



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Executive Officer & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

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21st September 2016

Dear Councillor,

You are summoned to attend a meeting of the **BRAUNSTONE TOWN COUNCIL** in the Council Chamber, Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, on **Thursday 29th September 2016** commencing at **8pm** for the transaction of the business set out below.

Yours sincerely,

Handwritten signature of Darren Tilley in cursive.

Executive Officer & Town Clerk

To: The Town Mayor and Members of Braunstone Town Council.

AGENDA

1. **Apologies**
To receive apologies for absence.
2. **Disclosures of Interest**
To receive disclosures of Interest in respect of items on this agenda:
 - a) Disclosable Pecuniary Interests,
 - b) Other Interests (Non-Pecuniary).
3. **Minutes**
To confirm the accuracy of the Minutes of the Meeting of Braunstone Town Council held 30th June 2016 to be signed by the Chairperson (**Enclosed**).
4. **Appointments to Committees**
To consider appointments to Committees, any changes, including filling two vacant positions on Plans & Environment Committee (**Enclosed**).
5. **Announcements**
To receive announcements/reports (if any):
 - a) Town Mayor,
 - b) Leader of the Council,
 - c) Executive Officer and Town Clerk.

6. Public Session

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

7. Questions from Councillors

To answer questions from Councillors where notice has been given in accordance with Standing Order 4.11 (if any).

8. Reports of Standing Committees

To receive reports and minutes of Standing Committees (**Enclosed**):

a) Plans & Environment Committee	14/07/2016	p6048
b) Community Development Committee	14/07/2016	p6054
c) Plans & Environment Committee	11/08/2016	p6061
d) Policy & Resources Committee	25/08/2016	p6070
e) Plans & Environment Committee	15/09/2016	p6077

9. Motions on Notice

To receive and consider motions moved on notice in accordance with Standing Order 4.13 (if any).

10. Sealing of Documents

To authorise the sealing of documents (if any)

11. Outside Body Reports

To receive reports from members of Outside Bodies:

- a) County Councillors
- b) District Councillors
- c) Braunstone West Social Centre
- d) Braunstone Town Community Minibus
- e) Leicestershire Neighbourhood Watch Steering Group
- f) Leicestershire and Rutland Association of Local Councils
- g) Lubbethorpe Strategic Consultative Board
- h) School Governors

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.
EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- *eliminate unlawful discrimination, harassment and victimisation;*
- *advance equality of opportunity between different groups; and;*
- *foster good relations between different groups*

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.



BRAUNSTONE TOWN COUNCIL

**MINUTES OF THE COUNCIL MEETING
HELD AT BRAUNSTONE CIVIC CENTRE**

30TH JUNE 2016 at 8.00PM

PRESENT: Councillor Berneta Layne (Town Mayor) and Councillors Shabbir Aslam, Anthea Ambrose, Ajmer Basra, Roger Berrington, Nick Brown, Alex Dewinter, David Di Palma, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Stuart Maxwell, Phil Moitt, Gary Sanders and Robert Waterton.

Officers in Attendance: Mr D Tilley, Executive Officer & Town Clerk.

There were 4 members of the public present at the meeting.

COUNCILLOR BERNETA LAYNE, TOWN MAYOR, IN THE CHAIR

5441 Commemoration of the life and work of Jo Cox, MP

The Town Mayor opened the meeting reflecting on the sad loss of Jo Cox MP who was killed in her constituency on 16th June. The Town Mayor invited those present to join in a minute's silence to reflect upon Jo Cox's passionate commitment to causes such as the plight of Syrian refugees and for her service to the community and our country. The Town Mayor also urged Members to reflect on the importance of our democracy in protecting our freedoms and of elected representatives being part of the communities in which they serve.

Further tributes were given by members of the Council, which had included in the Civic Centre memorial garden and concern was raised about threats to elected representatives, their families and their staff. The importance of conducting affairs in a calm and rational manner was reinforced.

5442 Apologies

Apologies for absence were received from Councillors Sharon Betts, Dinesh Joshi, Sam Maxwell and Bill Wright.

5443 Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

5444 Minutes

The Minutes of the Annual Meeting of Braunstone Town Council held on 12th May 2016 were circulated (item 3 on the agenda).

It was proposed by Councillor Berneta Layne and seconded by Councillor Nick Brown and was:

RESOLVED that the Minutes of the Annual Meeting of Braunstone Town Council held on 12th May 2016 be approved and signed by the Chairperson as a correct record.

5445 Co-option to vacancies on the Council

Council considered applications for co-option as a member of Braunstone Town Council, 1 vacancy for Thorpe Astley Ward and 1 vacancy for Winstanley Ward (item 4 on the agenda).

Two applications had been received in the following order:

1. Darshan Singh of 9 Hillrise Avenue, received 6th June 2016 (in response to the Winstanley Vacancy); and
2. Parminder Basra of 38 Kingsway, received 21st June.

A supplementary report was submitted, which included the applicants' written submissions (filed with the agenda).

The candidates each addressed Council explaining how they intended to serve as a Town Councillor and answered questions from members of the Council. Both candidates agreed to leave the room while the Council considered the merits of their applications.

It was proposed by Councillor Nick Brown and seconded by Councillor Phil Moitt and was:

RESOLVED

1. that Darshan Singh be co-opted as a Town Councillor to fill the vacancy for Winstanley Ward; and
2. that Parminder Basra be co-opted as a Town Councillor to fill the vacancy for Thorpe Astley Ward.

Reasons for Decision

1. *The submission provided background on Darshan Singh and he was considered suitable to serve as a Town Councillor. Darshan Singh had responded specifically to the Winstanley vacancy and had been the first to express an interest.*
2. *The submission provided background on Parminder Basra and she was considered suitable to serve as a Town Councillor. Parminder Basra had expressed an interest in either vacancy and had been second to express an interest.*

Councillors Parminder Basra and Darshan Singh duly signed the formal Declaration of Acceptance of Office and took up their places on the Council.

5446 Annual Governance Statement 2015/2016

Council received a report setting out the systems of internal control, including for the management of risk and the preparation of accounting statements during the financial year ended 31st March 2016 and to authorise the completion and submission of the Annual Governance Statement 2015/2016 accordingly (item 5 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED that the systems of internal control and management of risk be confirmed as sound and that Section 1, Annual governance statement 2015/16, of the Annual Return for the year ended 31st March 2016 (attached as Appendix C) be completed, signed and submitted accordingly.

Reason for Decision

Having reviewed the control measures for each of the areas listed on the Annual Governance Statement and the assessment of risks facing the Council and associated mitigating measures, Council were confident that to the best of their knowledge and belief, with respect of the accounting statements for the year ended 31st March 2016, there were sound systems of internal control and management of risk.

5447 Accounting Statements 2015/2016

Council received the End of Year Accounts for the financial year ended 31st March 2016 and considered adopting and submitting the Accounting Statements 2015/2016 accordingly (item 6 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED that Section 2, Accounting statements 2015/16, of the Annual Return for the year ended 31st March 2016 (attached as Appendix 10) be completed, signed and submitted accordingly.

Reason for Decision

The Council having carried out an assessment of the effectiveness of the Council's financial arrangements, concluded that there were sound systems of internal control. The Internal Auditor, having reviewed the annual accounts, found the Accounting Statements to have been prepared on the correct basis and were supported by adequate audit trails to underlying records.

5448 Financial Regulations

Council reviewed the Financial Procedure Rules and adopted an updated set of regulations (item 7 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED

1. that the revised Financial Regulations, attached as an Appendix to the report, be approved and adopted; and
2. that delegated authority be given to the Executive Officer & Town Clerk to correct cross-referencing errors and make formatting, presentational, spelling, punctuation and grammatical corrections prior to publication.

Reasons for Decision

1. *To comply with The Public Contracts Regulations 2015 and other legislative changes and to codify operational financial processes.*
2. *To ensure that the document was consistent and user-friendly.*

5449 Announcements

a) Town Mayor

The Town Mayor, Councillor Berneta Layne, reported as follows:

“Since my appointment as your Town Mayor at our last meeting, I have been kept very busy. I have attended events both here in Braunstone Town and I have represented the Town in both Blaby District and Leicester City”.

“The events were mainly centred on the Queen’s 90th birthday celebrations and the 100th anniversary of the significant events of May and June 1916 during World War One”.

“Tomorrow I will be present at Leicester Cathedral attending the service to commemorate the start of the Battle of the Somme which saw so many young men wounded and so many lose their lives”.

“Just a quick reminder the Summer Fete on 30th July, can you fill in your forms and return them as soon as possible”.

b) Leader of the Council

The Leader of the Council, Councillor Nick Brown, identified two issues the Town Council needed to be aware of, following the referendum on the United Kingdom’s membership of the European Union:

- i. there had been incidents of hate crimes committed around the Country against migrants, while no such incidents had been reported in Braunstone Town it was important for the Council to take an active role in the community in order to prevent and tackle any such occurrences; and
- ii. financial projections suggested a period of uncertainty and risk, particularly from reduced inward investment, which would impact on tax revenues and on public spending, the Town

Council was in a strong financial position but would need to be mindful of its spending in the short to medium term.

c) Executive Officer and Town Clerk

No announcements were made.

5450 Public Session

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were 2 members of the public present at this point during meeting. One member of the public stated he was pleased that the Town Council had appointed two new Councillors and he wished them success in their new role.

5451 Questions from Councillors

No questions had been submitted.

5452 Reports of Standing Committees: Plans & Environment Committee – 19th May 2016

Council received the Report of the Plans & Environment Committee meeting held on 19th May 2016 (p6006 – p6011).

It was moved by Councillor Robert Waterton and

RESOLVED that the Report be adopted.

5453 Reports of Standing Committees: Community Development Committee – 19th May 2016

Council received the Report of the Community Development Committee meeting held on 19th May 2016 (p6012 – p6016).

It was moved by Councillor Anthea Ambrose and

RESOLVED that the Report be adopted.

5454 Reports of Standing Committees: Corporate Governance Sub-Committee – 9th June 2016

Council received the Report of the Corporate Governance Sub-Committee meeting held on 9th June 2016 (p6017 – p6020).

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted.

5455 Reports of Standing Committees: Policy & Resources Committee – 9th June 2016

Council received the Report of the Policy & Resources Committee meeting held on 9th June 2016 (p6021 – p6029).

Page 6022, Minute 6 – Thorpe Astley Community Centre Options Appraisal

Councillor Robert Waterton expressed concern about capacity and access to GP services for residents from Thorpe Astley at both Kingsway and Forest House.

Councillor Anthea Ambrose also expressed concern that it was difficult to get GP appointments locally resulting in some residents attending the Walk-in Centre.

Councillor Amanda Hack talked about reports that residents could use GP services in Leicester City CCG area.

It was moved by Councillor Nick Brown and seconded by Councillor Robert Waterton and was

RESOLVED that a letter be sent to the Clinical Commissioning Group seeking information on the current position with GP capacity and clarifying whether places were available for Braunstone Town residents at GP Surgeries within the Leicester City CCG area.

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted.

5456 Reports of Standing Committees: Plans & Environment Committee – 16th June 2016

Council received the Report of the Plans & Environment Committee meeting held on 16th June 2016 (p6030 – p6038).

Page 6035, Minute 17 – Planning Decisions

Councillor Robert Waterton expressed concern about the implementation of car parking requirements. In the case of application 16/0412, 6 Riddington Road, only two on-site parking spaces had been required rather than three, when the plans provided for four bedrooms. The response from Blaby District Council had been that only two spaces could be provided to the front of the dwelling and it had been seen that conditioning three car parking spaces to the front would be unrealistic and manoeuvrability would not be practical. On street car parking was considered as an option due to the nature and width of the road, although this was not ideal it would be unreasonable to refuse it on the basis of car parking alone, given the location. Councillor Robert Waterton concluded that Blaby District Council needed to be apply its own

rules and it was important that decisions taken under delegated authority were within these rules.

It was moved by Councillor Robert Waterton and seconded by Councillor Nick Brown and was

RESOLVED that a letter be sent to Blaby District Council seeking an explanation on how it was legal to apply a lower parking requirement in the case of application 16/0412, 6 Riddington Road, than required in the District Council's own planning policies.

It was moved by Councillor Robert Waterton and

RESOLVED that the Report be adopted.

5457 Motions on Notice

No Motions on Notice had been submitted.

5458 Sealing of Documents

There were no documents for sealing.

5459 Outside Body Reports

a) Leicestershire County Council

Mrs J Fox, County Councillor for Braunstone Town Division, reported on County Council matters as follows:

- i. Academies – a motion was considered by LCC Council on 29th June concerning the importance of schools being able to determine whether or not they would wish to become an Academy, which received cross-party support.
- ii. Better Care – County Council earmarked funds had now ceased.
- iii. Strategic Growth Plan – this would cover both County and City and the Leader and City Mayor were in liaison with each other, once drafted there would be a consultation.
- iv. Combined Authority – this had been delayed but was still due to go ahead, it was important to work together and produce economies of scale and to ensure proposals were not watered down.
- v. Syrian Refugees – the first Syrian refugees to be settled in the County were due in August, the number was lower than first anticipated.
- vi. Strategic Waste Plan – an amendment was put to Council, which had been rejected, on the location of disposal units.
- vii. Transport Improvements – currently M1 Bridge to Lubbethorpe and the potential for a link to the M1 from the A426 (junction 20a).
- viii. School Places – all school places locally had been filled and there was a pressure on places with the current provision.

b) Blaby District Council

Councillor Phil Moitt advised of the recent Planning Committee which considered a controversial item and therefore required Police protection.

Councillor Shabbir Aslam advised that he was returning to his work at Blaby following recent sickness. Councillor Aslam had been approached by a concerned resident in respect of hate crime which had arisen in other parts of the County. Councillor Aslam advised that Blaby District was a multi-cultural area and all were keen to work towards maintaining community cohesion. He quoted the call of the Police & Crime Commissioner that any hate crime must be reported to the Police immediately.

c) Leicestershire and Rutland Association of Local Councils

The Group had not met since the previous report.

d) Braunstone West Social Centre

Councillor Phil Moitt reported that he had attended a Committee meeting in May and progress was being made with refurbishment to the building and the Centre was continuing to function under new management.

e) Braunstone Town Community Minibus

Councillor Paul Kennedy reported on the recent AGM, the Group were raising funds for a community Christmas Quiz and were seeking ideas.

The next meeting would be 9th July and will be looking at costs and improving trips. In response to a question from Councillor Roger Berrington, Councillor Paul Kennedy agreed to look into the reduction in mileage of the mini-buses and whether a comprehensive service was still being offered.

Councillor Kennedy concluded that if anyone was aware of someone who would benefit from a trip to get them to contact Nadine Blight.

f) Lubbesthorpe Strategic Consultative Board

The next meeting was scheduled for 27th July 2016.

g) School Governors

Councillor Nick Brown reported that places were filling up quickly at Millfield Academy.

5460 Approval of Accounts

Council received payments from 1st March 2016 until 21st June 2016 (item 15 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED that the list of Approved Expenditure Transactions for the Period 1st March 2016 until 21st June 2016 be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations.

5461 Termination of Meeting

The meeting closed at 9.35pm.

These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 29th September 2016.

DRAFT



BRAUNSTONE TOWN COUNCIL

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Darren Tilley – Executive Officer & Town Clerk

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COMMITTEE MEMBERSHIP & ROLES 2016/2017

Town Mayor:	Cllr Berneta Layne
Deputy Town Mayor:	Cllr Bill Wright
Leader of the Council:	Cllr Nick Brown
Deputy Leader of the Council:	Cllr Amanda Hack

STANDING COMMITTEES

The Town Mayor is an Ex-Officio Member of each Standing Committee

Appeals Committee (3)

Cllr Amanda Hack (Chair)
Cllr Phil Moitt (Vice-Chair)
Cllr Bill Wright

Community Development Committee (11)

Cllr Anthea Ambrose (Chair)
Cllr Alex DeWinter (Vice-Chair)
Cllr Ajmer Basra
Cllr Sharon Betts
Cllr Nick Brown
Cllr David Di Palma
Cllr Sam Fox-Kennedy
Cllr Amanda Hack
Cllr Paul Kennedy
Cllr Sam Maxwell
Cllr Gary Sanders

Employing Committee (3)

Cllr Nick Brown (Chair)
Cllr Anthea Ambrose (Vice-Chair)
Cllr Alex DeWinter

Plans & Environment Committee (10)

(Plus Ex-Officio Members from Parish Plan Working Group)

Cllr Robert Waterton (Chair)
Cllr Bill Wright (Vice-Chair)
(Position Vacant)
Cllr Roger Berrington
Cllr Sharon Betts
Cllr David Di Palma
Cllr Dinesh Joshi
Cllr Stuart Maxwell
Cllr Phil Moitt
(Position vacant)
Mr John Dodd (Ex-Officio)

Policy & Resources Committee (11)

Cllr Nick Brown (Chair)
Cllr Amanda Hack (Vice-Chair)
Cllr Anthea Ambrose
Cllr Shabbir Aslam
Cllr Alex DeWinter
Cllr Sam Maxwell
Cllr Stuart Maxwell
Cllr Phil Moitt
Cllr Gary Sanders
Cllr Robert Waterton
Cllr Bill Wright

SUB-COMMITTEES AND ADVISORY PANELS

Braunstone Town Citizens Advisory Panel (5)

Cllr Nick Brown (Chair)
Cllr Dinesh Joshi (Vice-Chair)
Cllr Anthea Ambrose
Cllr Amanda Hack
Cllr Robert Waterton

Corporate Governance Sub Committee (4)

Cllr Nick Brown (Chair)
Cllr Amanda Hack (Vice-Chair)
Cllr Shabbir Aslam
Cllr Bill Wright

Franklin Park Community Orchard (5)

Cllr Nick Brown (Chair)
Cllr Roger Berrington (Vice-Chair)
Cllr Sam Fox-Kennedy
Cllr Paul Kennedy
Cllr Berneta Layne

Shakespeare Park Improvement Project (3)

Cllr Nick Brown (Chair)
Cllr Amanda Hack
Cllr Sam Maxwell

OUTSIDE BODY APPOINTMENTS 2016/2017

Braunstone Town Community Minibus (2 members)

Cllr David Di Palma
Cllr Paul Kennedy

Braunstone West Social Centre (1 member)

Cllr Phil Moitt

Leicestershire & Rutland Association of Local Councils (2 members)

Cllr Amanda Hack
Cllr Gary Sanders

Leicestershire Neighbourhood Watch Steering Group (1 member)

Cllr Bill Wright

Lubbesthorpe Strategic Consultative Board (2 members)

Executive Officer & Town Clerk,
Chair of Plans & Environment Committee (Cllr Robert Waterton)

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANS & ENVIRONMENT COMMITTEE

THURSDAY 14TH JULY 2016

PRESENT: Councillor Robert Waterton (Chair) and Councillors Roger Berrington, Sharon Betts, and Sam Maxwell (substituting Stuart Maxwell).

Officers in attendance: Darren Tilley, Executive Officer & Town Clerk.

There were no members of the public present at the meeting.

25. Apologies

Apologies for absence was received from Councillors Berneta Layne (Ex-Officio), Stuart Maxwell and Bill Wright and Mr. John Dodd (Ex-Officio).

26. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

27. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

28. Minutes of the Meeting held 16th June 2016

The Minutes of the Meeting held on 16th June 2016 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 16th June 2016 be approved and signed by the Chairperson as a correct record.

29. Planning Applications dealt with under Delegated Authority

The Committee received and noted responses to planning applications taken under Delegated Authority (item 5 on the agenda).

RESOLVED that the action taken by the Executive Officer & Town Clerk under delegated authority in forwarding the following observations to Blaby District Council be noted:

1. **Application No:** 16/0764/ADV
- Description:** Display of various illuminated and non-illuminated signage
- Location:** Asda Stores Ltd Narborough Road South Braunstone Town Leicestershire LE3 2LL
- Response:** *Braunstone Town Council does not object to the application, subject to the following:*
- a) *the hours of use and level of lighting of the illuminated signs being in accordance with Blaby District Council's Lighting Policy; and*
 - b) *none of the signs adjacent to the highway obstructing the view of and/or distracting users of the highway.*
- Reasons:**
- a) *To avoid nuisance to motorists in terms of glare and unnecessary light spillage; and*
 - b) *to avoid a detrimental impact upon public safety due to distraction of drivers, cyclists or pedestrians.*

30. Planning Applications

The Committee received details of planning applications to be considered by Blaby District Council (item 6 on the agenda).

RESOLVED that the following responses be forwarded to Blaby District Council:

1. **Application No:** 16/0638/CLP
- Description:** Application for certificate of lawful use for proposed roof alterations
- Location:** 176 Braunstone Lane Braunstone Town Leicestershire LE3 2RW
- Response:** *Braunstone Town Council objects to the approval of a certificate of lawful use since the proposals:*
- a) *would result in a changed appearance to the front of the property;*
 - b) *the installation of a dormer window to the rear; and*
 - c) *the creation of a fourth habitable bedroom.*
- Reason:** *The proposals may be reasonable in principle, however, Braunstone Town Council was concerned that the request for a certificate of lawful use was granted within one working day and that this was a significant development which would require planning permission to determine:*

- a) *impact upon the street scene;*
- b) *impact upon privacy of the neighbouring properties;*
and
- c) *availability of sufficient on-site parking provision.*

- 2. Application No:** 16/0787/FUL
- Description:** Extension to lobby/administration area to create a new lobby and office.
- Location:** Millfield Community School And Centre Hat Road Braunstone Town Leicestershire
- Response:** *Braunstone Town Council does not object to this application.*
- Reason:** *There was no impact on the surrounding properties and the extension was contained within a courtyard area surrounded by existing buildings.*
- 3. Application No:** 16/0722/FUL
- Description:** Two storey side/rear and single storey side extensions to create an additional retail unit (Use Class A1) and subdivision of the existing first floor accommodation in order to provide an additional two flat at first floor level, including the erection of one dwelling with access off Chaplin Court
- Location:** 5 - 7 Sun Way Braunstone Town Leicestershire LE3 3DS
- Response:** *Braunstone Town Council wishes to make the following observations:*
- a) *suitable parking should be provided for workers and customers of the new retail unit; and*
 - b) *two on-site parking facilities should be provided for the new dwelling.*
- Reasons:**
- a) *To mitigate dangerous and/or illegal parking in an area with road junctions and higher footfall.*
 - b) *The property had 3 bedrooms and two on-site parking spaces should be provided in accordance with Local Plan Policy T7.*
- 4. Application No:** 16/0771/HH
- Description:** Two storey side and single storey front and rear extensions
- Location:** 16 Chislehurst Avenue Braunstone Town Leicestershire LE3 2UF

Response: *Braunstone Town Council wishes to make the following observations:*

- a) *On-site parking provision for 3 spaces must be provided;*
- b) *no windows in the side elevation without the explicit consent of the local planning authority; and*
- c) *the occupiers of neighbouring properties should be fully consulted in connection with the proposals.*

Reasons:

- a) *The plans increased the number of bedrooms from 3 to 4 and for an extension on the side access to the property, therefore in accordance with Local Plan Policy T7, replacement parking should be provided.*
- b) *To avoid a detrimental effect on the amenity enjoyed by the occupiers of the neighbouring property.*
- c) *To ensure that the proposals do not have an adverse impact on the amenity enjoyed by neighbouring properties.*

31. Additional Planning Applications

The Committee received details of planning applications received since the publication of the agenda (item 7 on the agenda).

RESOLVED that the following response be forwarded to Blaby District Council:

1. Application No: 16/0797/HH

Description: Single storey side and rear extensions (Revised Scheme)

Location: 7 Hilcot Green Braunstone Town Leicestershire LE3 3SY

Response: *Braunstone Town Council wishes to make the following observations:*

- a) *no windows in the side elevation without the explicit consent of the local planning authority; and*
- b) *in accordance with Local Plan Policy T7 replacement of on-site parking facilities should be provided (dwellings with more than 4 bedrooms – 3 spaces, 3 or less bedrooms – 2 spaces).*

Reasons:

- a) *To avoid a detrimental effect on the amenity enjoyed by the occupiers of the neighbouring property.*
- b) *The side extension would result in reduced parking provision, on-site parking provision must meet the minimum standards.*

2. Application No: 16/0816/TPO

Description: Proposed crown thinning and crown reduction of on Oak Tree (T3).

Location: 15 Goodheart Way, Braunstone Town, Leicestershire, LE3 3RX.

Response: *Braunstone Town Council objects to the application for the following reasons:*

- a) *the tree was not sufficiently close to the properties to be overbearing or cause nuisance;*
- b) *slight encroachment onto the property was no further than existing bushes.*

It should be noted that the applicant was not the owner of the land or the tree in question. Braunstone Town Council was responsible for maintaining the site and would not permit any works upon this tree unless there was a legal obligation to do so or it would be in compliance with our own policies and procedures.

Reasons:

- a) *Long Spinney was ancient woodland and there were several properties adjacent to it and trees of a similar height and age.*
- b) *There appeared to be no encroachment on the access to the properties.*

A decision to grant crown thinning and crown reduction was different to a requirement to carry out the work, Braunstone Town Council would judge an outcome to grant work under the TPO in the context of its legal obligations and own policies.

32. Licensing Applications dealt with under Delegated Authority

The Committee noted that there had been no licensing applications dealt with under delegated authority.

33. Lubbesthorpe Strategic Consultative Board

The Committee considered whether there were any items for the next meeting of the Lubbesthorpe Strategic Consultative Board scheduled for 27 July 2016 (item 9 on the agenda).

RESOLVED that the following matters be raised by Town Council representatives at the meeting:

- a) Air Quality – the cumulative effect; and
- b) Progress with opening the M1 Bridge and when construction traffic would start to use the route.

Reason for Decision

To enable matters which impacted upon the Town and its residents to be considered and addressed:

- a) *Air Quality was already poor and there were further developments due in the area which would produce a cumulative impact.*

b) *To ensure that the needs of residents adjacent to the Bridge were considered.*

34. Termination of the Meeting

The meeting closed at 7.40pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

SIGNED _____ (CHAIR)

DATE _____

BRAUNSTONE TOWN COUNCIL

MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE

THURSDAY 14th JULY 2016 AT 7.45PM

PRESENT: Councillor Anthea Ambrose (Chair) and Councillors Sharon Betts, Nick Brown, David Di Palma, Amanda Hack and Sam Maxwell.

Officers in attendance: Darren Tilley, Executive Officer & Town Clerk.

There were no members of the public present at the meeting.

17. Apologies

Apologies for absence were received from Councillor Ajmer Basra, Alex DeWinter, Sam Fox-Kennedy, Paul Kennedy, Berneta Layne and Gary Sanders.

18. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

19. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

20. Minutes of the Meeting held 19th May 2016

The Minutes of the Meeting held on 19th May 2016 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 19th May 2016 be approved and signed by the Chairperson as a correct record.

21. Town Mayor's Report

The Committee received a report setting out the activities of the Town Mayor, Councillor Berneta Layne (item 5 on the agenda).

It was noted that in the absence of the Town Mayor and Deputy Town Mayor, the Chair of the Committee had attended the Braunstone Swimming Club Open Meet.

RESOLVED that the update be noted.

Reason for Decision

To monitor and review the effectiveness of the Town Council's community engagement activities.

22. Town Watchers

The Committee received a progress report on the work and activities of Town Watchers (item 6 on the agenda).

RESOLVED

1. that the minutes of the Town Watchers meeting held on 16th May 2016 be received and noted;
2. that Town Council resources should not be utilised for administering the meetings and taking notes;
3. that officers liaise with the Chair of the Group to clarify the role of the Town Council and explore potential alternative models should the Group cease to operate.

Reasons for Decision

1. *It was noted that there were no significant crime issues highlighted.*
2. *The Group were independent and would need to be self-sustaining.*
3. *To ensure that the Town Council provided an effective supportive and facilitating role to the Neighbourhood Watch Schemes across the Town.*

23. Crime Statistics

The Committee received the latest crime statistics, including comparative figures (item 7 on the agenda).

RESOLVED

1. that crime statistics, including comparative figures, be submitted to the Committee meeting scheduled for 13th October 2016; and
2. that Blaby District Council be contacted concerning the recent criminal damage on Franklin Park, in order to take a multi-agency approach with the Police and the BB19 bus initiative.

Reasons for Decision

1. *The number of Crimes committed was steady, having dropped from the 2014 peak, there was no indication of an increase in anti-social behaviour, however, statistics covering the summer months would provide a better indication of trends.*
2. *There was an indication that criminal damage was occurring on Franklin*

Park on the evenings that the BB19 bus was visiting Franklin Park Car Park; it was important that all agencies took responsibility for mitigating and monitoring behaviour in the area and worked together to prevent criminal damage.

24. Speed Sign Update

The Committee received the latest crime statistics, including comparative figures (item 8 on the agenda).

RESOLVED

1. that the speed sign not be located on the Narborough Road South West Service Road; and
2. that it be investigated whether additional data, such as time, was collected by the speed sign and if relevant be reported to the Committee.

Reasons for Decision

1. *Leicestershire County Council Highways officers had investigated the site and could not identify a suitable place to locate the speed sign, which would avoid including the traffic on the main road.*
2. *To determine whether there was a time pattern for when the highest speeds were occurring.*

25. Promoting Thorpe Astley Community Centre

The Committee considered initiatives for encouraging organisations and Groups to run services and events at Thorpe Astley Community Centre (item 9 on the agenda).

RESOLVED

1. that the following be reviewed in respect of encouraging Community Groups to hold events at Thorpe Astley Community Centre as part of the Programme of Events:
 - a) timing,
 - b) aspirations of the community, and
 - c) publicity and promotions; and
2. that the following be considered for Thorpe Astley Community Centre:
 - a) Town Mayor Events,
 - b) Business Craft Event,
 - c) Family Fun Day, and
 - d) Open Day.

Reasons for Decision

1. *To provide support for community groups, particularly those within Thorpe Astley, to organise a successful community events programme. To*

respond to the identified needs and aspirations of the community, as identified in the Options Appraisal Consultation.

2. *To provide events which met the needs and aspirations of the community. To assist in raising awareness of community groups, events and services to ensure their success.*

26. Summary of Grant Applications

The Committee received a list of grants paid to date and applied for from external sources (item 10 on the agenda).

It was noted that the pending application to the Youth Fund for £1,200 from Kingsway Church Fellowship had been withdrawn.

RESOLVED that the position be noted.

Reason for Decision

To monitor progress with supporting community groups with identifying sources of funding and with the awarding of grants under the Council's Community Grants Scheme.

27. Community Grant Applications

The Committee considered Community Grant Applications submitted (item 11 on the agenda).

RESOLVED that Community Grants be approved as follows:

- a) Asian Elderly Group - £195
- b) Winstanley Wizards Table Tennis - £300
- c) Braunstone Town FC - £281.50

Reason for decision

The applications had met the criteria of the grant scheme and the required information had been submitted.

28. Braunstone Life Patronage

The Committee considered arrangements for the Town Council's patronage to the Braunstone Life (item 12 on the agenda).

RESOLVED

1. that the Braunstone Life Patronage be renewed with a gift of £300; and
2. that a copy of the Braunstone Life Accounts and Annual General Meeting papers and minutes be forwarded to the Town Council.

Reasons for Decision

1. *To support the work of Braunstone Life as a community newspaper, which was operated by volunteers.*
2. *To continue to support long term financial stability of the Group.*

29. Summer Fete 2016

The Committee received a progress report on arrangements for the Summer Fete 2016 (item 13 on the agenda).

RESOLVED that the report be noted.

Reason for Decision

All the necessary preparations were in place for the Event.

30. Improvements to Parks and Open Spaces

The Committee received a progress report on current projects and funding as follows:

- a) Shakespeare Park – final plans and the mechanical and electrical survey had been completed and a quantity survey had estimated costs for the rebuild of the Pavilion and improvement works to the surrounding site and facilities. Attention was now focussing on consultation, seeking funding and the planning process.
- b) Franklin Park – work was due to commence before the end of July on replacement of the Balance Beams in the playground and improvements to the safety surface, it was anticipated that the work would be completed within a week.

RESOLVED

1. that a specialist Bid writer be engaged to put together a business plan for accessing appropriate funding streams for the Shakespeare Park Improvement Project; and
2. that support and advice be sought from Blaby District Council Green Spaces and Health and Wellbeing.

Reasons for Decision

1. *The project was a significant investment in local infrastructure including providing for wider social investment, therefore there would be significant opportunities to access funding, which required professional knowledge of funding streams.*
2. *The District Council would be able to offer advice and support concerning maximising the potential for improvement to green space and encouraging healthy living.*

31. Nominations for the Blaby District Outstanding Achievement Awards

The Committee considered nominating for the Blaby District Outstanding Achievement Awards (item 15 on the agenda).

RESOLVED that subject to qualification and consent, Trevor Hicks of Braunstone Swimming Club be nominated for Category B, Volunteer of the Year.

Reason for Decision

To recognise Trevor's time and dedication to help others to swim and achieve success, including leading a healthy and active lifestyle.

32. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2016 to 30th June 2016 (item 16 on the agenda).

RESOLVED that the report be noted.

Reasons for Decision

There were no issues identified with income and expenditure to date.

33. Local Area Co-ordination Pilot

RESOLVED that in view of the special / confidential nature of the business to be transacted, it was in the public interest that the press/public be temporarily excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reasons for exception – Personal Information / Legal Advice.*

The Committee considered the current position with the Local Area Coordination pilot and the Town Council's future support for the project (item 17 on the agenda).

A letter had been received dated 12th July 2016 from the Public Health Department's Head of Strategy – Delivery, which was circulated to Councillors along with a copy of the job description for the post of Local Area Coordinator.

RESOLVED that Braunstone Town Council raise the issues identified in the report with the Chief Executive of Leicestershire County Council.

Reason for Decision

Braunstone Town Council was an active and supportive partner of the Local Area Co-ordination project and had been since its inception, supporting the project objectives to improve health and wellbeing of individuals and communities helping to reduce demand on public services (mainly health and

social care), preventing people reaching crisis, and requiring costly care and support services.

34. Termination of Meeting

The meeting closed at 10.00pm.



NOTE:

*CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.
EQUALITIES ACT 2010*

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;*
- advance equality of opportunity between different groups; and;*
- foster good relations between different groups*

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These minutes are a draft and a subject to consideration for approval at the next meeting, scheduled for 13th October 2016.

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANS & ENVIRONMENT COMMITTEE

THURSDAY 11TH AUGUST 2016

PRESENT: Councillor Robert Waterton (Chair), Councillor Bill Wright (Vice-Chair), and Councillors Roger Berrington and Phil Moitt and Mr. John Dodd (Ex-Officio).

Officers in attendance: Darren Tilley, Executive Officer & Town Clerk.

There were no members of the public present at the meeting.

35. Apologies

Apologies for absence were received from Councillors Sharon Betts, David Di Palma and Berneta Layne (Ex-Officio).

36. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

37. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

38. Minutes of the Meeting held 14th July 2016

The Minutes of the Meeting held on 14th July 2016 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 14th July 2016 be approved and signed by the Chairperson as a correct record.

39. Planning Applications dealt with under Delegated Authority

The Committee received and noted responses to planning applications taken under Delegated Authority (item 5 on the agenda).

RESOLVED that the action taken by the Executive Officer & Town Clerk under delegated authority in forwarding the following observations to Blaby District Council be noted:

- 1. Application No:** 16/0862/FUL

Description: Single storey rear extension forming additional office space

Location: 75 Henley Crescent Braunstone Town Leicestershire LE3 2SB

Response: *Braunstone Town Council does not object to this application.*

Reasons: *There were no changes to the size of the retail unit nor to the existing residential flat.*
- 2. Application No:** 16/0874/HH

Description: Single storey front extension, first floor side extension and erection of garage to rear of property

Location: 62 Shakespeare Drive Braunstone Town Leicestershire LE3 2SQ

Response: *Braunstone Town Council wishes to make the following observation: on-site parking provision for at least 3 spaces must be provided and remain for use in perpetuity.*

Reasons: *The plans increased the number of bedrooms from 3 to 4, therefore in accordance with Local Plan Policy T7, 3 on-site a condition should ensure that 3 parking places would be permanently provided.*
- 3. Application No:** 16/0856/HH

Description: Single storey rear extension

Location: 480 Braunstone Lane Braunstone Town Leicestershire LE3 3DG

Response: *Braunstone Town Council does not object to this application.*

Reasons: *This was a rear ground floor extension for a kitchen and utility, which presented no detriment to the amenity of the neighbouring properties.*
- 4. Application No:** 16/0907/HH

Description: Pitched roof to existing flat roof and increase in ridge height to existing pitched roof. Insertion of two dormers to front

Location: elevation and one to side.
77 Watergate Lane Braunstone Town Leicestershire LE3 2XQ

Response: *Braunstone Town Council wishes to make the following observations:*

- a) *On-site parking provision for 3 spaces must be provided;*
- b) *no dormer windows in the side elevation adjacent to 172 Lubbesthorpe Road, without the explicit consent of the local planning authority; and*
- c) *the occupiers of neighbouring properties should be fully consulted in connection with the proposals.*

Reasons:

- a) *The plans increased the number of bedrooms from 3 to 4 and for an extension on the side access to the property, therefore in accordance with Local Plan Policy T7, replacement parking should be provided.*
- b) *To avoid a detrimental effect on the amenity enjoyed by the occupiers of the neighbouring property.*
- c) *To ensure that the proposals do not have an adverse impact on the amenity enjoyed by neighbouring properties.*

40. Planning Applications

The Committee received details of planning applications to be considered by Blaby District Council (item 6 on the agenda).

RESOLVED that the following responses be forwarded to Blaby District Council:

1. **Application No:** 16/0930/HH

Description: Two storey side extension

Location: 328 Braunstone Lane Braunstone Town Leicestershire LE3 3AU

Response: *Braunstone Town Council objects to the application due to insufficient parking provision. Local Plan Policy T7 requires on-site parking provision for three spaces where the dwelling contains four or more bedrooms.*

Reason: *Braunstone Lane was a busy through and connecting route serving the south-western fringe of the Leicester urban area and there was insufficient space for on street parking, particularly with the bends and junction with Evelyn Road at this location. Parking on the footway would present dangers to pedestrian users, particularly children walking to and from the local schools.*

- 2. Application No:** 16/0988/HH
- Description:** Two storey side and single storey rear extensions plus canopy to front
- Location:** 12 Mosssdale Road Braunstone Town Leicestershire LE3 2US
- Response:** *Braunstone Town Council does not object to the this application, subject to the following conditions:*
a) the Garage and two parking spaces within the front curtilage of the property remaining available for parking in perpetuity; and
b) no windows to be added the side elevation adjacent to 14 Mosssdale Road without the explicit consent of the local planning authority.
- Reasons:** *The plans provided for sufficient on-site parking and would not impact upon the privacy of neighbours:*
a) it was important to ensure that sufficient on-site parking remained available for the size of the property; and
b) it was important to protect the amenity enjoyed by number 14 in terms of privacy.
- 3. Application No:** 16/0969/HH
- Description:** Two storey side and single storey front and rear extensions
- Location:** 9 Pits Avenue Braunstone Town Leicestershire LE3 2XL
- Response:** *Braunstone Town Council objects to the application due to insufficient parking provision. Local Plan Policy T7 requires on-site parking provision for three spaces where the dwelling contains four or more bedrooms.*
- Reason:** *Pits Avenue was a narrow residential street and on street parking was likely to cause obstruction of the footway which would present dangers to pedestrian users, particularly children walking to and from the local schools.*
- 4. Application No:** 16/0934/HHPD
- Description:** The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 3.9m, and for which the height of the eaves would be 2.9m
- Location:** 15 Headley Road Braunstone Town Leicestershire LE3 2PJ

Response: *Braunstone Town Council has no objections to the granting of the application for a rear single storey extension, as set out in the application for prior approval.*

Reason: *The size dimensions of the extension were within the permitted amounts and there would be no impact upon the amenity enjoyed by neighbouring properties, some who had also extended their own properties.*

41. Additional Planning Applications

The Committee received details of planning applications received since the publication of the agenda (item 7 on the agenda).

RESOLVED that the following responses be forwarded to Blaby District Council:

1. Application No: 16/1017/FUL

Description: Two storey rear extension, alterations to existing shop and flat above plus conversion of existing outbuilding to form one residential unit.

Location: 6 Ayston Road Braunstone Town Leicestershire LE3 2GA

Response: *Braunstone Town Council objects to this application due to:*

- a) insufficient on-site parking provision;*
- b) dangerous vehicular access;*
- c) incompatible with existing uses; and*
- d) over-development of the site due to factors including scale and mass.*

Reasons:

- a) the on-site parking provision provided for one space when there is an existing flat and a proposed new flat, therefore two spaces would be required; otherwise residential parking would take place on the highway to the detriment of pedestrian and road safety;*
- b) the Planning Authority turned down a previous application, which used the same vehicular access on the grounds of failing to demonstrate safe access;*
- c) Noise and vibration generated from the hot food take-away would be detrimental to the amenity enjoyed by residents; and*
- d) the proposed development would have an unsatisfactory relationship with other nearby uses that would be significantly detrimental to the amenities enjoyed by the occupiers of those properties, due to considerations of overbearing effect.*

- 2. Application No:** 16/0992/DOC
- Description:** Discharge of conditions attached to application 15/0832/RM condition 4 hard landscaping and condition 10 finished floor levels and hard landscaping
- Location:** North & South Of The M69 Motorway, West Of The M1 Motorway And East Of Beggars Lane Lubbethorpe Leicester
- Response:** *Braunstone Town Council has no objections to the discharging of the conditions subject to approval by:*
a) *Highways;*
b) *Building Control;*
c) *Environment Agency; and*
d) *Environmental Health*
that the submitted specifications meet the principles and parameters described in the documents set out at condition 4 and condition 10.
- Reason:** *The plans and diagrams covered landscaping and finished floor levels; the relevant authorities would have the technical knowledge to determine if the principles and parameters had been met.*
- 3. Application No:** 16/0994/DOC
- Description:** Discharge of condition 24, Gas assessment, the Strategic Employment Site. Leicester Lane Enderby
- Location:** North & South Of The M69 Motorway, West Of The M1 Motorway And East Of Beggars Lane Lubbethorpe Leicester
- Response:** *Braunstone Town Council has no objections to the discharging of the conditions subject to approval by:*
a) *Building Control;*
b) *Environment Agency; and*
c) *Environmental Health*
that the submitted report addressed the requirements of condition 24.
- Reasons:** *The document was comprehensive and identifies areas where protection measures were required; the relevant authorities would have the technical knowledge to determine if the requirements of the condition had been met in the report and its findings.*
- 4. Application No:** 16/1003/HH
- Description:** Extension of existing detached outbuilding to front of property

Location: 3 Mann Close Thorpe Astley Braunstone Town
Leicestershire

Response: *Braunstone Town Council does not object to this application, subject to the following condition: the outbuilding being used for normal domestic uses related to the residential use of the main property.*

Reason: *The outbuilding should not be used to create a separate residential unit which could lead to noise and disturbance and overdevelopment of the site.*

42. Licensing Applications dealt with under Delegated Authority

The Committee noted that there had been no licensing applications dealt with under delegated authority.

43. Planning Decisions

The Committee received and noted planning decisions made by Blaby District Council (item 9 on the agenda).

RESOLVED that following concerns were noted with recent decisions by Blaby District Council:

- a) 16/0516/HH – 10 Edward Avenue: only 2 on-site parking spaces had been required despite the property having 5 bedrooms;
- b) 16/0564/HH – 2 Collins Close: the application had been approved without any requirement to provide the necessary parking or put opaque glass in an overlooking window;
- c) 16/0676/HH – 19 Foxon Way: the application had been approved without any requirement to provide the necessary parking; and
- d) 16/0699/HH – 33 Stonehurst Road: the application had been approved without any mitigation for overbearing effect.

Reason for Decision

Ahead of any further training or progress on receiving feedback on planning applications, the Committee wished to formally record its view that there were inconsistencies of approach in determining similar planning applications.

44. Feedback on Planning Applications

The Committee considered the latest position concerning feedback on planning applications, guidance on material considerations and training for Councillors.

The Executive Officer & Town Clerk reported that earlier in the day notification had been received from Blaby District Council of a date and time for the rescheduled Planning Seminar, which had been postponed from 16th May 2016. The revised date and time was Wednesday 5th October 2016 between 5pm and 7pm.

45. Highways Maintenance Policy & Strategy Review

The Committee considered responding to a Leicestershire County Council consultation in respect of a review of Highways Maintenance Policy & Strategy (item 11 on the agenda).

RESOLVED that the following response be given to the Leicestershire County Council consultation concerning future Highways Maintenance Policy and Strategy, alongside the factual responses to questions 1, 2 and 4 (set out in Appendix 3 of the report):

- a) "Braunstone Town Council fundamentally disagrees with the proposed approach that priority should be given to some highways services at the expense of others, i.e. a proposed reduction in the standard and quality of service being provided. Braunstone Town Council urges Leicestershire County Council to protect current front line services at least to the same standard, by pursuing more efficient and effective service delivery models in partnership with neighbouring authorities, for example, joint management, administration, customer services, procurement and sharing of maintenance staff, stores and equipment"; and
- b) "Braunstone Town Council along with Blaby District Council operate a Customer first point of contact Service from Braunstone Civic Centre, which receives a number of highways related enquires, which are passed to the County Council. Braunstone Town Council would welcome further dialogue with Leicestershire County Council on how this service can complement County Highways Customer Services in terms of effective reporting and feedback and provision of information to local residents.

Reasons for Decision

- a) *The nature of the proposals would result in reductions of service in areas identified in the consultation response statistics with a lower score, the proposals did not seek to explore more efficient ways of delivering the same service to the same (or even higher) standards while making the required savings. There were other service delivery models available which would achieve this objective.*
- b) *The Town Council had the capacity to enable more effective and efficient reporting of issues in Braunstone Town and sharing of information and feedback with local residents through the Braunstone Customer Service Shop. IT options could be explored for tracking Braunstone Town issues and enquiries and to report on progress directly.*

46. Lubbesthorpe Strategic Consultative Board

The Committee reported on the last meeting of the Lubbesthorpe Strategic Consultative Board held on 27th July 2016.

Braunstone Town Council had raised the issue of ensuring compliance with the planning applications, policies, standards and conditions and that if not, effective enforcement would be carried out. It was confirmed that Blaby District Planning would have an office on site, which would be staffed to ensure effective liaison and adherence to conditions throughout the site development.

An officer from Leicestershire County Council Education department attended to explain and answer questions concerning school provision and places for Lubbethorpe at various stages of the development.

Traffic Calming measures were being considered for side streets in Leicester Forest East and Kirby Muxloe in order to reduce “rat-running” as a result of increased traffic flows on the A47.

Affordable Housing Provision was discussed; however, there was some confusion between affordable housing and social housing. The Social Housing requirement was 25% although in the initial phases it would be 10%. Various housing types and sizes would be provided throughout the sub-phases.

The date of the next meeting was 26th October 2016.

47. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April to 31st July 2016 (item 13 on the agenda).

RESOLVED that the report be noted.

Reasons for Decision

There were no issues identified with income and expenditure to date.

48. Termination of the Meeting

The meeting closed at 9.40pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

SIGNED _____ (CHAIR)

DATE _____

BRAUNSTONE TOWN COUNCIL

MINUTES OF POLICY & RESOURCES COMMITTEE

THURSDAY 25th AUGUST 2016 AT 7.30PM

PRESENT: Councillor Nick Brown (Chair), Councillor Amanda Hack (Vice-Chair) and Councillors Shabbir Aslam, Sam Maxwell, Stuart Maxwell, Gary Sanders, Robert Waterton and Bill Wright.

Officers in Attendance: Darren Tilley, Executive Officer & Town Clerk.

There were three members of the public present at the meeting.

21. Apologies

An apology for absence was received from Councillor Phil Moitt.

22. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

23. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were three members of the public at the meeting.

24. Minutes of the Meeting held 9th June 2016

The Minutes of the Meeting held on 9th June 2016 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 9th June 2016 be approved and signed by the Chairperson as a correct record.

25. Thorpe Astley Medical Rooms

The Committee received an update concerning the provision of future health services at Thorpe Astley Community Centre (item 5 on the agenda).

RESOLVED

1. that a representative of East Leicestershire and Rutland Clinical Commissioning Group be invited to attend a meeting of the Policy & Resources Committee (next scheduled meeting Thursday 27th October 2016) concerning the provision of General Practice services in Braunstone Town;

2. that a residents survey be undertaken to gather information concerning access to and availability of General Practitioners, including whether there have been recent changes to service provision;
3. that the approach being undertaken to work with the NHS to find suitable health services while making use of the rooms in the interim on a temporary basis be supported;
4. that in the absence of functioning health services, the Treatment Room be used for meetings, interviews and Counselling sessions and the Consultation Room be used for storage, with storage priority given to the Town Council and the Bar Contractor and any remaining storage space available being given to Community Groups in accordance with the scheme and terms and conditions attached at Appendix 1; and
5. that the approach taken to Promoting facilities and services at Thorpe Astley Community Centre, as agreed by Community Development Committee, be endorsed.

Reasons for Decision

1. *There was concern that the availability of GPs at Kingsway Surgery and ongoing changes to operations at Forest House, whereby most GPs were located at Warren Lane, was resulting in under provision across Braunstone Town and this was having a particular impact on the elderly, long term sick and vulnerable.*
2. *In order to identify and address any issues with GP Provision, it was important to understand whether residents encountered any difficulties and/or delay in accessing GP Services and whether there was a particular problem with certain categories of patient or location.*
3. *To recognise the Community's desire for NHS services to be provided.*
4. *To allow effective use of the space in the absence of any NHS services in order to maximise the services provided to the community and users of the Centre.*
5. *To enable the viability of some of the proposed solutions to be assessed and further developed.*

26. Sponsorship Arrangements with Private Organisations

The Committee considered an arrangement for sponsorship, following a request from Vue Cinema and to consider the protocols for Town Council sponsorship arrangements with private organisations (item 6 on the agenda).

RESOLVED

1. that the Town Council adopt the approach as set out in the report for considering sponsorship requests from private organisations; and
2. that the details of any arrangements to be considered be presented to Policy & Resources Committee for consideration and approval.

Reasons for Decision

1. *To ensure that there was a transparent and consistent approach and that the Town Council could benefit from such arrangements in terms of its own events and engagement activity.*
2. *In order that any forthcoming opportunities could be utilised in the*

context of the Town Council's overall approach as a community leader and facilitator.

27. Website

The Committee received an update on arrangements for implementing a new website (item 7 on the agenda).

RESOLVED

1. that the approach taken by the Executive Officer & Town Clerk, in consultation with the Leader and Deputy Leader of the Council, concerning commissioning GPR Solutions Ltd to build a new website on the Council's hosted domain and IT Solutions Ltd to assist the Council's officers with transferring and producing new content for the new website, be endorsed; and
2. that delegated authority be given to the Executive Officer & Town Clerk, in consultation with the Leader and Deputy Leader of the Council, to enter into a support package for maintenance and development of the website with GPR Solutions Ltd and IT Solutions Ltd.

Reason for Decision

1. *To ensure that the Council continued to comply with IT Access, Accountability and Transparency requirements by providing access to information and services through the web and to avoid a future reoccurrence whereby the service could be interrupted and content lost in the event of a change of supplier.*
2. *To ensure that once developed and operational, the website continued to evolve to meet the changing needs of the Council, users and residents.*

28. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2016 to 31st July 2016 (item 8 on the agenda).

RESOLVED that headings 1010 "Staff Salaries" and 1020 "Pensions" be checked to ensure that the expenditure and credits were being applied to the correct heading.

Reason for Decision

Staff Salaries was underspent for the period while Pensions was overspent, it may be that Pension Credits had been attributed incorrectly to Staff Salaries.

29. Approval of Accounts

The Committee considered payments from 22nd July until 16th August 2016 (item 9 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 22nd June 2016 until 16th August 2016 be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.

30. Bank Account Signatories

To consider revisions and updates to the Bank Account Signatories list (item 10 on the agenda).

RESOLVED

1. that the following amendments be made to the accounts signatories list for the Co-operative Bank Accounts (linked):
 - a) the following be removed: Mr NG Chamberlain, Mrs JM Fox and Miss JT Leech; and
 - b) the following be added: Mrs L Assi, Mr RJ Berrington, Mrs K Cusack, Ms AJ Hack, Mr PLJ Kennedy, Mrs BT Layne, Mrs PM Snow and Mr R Waterton.
2. that the following amendments be made to the account signatories list for the Cambridge Building Society:
 - a) Mrs JM Fox be removed, and
 - b) Mr D Tilley be added.

Reason for Decision

1. *To comply with the updated Financial Regulations (approved on 30th June 2016) to effectively undertake the banking, including enquiries and processing of payments, particularly by internet banking. To update the Councillor signatories in accordance with the Council's membership, revised roles and availability.*
2. *To update the signatories list in accordance with the Council's membership and to effectively undertake banking, including enquiries.*

31. Shakespeare Park – Improvement & Development

The Committee considered final design options for the Pavilion and site and a schedule of work and timescales, along with proposals for a public consultation (item 11 on the agenda).

RESOLVED

1. that the following plans be approved and finalised for public consultation:
 - a) proposed site layout, as attached at Appendix 1,
 - b) Pavilion design, layout and elevations, as attached at Appendix 2,
 - c) external lighting design, as attached at Appendix 3,
 - d) proposed Playground Improvements/Layout, as attached at Appendix 4,
 - e) Construction Arrangements and Vehicular Route, as attached at Appendix 5;
2. that a public consultation be undertaken from 1st – 23rd September 2016, as set out in the "Proposed Consultation" section of the report;

3. that revised timescales for the project be approved, as set out in the “Timescales” section of the report;
4. that a Shakespeare Park Improvement Project Management Sub-Committee be established comprising of the elected members who are members of the Working Group (currently Councillors Nick Brown, Amanda Hack and Sam Maxwell) to consider any issues concerning management of the project which arise between meetings of Policy & Resources Committee, as set out in the “Governance Arrangements” section of the report; and
5. that delegated authority be given to the Executive Officer & Town Clerk, in consultation with the members of the Shakespeare Park Improvement Project Management Sub-Committee, to make minor modifications to the plans (identified in recommendation 1 above) and the project timescales, following the Public/Partner Consultation and to submit an application for Planning Permission and to prepare and invite tenders from contractors for the work.

Reasons for Decision

1. *The issues identified following approval of the outline plans had been accommodated and the external lighting arrangements were suitable.*
2. *To ensure suitable engagement with the community.*
3. *To provide a guide for the progression of the project, which could be amended accordingly, as appropriate.*
4. *To ensure that if significant amendments were required or timescales were revised and deadlines for submissions and contractual decisions were out of line with Policy & Resources Committee meeting dates, that these could be determined avoiding undue delay to the project.*
5. *To enable the next stages of the project to be enacted assuming that the Public/Partner Consultation did not identify any significant changes.*

32. Shakespeare Park – Improvement & Development

RESOLVED that in view of the special/confidential nature of the business to be transacted, that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reasons for exception – Commercial Interests.*

The Committee considered anticipated costs for the project, including a schedule of works and costs for the rebuilding of the Pavilion, loan arrangements and repayments costs and the process for applications for funding (item 12 on the agenda).

RESOLVED

1. that the indicative costs for the Project be received and endorsed;
2. that delegated authority be given to the Executive Officer & Town Clerk to explore funding opportunities and funding streams and to further pursue options of a Public Works Loan and to report to the next meeting of the Policy & Resources Committee; and
3. that the following quotes for Professional Services be accepted:
 - a) Graham Clarkson Associates Post-tender, as attached at Appendix 4 of the report,

- b) Axis M&E Consulting Engineers Design Stage and Post-Tender, as attached at Appendix 5 of the report, and
- c) HSSP Architects Technical Design to completion, as attached at Appendix 6 of the report.

Reasons for Decision

1. *To ensure that the Project could be delivered within the resources available.*
2. *To enable realistic funding options to be assessed and considered.*
3. *To ensure that the Project would be delivered to a high standard ensuring technical standards and specifications were identified in accordance with the overall scope and objectives for the Project.*

33. Replacement of Parks & Grounds Equipment

RESOLVED that in view of the special/confidential nature of the business to be transacted, that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reasons for exception – Commercial Interests.*

The Committee considered future options for grass cutting machinery (item 13 on the agenda).

RESOLVED

1. that a new Wessex RMX 240 Roller Mower be purchased for use with the Tractor from Platts Harris Groundcare for the sum set out in the received quote; and
2. that a Muthing MU-FM 140 Flail Mower be purchased for the Ride-on Mower from Platts Harris Groundcare for the sum set out in the received quote.

Reason for Decision

1. *A test of the Wessex RMX 180 Roller Mower equipment proved it to be adequate, safe and reliable and Platts Harris Groundcare provided a competitive price.*
2. *A test of the Muthing MU-FM 140 Flail Mower equipment proved it to be adequate, safe and reliable and Platts Harris Groundcare provided a competitive price.*

34. Termination of the Meeting

The meeting closed at 9.15pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 27th October 2016.

DRAFT

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANS & ENVIRONMENT COMMITTEE

THURSDAY 15TH SEPTEMBER 2016

PRESENT: Councillor Robert Waterton (Chair), Councillor Bill Wright (Vice-Chair), and Councillors Roger Berrington, Sharon Betts, Berneta Layne (Town Mayor, Ex-Officio), Phil Moitt and Mr. John Dodd (Ex-Officio).

Officers in attendance: Darren Tilley, Executive Officer & Town Clerk.

There were no members of the public present at the meeting.

49. Apologies

An apology for absence was received from Councillor Stuart Maxwell.

50. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

51. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

52. Minutes of the Meeting held 11th August 2016

The Minutes of the Meeting held on 11th August 2016 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 11th August 2016 be approved and signed by the Chairperson as a correct record.

53. Planning Applications dealt with under Delegated Authority

The Committee received and noted responses to planning applications taken under Delegated Authority (item 5 on the agenda).

RESOLVED that the action taken by the Executive Officer & Town Clerk under delegated authority in forwarding the following observation to Blaby District Council be noted:

1. **Application No:** 16/1083/HHPD
- Description:** Single storey extension to rear
- Location:** 78 Turnbull Drive Braunstone Town Leicestershire LE3 2JU
- Response:** *Braunstone Town Council does not object to the application for prior approval.*
- Reasons:** *This was an extension to the rear ground floor extension and installation of apex roof with roof lights on a single storey, the size of the plot and location at the rear of the property presented no detriment to the amenity of the neighbouring properties.*

54. **Planning Applications**

The Committee received details of planning applications to be considered by Blaby District Council (item 6 on the agenda).

RESOLVED that the following responses be forwarded to Blaby District Council:

1. **Application No:** 16/1103/FUL
- Description:** Alterations to detached garage and change of use to dwelling house (Use Class C3)
- Location:** The Garage 91 Narborough Road South Braunstone Town Leicestershire
- Response:** *Braunstone Town Council recommends the following conditions be applied to any approval:*
- a) *work must not commence until the following has been submitted and approved by the local planning authority:*
 - i. *details that the external walls and roof meet building regulations and current energy efficiency requirements for a residential dwelling,*
 - ii. *details of electricity supply, mains water and sewage,*
 - iii. *details of heating and ventilation systems to be used, including any external fans and flues, and that these meet building regulations and current energy efficiency requirements for a residential dwelling, and*
 - b) *the new dwelling house must not be occupied until:*
 - i. *one off-road hard standing parking space has*

been provided for the new dwelling house and the required off-road hard standing parking spaces have been provided for the existing dwelling house, which must be retained in perpetuity,

- ii. details of the boundary fences and curtilage of the new dwelling house and existing dwelling house have been submitted and approved by the local planning authority,*
- iii. the electricity supply, mains water and sewage have been installed and were operating, and*
- iv. the approved heating and ventilation systems have been installed and were operating to the manufacturers specifications.*

Reasons:

The application did not provide sufficient detail to confirm that the property would be fit for habitation as a residential dwelling:

a) to ensure that the converted garage met the standards of a residential unit:

- i. the external walls would need to be double bricked with a cavity and the roof would need to be suitably insulated,*
- ii. separate electricity supply, mains water and sewage provision would need to be provided in accordance with building regulations,*
- iii. suitable heating and ventilation would be needed, given the proposal was a change of use to a residential dwelling with the kitchen and living area as one room, and to ensure that any external fans and flues would be suitable and not impact upon the amenity enjoyed by residents of the new and neighbouring dwellings; and*

b) to ensure the property was fit for residential occupation:

- i. suitable off-road parking was provided for the new dwelling house and that suitable replacement off-road parking was provided for the existing dwelling, which would lose the provision in the converted Garage,*
- ii. the amenity enjoyed by residents of the new dwelling and neighbouring dwellings needed to be protected in terms of privacy and security,*
- iii. with suitable and safe provision of utilities, and*
- iv. with suitable and safe provision of operating heating and ventilation.*

- 2. Application No:** 16/1118/HH
- Description:** Rear Conservatory
- Location:** 13 Shakespeare Drive Braunstone Town Leicestershire LE3 2SR
- Response:** *Braunstone Town Council does not object to the application.*
- Reason:** *The proposed conservatory was located to the rear of the property with no overbearing effect on neighbouring properties.*
- 3. Application No:** 16/1134/HH
- Description:** 100 Edward Avenue Braunstone Town Leicestershire LE3 2PD
- Location:** Single storey side and rear extension
- Response:** *Braunstone Town Council does not object to the application.*
- Reason:** *The proposed extensions could be accommodated within the curtilage of the property without an adverse effect upon the amenity enjoyed by neighbouring properties or on the provision of on-site car parking.*
- 4. Application No:** 16/1147/DOC
- Description:** Discharge of condition 21 attached to planning permission 11/0100/OX submission of Construction, Environment, Management Plan in respect of the Strategic Employment Site
- Location:** Land Off Leicester Lane Enderby
- Response:** *Braunstone Town Council does not object to the discharging of the condition, subject to the Construction Environmental Management Plan (CEMP):*
- i. clarifying in paragraph 3.10 that Wheel Washing Facilities would be provided;*
 - ii. clarifying in paragraph 2.3 that the loading/unloading of materials was included within the hours of construction; and*
 - iii. that additional information for a Travel Plan (as opposed to Traffic Route) would not be required.*
- Reason:** *The CEMP covered the areas required by the condition, however, some areas were not explicit:*
- i. Wheel Washing, as required by the condition, was*

in the index for 3.10 but wasn't mentioned in the paragraph other than processes to keep the roads clean,

- ii. Hours for Loading/Unloading was required by the condition but it wasn't explicit in paragraph 2.3 that it would be within the hours of construction, and*
- iii. the condition required separately a route for vehicles and a travel plan, these responses were the same, the Planning Authority/Highways Authority should ensure the response for a Travel Plan met their requirements.*

5. Application No: 16/1150/ADV

Description: Display of internally illuminated lettering and one externally illuminated projecting sign.

Location: Unit A Meridian Leisure Park Braunstone Town Leicestershire LE19 1JZ

Response: *Braunstone Town Council does not object to the application.*

Reason: *The proposed signs were in a non-residential area which already contained illuminated signs, therefore there was no impact on neighbouring properties and no impact upon the visual amenity of the site.*

55. Additional Planning Applications

The Committee received details of planning applications received since the publication of the agenda (item 7 on the agenda).

RESOLVED that the following responses be forwarded to Blaby District Council:

1. Application No: 16/1173/HH

Description: First floor side extension

Location: 33 Hilcot Green Braunstone Town Leicestershire LE3 3SX

Response: *Braunstone Town Council does not object to this application, subject to the following condition: no windows to be added the side elevation adjacent to 35 Hilcot Green without the explicit consent of the local planning authority.*

Reason: *The plans provided for extending existing bedrooms and adding an en-suite, there was no impact upon on-site parking and would not impact upon the privacy of neighbours, while it was important to protect the amenity*

enjoyed by number 35 in terms of privacy.

2. Application No: 16/1181/HH

Description: Rear conservatory

Location: 41 Fernhurst Road Braunstone Town Leicestershire LE3 2PG

Response: *Braunstone Town Council does not object to the this application, subject to the following conditions:*

- i. any windows overlooking the neighbouring property (39 Fernhurst Road) being opaque glass and remaining so in perpetuity; and*
- ii. the location of the Conservatory being, as shown in the submitted plan, not being built onto the wall or boundary of the neighbouring property.*

Reason: *To ensure that the Conservatory did not impact upon the amenity or privacy enjoyed by the neighbouring property.*

3. Application No: 16/1234/FUL

Description: Erection of detached bungalow (Outline)

Location: 20 Hat Road Braunstone Town Leicestershire LE3 2WF

Response: *Braunstone Town Council has the following observations:*

- a) consultation should take place with neighbouring properties, including Millfield Primary School; and*
- b) that detailed plans must include:*
 - i. how safe vehicular access to the existing and new property would be achieved, and*
 - ii. the boundary treatments and fences for the new property; including provision for the replacement of trees removed by the development.*

Reasons:

- a) The local primary school was adjacent to the boundary and the proposals would impact upon the safety of users and the privacy and security of the site.*
- b) To ensure the development was safe and fit for purpose:*
 - i. the site was located on a turning area adjacent to a School gate, vehicular access must provide for clear visibility of the existing highway (including footway) and the school gate, and*
 - ii. the site was currently landscaped with trees and hedgerows, which added to the visual amenity of the area and protected the amenity of the property in terms of security and privacy; detailed plans should indicate how visual*

amenity of the area and the security and privacy of the proposed new residence and school would be protected.

56. Licensing Applications dealt with under Delegated Authority

The Committee noted that there had been no licensing applications dealt with under delegated authority.

57. Planning Decisions

The Committee received and noted planning decisions made by Blaby District Council (item 9 on the agenda).

RESOLVED that the decisions be noted.

Reason for Decision

To keep a watching brief on the decisions and to review the impact of Town Council comments upon the decision making process.

58. Narborough Road South West Service Road Traffic Calming

The Committee received feedback and recommendations following a site visit by Members of the Committee (Councillors Moitt, Waterton and Wright) to the Traffic Calming Scheme on Narborough Road South West Service Road.

The Committee were informed by the Councillors who undertook the site visit that there were three kerb build-outs and these often failed to slow vehicles down who would stray towards on-coming traffic and potentially could clip the kerb presenting dangers to pedestrians. The kerb build-out at Bannister Road was considered to be a particular problem.

RESOLVED that Leicestershire County Council Highways Department be contacted in respect of the concerns about the safety and effectiveness of the traffic calming measures on Narborough Road South West Service Road, in particular the kerb build-outs:

- a) suggestions be made for improvements to the scheme, and in particular at the junction with Bannister Road, such as:
 - i. raised platform,
 - ii. realignment of the existing kerb,
 - iii. keep lefts, and
 - iv. mini-roundabout; and
- b) should the County Council be willing to act, the Town Council offer assistance with contacting residents and users, including undertaking a survey and a consultation on alternative options.

Reasons for Decision

- a) *Observations by Councillors who visited the site was that many vehicles did not slow down for the build-outs often swerving towards on-coming traffic and*

pedestrians and that safer and more effective alternatives should be considered.

- b) *To enable wider observations and experiences of residents and road users to contribute towards improvements to the scheme.*

59. Air Quality

The Committee received an update from the Executive Officer & Town Clerk concerning Air Quality and Air Quality Monitoring. Information was provided concerning Blaby District Council's Air Quality Management Action Areas, of which there was one which included part of Braunstone Town (Narborough Road South) and one adjacent to the Parish boundary (Motorway and Hinckley Road).

Monitoring equipment was also placed at various locations, which included Kingsway North and Priestman Road. Comparative figures from 2013 to 2014 indicated an improvement in air quality, while the figures overall remained steady since 2009.

RESOLVED

1. that updated and recent figures for the Town and surrounding area be requested from Blaby District Council and Leicester City Council;
2. that Doctor's Surgeries be contacted to advise on whether there were any trends concerning the number of patients with breathing problems, particularly in children and elderly people;
3. that Blaby District Council be requested to undertake monitoring of diesel particulates;
4. that Blaby District Council be requested to obtain section 106 funding from future developments around the South-West urban fringe of Leicester/M1 Junction 21 area for undertaking air quality monitoring and implementing mitigation measures.

Reasons for Decision

1. *To receive information concerning current air quality and the action being taken and whether it was effective.*
2. *To identify whether air quality was impacting upon the health and wellbeing of residents.*
3. *It was understood that diesel particulates were not currently monitored and that recent scientific studies had reported diesel particulates presented dangers to the environment and to human health.*
4. *To ensure that the impact upon air quality of future development and cumulative development was addressed and mitigated.*

60. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April to 2016 to 31st August 2016 (item 12 on the agenda).

RESOLVED that the report be noted.

Reasons for Decision

There were no issues identified with income and expenditure to date.

61. Approval of Accounts

The Committee considered payments from 22nd June until 2nd September 2016 (item 13 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 22nd June 2016 until 2nd September 2016 be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.

62. Termination of the Meeting

The meeting closed at 8.50pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

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- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 13th October 2016.