

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANNING & ENVIRONMENT COMMITTEE

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 6th JUNE 2024

PRESENT: Councillor Robert Waterton (Chair), Councillor Sam Maxwell (Vice-Chair) and Councillors Anthea Ambrose, Nick Brown, Richard Forrest, Leanne Lee, Gary Sanders, Darshan Singh, Marion Waterton and Mark Widdop.

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

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

5. Apologies

There were no apologies for absence.

6. Disclosures of Interest

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

7. Public Participation

In accordance with Standing Order 3.6, members of the public may submit a petition and/or 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 present, who were interested in Braunstone Village Conservation Area Proposals – Consultation (item 10 on the agenda).

A member of the public suggested that the Braunstone Heritage Archive Group attend the proposed consultation drop-in session at Shakespeare Park Sports Pavilion on 3rd July 2024. The Group had a two-dimensional historical diorama of Main Street showing the points of interest and historical buildings on both sides. It was felt that this would provide useful context for residents attending the consultation.

RESOLVED that Blaby District Council be advised of the offer from Braunstone Heritage Archive Group to attend the consultation drop-in session at Shakespeare Park Sports Pavilion on 3rd July 2024.

Reason for Decision

The Group had a two-dimensional historical diorama of Main Street showing the points of interest and historical buildings on both sides, which would provide useful context for residents attending the consultation.

8. Minutes of the Meeting held 18th April 2024 and 16th May 2024

The Minutes of the meetings held on 18th April 2024 and 16th May 2024 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meetings held on 18th April 2024 and 16th May 2024 be approved and signed by the Chairperson as a correct record.

9. Planning and Licensing Applications dealt with under Delegated Authority

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

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

Planning Applications

- 1. Application No:** 24/0336/FUL
- Description:** Change of use from dwelling house (use Class C3) to residential children's home (Use Class C2)
- Location:** 26 Turnbull Drive Braunstone Town Leicestershire (Millfield Ward)
- Response:** *Braunstone Town Council recommends that no approval be given to the application until the following details had been provided:*
- a) maximum number of children to be resident at the property at any one time;*
 - b) age range of the children being cared for;*
 - c) number of staff on duty at the property, with associated times;*
 - d) details of how professional and personal visits would be handled;*
 - e) details of the level of movements, deliveries, visits, turnover of staff shifts; and*
 - f) plans showing the size and layout of the property, included the intended use of the rooms, including outbuildings, at the property.*
- Reason:** *It was not possible to determine the level of impact on the amenity enjoyed by the neighbouring properties, or the number of on-site parking spaces needed, without details of the size and scale of the operation.*

2. **Application No:** 24/0339/HH
- Description:** Two storey side extension and single storey side and rear extension
- Location:** 7 Edward Avenue Braunstone Town Leicestershire (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to:*
1. *at least three off street car parking spaces (including the Garage space) being provided within the curtilage of the property, being available for use, and retained in perpetuity;*
 2. *the window proposed in the side elevation of the extension being of opaque glass and only the top (storm) window opening; and*
 3. *no additional windows, vents or openings in the side elevation of the extended property without the prior consent of the local planning authority.*
- Reasons:**
1. *Given the size of the extended property, three off-street parking spaces should be provided in accordance with the Leicestershire Highway Design Guide.*
 2. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy.*
 3. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy and noise.*
3. **Application No:** 24/0257/FUL
- Description:** Partial change of use of sports pavilion to mixed use incorporating cafe
- Location:** The Pavilion Shakespeare Park Avon Road Braunstone Town Leicestershire (Ravenhurst Ward)
- Note:** ***The Chief Executive & Town Clerk declined to determine this application under delegated authority since Braunstone Town Council was the applicant.***

4. Application No: 24/0405/HH

Description: Single storey rear extension, garage conversion with single storey rear extension, single storey porch and single storey garden shed

Location: 36 Beech Drive Braunstone Town Leicestershire (St.Mary's Ward)

Response: *Braunstone Town Council:*

- 1. objects to the provision of only two on-site parking spaces as a result of the Garage conversion and/or porch extension;*
- 2. does not object to the single storey rear extension;*
- 3. recommends approval of the single storey garden shed be subject to the shed only being used for domestic purposes in connection with the main dwelling, not separately sold, let or otherwise disposed of.*

Reasons:

- 1. The extended porch and Garage conversion to an additional bedroom limits the number of on-site parking spaces to two. The Leicestershire Highway Design Guide stated that properties with four or more bedrooms should have provision for three on-site parking spaces. The property was located close to a junction and with access to neighbouring properties, there was limited scope for additional highway parking without causing safety concerns or obstruction.*
- 2. The property was located on a large established plot and a single storey rear extension was unlikely to have any adverse impact on the amenity enjoyed by neighbouring properties.*
- 3. To avoid tandem development, which would have an adverse impact on the amenity enjoyed by the residents of the property and neighbouring properties.*

Licensing Applications

There were no licensing applications to consider.

10. Planning Applications and Licensing Applications

The Committee noted that there were no planning and licensing applications for consideration.

11. Additional Planning and Licensing Applications

The Committee received details of additional planning applications to be considered by Blaby District Council (item 7 on the agenda). The Committee noted that there were no licensing applications.

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

1. **Application No:** 24/0357/FUL
Description: Change of use from C3 (dwelling) to C2 (residential institution) children's home to accommodate a maximum of 4 children aged between 5-16 years old
Location: 26 Owen Close Thorpe Astley Braunstone Town Leicestershire (Thorpe Astley Ward)
Response: *Braunstone Town Council objects to the application due to insufficient on-site parking arrangements for the size and scale of the proposed use.*
Reason: *The proposal was to care for up to four children, with three carers on site. The number of comings and goings associated with the operation, including family and professionals would exceed the equivalent of a normal domestic dwelling. The Statement recognises more vehicles would visit the site since it states "There is plenty of off-road parking within the local area and around Thorpe Astley". It goes on to say "furthermore private parking is located around the vicinity which will be used for management and visitors"; but no details are provided. As such the application in its current form would adversely impact on the amenity enjoyed by a residential area in terms of size, scale, noise and comings and goings. Therefore, it would not be in accordance with Development Management Policy 1.*

12. Planning Decisions

The Committee received and noted planning decisions made by Blaby District Council (item 8 on the agenda).

RESOLVED that the following planning decisions be pursued with the relevant Planning Case Officer at Blaby District Council, as follows:

- a) Councillor Anthea Ambrose to follow up on application 23/0787/FUL; two storey extension to provide residential dwelling; single storey extension to provide new retail unit; and demolition of existing lean-to; at 2 Ayston Road; and

- b) Councillor Leanne Lee to follow up on application 24/0339/HH; two storey side extension and single storey side and rear extension; at 7 Edward Avenue.

Reasons for Decision

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

- a) *The Town Council suggested a Parking and Access Plan should be submitted since the plans did not appear to contain this information; in the approval, there were no conditions relating to parking; and*
- b) *The Town Council suggested three parking places, the plans did not appear to contain parking information; in the approval, there were no conditions relating to parking.*

13. Feedback on Planning Application Decisions

Councillor Leanne Lee was pursuing the following planning decisions with the relevant Planning Case Officer at Blaby District Council:

- 23/1006/HH; two storey side extension and two single storey rear extension including demolition of existing outbuilding (revised scheme to 22/1006/HH) at 31 Headley Road; and
- 23/1024/HH; two storey side extension, first floor side and rear extension; at 132 Kingsway.

Councillor Lee had contacted the relevant Planning Case Officer for each application and was awaiting a response.

14. Braunstone Village Conservation Area Proposals - Consultation

The Committee received an update on the consultation process 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 10 on the agenda).

In addition to the draft Character Appraisal and Management Plan (circulated with the agenda); the Committee received the following:

- copy of the consultation notification letter, dated 4th June 2024;
 - Advice on Planning Controls in Conservation Areas;
 - An updated map showing the proposed Braunstone Village Conservation Area (in Blaby District / Braunstone Parish);
- (filed with these minutes).

In respect of minute 3 (16th May 2024); the Chief Executive & Town Clerk had conveyed to Blaby District Council, the comments raised by a member of the public at the meeting, that the curtilage buildings behind Manor Farm were also listed buildings as part of the Manor Farm Listing; therefore, these buildings should also be highlighted orange on the maps. As a result, the map issued with the consultation had been updated.

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; and
3. that an extraordinary meeting of the Planning & Environment Committee be scheduled for Thursday 19th September 2024 to consider the published report and recommendations being submitted to a meeting of Blaby District Council, scheduled for 24th September 2024, on whether to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area.

Reasons for Decision

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.*
3. *To consider and comment on whether the post consultation evidence presented supported the recommendations to either proceed or not proceed with designating an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area.*

15. **Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2024 to 28th May 2024 (item 11 on the agenda).

RESOLVED that the Committee consider at the meeting scheduled for 29th August 2024, the allocation of the budget for expenditure transaction 8460, Furniture, between Notice Boards and Street Planters.

Reason for Decision

To ensure that the allocated budget for Furniture was suitably allocated.

16. Approval of Accounts

The Committee received payments from 1st April 2024 until 28th May 2024 (item 12 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 1st April 2024 until 28th May 2024 be approved.

Reason for Decision

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

The meeting closed at 8.35pm.

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 currently proposed meeting scheduled for 29th August 2024.