

**Minutes of the meeting of Narborough Parish Council held on 17th October 2017
At Littlethorpe Village Hall, Biddle Road, Littlethorpe**

Those present:

Chairman: K M Richardson

Vice-Chairman: Mrs A Clark

Councillors: N Bates, R Chapman, O Curran, Mrs S Gamble, Mrs E Hersey, C Hudson, T Matthews
T Richardson, D Ross, Mrs P M Thomas, A West, S J Woodcock

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

Also present: 1 member of the public for part of the meeting

17296 Apologies for absence

Apologies for non-attendance were accepted from Cllrs: Ballard who had a prior engagement, Mrs Forey who had a family bereavement, Mrs Harrison and Jackson who were both unwell

17297 Chairman's Time

- BDC Ageing Well Guides are available and contain very useful information for all
- Budget Pro Formas are required by the December meeting at latest
- Awards nominations are required for Jubilee Cup for u 18s and Millennium Cup for over 18s serving this community
- Good wishes for a speedy recovery sent to one of our employees who has been taken into hospital
- Remembrance Sunday takes place on 12th November 12noon at Narborough Cemetery War Memorial and 12.30 at The Square, Littlethorpe, all are welcome to attend either or both services
- The Chairman had attended the County Service at Leicester Cathedral
- The Chairman had attended an LRALC training event, Finance for Councillors, and now has a better understanding of the extent of financial requirements and work of the RFO
- Thanks were extended to Julie for organising the skittles social event which was thoroughly enjoyed
- Thanks were extended to Cllr Jackson for chairing the September PC meeting at short notice

17298 Code of Conduct – Members' Disclosure of Interests and Requests for Dispensations

Cllr T Richardson, as Leader of Blaby District Council, declared a non-pecuniary interest in the item at minute ref 17306 b) i) Community Governance Review – Lubbesthorpe

17299 Public Forum

- a) Matters referred from the Members' Surgery for information or referral to next agenda
Thanks were received from N & L Community Library for use of Littlethorpe Village Hall for the Quiz night which was well attended and raised additional funding for the library. In addition Parish Council support for an application for an energy efficiency grant to improve facilities at the library building was requested and it was agreed that the Clerk would provide the necessary letters

17300 Minutes of the previous meeting

It was resolved that the minutes of the meeting of the Council held on 19th September 2017, previously circulated, be taken as a true record, confirmed and signed

17301 Matters arising from the minutes of the previous meeting, not included elsewhere on the agenda

- 17285 b)i) It was reported that more buses were in fact going through Littlethorpe than was originally planned and noted that residents did not want data to be included in the current trial as they were not part of the advised timetable
- 17285 b)ii) It was reported that the Ice cream van was parked on the hatched area at Narborough Park on Sunday afternoon and agreed that the Clerk would make further contact
- 17288 d) The Virgin Media cable had not yet required cutting through as works had not reached the area in which it was situated, although a letter had been sent advising both Virgin Media and their customers that this would be the case as the cable was installed without permission on Parish Council land

17302 Policy & Finance

a) Finance and Administration

- i) Financial Position as at 30th September 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
- ii) A Policy & Finance Meeting to discuss policies, charges etc. has been arranged for 24th October and noted that the report and recommendations will be on the November agenda
- iii) Data Protection (GDPR) training at LRALC on 27th September was attended by the Clerk, Deputy Clerk and Cllrs Jackson and Mrs Clark. It was noted that this was an informative session although the specific impact of the new regulations on Parish Councils was still to be filtered down as the position is clarified

17302 Policy & Finance

b) Sub Group - Staffing

- i) The Lead Member advised that 19 applications were received for the Senior Administrator/Deputy Clerk vacancy and shortlisting was to take place tomorrow with interviews next week

17302 Policy & Finance

c) Sub Group – Recreation Ground

- i) The findings of a preliminary meeting with consulting engineers PRP on 7th September regarding options for surfacing at Recreation Ground was copied to all Members. After discussion it was resolved that this project should be held over for the time being whilst the Council deals with the rebuild of the Parish Centre. The Clerk would advise PRP and retain contact information for potential future use. In addition the PMOs would continue to fill pot-holes with mill waste as time and funding permitted
- ii) Minutes of NLLGA meetings held on 5th September and 3rd October 2017 are available on file and included the following points:
 - 8 people on waiting list at 3rd October
 - Water to be turned off on 1st November
 - NLLGA AGM to be held on 5th December
 - Concerns raised over the dilapidated condition of the football porta cabins and the potential to attract vandalism to the site as a wholeAll points were noted. It was agreed that Cllrs K Richardson, Bates and Woodcock would assess the condition of the porta cabins and discuss with NFFC committee at their meeting next week
- iii) Members asked that the NLCC and NFFC Agreements were placed on the November agenda for the next stage

17302 Policy & Finance

d) Sub Group – Special Projects – Parish Centre Redevelopment

An update from the Lead Member was copied to all Members and is filed with these minutes. The following points were noted:

- There are still issues with easements and re-routing of electrical cables and gas pipes that feed the four properties on Desford Road; Haywards and TMDP are working with Western Power and Cadent Gas to reach a solution
- Piles are being put in and tested on the original footprint side and works here are up to date
- The Bill of Addendum is not yet finalised with Haywards and TMDP and costs for variations are not yet fully appreciated
- Thanks were extended to Cllr Ross who continues to lead the group working on the project

17303 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: 17/1134/HH Description: Single storey front, side and rear extensions, with a new first floor and an increased dropped kerb Location: 3 Boswell Street, Narborough	No Objections
Application Number: 17/1084/HH	No Objections

Description: First floor and two storey side extension and single storey rear extension and conversion of garage Location: 38 Cosby Road, Littlethorpe	
Application Number:17/1149/FUL Description: Replacement 2.4 high perimeter fencing to southern boundary Location: Warehouse, Station Road, Narborough	No Objections

17303 Planning & Environment

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

All noted

Application number, Description, Location	Decision Details
17/1023/HH Single storey extensions and alteration and partial conversion of garage to form family room and bedroom, 53 Broom Way, Narborough	APPROVAL
17/1096/HH First floor front extension, existing conservatory demolition replaced with single storey rear extension and roof reconfiguration, 2 Bell Lane, Narborough	APPROVAL
17/1065/HH Single storey rear extension, 61 Sycamore Way, Littlethorpe	APPROVAL
17/1084/HH First floor and two storey side extension and single storey rear extension, 38 Cosby Road, Littlethorpe	APPROVAL
17/1134/HH Single storey front, side and rear extensions, with a new first floor and an increased dropped kerb, 3 Boswell Street, Narborough	APPROVAL

17304 Community Engagement

a) CEWG - Village Show

Accounts for the Village Show held on 2nd September 2017 were copied to all Members and filed with these minutes. Showing a loss of £296.58 it was noted that this is predominantly due to the lack of a sponsor for the schedules, it is hoped to make much more of the event once the new PC is in place and attract a new sponsor. It requires approx. £500 to cover printing of schedules. This is a successful village event of much value to the community and considered money well spent for an excellent occasion

17305 Parish Office Report

- a) To report further deterioration to the structure of the sectional garage at the rear of Littlethorpe Village Hall. It is understood that initial damage was caused by a vehicle colliding with it. It was not repairable by our PMOs who advised that a complete new section was required. It is believed to be owned and used by Littlethorpe Community Association who is responsible for its upkeep and as it is structurally unsound its maintenance becomes imminent as a potential health and safety matter. Cllr Bates (Chairman of LCA) is to look at options to repair or replace the structure including investigating grants available. He will advise the Council at the November meeting of the plans
- b) To report that the issues with trees in The Square and on Station Road raised at the previous meeting by a member of the public have been dealt with as health and safety matters. However our grounds staff are concerned that the tree in The Square may need further investigation by the Tree Warden and possible referral to Leicestershire County Council. It was agreed that the matter should be reported to LCC Forestry Dept for further investigation
- c) It was noted that PCSO Leigh Flannery has now officially taken over from Mike Walker, who has moved on to Fosse Villages

17306 Correspondence Received

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

- i) Report of the Chairman on his attendance at "Leicestershire's Future" and the role of Parish & Town Councils – Big Discussions about Great Communities event held on 5th October 2017. The Chairman said that Leicestershire was the lowest funded Council in the country and that so far £166million had been saved in the county budget with a further £60million shortfall over the next four years. The County Council is still looking at devolving services to Parish Council level to assist with these savings. The Chairman further noted that this was the purpose of the workshop he had attended at Blaby District Council's Local Council Seminar where much was made of the General Power of Competence which this Council works under. He also attended a workshop on Planning and S106 developer contributions

b) Blaby District Council (BDC)

- i) Community Governance Review – Lubbethorpe, letter copied to all Members and noted

17307 Additional Information Received

- a) Leicestershire Footpath Association – Newsletter Autumn 2017
- b) Rural Community Council – invitation to Annual General Meeting at 6.00 pm on Monday 30th October 2017 at Birstall Golf Club
- c) Friends of Narborough Station – minutes of meeting held on 26th September 2017 available on file

All noted

The meeting closed at 20.49
