

**Minutes of the meeting of Narborough Parish Council held on 19th January 2016 at 7.30pm
at The Parish Centre, Desford Road, Narborough**

Those present:

Chairman: T J Richardson

Vice-Chairman: K M Richardson

Councillors: Mrs M Allen, N Bates, R Chapman, Mrs A V Clark, O Curran, Mrs P Harrison,
Mrs E Hersey, T Matthews, Mrs P M Thomas, A West, J M Williamson, S J Woodcock

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

Also present: 6 members of the public

12467 Apologies for absence

Apologies for non-attendance were accepted from Cllrs: M Ballard for health related matters, Mrs J Forey who was at work, F G H Jackson and D Ross also for health related matters

12468 Chairman's Time

The Chairman reported that he had been pleased to represent the Parish Council at the Nine Lessons and Carols service at All Saints Church and to attend the Carol Concert at Blaby District Council. The Chairman also noted thanks from Croft Parish Council for assistance with repairs to benches and the efforts of the Local Police Team concerning parking at Huncote Road, Narborough.

12469 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations – none

12470 Public Forum

- a) Matters referred from the Members' Surgery for information or referral to next agenda
- i) Mrs Watkins wished to thank the Council for listening to her points concerning Narborough Library at the meeting in December and for facilitating a meeting with Cllrs Chapman and K Richardson, Leicestershire County Council and volunteers to ascertain if there was enough public interest to provide a viable proposition for volunteers to retain the library service in Narborough. The meeting had been arranged at the Parish Centre for 20th January. Cllr Chapman was thanked for his efforts in liaising for the forthcoming meeting at which it was hoped a steering group could be formed to enable a volunteer group to run the library in the County building.
 - ii) Mrs Sutton wished to speak on behalf of several residents concerning the proposals for the new Parish Centre. The Chairman advised Mrs Sutton that she would receive a written response to the points she raised after the next meeting of the Parish Assets Working Group on 26th January; this would include a reply to her letter received in the office on 15th January.

The Chairman gave a precis of the project to date which briefly encompassed most of the points raised in Mrs Sutton's dialogue.

- Members of the Council had begun discussing various options for the building in working group meetings around 4 years ago, with some preliminary information being brought to Council in late 2012 and a dedicated working group being set up to make further investigations in January 2013. Agendas for meetings are displayed on the parish noticeboards and the website. Minutes of Council meetings are available on the website or in hard copy from the office. Details have been published in The Journal on a number of occasions, including information for the open day to view potential plans. Meetings of the Council are open to the public and are publicised according to regulations on the week preceding the meeting on all parish noticeboards and the parish website.

- The Council was concerned with finding the best way forward to provide a suitable community facility with office and rooms for letting at the best value for residents.
- Options considered included refurbishment of the existing building, relocation within the village and rebuild in various guises. Potential use of Littlethorpe Village Hall concentrates the facilities in Littlethorpe; a central location in Narborough village is considered more accessible to all residents including the largest number who live on The Pastures side of the B4114.
- Permanent relocation to the Blaby District Council site, if there was space, would involve rental in perpetuity and building of a new hall since BDC has no existing comparable facility for hire to the public; however a possible temporary relocation for the Parish office during building is being investigated.
- All 18 Councillors, with the exception of 1, live in the parish. They all carry out their duties as volunteer members of the Council; striving to provide the best and most cost effective use of public funds raised through the precept element of the Council Tax, to which they also contribute. They all have the best interests of the parish at heart.
- The Council is working towards finalising plans for submission to the planning authority to be agreed at its meeting on 16th February. The architect will make recommendations to meet requirements for privacy glass, sound proofing etc. Once plans are submitted to the planning authority they are subject to the same rules and regulations as any submitted by a private individual. Neighbours will be consulted; all residents have an opportunity to make their views known. Other bodies, such as the County Highways Authority will be involved in determining traffic movements and any potential highway closures using the appropriate expertise and legal processes within their departments.

The Chairman brought forward the item at minute ref. 12474 and Councillor Clark read out the tabled report of the meeting of the Parish Assets Working Group (Sub Group) which had taken place on 15th January. It was noted that the Clerk would be required to submit forms for borrowing approval subject to Council's decision on budget proposals. Also that a meeting was arranged for 26th January to meet with the Architects to enable final plans to be drawn up for approval at February meeting and for submission to the planning authority subject to confirmation of purchase of land adjacent to the existing building.

The working group structure of the Council was explained to those present, including the necessity to bring recommendations to full Council for approval. The Chairman outlined the requirements for obtaining borrowing approval before the Council was able to make arrangements for loans to fund any capital projects. It was noted that there were a number of steps to comply with, carried out by both the Leicestershire and Rutland Association of Local Councils and the Dept for Communities and Local Government to ensure proper use of public funds. Borrowing was usually obtained via the Public Works Loans Board who offered favourable rates and allowed up to 50 years for repayments.

The Chairman thanked those residents at the meeting for their attendance and their interest and reiterated the provision of a written reply to Mrs Sutton as soon as practicable after 26th January.

12471 Minutes of the previous meeting

To approve the minutes of the meeting of the Council on 15th December 2015*

RESOLVED that the minutes of the meeting of the Council held on 15th December 2015, previously circulated, be taken as a true record, confirmed and signed

12472 Matters arising, not included elsewhere on the agenda – none

12473 Planning & Environment

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

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
Application Number: 15/1459/HH Description: Alterations and single storey rear extension Location: 62 Coventry Road, Narborough	No objections
Application Number: 15/1530/HH Description: Two storey front extension Location: 5 Willow Close, Littlethorpe	No objections
Application Number: 15/1560/CLE Description: Application for certificate of existing lawful development in respect of dormer window to front elevation Location: 1 Thornhills Grove, Narborough	No comments

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

Application number, Description, Location	Decision Details
15/1459/HH 62 Coventry Road, Narborough - Alterations and single storey rear extension	Approval
15/1530/HH 5 Willow Close, Littlethorpe - Two storey front extension	Approval
15/1458/TC Narborough Cemetery - Works to various trees	Approval

c) Other Planning Matters:

Blaby District Council - Equipment for electronic planning application purposes, copied to all Members. It was agreed to purchase equipment as required by Planning & Environment Working Group and make a retrospective application to Blaby District Council for funding.

12474 Parish Assets Redevelopment

Tabled Report of meeting of PAD sub group on Friday 15th January copied to all Members and filed with these minutes. See Public Forum minute ref. 12470 (ii)

12475 Civics

- a) Jubilee Cup for under 18s. It was noted that no nominations had been received prior to agenda distribution and agreed that Cllr K Richardson would approach the Football and Cricket Clubs for potential recipients. Consent to make a final decision was delegated to the Chairman and Vice Chairman should any nominations be forthcoming.
- b) Members were notified that the Annual Village Show would take place on Saturday 3rd September and would be held in All Saints Church Rooms, School Lane, Narborough. Judges had been engaged and were being advised of the change of venue.

12476 Policy & Finance

a) Finance and Administration

i) Financial position at 31st December 2015

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) Report and recommendations of P F WG meeting of 5th January for Budget and Precept for 2016/17, copied to all Members and filed with these minutes. The Chairman explained the implications on the precept for borrowing to fund the Parish Centre rebuild.

It was resolved that:

1. A revised estimated nett expenditure of £207,776 for the current year be approved, indicating an estimated carry forward to next year of £36,734 plus earmarked funds carry forward of £113,888
2. For 2016/17, a nett expenditure of £234,500
3. An addition to fund loan repayments of £23,250
4. Contributions of £20,000 to the Major Equipment and Buildings Replacement Fund
5. A contingency reserve of £3,602
6. To fund these requirements a Precept of £244,618 including Council Tax Support Funding from Blaby District Council of £11,368 be issued for the 2016/17 Financial Year, therefore net PRECEPT of £233,250

It was noted that an increase of £10.14 on a Band D property would result from this precept requirement.

It was resolved that the Clerk be authorised to seek borrowing approval for £1 million to fund the Parish Centre rebuild and subsequently a loan via the PWLB repayable at a fixed rate over 40 years.

It was further resolved that not more than £1 million would be spent on the project without a prior full council decision.

iii) The meeting dates for Council for 2016/17 were agreed and are filed with these minutes.

iv) The ICO model publication scheme 2015 was adopted by Council to facilitate publication and provision of Council data.

b) Health & Safety

An additional quote for concrete edging to JOB 1 at the Cemetery was copied to all Members. A recommendation to use timber edgings as previously quoted for was proposed followed by a counter proposal to use concrete edgings. The proposal to use concrete edgings was defeated and it was agreed by majority to use timber edgings for this task.

c) Recreation Ground, Sports Clubs

Maps to define areas for buildings and pitches for the agreements have been produced and copied to all Members. It was resolved to use the maps as provided and to include all three pitches on the agreement with the football club. The 30 year licence on the pitches and training areas would be reviewed annually and agreed by a resolution of the Council with the Football Club. Year round

annual use of the nets and square areas would be agreed with the Cricket Club to facilitate continued maintenance.

d) Garden Allotments, NLLGA

- i) The Minutes of NLLGA meetings on 6th October and 1st December were received and noted.
- ii) Pursuant to the Self-Management Agreement rent increases for Garden Allotment Plots were required to be approved by the Council and notified to plot holders at the NLLGA AGM to take effect one year later. The proposed new rents of small plot £20 pa and large plot £30 pa were agreed by Council.

12477 Parks and Open Spaces

- a) To report receipt of S106 money in the sum of £25,067.80 for works at Hardwicke Road Play Area and Sycamore Way Park, noted.
- b) Quote from Hill Trident to repair damaged section of fence at Narborough Park, accepted by insurance company less £250 excess, copied to all Members and noted. The excess would be reclaimed from the motorist on provision of invoice once works are completed.

12478 Correspondence Received

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

Newsletter 2015 No 8, copied to all Members and noted

b) Blaby District Council (BDC)

- i) Contaminated Land Inspection Strategy consultation and comments copied to all Members. It was resolved that the comments made by Cllr Chapman be forwarded to Blaby District Council
- ii) Public Space Protection order – Dogs consultation, copied to all Members and noted
- iii) Information concerning Neighbourhood Policing offering tuition on using the police website was noted.

c) Leicestershire County Council (LCC)

- i) National Highways and Transportation Satisfaction Survey, copied to all Members. A number of copies had been completed prior to the meeting and it was agreed to collate this information to use as a basis for completing the survey on behalf of the Council.
- ii) See minute ref. 12470 (i) It was noted that a meeting was arranged for 20th January at 7pm at the Parish Centre concerning Narborough Library and the potential for its continuation in the present building

12479 Additional Information Received - noted

- a) Clerks and Councils Direct January 2016
- b) Living With Birds January 2016

The meeting closed at 9.14pm