Sir/Madam 20 June 2023, re-issued 3 July 2023

**SUMMONS TO ATTEND THE ANNUAL STATUTORY FULL COUNCIL MEETING OF SWANNINGTON PARISH COUNCIL**

Time/Date:  ***7.00 p.m.*** ***on Monday 10 July 2023***

Location: **Village Hall, Main Street, Swannington**



Clerk to the Council

***Public Participation***

*Members of the public may make representations, give evidence, or answer questions in respect of any matters included on the agenda. At the discretion of the Chairman the meeting may be adjourned to give members of the public an opportunity to raise other matters of public interest.*

***AGENDA***

1. To elect a Chairman for the year and to sign the declaration of office
2. Apologies for absence to be received and accepted by the Parish Council.
3. Disclosures of Interest – Under the Code of Conduct members are reminded that in disclosing an interest the nature of the interest should be clear in respect of items on the agenda.
4. Co-option of new councillor
5. To elect a Vice-Chairman for the year and to sign the declaration of office
6. Appointment of councillors, or council representatives with special responsibilities.

#### Footpath warden

#### Tree warden

1. School liaison
2. Allotments
3. Village Hall
4. Review of representation on or work with external bodies and arrangements for reporting back to council (councillors and council representatives***)***
5. Leicestershire and Rutland Association of local Councils (LRALC).
6. Swannington Heritage Group.
7. Swannington Open Gardens.
8. Audit – Annual review of key council policies and procedures (to be reviewed at later meetings).
9. General Power of Competence – To affirm that the Parish Council meets the criteria for eligibility.
10. To determine the time and place of ordinary meetings of the Parish Council up to and including the next annual meeting.
11. To confirm the minutes of the following meetings of the Parish Council:
12. Full Council 24 April 2023 **Appx A**
13. Annual meeting (for info only) 24 April 2023

9. Police report

10. Chairman’s Report

1. Councillors' Reports, including reports from LCC and NWLDC councillors.
2. Clerk’s report
3. Accounts
4. To approve payments scheduled for June 2023 including the payment for wages for June 2023.
5. To review and receive receipts for June 2023.
6. To review and approve bank statements and bank reconciliation for June 2023.
7. Audit – Accounts for Year end 31 March 2023
8. To approve the provision of an upgrade to the Parish Council’s domain name to .GOV.uk and the provision of council email addresses.
9. To consider a grant request from Heritage Trust in lieu of room hire for the Strawberry Fayre.
10. To ratify the following decisions taken in conjunction with the Clerk and Chairman, during the period when the Parish Council was not quorate:
11. To approve the work for the Village Hall repairs, including damaged drain covers, toilet overflow, plastering & painting and refurbishment of main front door.
12. To purchase plants for the side of the Village Hall.
13. To arrange a fire risk assessment for the Village Hall.
14. To approve the decision not to apply for a Levelling Up grant via NWLDC on this occasion.
15. Village Hall matters
16. Flooding issues from carpark over public right of way to adjacent resident. To confirm necessary and urgent works to rectify the situation.
17. To approve the purchase of a floor cleaning machine.
18. To approve the quote for sanding and renovating of the floor in the main hall.
19. To approve the quote for placing a water butt to collect water to allow the plants to be watered economically.
20. Planning matters
21. Consultation on the changes to the 2015 Local Flood Risk Management Strategy [proposed changes to the 2015 Local Flood Risk Management Strategy](https://www.leicestershire.gov.uk/have-your-say/current-engagement/local-flood-risk-management-strategy)
22. East Midlands Airport Draft Noise Action Plan Consultation 2023 [Noise Action Plan | East Midlands Airport](https://www.eastmidlandsairport.com/community/local-environmental-impacts/noise/noise-action-plan/)
23. NWLDC – Review of Licensing Act 2003 Statement of Licensing Policy consultation [​docx icon Main changes within draft LA03 Statement of Licensing Policy.docx](https://nwleicestershire-my.sharepoint.com/:w:/g/personal/jack_merriman_nwleicestershire_gov_uk/EegQvT35g-xAj9s0oPq2VcIBPBi9_hbvu8CksLin6EsKCg?e=PhJsUC) and [​doc icon Licensing Act - Statement of Licensing Policy 2024 to 2029 DRAFT.doc](https://nwleicestershire-my.sharepoint.com/:w:/g/personal/jack_merriman_nwleicestershire_gov_uk/EYoarH3G41JHt5RZ3Tt_iMQBe9kV7rZQg6_iqFzxro0K5A?e=GLZxB1)
24. To approve the setting-up of a walking group in conjunction with Coleorton.

1. Planning applications
2. To ratify the following comments made during the month:

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| 22/01951/FUL | 37 Spring Lane, Swannington | | Erection of detached outbuilding comprising double garage at ground floor level and office/store at first floor level along with provision of a dropped kerb to frontage of property directly off Spring Lane | No Comments |
| 23/00616/FUL | 43 Spring Lane, Swannington | Erection of single and two storey rear extension and front porch | | No comments |

1. Planning applications

|  |  |  |
| --- | --- | --- |
| 23/00740/OUT | Land At Main Street Swannington | Erection of 5 No Self Build Dwellings (Outline Application with all matters reserved except for access) |

1. Planning decisions

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| --- | --- | --- | --- | --- | --- |
| 22/01926/FUL | Beaumont Villa, 116 Moor Lane, Coleorton | | Erect of detached garage | Object - the application is vague in its description as it would appear to actually be more than one garage. The PC is concerned that the development is affecting a PROW | Permitted |
| 23/00431/FUL | 7 Foan Hill, Swannington | | Proposed removal of existing single storey flat roofed garage and kitchen extension areas, and erection of new single and double storey extensions and associated alterations to existing dwelling, conjunction with the erection of new detached building to provide double garaging, garden store/workshop space with first floor ancillary annexe accommodation over within roof space | No comments | Permitted |
| 23/00446/FUL | The Oaks, 10 Burtons Lane, Swannington | | Erection of two storey side extension and external alterations including new windows and render to entire property | No comments | Permitted |
| 23/00482/FUL | 126 Loughborough Road, Coleorton | Erection of a detached garage | | No comments | Permitted |

**REMINDERS:**

**Diary Notes:**

Full Council – 31 July 2023

***Payment checking and signing rota for*** ***June/July – C Mursell and L Wilson.***