

Minutes of the meeting of Narborough Parish Council held on 21st February 2017 at 7.30pm at Littlethorpe Village Hall, Biddle Road, Littlethorpe

Those present:

Chairman: K M Richardson

Councillors: Mrs M Allen, M Ballard, R Chapman, O Curran, Mrs J Forey, Mrs S Gamble
Mrs P Harrison, Mrs E Hersey, F G H Jackson, T Matthews, T Richardson
D Ross, Mrs P M Thomas, A West

Officers: Mrs T Heggs, Clerk to the Council

Also present: 6 members of the public including Eliot and Molly and families for item 12663

12661 Apologies for absence

Apologies for non-attendance were accepted from Cllrs: N Bates who was on holiday and Mrs A Clark who had a prior engagement

12662 Chairman's Time

The Chairman reminded Members of the Chairman's At Home event on Friday and also that the evaluations for the Clerk and Deputy Clerk's posts had taken place with a report awaited. The Chairman also asked Members to carefully read and consider the consultation from Blaby District Council on car parking within the district. This would be an item on the March agenda and Parish Council input would be vital to the new policy.

12663 Presentation

Eliot and Molly (Brockington college students at the time) had been part of the Kash 4 Kenya experience in summer 2016 which had supported schools and other projects in South Africa. The Parish Council had donated to the fundraising for these two young residents who had prepared a brief talk and a scrapbook of photos detailing their adventures. The young people had enjoyed a rewarding trip and spoke of the impact the experience had on their lives. The scrapbook was kindly donated to the Parish Council and both it and their talk were received with a great deal of interest and thanks by the Members. The young people and their families then left the meeting.

12664 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations – none

12665 Public Forum

Matters referred from the Members' Surgery for information or referral to next agenda

The item at minute reference 12669 (c) (i) was brought forward to enable public participation. Mr Harris raised his concerns that the convenience store at 5 Cosby Road, Littlethorpe represented the last retail unit in Littlethorpe and planning permission had been sought to develop 4 residential apartments on the site rather than market as a shop premises. He cited an item in the Parish Plan desirous of additional shopping facilities in Littlethorpe; concerns that residential parking would take place on the wide verge outside the building and the positioning of the notices of the planning proposals. It was noted that the Parish Plan was essentially a "wish-list" and did not carry any weight in Planning Law, that there had been 6 objections to the proposals on the planning website, only one of which noted lack of shopping facilities in Littlethorpe and that County Highways had not objected to any lack of parking provision within the curtilage of the site. The Parish Council had no legitimate planning reasons to object to the application. It was further noted that any reference to shopping facilities in Narborough included Littlethorpe as the composition of the full parish comprised both villages. It was resolved to note the points raised and allow the planning authority to reach its decision in due course.

12666 Minutes of the previous meeting

To approve the minutes of the meeting of the Council held on 17th January 2017

It was resolved that the minutes of the meeting of the Council held on 17th January 2017, previously circulated, be taken as a true record, confirmed and signed

12667 Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda – none

12668 Policy & Finance

a) **Finance and Administration**

Financial Position as at 31st January 2017

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

12668 Policy & Finance

b) Sub Group – Recreation Ground

- i) An email concerning potential health and safety breaches at NFFC porta cabins was noted. The NFFC Chairman was looking into all issues raised, however it was pointed out that the porta cabins are the specific responsibility of Narborough Foxes Football Club who installed them.
- ii) The minutes of NLLGA AGM on 2nd December 2016 were received and it was noted that the officers elected for the forthcoming year were Steve Hall, Chairman, Emma Palmer, Secretary and Graham Dempsey, Treasurer were noted.
- iii) The minutes of the NLLGA Committee meeting on 2nd December 2016 were copied to all Members and received. Point 5.3 noted that the Committee were considering whether to allow non-residents to join the waiting list. (Point 4 of the current Self-Management Agreement Schedule allows for plots to be let to residents in the first instance, however it does not exclude non-residents from being taken onto the list if the Committee Members believe it is necessary) Point 12 referred to access for emergency vehicles into the Allotment Site; Council resolved that the NLLGA Committee should be directed to ensure a digitally operated system be fitted within the month.

12668 Policy & Finance

c) Sub Group – Special Projects – Parish Centre Redevelopment

Report of working group meetings and current position, copied to all Members and filed with these minutes. The following points and updates were noted.

- The archaeological investigation had taken place on 2nd February, apart from a large concrete structure for which no purpose had been determined nothing of note was found
- The parking bay restriction TTRO application had been received at County Hall and was being processed
- Hayward Architects confirmed that the Asbestos Survey from July 2004 had been received and would be included in the Tender Documents which were sent out on Friday 10th February (a copy of which is retained in the Parish Office). Five companies were preparing to submit for the project
- The liquidation damages fee was agreed with a completion date of 31st December 2017
- It was hoped that the results of the tender process would be available for Council decision at the meeting on 21st March

12669 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
Application Number: 16/1736/FUL Description: Retention of a retaining wall to the rear (including associated ground works Location: 17 Thornborough Close, Narborough	No objections
Application Number: 16/1730/HH Description: Two storey side extension Location: 3 Hazel Close, Littlethorpe	No objections

12669 Planning & Environment

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

Application number, Description, Location	Decision Details
16/1675/HH Single storey side extension, 15 Broomhills, Narborough	APPROVAL
16/1589/HH First floor front and side extension and single storey rear extension, 6 Snowdrop Close, Narborough	APPROVAL
16/1637/HH Erection of first floor side extension (Revised Scheme), 2 Thornborough Close, Nar	REFUSAL

12669 Planning & Environment

c) Other Planning Matters:

- i) **Application Number:** 16/1273/FUL
Description: Change of use from shop and erection of two storey rear extension to create 4 flats
Location: 5 Cosby Road, Littlethorpe
December 2016 No objections raised by residents via Parish Council: further consideration at request of resident and Chairman, copied to all Members. See minute reference 12665 (i) Public Forum

ii) **LCC Consultation**

<https://www.leicestershire.gov.uk/have-your-say/current-consultations/have-your-say-on-proposed-highways-maintenance-changes>

How Leicestershire's roads, pavements and verges could be managed in the future, consultation closes 26th March. Individual responses are encouraged.

iii) **Press Release**

Temporary Road Closure and Suspension of One-Way System School Lane/Church Lane, Narborough Closure from 11th February to 18th February (excluding Sunday) to enable AFL Global to carry out snagging repairs. Noted that the closure had taken place.

12670 Parks and Play Areas

Report and resolution of meeting on 24th January re Garden on Narborough Park, copied to all Members and filed with these minutes. It was agreed the Parish Council grounds staff would remove the existing sections, rebuild and replant including the original memorial plaque on the centre section as soon as conditions allowed.

12671 Open Spaces

Report and recommendations of meeting on 24th January, copied to all Members and filed with these minutes. The following recommendations were agreed:

- To raise the crowns on several trees and to plant wildflowers in longer grass sections around the trees, thus providing a more interesting environment, lessening the time required to mow and providing a buffer for the trees against ball games. A sum up to £500 was agreed for initial costs
- To change the current plans for re-surfacing at the Recreation Ground to give priority to the lane down to the Allotment Site (whilst still working through the process to engage a professional to advise what is required prior to obtaining quotes for the works)
- Not to pursue a PSPO on open spaces as this was not supported by the District Council and to investigate further possibilities for updating byelaws on council land

12672 Cemetery & Churchyard

- a) Recommendations for purchase of benches were copied to all Members. It was agreed to purchase one WW1 and one WW2 bench from David Ogilvie Engineering Ltd for positioning in the area around the War Memorial in the sum of £1503 plus VAT
- b) The Clerk, Lead Member and PMO met with person requesting memorial for her parents (minute ref. 12650 (b) (i)) who had been long time Littlethorpe residents. It was agreed that a bench could be sited between two existing benches opposite the cremated remains area at Section A. The family had been advised of suitable bench types and the usual process was being followed. Noted

12673 Parish Office Report

- a) **LVH boiler** - After regular complaints of heating failure being received in the office a heating engineer was engaged to check the boiler and could not find any issues, however he did make some recommendations for improvements which have been implemented, details being copied to all members. After further intermittent faults were reported the PMOs have discovered a radiator is also leaking and will repair on 16th February in the hope that this will finally resolve the problem, copied to all Members. Intermittent problems were still occurring after the radiator was mended and it was agreed that the Clerk and Chairman would investigate whether a British Gas survey and subsequent maintenance contract would be viable. Delegated permission was given to the Clerk and Chairman to decide the best course of action.
- b) **LVH Lighting** - recommendation for electrical works to replace current lights with LED lights and note of additional costs to include extra 4 lights in hall if required, copied to all Members. Members directed the Clerk to obtain a second quote for comparison before making a decision
- c) A request from PCSO to form a Community Speed Watch Team for The Pastures area with Parish Council Members' support was copied to all Members. Cllrs Ballard, Curran, Forey, Matthews and T Richardson were interested in assisting with a group. The Clerk was directed to ask PCSO Walker to arrange an interest meeting and it was agreed that the Council would supply half a dozen hi-vis vests and that the Parish Speed-gun would be used with costs for re-calibration being made available if necessary.
- d) Police Crime Data for December 2016, copied to all Members and noted

- e) Request from N & L Community Library to consider provision of grounds staff members to tidy up land at front of building and continue to maintain on regular schedule. It was resolved to advise the library committee that Leicestershire County Council still had responsibility to maintain the land in question and to copy in Cllr T Richardson (County Councillor for the parish) on contacting their link officer for advice.

12674 Correspondence Received

- a) **Leicestershire & Rutland Association of Local Councils (LRALC)**
Invitation to attend Blaby Branch meeting 1st March at 7.30pm at Glen Hills Community Managed Library and minutes of meeting on 7th December 2016, copied to all Members. Cllrs Jackson, Mrs Harrison and Mrs Thomas would attend
- b) **Leicestershire Footpath Association**
Annual Report for 2016 and invitation to AGM on Saturday 25th February, 10.15am at Woodhouse Eaves – noted

12675 Additional Information Received

Glasdon Catalogue – noted

The meeting closed at 21.28