



BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

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

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Braunstone Town & Thorpe Astley "Citizens Advisory Panel"INFORM.....CONSULT.....INVOLVE.....

28th August 2024

Dear Citizens' Advisory Panel Member

A meeting of the **BRAUNSTONE TOWN CITIZENS' ADVISORY PANEL** will be held in the **Ravenhurst Room** at **Braunstone Civic Centre** on **Thursday, 5th September 2024** commencing at **7.30pm**, the agenda for the meeting is set out below.

The Council extends an invitation to any interested local residents and user's groups to attend the meeting to participate in the debate either by attending **Braunstone Civic Centre** or by video link using **Zoom Video Conferencing** (details below).

Join Zoom Meeting

<https://us06web.zoom.us/j/87620339230?pwd=OLEZ2XnMgN0YgacjyB3DW1y8whR2SH.1>

Meeting ID: 876 2033 9230

Passcode: 880461

Yours sincerely,

Chief Executive & Town Clerk

AGENDA

1. **Apologies**
To receive apologies for absence.
2. **Disclosures of Interest**
To receive any disclosures of Interest in respect of items on this agenda.

3. **Minutes of the Meeting**

To confirm the accuracy of the Minutes of the meeting held on:

- a) 23rd May 2024 and
- b) 20th June 2024

to be signed by the Chairperson (**Enclosed**).

4. **Feedback/Progress with issues raised at previous Open Sessions**

To provide feedback and progress with pursuing issues raised at previous Citizens' Advisory Panel Open Sessions (**Enclosed**).

5. **Open Session**

To provide an opportunity for Panel members and attendees present to raise matters of public interest.

6. **Braunstone Village Conservation Area Extension**

To receive an update on progress with proposals to extend the Braunstone Village Conservation Area to the South of Braunstone Lane (**Enclosed**).

7. **Library – Community Engagement/involvement and social inclusion**

To receive an update on community involvement and social inclusion initiatives at Braunstone Town Library (**Enclosed**).

8. **Improvements to Impey Close Play Area and Open Space**

To receive and comment on proposals for the refurbishment and enhancement of Impey Close Play Area and surrounding Open Space (**Enclosed**).

9. **Mosssdale Meadows Flood Alleviation and Drainage Improvements**

To receive and comment on proposals for rebuilding the Culvert and carrying out flood alleviation and drainage improvements to Mosssdale Meadows (**Enclosed**).

*Next Scheduled Meeting: 28th November 2024
27th February 2025*



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 CITIZENS' ADVISORY PANEL
THURSDAY 23rd MAY 2024

PRESENT: Councillor Leanne Lee (Vice-Chair) and Councillors Sam Fox-Kennedy, Paul Kennedy and Darshan Singh; and local residents Susan Metson, Talent Nyandoro and Geoff Simmonds.

Officers in Attendance: Darren Tilley, Chief Executive & Town Clerk and Pauline Snow, Deputy Chief Executive & Community Services Manager.

1. Apologies

Apologies were received from Councillor Gary Sanders; and from local residents Jack and Barbara Haselgrove.

2. Disclosures of Interest

There were no disclosures of interest.

3. Minutes of the Meeting

The Panel received the Minutes of the meeting held on 29th February 2024 in order to confirm their accuracy and be signed by the Chairperson.

AGREED that the minutes of the meeting held on the 29th February 2024 be approved and signed by the Chairperson.

4. Feedback/Progress with issues raised at previous Open Sessions

The Panel received feedback and progress with pursuing issues raised at previous Citizen's Advisory Panel Open Sessions (Item 4 on the agenda).

It was noted that no response had been received from County Highways regarding the Kingsway Crossroads and central white lines

It was noted that marking out of car parking spaces at the Civic Centre car park had been included in the Town Council Capital Plan.

Further investigations had been made into the cost of providing the seeded papers and it was found to be more expensive than previously reported. Other options were investigated including seed balls that could be purchased for local schools and for collection at Braunstone Town Council venues.

Options include

2500 loose balls of seeds costs approximately £200 or 120 boxes of seed balls could be provided for £200.

AGREED that further discussions be held and options be considered for providing seeded paper or seed balls to schools and local residents.

5. Open Session

This provided an opportunity for Panel members and attendees present to raise matters of public interest.

The Panel commented on supporting awareness of Women's screening in the community and suggested the Town Council could help with promotion and publicity.

6. Braunstone Village Conservation Area Extension

The Panel received the draft Character Appraisal and Management Plan in respect of a proposed consultation on whether to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area (Item 6 on the agenda).

The Chief Executive & Town Clerk provided an update regarding the Conservation Area:

Blaby District Council were in the process of undertaking six weeks of public consultation regarding the Conservation Area Extension that would commence on 4th June until 16th July 2024.

A drop-in session would be arranged during the consultation period at Shakespeare Park Sports Pavilion, during the early evening, to allow residents to view the proposed area and documents.

Residents could submit their comments in writing to Blaby District Council and the results of the consultation would be considered at the Blaby District Council meeting in September 2024. If the Conservation Area Extension proposal was adopted by the District Council at this meeting it would take immediate effect.

Members of the Panel were asked if they wished to consider the Character Appraisal and Management Plan documents at this Citizen's Advisory Panel meeting or arrange an additional meeting during the consultation period.

Members suggested that the Town Council undertake publicity on the documents and consultation period to residents to ensure the widest possible promotion of the proposals for the Conservation Area.

AGREED

1. That a further meeting of Citizens' Advisory Panel be arranged during the consultation period, 4th June to 16th July, to consider and respond to the Character Appraisal and Management Plan
2. That the extra meeting take place before the drop-in session date.

7. Revenue Savings Project 2024/2025 and Ongoing

The Panel received proposals for both one-off savings in 2024/2025 and ongoing savings, to ensure the Town Council focusses its activity and spending on its key priorities and objectives given the current financial constraints and future financial uncertainties (item 7 on the agenda).

AGREED:

1. with the one-off savings identified in Table 1 (the projects identified would be postponed for one year);
2. with the ongoing revenue savings identified in Table 2 (the initial cost was one-off, the savings identified would be delivered annually); and
3. did not have any other suggestions for either one-off or ongoing savings the Town Council could consider.

8. Improvements to Impey Close Play Area

The Panel received and commented on proposals for the refurbishment and enhancement of Impey Close Play Area and surrounding Open Space (item 8 on the agenda).

AGREED: that the update be noted

9. Mosssdale Meadows Flood Alleviation and Drainage Improvements

The Panel received and commented on proposals for rebuilding the Culvert and carrying out flood alleviation and drainage improvements to Mosssdale Meadows (item 9 on the agenda).

Members of the Panel queried if the work to the car park could have been undertaken at the same time as the work to the new Walking and Cycling route was being undertaken.

It was noted that this project was a partnership between several authorities to provide accessible routes for Walking and Cycling and the Mosssdale Meadows car park was not included in this project. Ideas were considered to include drainage to the car park but the cost and timescale to include this in the project were prohibitive.

AGREED: that the report be noted.

10. Braunstone Town Council Surveys

The Panel considered a programme of surveys (item 10 on the agenda).

AGREED:

1. that the report be noted; and
2. that numbers on responses to surveys be made available to the Panel.

11. Panel Work Programme for 2024/2025

The Panel received a copy of the Town Council's Annual Report for 2024 and considered priorities for the Panel's work during 2024/2025 (item 11 on the agenda).

The Panel commented on item 2 of the Strategic Aims and Delivery Objectives and thanks were made to the previous Town Mayor, Tracey Shepherd, for her work in setting up the Chatty Café initiatives in Braunstone Town during her year as Town Mayor 2023/2024.

AGREED that the report be noted.

The meeting closed at 8.15pm

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*

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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 minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 5th September 2024.

BRAUNSTONE TOWN COUNCIL

**MINUTES OF THE EXTRAORDINARY MEETING OF
CITIZENS' ADVISORY PANEL**

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 20th JUNE 2024 AT 7.30PM

PRESENT: Councillor Gary Sanders (Chair), Councillor Leanne Lee (Vice-Chair) and Councillors Sam Fox Kennedy and Darshan Singh; and local residents Clive Brett, John Dodd, Jeanette Essex, Barbara Haselgrove, Jack Haselgrove, Keith Hammersley, Susan Metson, Talent Nyandoro, Geoff Simmonds and Jean White.

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

Also in attendance was Councillor Paul Kennedy and Andrzej Jablonski.

1. Apologies

No apologies for absence had been received.

2. Disclosures of Interest

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

3. Braunstone Village Conservation Area Proposals – Consultation

The Panel received and considered whether to comment on the draft Character Appraisal and Management Plan in respect of the consultation on the proposal to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area (item 3 on the agenda).

The Chief Executive & Town Clerk summarised the consultation process and documentation and advised that individuals could comment directly by submitting their responses to Blaby District Council by 16th July 2024. Panel members and local residents were able to make comments as part of the Citizens' Advisory Panel's consideration and these contributions would be considered, along with the resolution of Planning & Environment Committee on 6th June 2024, when submitting Braunstone Town Council's response to the consultation.

The Panel were invited to review the consultation and supporting information documents (Appendices 1 to 5) and respond to the public consultation.

Panel members and local residents generally welcomed the proposal. Many commented that the lack of a conservation area on the Blaby District / Braunstone Town side of Braunstone Village over the past 50 years had resulted in a general degrading of the heritage assets and the setting;

something which had not been the case on the Leicester City side of Braunstone Village, which had been designated as a Conservation Area.

As an example, photographs were circulated by a local resident showing the impact of development around the Village Shop; while the side of Braunstone Lane around Cressida Place retained the same character and appearance (filed with these minutes).

Reference was also made to the report to Blaby District Council on 21st May 2024, which provided an update on the potential of creating a new Conservation Area covering the historic village core of Braunstone, and sought approval to proceed a public consultation. In the section on "Evaluation of the proposed conservation area", the report stated "*There is evidence of incremental change in this area, with the loss of more traditional building features and materials, as well as small scale developments that are more visually harmful. The area can be seen as being close to a tipping point in terms of this change, with the expanded permitted development rights for non-conservation area properties providing a heightened risk*".

The Manor and its farmyard was considered to be at the core of the Village and by extension the proposed conservation area. Farm buildings within its curtilage dated from when the Winstanley family upgraded buildings around 1850 to 1860. The site was important to retaining the overall character and special interest of the area. There had been evidence of Roman activity in the area and generally, all undeveloped sites within the Village was of archaeological interest.

Those in attendance agreed there was clear evidence that a new conservation area would help ensure new development was sensitive to the historic character and setting of Braunstone Village.

AGREED

1. that the southern (Blaby District / Braunstone Parish) side of Braunstone Village (i.e. South of Braunstone Lane/Main Street) should be designated as a Conservation Area, complimenting the existing Conservation Area on the northern (Leicester City) side of Braunstone Village;
2. that the boundary for the proposed Conservation Area (marked within the red line on the enclosed map at Appendix 2) was supported;
3. that the Draft Character Appraisal (Appendix 3) generally described the special architectural, historic interest, character and appearance of Braunstone Village; however, the following should be considered:
 - a) The Manor farmyard was the largest farm yard in the village and the farm buildings were curtilage listed; this area was an important part of the setting for The Manor,
 - b) the Manor farmyard was described as now being a "small industrial estate", it potentially better described as being units for small businesses,
 - c) the "Evaluation of the proposed conservation area" highlighted in the report to Blaby District Council on 21st May 2024, should also be appropriately referenced,

- d) in addition to open space and historic routes, reference should also include the importance of the natural environment (gardens, trees, hedgerows) in retaining the special character and interest of a historic rural village;
4. that the draft Management Plan was generally considered suitable to ensure the future protection and enhancement of the special character of Braunstone Village (Appendix 4); however, it was felt that the Plan could be stronger in ensuring that all three Councils had an interest in both conservation areas and therefore, the whole of the setting, while respecting roles and jurisdictions; and
 5. that the proposed Article 4 Direction (page 19 of the Management Plan (Appendix 4)) was balanced and appropriate to ensure development in the conservation area would be suitably managed.

The meeting closed at 8.15pm.

NOTE:

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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 currently proposed meeting scheduled for 5th September 2024.

CITIZEN'S ADVISORY PANEL

OPEN SESSION – ACTION UPDATE

TITLE	ISSUES RAISED	DATE RAISED	PROPOSED ACTION	TIMESCALE	UPDATE
Highway signs	Welcome to Braunstone Town Council sign on slip road off Fosse Park island too far back for M1 an M69 traffic to see before passing junction. Suggest signage included in highway signs before reaching Fosse Park island	31 st August 2023	<ol style="list-style-type: none"> 1. Contact County Council to ascertain if Highways department could install additional signage for Braunstone Town 2. Include on agenda of Town Council Planning & Environment committee meeting 	Before next meeting of Citizen's Advisory Panel	<p>Local County Councillor contacted on 18th September 2023 requesting change to signage.</p> <p>No response received</p> <p>Included on agenda P & E committee agenda.</p> <p>The Committee agreed to pursue the installation of the entrance sign with the County Council and County Councillor.</p> <p>No response received</p> <p>No progress to date</p> <p>RECOMMEND IT IS REMOVED</p>
To Disabled Parking Spaces at Braunstone Civic Centre	<ul style="list-style-type: none"> • Visitors to the centre not displaying Blue Badges when parking in disabled spaces • Braunstone Town Council staff parking in disabled spaces; • Contractors using disabled parking spaces to store equipment during recent work to the library; • Delivery vans using disabled parking spaces to drop off items to the Civic Centre and library. 	31 st August 2023	<ul style="list-style-type: none"> • All visitors to the Civic Centre/ Library be advised that unless they display a Blue Badge they should not park in disabled bays. • All staff to be reminded that parking in disabled parking bays without displaying a Blue Badge is prohibited. • That contractors be advised that equipment compounds to be set up in the agreed locations 	Before next meeting of Citizen's Advisory Panel	<p>Remarking of parking bays and signage to be considered as part of Capital Plan</p> <p>Email sent on 11th August to all staff advising not to park in disabled bays.</p> <p>Contractors contacted on 11th August to advise about parking and setting up in disabled parking bays</p>

TITLE	ISSUES RAISED	DATE RAISED	PROPOSED ACTION	TIMESCALE	UPDATE
			<ul style="list-style-type: none"> Clear signage required showing disabled bays. 		<p>To remark out disabled parking bays</p> <p>QUOTATION RECEIVED TO MARK OUT ALL DISABLED AND PARKING SPACES AT CIVIC CENTRE CAR PARK. TO BE CARRIED OUT IN WINTER WORKS PROGRAMME</p>
Kingsway Crossroads	Concern was raised regarding the crossroads on Kingsway where several residents had witnessed accident as drivers travelling on the Kingsway were unaware of the crossroads despite some signage being in place	31 st August 2023	Proposed action: to contact the local County Councillor to express concern at the number of accidents at the crossroads and request that Highways consider installing further signage to advise that vehicles must stop at the crossroads, to prevent further accidents.	Before next meeting of Citizen's Advisory Panel	<p>Local County Councillor contacted on 18th September 2023 requesting that Highways consider installing further signage at the Kingsway Crossroads.</p> <p>No response received</p> <p>RECOMMEND THIS IS REMOVED</p>
Kingsway Central white lines	It was suggested that central white lines down Kingsway be installed as it was noted that the road was very narrow when passing vehicles and buses and drivers needed guidance on road position.	31 st August 2023	Proposed action: to contact the local County Councillor to request the central white lines be installed on Kingsway.		<p>No response received</p> <p>RECOMMEND THIS IS REMOVED</p>
Seeded papers	At a previous meeting, Panel members discussed ways to encourage residents to plant more seeds and plants in their gardens. It was proposed that seeded paper could be purchased and distributed in the Braunstone Life to household to commemorate the 80 th Anniversary of D-Day Landings.	29 th February 2024	Proposed action: to look further into costs and arrange meeting with editor of Braunstone Life to discuss distribution	Before next meeting of Citizen's Advisory Panel	<p>Further investigations had been made into the cost of providing the seeded papers and was found to be more than previously reported. Other options were investigated including seed balls that could be purchased for local schools and for collection at Braunstone Town Council venues.</p> <p>Options include</p>

TITLE	ISSUES RAISED	DATE RAISED	PROPOSED ACTION	TIMESCALE	UPDATE
	Costs were suggested proposals to meet the editor of the Braunstone Life to discuss distribution.				2500 loose balls of seeds costs approximately £200 Or 120 boxes of seed balls could be provided for £200 Further discussion to be held on this proposal UPDATE INCLUDED
Women's Screening	The Panel commented on supporting awareness of Women's screening in the community and suggested the Town Council could help with promotion and publicity.	23 rd May 2024	To consider options to help with promotion and support		Information and support regarding Women's Screening was available at Braunstone Town Council's Summer Fete held on Saturday 10 th August 2024.

BRAUNSTONE TOWN COUNCIL

CITIZEN'S ADVISORY PANEL – 5th SEPTEMBER 2024

Item 6 – Braunstone Village Conservation Area Extension

Purpose

To receive an update on the progress to extend the Braunstone Village Conservation Area to the South of Braunstone Lane as a Conservation Area.

Background

Braunstone Town Council has been working with Blaby District Council and Leicester City Council to consider designating the area of Braunstone Village, to the south of Main Street/Braunstone Lane as a Conservation Area. If the proposal is adopted, the conservation area would be complementary to the existing conservation area designated in Braunstone Village on the northern side of Main Street/Braunstone Lane (within Leicester City's administrative area).

A public consultation was undertaken between 4th June and 16th July 2024 on the proposals, which included a proposed Conservation Area Character Appraisal and a Joint (with the existing Leicester City Braunstone Conservation Area) Management Plan.

The consultation included an informal drop in event on 3rd July between 6pm - 8pm at Shakespeare Park Sports Pavilion.

A separate consultation was held by Leicester City Council concerning updates to the existing Braunstone conservation area appraisal in Leicester City, including the proposed Joint Management Plan, which closed on 19th August 2024.

Town Council Consultation Response

Planning & Environment Committee considered and commented on the draft Character Appraisal and Management Plan, in respect of the consultation relating to the Town side of Braunstone Lane, on 6th June 2024.

The Planning & Environment Committee resolved:

1. *that the following be submitted to Blaby District Council as Braunstone Town Council's response to the public consultation concerning the proposal to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area:*
 - a) *the boundary for the proposed conservation area was supported;*
 - b) *the Character Appraisal was considered sound and suitably identified the area's special interest and character;*

- c) *the draft Management Plan was considered suitable to ensure the protection and enhancement of Braunstone Village; and*
 - d) *the proposed Article 4 Direction within Blaby District Council administrative boundary, was supported;*
2. *that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair and Vice-Chair of Planning & Environment Committee, to finalise Braunstone Town Council's formal response to the public consultation based on the responses of the Planning & Environment Committee (at 1 above) and the Citizens' Advisory Panel.*
- (minute 14).

The reasons for the decision were:

1. *To support the proposal to designate a conservation area in Braunstone Village to the South of Braunstone Lane, ensuring that the Character Appraisal captured the special character of the area, that the Management Plan would provide for the future protection and enhancement of the special character of the Village (both in Blaby District/Braunstone Parish and in Leicester City) and that reasonable and balanced development management controls would be in place.*
2. *To ensure that the Town Council's response was informed by both the Committee and local residents through the Citizens' Advisory Panel and that these complimented each other.*

The Citizens' Advisory Panel considered the proposals at a specially convened meeting on Thursday 20th June 2024. A copy of the draft minutes is attached at Item 3 on the agenda.

In accordance with Planning & Environment Committee's resolution 2 above, Braunstone Town Council's formal response to the public consultation, based on the responses of the Planning & Environment Committee (at 1 above) and the Citizens' Advisory Panel was submitted to Blaby District Council (Appendix 1).

Assessing Consultation Responses

Following the consultation periods, the results are now being assessed and amendments drafted to both the proposed Character Appraisal and Management Plan.

A meeting is due to take place between officers at Blaby District Council, Leicester City Council and Braunstone Town Council, to consider and finalise the proposed amendments.

A recommendation, based on the evidence gathered, the appraisal, and the consultation results, is scheduled to be considered by Blaby District Council on 24th September 2024.

In accordance with resolution 3 of minute 14, an extraordinary meeting of Planning & Environment Committee has been scheduled on Thursday 19th September 2024 prior to the District Council meeting to consider the proposals and recommendations.

Action Requested

Note progress with the process for considering the area of Braunstone Village to the south of Main Street/Braunstone Lane for designation as a Conservation Area.



BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

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When calling please ask for:

Darren Tilley

Martin Needham
Senior Planning Policy Officer
Planning Development & Strategy
Blaby District Council
Council Offices
Desford Road
Narborough
Leicester
LE19 2EP

9th July 2024

Dear Martin,

Potential new Braunstone Village Conservation Area: Braunstone Town Council Response to Public Consultation

Braunstone Town Council supports the proposal to designate the part of Braunstone Village to the South of Braunstone Lane as a Conservation Area, to complement the existing Conservation Area on the northern (Leicester City) side of Braunstone Village.

Local residents who have engaged with the Town Council, either through our Public Participation Sessions at Planning & Environment Committee or through the Citizens' Advisory Panel, welcome and fully support the proposal in principle. The lack of a conservation area on the Blaby District / Braunstone Town side of Braunstone Village over the past 50 years has resulted in a general degrading of the heritage assets and the setting; something which has not been the case on the Leicester City side of Braunstone Village, which is designated as a Conservation Area. Pictures showing the impact of development around the Village Shop; while the side of Braunstone Lane around Cressida Place retained the same character and appearance, have been supplied to us by the Chair of the Braunstone Heritage Archive Group, John Dodd, and are enclosed to illustrate this point.

The proposed boundary for the Conservation Area (marked within the red line on the map enclosed with the consultation documentation) is supported. The area covers the historic built core of the Village following physical features, avoids bisecting properties and their curtilage, and includes the natural green and open spaces which contribute positively to the character of Braunstone Village.

The Character Appraisal is generally considered sound, suitably capturing and identifying the area's overall special interest and character. However, the Character Appraisal could be

developed further on the more detailed special architectural, historic character and appearance of Braunstone Village as follows:

- a) The Manor and its farmyard were considered to be at the core of the Village and by extension the proposed conservation area. The Manor farmyard had been the largest farm yard in the Village and the farm buildings are curtilage listed; farm buildings within its curtilage dated from when the Winstanley family upgraded buildings around 1850 to 1860. The site was important to retaining the overall character and special interest of the area as well as the overall setting of the Manor farmhouse.
- b) The Manor farmyard is described as now being a “small industrial estate”, it is potentially better described as a small business employment site.
- c) The “Evaluation of the proposed conservation area”, i.e. *“There is evidence of incremental change in this area, with the loss of more traditional building features and materials, as well as small scale developments that are more visually harmful. The area can be seen as being close to a tipping point in terms of this change, with the expanded permitted development rights for non-conservation area properties providing a heightened risk”*, highlighted in the report to Blaby District Council on 21st May 2024, should be incorporated appropriately into the Character Appraisal. This analysis provides succinct evidence that a new conservation area is essential to ensure new development would be sensitive to the historic character and setting of Braunstone Village.
- d) In addition to open space and historic routes, reference should also include the importance of the natural environment (gardens, trees, hedgerows) in retaining the special character and interest of an historic rural village. There had been evidence of Roman activity in the area and generally, all undeveloped sites within the Village were of archaeological interest.

The proposed Joint Management Plan is welcomed and generally considered suitable to ensure the future protection and enhancement of the special character of Braunstone Village as a single setting. The Plan suitable covers engagement with the local community and community groups. However, the Joint Management Plan should be stronger in providing a framework for all three Councils (Leicester City, Blaby District and Braunstone Town), which have an interest in both conservation areas, to be actively involved in delivering the Management Plan, improving and enhancing the setting as a whole, and providing input into the management and monitoring of each Conservation Area, while respecting roles and jurisdictions.

The proposed Article 4 Direction within Blaby District Council’s administrative boundary is supported since it provides for reasonable, balanced and appropriate Development Management controls to ensure development in the proposed conservation area is suitably managed, protecting and enhancing the special character of Braunstone Village.

If you have any queries concerning Braunstone Town Council’s comments, please let me know.

Yours sincerely



Darren Tilley
Chief Executive & Town Clerk











1960 2023
Manor Farm
1884 1900



BRAUNSTONE TOWN COUNCIL

CITIZEN'S ADVISORY PANEL – 5th SEPTEMBER 2024

Item 7 – Library – Community Engagement/Involvement and Social Inclusion

Purpose

To receive an update on initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion.

Activities

The library continues to be well used and supported and a vital hub for the community.

The library use figures from Leicestershire County Council for May 2024 show that Braunstone Town Community Library has seen a reduction in new joiners of 45% from May 2023, we are in the top 5 libraries in the county for active borrowers and overall book issues from May 2023 to May 2024 is up by 3%.

Requests for community activities in the library have been approved as follows:

- Story In A Box to support the Summer Reading Scheme – Monday 12th August 2024 2.30pm – 4pm (4 – 11yrs and families) – FREE in the Library
- Story In A Box to support the Summer Reading Scheme – Wednesday 24th July 2024 2.00pm – 3.30pm (4 – 11yrs and families) – FREE at Thorpe Astley Community Centre

Both activities were well attended and enjoyed by all.

On Wednesday 26th June the Fire Service attended the Wednesday Coffee morning to offer information and help in getting fire and carbon monoxide alarms in elderly resident's home.

The existing Craft n Chatter on Mondays, Coffee Morning on Wednesdays and Story Time on Fridays continue to thrive in the library.

Story Time Sessions at Thorpe Astley

Story Time Sessions at Thorpe Astley took place in May 2024 and was well attended by local families. Parents that attended had requested further sessions at the centre to take place. An application had been received for a further 5 sessions to take place at Thorpe Astley in November 2024.

Action Required

That the report be noted.

BRAUNSTONE TOWN COUNCIL

CITIZEN'S ADVISORY PANEL – 5th SEPTEMBER 2024

Item 9 – Mossdale Meadows Flood Alleviation and Drainage Improvements

Purpose

To receive and comment on proposals for rebuilding the Culvert and carrying out flood alleviation and drainage improvements to Mossdale Meadows.

Background

At the meeting of the Policy & Resources Committee held in 28th October 2021 members received a full report regarding the condition of the vehicular and pedestrian bridges over the brook at Mossdale and the increase in incidents of flooding from the brook onto the park.

The main issue that is causing the flooding is the culvert pipes that run under the vehicular and pedestrian access bridge. We were advised these are too small and as there are two pipes next to each other debris is collecting and building up between them which is restricting flow through the pipes even though they are cleared regularly. The pedestrian bridge is also too small and it was suggested that this is removed, along with the overflow pipe, and replaced with a larger culvert pipe under the vehicular bridge.

Action taken to date

A contractor had been contracted to provide formal plans and specifications that could then form the basis of a tender document to undertake the proposed works which included the removal of the pedestrian bridge.

Several tender documents had been prepared and submitted for various works but due to various issues with costs, none of the tenders received to date had been accepted.

Tender submissions for the culvert bridge and bank work falls below the minimum amount for public borrowing and the Town Council was not in a position to fund the project through the budget and reserves. Consideration was made about other possible works that could be included in a revised plan to provide a larger project plan that a Public Works Loan could fund.

Proposed Alternative

Problems with flooding and drainage in different areas of Mossdale Meadows had been reported over some years and it was therefore proposed at the meeting of Policy & Resources held on 15th June 2023, that revised plans and a new tender be commissioned to include all the following work:

1. Replacement of vehicular culvert bridge over the brook
2. Works to the brook banks as previously proposed
3. Inclusion of drainage channels down the Lubbesthorpe bridle path adjacent to the pavilion building to alleviate flooding issues in the workshop
4. Drainage work to the entrance of Mossdale Meadows car park to drain water from the car park into the brook as the car park entrance was prone to frequent flooding that was raised during the Walking & Cycling route construction.
5. Resurfacing of Mossdale Meadows car park with tarmac. Currently the car park consists of hardcore and stone which frequently gets washed down towards the brook in heavy rain.

The above have all been approved for inclusion in the 2024/2025 Capital Plan.

Update

Tender documents had been made available on the Town Council website, suitable contractors advised of the tender and details posted on the government contract website. The closing date for submission of tenders was 12th August 2024.

Three tenders had been submitted for consideration. However, the costs proposed were substantial and it was recommended that only items of high priority be considered to be undertaken and the three contractors be contacted to ascertain if they would be willing to undertake work to part of the proposed work.

The original purpose of the works was to replace the vehicular culvert bridge over the brook to ensure its suitability for use with the parks vehicles. The current culvert itself has two pipes which cause blockages with trees and debris blocking the pipe despite regular clearing. This has contributed to a rise in incidents of flooding on the park from the brook.

Works had also been proposed to the car park entrance to reduce flooding in the car park and distribute standing water into the brook.

Other work was also included in the Capital plan as above, to be included in the project but with the tender quotations received the works have been considered on a priority basis as shown in the table below.

Work to be considered	Priority
Replacement of vehicular culvert bridge over the brook	Top Priority
Works to the brook banks as previously proposed	Ideal if this can be included
Inclusion of drainage channels down the Lubbesthorpe bridle path adjacent to the pavilion building to alleviate flooding issues in the workshop	Ideal if this can be included
Drainage work to the entrance of Mossdale Meadows car park to drain water from the car park into the brook as the car park entrance was prone to frequent flooding that was raised during the Walking & Cycling route construction.	Top Priority

Resurfacing of Mossdale Meadows car park with tarmac. Currently the car park consists of hardcore and stone which frequently gets washed down towards the brook in heavy rain	To do if funding would allow
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Timescales and Proposed Work

The following is a proposed amended timescale and work schedule for consideration.

Date	Proposal
September 2024	Further quotes to be obtained to carry out high priority items
November 2024	Policy & Resources to consider amended plans and costings
Spring 2025	Work to be carried on the culvert bridge and flood alleviation work in the car park

Action Required

To consider and comment on the proposed works to the Mossdale Meadows Flood Alleviation scheme and the proposed work to be carried out based on order of priority.