

BRAUNSTONE TOWN COUNCIL
MINUTES OF CITIZENS' ADVISORY PANEL
THURSDAY 5th SEPTEMBER 2024

PRESENT: Councillor Leanne Lee (Vice-Chair in the Chair) and local residents John Dodd, Andrzej Jablonski, 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 resident Jeanett Essex.

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 23rd May 2024 and 20th June 2024 in order to confirm their accuracy and be signed by the Chairperson.

AGREED that the minutes of the meeting held on the 23rd May 2024 and 20th June 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 suggested that the issue regarding the Highway signs, Kingsway Crossroads and Kingsway central white lines be removed from the list since no response had been received from the County Council.

It was noted that a quotation to remark all the car park lines at Braunstone Civic Centre had been received and accepted. The work would be scheduled into the Winter Works 2024.

Further details about the seeded balls had been received but as the local resident who proposed the project could not attend the meeting, this item was postponed.

It was noted that information and support regarding Women's Screening was available at the Town Council's Summer Fete on 10th August.

AGREED that the issue regarding the Highway signs, Kingsway Crossroads and Kingsway central white lines be removed from the list since no response had been received from the County Council.

5. Open Session

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

The Chief Executive and Town Clerk provided an update on a distressing incident that had occurred on 1st September 2024 on Franklin Park where it was alleged that an elderly gentleman had been attacked and had subsequently died from the injuries.

The Town Council was working closely with the Police with the investigation and supporting the local community in this very distressing time. The Leader of the Town Council had provided updates and information to the media regarding the Town Council's response.

The Town Council was working with the Police Liaison Team who were supporting the family, to facilitate community responses including the offer for flowers to be left at Braunstone Civic Centre Memorial Garden and to support a vigil proposed by a local resident.

Discussions had been held on Apple Day that was due to take place on 5th October. The Town Council felt this would be an event to bring the community together and proposed to continue with the event. The Police and NHS Neighbourhood Lead Mental Health officer from Blaby District had been invited to attend the event to support and reassure residents.

The Police, Braunstone Town Council and Blaby District Council had confirmed that there had been no recent incidents of Anti-Social Behaviour at Franklin Park and this was an isolated case of such severity and certainly not representative of the Town.

A local resident advised that when coming out of the Community Orchard on Franklin Park there was an area of overgrown shrubs that prevented a line of sight to the path and suggested that the shrubs be cut back to open the area up to provide reassurance to residents in the park. This work had been included in the Town Council's Winter Work programme that would commence in October.

It was also confirmed that CCTV cameras were installed on Franklin Park and were fully operational. Images from the period when the incident had alleged to have taken place were forwarded to the Police investigation team.

Other issues raised included the availability of Shakespeare Park Pavilion for hiring following the setting up of a café in the function room and use of recently installed hardstanding by the pavilion that vehicles were using to access the main park area.

6. Braunstone Village Conservation Area Extension

The Panel received an update on progress with proposals to extent the Braunstone Village Conservation Area to the South of Braunstone (Item 6 on the agenda).

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

- i) following the consultation periods, the results were now being assessed and amendments drafted to both the proposed Character Appraisal and Management Plan;
- ii) a meeting was due to take place between officers at Blaby District Council, Leicester City Council and Braunstone Town Council, to consider and finalise the proposed amendments;
- iii) a recommendation, based on the evidence gathered, the appraisal, and the consultation results, was due to be considered by Blaby District Council on 24th September 2024; and
- iv) in accordance with resolution 3 of minute 14, an extraordinary meeting of Planning & Environment Committee had been scheduled on Thursday 19th September 2024 prior to the District Council meeting to consider the proposals and recommendations.

The Chief Executive & Town Clerk confirmed that there were no proposals to amend the proposed boundary for the conversation area.

It was noted that should Blaby District Council approve the proposal then the conservation area would immediately come into effect and would be considered material when determining planning applications. However, notifications and registration as a local land charge would take a few weeks to process.

AGREED: that the progress with considering the area of Braunstone Village to the South of Main Street/Braunstone Lane for designation as a Conservation Area be noted.

7. Library – Community Engagement/involvement and social inclusion

The Panel received an update on community involvement and social inclusion initiatives at Braunstone Town Library (item 7 on the agenda).

It was noted that the library continued to thrive with groups still meeting and providing vital social activities for the community along with day events organised by the Family Learning Team.

It was noted that the Fire Service had attended one of the Wednesday morning Coffee Mornings to provide support and advice for residents. The Fire service could be contacted to replace fire alarms and carbon dioxide detectors in homes and it was agreed that information regarding this be obtained and promoted.

AGREED: that the report be noted.

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).

Tender documents for the refurbishment and enhancement of Impey Close playground had been circulated to appropriate contractors and site visits arranged for assessments to be undertaken. The closing date for submission of tender documents had been 13th May 2024. Six tender documents had been received and a shortlist of three of the plans would be forwarded to Policy and Resources Committee on 12th September 2024 for consideration (see Appendices 1 to 3).

Tender documents for the refurbishment of the footpaths had been circulated to appropriate contractors with a closing date of 12th August 2024. No tender applications had been received to undertake the work. Options for the Town Council staff to carry out repairs to the path were currently being investigated.

Investigations into potential grant funding schemes that would cover the cost of the Impey Close Play Area refurbishment had been undertaken and two schemes had been found including the National Lottery and Suez Community Fund that the Town Council could apply to. No Grant schemes were currently available for the Footpath Refurbishment work.

The proposed timescales for the proposed works is shown below:

Date	Proposal
September 2024	Policy & Resources to consider three shortlisted proposals and contractor agreed
October – December 2024	Grant funds to be investigated for work to be carried out on the Impey playground Investigations into options for Town Council staff to undertake repairs to footpaths to be undertaken
Spring 2025	Improvement works to Impey playground to be carried out

AGREED: that the progress and options to improve Impey Play area and surrounding Open Space be supported.

9. Mossdale 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 Mossdale Meadows (item 9 on the agenda).

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 had 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 Mosssdale 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 Mosssdale 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

The following was a proposed amended timescale and work schedule for comment.

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

AGREED: that the proposed works to the Mossdale Meadows Flood Alleviation scheme and the proposed order of priority, be supported.

The meeting closed at 8.30pm

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 are subject to consideration for approval at the next meeting, scheduled for 28th November 2024.