was unwell.

**12619 Chairman's Time**

The Chairman thanked the office staff for organising the recent social event. He had thoroughly enjoyed the skittles evening on 4<sup>th</sup> November; he also thanked Cllr Woodcock for his letter concerning a donation to LOROS.

The official opening of N&L Community Library took place on 29<sup>th</sup> October. The Chairman had attended and spent a pleasant afternoon. On behalf of the Council he wished the library continued success.

Remembrance Services had taken place in both Narborough & Littlethorpe on Sunday 13<sup>th</sup> November. Both had been well supported and enjoyed good weather. The Chairman remarked on the excellent support from the Police and said he was proud to be part of such an event. Cllr Mrs Clark was also pleased to attend at both venues where she laid poppy wreaths on behalf of the Council.

**12620 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations - none**

**12621 Public Forum**

- a) Matters referred from the Members' Surgery for information or referral to next agenda  
Mrs Watkins (N&L Community Library) thanked the Council for its assistance to date, both financially and for advertising events such as the forthcoming book sale on 19<sup>th</sup> November. She reported that new joiner figures for October 2016 were up by 383% on the previous year, equating to 29 new library members.
- b) Correspondence received:
- i) An email and update from John Harrison concerning Narborough Railway Station were copied to all Members. Cllrs Chapman and Mrs Thomas were interested in being a part of any user group Mr Harrison should decide to put together and, as Members of the Council, would be able to report back to Council as necessary. The Council would offer what support it was able, although did not feel it was appropriate to form a Working Group from within the Council itself. Mr Harrison would be invited to the meeting on 20<sup>th</sup> December to expand on his emails and answer any questions Members may have.
  - ii) An email from a resident concerning potential access difficulties for emergency services at the Recreation Ground, Garden Allotment Site was copied to all Members. It was agreed to replace the padlock at the barrier with a combination lock and advise user groups and the emergency services of the number. The Allotment gate was installed by NLLGA and administered by that committee as part of the rabbit proof fencing system. Although the Council was strongly in favour of installing a key safe at the gate it was considered a matter for NLLGA to decide and the resident was informed of the contact details. All user groups were notified of the decision of the Council.
  - iii) A letter request to plant a memorial shrub in Narborough Cemetery was copied to all Members. It was noted that the resident had previously had informal permission to plant a shrub near the War Memorial which had been incorporated back into Council ownership as it was in the area that was to be redeveloped under the enhancement programme. It was agreed that a replacement shrub could be placed in the border alongside the new cremation area, again on an informal basis as a one-off gesture as the Council no longer offers individual spaces for this purpose.

- iv) Cllrs Mrs Allen and Ballard had attended a Police Cultural evening on 3<sup>rd</sup> November and Cllr Mrs Allen read out a report of the event. Members would be provided with a copy of this very comprehensive report with the next meeting papers.

### 12622 Minutes of the previous meeting

It was resolved that the minutes of the meeting of the Council held on 18<sup>th</sup> October 2016, previously circulated, be taken as a true record, confirmed and signed

### 12623 Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda - none

### 12624 Policy & Finance

#### a) Finance and Administration

- i) Financial Position as at 31<sup>st</sup> October 2016  
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) Potential Council Tax Capping for local councils. Cllr T Richardson said that he had been in touch with Alberto Costa MP and outlined this Council's case for opposing capping of local councils. Our MP would be supportive in the matter. A comprehensive reply to Marcus Jones MP Parliamentary Under Secretary of State, DCLG, had been issued by NALC on behalf of all local councils strongly opposing capping the precept demands for local councils.
- iii) Application for funding 2<sup>nd</sup> Narborough Brownies, copied to all Members. The application was declined as Members did not consider this appropriate use of funds.
- iv) Application for funding Citizens Advice Leicestershire copied to all Members and noted.

### 12624 Policy & Finance

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

Cllr Mrs Clark updated the Council:

- Fortnightly meetings till end of January 2017 had been organised with the next meeting on Wednesday 23<sup>rd</sup> November
- Members of the group had concerns around dates slipping, however, they had been reassured by Haywards that dates for demolition will be met
- Preliminary tenders have been sent out to potential contractors with instructions that demolition and rebuild dates will be a priority requirement in choice of contractor

### 12625 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: 16/1323/HH</b> <b>Description:</b> First floor front and side extension <b>Location:</b> 4 Farm Close, Littlethorpe	NPC wishes to make the following comment: we have no concerns about the proposed design to the house itself but we are uneasy these extensions will dwarf/encroach on the small bungalow next door. At the current time no comments/objections had been recorded by the occupant at no. 5; therefore we will defer to the Officer's professional judgement/decision in this case, ensuring the effect on the neighbouring properties and the wider street scene is fully considered.
<b>Application Number: 16/1054/HH</b> <b>Description:</b> Amendments to remove rear dormer window <b>Location:</b> 19 Desford Road, Narborough	No additional comments

### 12625 Planning & Environment

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

Application number, Description, Location	Decision Details
16/1246/TPO Works to various trees to include crown lifting and pruning Meadow Court open space, Narborough	APPROVAL
16/1232/FUL and 16/1233/LBC Demolition of existing outbuilding wall and rebuild 16 Leicester Road, Narborough	APPROVAL

## **12625 Planning & Environment**

### **c) Other Planning Matters:**

- i) Additional address added to site at 1 Cosby Road, Littlethorpe – 1a Cosby Road, Littlethorpe – noted
- ii) Consultation: Blaby District Local Plan – Delivery DPD (Preferred Options) Reply, copied to all Members and noted. The Leicester Road site had the most positive response in the Plan. After further consideration of all matters raised a new document would be issued and seen by all partners before finalising the plan.

## **12626 Open Spaces**

- i) A Public Space Protection Order request for Thorpe Meadows and Littlethorpe Park was submitted to Blaby District Council and a meeting scheduled for discussion on 16<sup>th</sup> November.
- ii) A report of the working group meeting of 1<sup>st</sup> November 2016 was copied to all Members and is filed with these minutes. The following matters were agreed:
  - to contact The Conservation Volunteers to carry out scrub clearance works at the river around the island in Thorpe Meadow at an estimated cost of £1000 for two days work
  - to ask Mr Biddle to provide two Owl boxes for Thorpe Meadows at a cost of £50 each

It was noted that two members of the public had been co-opted to the Open Spaces Working Group to provide additional expertise to the Council. The Clerk would contact them both to thank them for their valuable assistance and to advise what was expected of them in this capacity.

## **12627 Community Engagement**

### **a) CEWG - Village Show**

It was noted that the accounts had been delayed due to an agreement to sponsor the schedules not being honoured. Cllr Mrs Clark was trying to contact the person concerned before the accounts were produced for the next meeting.

## **12628 Parish Office Report**

### **a) Nominations for Annual Awards**

#### **Millennium Cup for Over 18's**

#### **Nominees are:**

- Maggie Watkins for work in establishing the N & L Community Library
- Chris Biggs for work with vulnerable members of the community and with the Congregational Church
- George Marsh for past work as a Parish Councillor, Tree Warden and with the Journal

Nominations were copied to all Members and it was agreed to defer a decision to the December meeting in the hope that a young person would be nominated for the Jubilee Cup

#### **Jubilee Cup for under 18's - No nominations received**

- b) A new health and safety directive from Blaby District Council concerning the criteria for emptying dog waste bins was copied to all Members. The PMOs would be instructed to make the necessary alterations to top-opening bins as directed to ensure continuation of the contract with BDC.
- c) Police crime data for August and September 2016 Narborough, Enderby & Fosse Park Beat Team was copied to all Members and noted

## **12629 Correspondence Received**

### **a) Leicestershire & Rutland Association of Local Councils (LRALC)**

- i) Newsletter No 5 was sent to all Members by email to enable use of links and noted.
- ii) Blaby Branch Meeting 7<sup>th</sup> December at 7.30pm, invitation and agenda and minutes of a meeting held on 7<sup>th</sup> September were copied to all Members. Cllr Jackson and Cllr Mrs Harrison will attend.

### **b) Blaby District Council (BDC)**

The News Release - Castle Acres Development Approved was copied to all Members and noted

## **12630 Additional Information Received**

- a) Clerks and Councils Direct November 2016 issue - noted
- b) Leicestershire & Rutland Wildlife Trust Annual Report 2015-16 - noted

The meeting closed at 21.03