

**Minutes of the meeting of Narborough Parish Council held on 20th March 2018
At Littlethorpe Village Hall, Biddle Road, Littlethorpe**

Those present:

Chairman: K M Richardson

Councillors: M Ballard, N Bates, R Chapman, O Curran, Mrs J Forey, Mrs P Harrison, Mrs E Hersey,
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

Also present: 5 members of the public

17360 Apologies for absence

Apologies for non-attendance were accepted from Cllrs: A West who was on holiday and Mrs A Clark who was unwell

17361 Chairman's Time

Councillors were updated on the sickness absence of a staff member who continues to make a good recovery

17362 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations - none

17363 Public Forum

- a) Matters referred from the Members' Surgery for information or referral to next agenda:
- i) Residents of Coventry Road, Narborough raised concerns about signage, lighting and covered windows at convenience store on the corner of Station Road and felt that this was not in keeping with the conservation area. Further issues regarding associated traffic and illegal parking were also raised. No planning application consultation had yet been received by the Parish Council, but residents' views would be taken into account in any response.
 - ii) A resident asked whether it would be possible to scatter ashes in the cemetery and it was confirmed that this was not allowed under current rules and regulations. The planting of a tree in memory of a family member was also requested and this item would be placed on the next agenda for discussion
 - iii) Narborough & Littlethorpe Community Library had held a successful fundraising Quiz Evening at Littlethorpe Village Hall on 16th March and the Council was thanked for its support
- b) Correspondence Received
- i) It was noted that a letter had been received from a resident concerned about the grant made towards the maintenance of the public clock on All Saints' Church and a reply had been sent explaining the background and powers under which the grant was made
 - ii) It was noted that a letter of thanks had been received from Leicestershire & Rutland Wildlife Trust for the donation of raffle proceeds from the Annual Community Evening held in February

17364 Minutes of the previous meeting

It was resolved that the minutes of the meeting of the Council held on 20th February 2018, previously circulated, be taken as a true record, confirmed and signed

17365 Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda - none

17366 Policy & Finance

a) **Finance and Administration**

- i) Financial Position as at 28th February 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) The recommendations contained in the report of the Policy & Finance Working Group, following their meeting of 27th February, (a copy of which is filed with these minutes) were approved and included the following key points:
- Salary increases for grounds staff of 2.7% in line with inflation, to be awarded with effect from 1st April 2018.
 - Amendment to memorial policy to increase the size of memorials on cremated remains plots to a maximum of 16 inches wide by 16 inches deep by 13 inches high

17366 Policy & Finance

b) Sub Group – Recreation Ground

- i) Minutes of meetings of Narborough & Littlethorpe Leisure Gardeners' Association for December 2017 and February 2018, together with annual accounts were received
- ii) It was noted that Council staff had filled potholes with hardcore in car park and on allotment road
- iii) It was noted that the Narborough & Littlethorpe Cricket Club Lease had now been signed

17366 Policy & Finance

c) Sub Group – Special Projects – Parish Centre Redevelopment

The Lead Member gave an update, including the following key points:

- Service diversions are still causing delays and all parties being chased up
- Removal of the 2 trees on diversion route scheduled for 29th March and neighbours to be contacted
- Masonry works continue on site with further work on rear retaining wall
- Drainage updates have been installed following retaining wall issues

The Quantity Surveyor has been a useful resource and the group recommended approval for further expenditure on QS fees. It was resolved that a further £3,000 expenditure on QS fees be approved, making £8,000 in total

It was also noted that an update on the redevelopment had been included in the Council's newsletter for publication in The Journal at end of March

17367 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: 17/1742/HH Description: Single storey extension and alterations to garage roof Location: 18 Regent Street, Narborough	No objections
Application Number: 18/0069/HH Description: Single storey first floor front and side extensions Location: 5 Blakenhall Close, Narborough	No objections
Application Number: 18/0096/HH Description: First floor side extension Location: 80 Forest Road, Narborough	No objections
Application Number: 18/0100/ADV Description: Display of 1 no. externally illuminated fascia sign, 1 no. internally illuminated post-mounted sign, 1 no. externally illuminated post-mounted sign, 3 no. hoarding signs and 5 no. window vinyl signs Location: The Dovecote, Coventry Road, Narborough	No objections
Application Number: 18/0116/HH (including revision) Description: Two storey side extension Location: 1 The Meadows, Littlethorpe	Objection on the grounds of over development of the site and does not accord with current national planning guidance on good design
Application Number: 18/0136/FUL Description: Provision of 1no. window louvre at ground floor south east elevation and 1 no. at first floor south west elevation, 1 no. cowl cage on ground floor north west elevation and solar window film to all ground floor windows in telephone exchange building Location: Telephone Exchange, School Lane, Narborough	No objections
Application Number: 18/0138/FUL Description: Construction of 4 bedroom dwelling (including demolition of existing dwelling) Location: 116 Forest Road, Narborough	No objections
Application Number: 18/0192/FUL Description: 2 x single storey extensions to provide additional consulting rooms, reconfigurations of existing car park and removal of TPO trees Location: Limes Medical Centre, 65 Leicester Road, Narborough	No objections

17367 Planning & Environment

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

Application number, Description, Location	Decision Details
17/1154/HH Extensions and alterations (including demolition of existing detached garage), South View Cottage, 20A Coventry Road, Narborough	APPROVAL
17/1653/HH Two storey side and single storey rear extensions, 4 Kingsley Close, Narborough	APPROVAL
17/1686/HH Single storey and first floor rear/side extensions and roof alterations to side access (revised scheme to 17/0148/HH), 16 Tennyson Street, Narborough	APPROVAL
17/1711/HH Two storey side extension, pitched roofs to existing flat roofs and loft conversion with hip to gable roof extension, 69 Leicester Road, Narborough	APPROVAL
17/1742/HH Single storey extension and alterations to garage roof, 18 Regent Street, Narborough	APPROVAL
18/0069/HH First floor single storey front and side extensions, 5 Blakenhall Close, Narborough	APPROVAL
18/0087/TC Works to 7 trees (as stated in the schedule) including removal of suckers and epicormic shoots and severing of ivy and felling of 1 Plum tree, Council Offices, Desford Road, Narborough	APPROVAL
18/0088/TC Works to 16 trees (as stated in the schedule) including removal of suckers and epicormic shoots, severing of ivy, crown lifting, clearance of street lamps and cutting back from roadside and felling of 10 Cherry saplings, Narborough Park, Desford Road, Narborough	APPROVAL
18/0089/TPO T1 False Acacia – remove ivy, remove stub towards house, remove low limb along top of hedge near Lime, raise canopy to 5m and crown clean: T2 Lime – fell, 7 Waudby Close, Littlethorpe	APPROVAL
18/0096/HH First floor side extension to include balcony to rear, 80 Forest Road, Narborough	REFUSAL
18/0100/ADV Display of 1 no. externally illuminated fascia sign, 1 no. internally illuminated post-mounted sign, 1 no. externally illuminated post-mounted sign, 3 no. hoarding signs and 5 no. window vinyl signs, The Dovecote, Narborough	APPROVAL
18/0112/TPO Proposed felling of 1 Sycamore (T1), 1 Birch Tree (T2) and works to 1 Tree of Heaven (T3), land adjacent The Lodge, Forest Road, Narborough	APPROVAL
18/0122/TC Proposed removal of 1 Cherry Laurel tree, 46 Leicester Road, Narborough	APPROVAL
18/0138/FUL Construction of 4 bedroom dwelling (including demolition of existing dwelling), 116 Forest Road, Narborough	REFUSAL

17367 Planning & Environment

c) Other Planning Matters:

- i) Strategic Growth Plan – a draft was circulated by the Working Group but it was agreed to defer finalising the Council’s response until the April meeting following notification that the deadline had been extended by 4 weeks
- ii) Street Trading Consultation – Eric’s Ice Cream – a response would be sent to the planning authority indicating approval on the condition that the business does not operate in close proximity to any school during term time. This is an approach other local authorities are taking, following advice from Public Health England on reducing children’s sugar intake
- iii) Amended Advance Notice of Temporary Road Closure – King Edward Avenue. M1 bridge works rescheduled for 3rd April due to bad weather – noted
- iv) Cllr Chapman confirmed that a weekly summary of current planning applications was being posted on the website on a trial basis with the aim of providing clear and up to date information for residents

17368 Cemetery & Churchyard

- a) Memorial Policy reviewed – see minute reference 17366 a)ii)
- b) It was noted that works to Churchyard trees were completed 14th March following delays due to bad weather

17369 Community Engagement

- a) **Village Show** – noted that Council newsletter in The Journal to include details of Village Show classes for handicrafts. Cllr Chapman requested consideration be given to the inclusion of a class for gluten free products (Clerk to refer to Cllr Mrs Clark as Village Show Lead Member)

17370 Parish Office Report

a) Local Policing

- i) Issues 1 and 2 of Police Newsletters circulated to members - noted
- ii) December/January crime data snapshot circulated to members - noted
- iii) Recent lead thefts from Leicestershire Churches were noted

b) Littlethorpe Village Hall

- i) Noted that watering system for planters had been installed
- iv) Cllr Bates provided an update on the replacement of the concrete garage and confirmed a grant cheque due from Blaby District Council imminently. He noted that planning permission was not required and the matter would be progressed once funds received

17371 Correspondence Received

a) Blaby District Council

- i) Noted that the proposed trial in Narborough and Enderby for disposal of dog waste into litter bins had been cancelled and the original arrangement of using designated dog waste bins will continue
- ii) Community Governance Review for Lubbesthorpe - noted
- iii) Closure of Community Cinema at Huncote - noted
- iv) Dogs Trust Dog Theft Awareness Campaign - noted

b) Leicestershire County Council

- i) Invitation to briefing session on Passenger Transport Policy & Strategy, 26th March – Cllr Curran, Cllr Jackson and Cllr Mrs Harrison to attend
- ii) Notification that grass cutting frequency will be 6 times per season, commencing 3rd April 2018 - noted

17372 Additional Information Received – all noted

- a) Clerks & Councils Direct magazine
- b) Broxap brochure

The meeting closed at 8.47 pm