

**BRAUNSTONE TOWN COUNCIL**

**MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 30<sup>th</sup> MARCH 2023 AT 7.30pm**

**PRESENT:** Councillor Anthea Ambrose (Chair), Councillor Tracey Shepherd (Vice-chair) and Councillors Nick Brown, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Christiane Startin-Lorent and Bob Waterton (substituting for Councillor Marion Waterton).

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

There were no members of the public present.

**87. Apologies**

Apologies for absence were received from Councillor Marion Waterton.

**88. Disclosures of Interest**

A disclosure of Non-Pecuniary Interest was made by Councillor Anthea Ambrose in agenda item 18(b), Community Grant Applications, Braunstone Town Community Allotments Ltd, since Councillor Ambrose rents an allotment from the organisation.

**89. 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.

**90. Minutes of the Meeting held 2<sup>nd</sup> February 2023**

The Minutes of the Meeting held on 2<sup>nd</sup> February 2023 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 2<sup>nd</sup> February 2023 be approved and signed by the Chairperson as a correct record.

**91. Town Mayor's Report**

The Committee received a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (item 5 on the agenda).

It was noted that the Town Mayor would be attending the Rainbows Open Day on 22<sup>nd</sup> April 2023.

The Town Mayor was hosting a fundraising event as part of the annual Awards of Merit event at the end of the Mayoral year. Tickets for the event were on sale from the Civic Centre reception for £15 with £5 from each ticket sale being donated to the Town Mayor's chosen charity – Rainbows. Members were encouraged to purchase tickets to support the Town Mayor's final event for her year in office. Award recipients and Programme of Event groups receiving net proceeds from their events would be offered complimentary tickets.

Four nominations for an Award of Merit had been received. The Town Mayor had nominated three people and confirmation was awaited on whether they were Braunstone Town residents as this was a criteria of receiving an Award of Merit

Members suggested that Jack Haselgrove receive an Outstanding Contribution award to recognise his work on the history of Braunstone Town and his generous offer to pass all future proceeds from the sale of his two books, to the Town Council.

## **RESOLVED**

1. that the update on the Town Mayor's Engagements be noted;
2. that the Awards Night being combined with a Curry Night to raise funds for the Town Mayor's charity be approved;
3. that the criteria for the awards be amended to allow non-residents and residents of Braunstone Town or Thorpe Astley to receive an Award of Merit;
4. that Jack Hazelgrove be awarded an Outstanding Achievement award;
5. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Town Mayor, Deputy Town Mayor and Leader of the Council, to approve the nominations for the Awards of Merit and to ensure that the awards were not oversubscribed.

### *Reasons for Decision*

1. *To monitor and review the effectiveness of the Town Council's community engagement activities.*
2. *To offer a further opportunity to raise funds for the Town Mayor's charity.*
3. *To recognise achievement which had a positive impact in the parish by both residents and non-residents;*
4. *To recognise Jack Haselgrove's outstanding work and contribution to recording the history of Braunstone Town.*
5. *To ensure that the nominees were eligible for consideration and that an appropriate number of Awards would be considered.*

**92. Community Safety and Neighbourhood Policing Update**

Unfortunately, no representatives from the Police were able to attend the meeting.

Members raised concerns about an increase in parking on pavements and obstructing the highways so that pushchairs, wheelchairs etc could not pass on the pavement and were forced to go on to the road.

This was happening in all areas of the Town. It was noted that the Leicestershire County Council Highways department was responsible for highways, Blaby District Council was responsible for parking enforcement and the Police took action if a vehicle was causing an obstruction. It was noted that parking on the pavement was not illegal unless it is causing an obstruction.

Concern was raised about parking on pavements at Lakin Drive adjacent to the pharmacy that was causing an obstruction for pedestrians to access the pharmacy and was also a route to the Community Centre and park area.

It was suggested that a letter be forwarded to the new Police Sergeant and the Crime and Police Commissioner expressing the concern of the Town Council with the lack of impact on engagement and stability with changes in personnel.

**RESOLVED**

1. that Councillors forward pictures of parking causing obstructions on Lakin Drive to the Deputy Chief Executive & Community Services Manager in order for the Council to report to the police; and
2. that a letter be forwarded to the new Police Sergeant and Crime and Police Commissioner regarding support from the Police Beat Team

*Reasons for Decision*

1. *Lakin Drive provided access to the Council's facilities at Thorpe Astley Community Centre and park and the Council had a role in supporting safe and accessible access for its customers and users.*
2. *To highlight the need for engagement and stability to ensure that crime and anti-social behaviour could effectively be tackled.*

**93. Speed Sign Data**

The Committee considered the latest speed sign data from Kingsway and Murby Way (item 7 on the agenda).

**RESOLVED**

1. that the speed activation signs be installed facing the opposite direction

- on Murby Way and Kingsway; and
2. that the speed activation reports for Murby Way and Kingsway be forwarded to the Police Beat Team.

*Reasons for Decision*

1. *To ensure that any concerns of speeding on roads within the Town would be monitored and data collected.*
2. *To assist the Police with identifying where speeding was a concern in order to consider enforcements.*

**94. Local Area Co-ordination**

The committee received a progress report concerning the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town and Thorpe Astley.

Katie Barradell, Local Area Co-ordinator, reported that in February 2023 she had received 20 referrals for help which was the busiest she had ever been. This outnumbered any previous quarterly figures. It was noted that there had been an increase in Adult Social Care referrals but many of the residents that had been offered Care Packages were unable to afford them.

Katie was currently working with Blaby District Council to set up a Community Fridge project at St Crispin's Church to help reduce food waste. The project was due to be launched in May 2023 and volunteers were currently being sought to run the project. A volunteer event had been organised for 12<sup>th</sup> April 2023 to encourage volunteers to help with the project. It was hoped that volunteers may wish to set up a constituted community group that could then apply for funding for the project. It was noted that St Crispin's Church was a constituted body and could apply for funding to help support the community project if it was willing to be responsible for the project.

**RESOLVED**

That the update be received and noted.

*Reason for Decision*

*To identify current issues and support needs of residents and ensure that the Town Council and Local Area Coordination social inclusion initiatives complimented each other.*

**95. Warm Spaces**

To receive an update on the Warm Spaces project and consider whether the project continued in the future (item 9 on the agenda).

## RESOLVED

1. that the Warm Space project, based at Braunstone Civic Centre end on 4<sup>th</sup> April 2023; and
2. that support for Winter 2023 be considered by the Committee in October 2023; and
3. that the activities in Winter 2023 be targeted to reach those most at need.

### *Reasons for Decision*

1. *To ensure that Town Council resources were used to support appropriate projects which were well attended and needed by the community.*
2. *To consider and support a similar project if required later in the year.*
3. *To ensure that resources reached those who were most in need in support.*

## **96. Celebration of the Coronation of His Majesty the King Charles III**

The Committee received an update on the mini-programme of events in May 2023 along with grant applications for local community groups organising and holding community celebratory events to mark the Coronation of his Majesty The King Charles III (item 10 on the agenda).

It was noted that no applications for a community grant to celebrate the coronation event had been received to date. A budget of £1000 had been set aside for grant applications to organise events. It was proposed that part of the unspent grant funding be used to purchase bunting, decorations etc. for Town Council buildings and that refreshments and cakes be purchased for the Arts and Crafts event taking place in the library on Saturday 6<sup>th</sup> May to celebrate the day of the coronation.

## RESOLVED

1. that the application from Braunstone Community Life for a Community Picnic at Shakespeare Park on 8<sup>th</sup> May 2023 to celebrate the Coronation of King Charles III, be approved;
2. that delegated authority be given to the Chief Executive & Town Clerk, to approve any further applications to the mini-programme of Events;
3. that the budget earmarked for grant applications for Coronation events be used to purchase (a) bunting and decorations for Town Council venues and (b) to purchase refreshments and cakes for the library when open on Saturday 6<sup>th</sup> May 2023.

### *Reasons for Decision*

1. *To provide support for community celebrations for the King's Coronation.*

2. *To ensure that applications for event in the mini-programme of Events are received and approved in a timely manner, before the end date of the coronation weekend.*
3. *To ensure that (a) the Town Council venues were appropriately decorated for the event and (b) to celebrate the day of the Coronation with the Art and Crafts group and visitors to the library.*

## **97. Support for Ukraine**

The Committee considered whether to continue to support Ukrainian Independence Day and reviewed support for Groups supporting Ukrainian refugees.

### **RESOLVED**

1. that Ukrainian Independence Day on 24th August be commemorated on an annual basis at the Civic Memorial Garden and Flag Pole with an appropriate Ceremony hosted by the Town Mayor;
2. that the following support schemes:
  - a) "Free use of rooms at the Council's facilities at any time for any group where the event, meeting and/or initiative aims to specifically support and bring together Ukrainian refugees and their families (including host families) principally in Braunstone Parish"; and
  - b) "Free use of rooms at the Council's facilities at any time for any group/organisation running an event/initiative that is raising money and/or collecting gifts and donations for Ukrainian refugees (at home or abroad) where 100% of the proceeds are being donated to the cause"
 be continued into the financial year 2023/2024; and
3. that the Ukrainian flag be flown at Braunstone Civic Centre annually around the 24th February, marking the anniversary of the Russian invasion, and on 24<sup>th</sup> August, marking Ukrainian Independence Day, as detailed in the *Flying the Ukrainian Flag* section of the report;
4. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Leader and Deputy Leader, to fly the Ukrainian flag at other appropriate times; and
5. that consideration be made to plant a tree or suitable shrub in the memorial garden or library garden at an appropriate time of the year.

### *Reasons for Decision*

1. *To demonstrate the Town Council's full support and solidarity with the Ukrainian people as set out in the motion adopted by Council on 24<sup>th</sup> March 2022.*
2. *To ensure that the Council could support community activities and initiatives in support of Ukrainians and their hosts if support was requested.*
3. *To provide a visual demonstration of both the Council's and the community's support for the Ukrainian people at key anniversaries such*

*as the anniversary of the Russian invasion and on Ukrainian Independence Day.*

4. *To ensure that the flag is flown as appropriate should there be a change in circumstances in Ukraine. e.g., a cease fire or the end of hostilities.*
5. *To provide a permanent dedication to the sacrifice of the Ukrainian people during the conflict.*

**98. Thorpe Astley by the Beach**

The Committee received an update on progress with organising Thorpe Astley by the Beach (item 12 on the agenda).

**RESOLVED**

1. that the activities arranged and proposed to date, be approved,
2. that, should Earl Shilton Town Council lend the Town Council their wooden frame that they use for the construction of the sand pit along with buckets and spades, then a donation of £50 be made to Earl Shilton's Town Chairman's chosen charity; and
3. that the change in name for the event to "Thorpe Astley On The Beach" be endorsed.

*Reasons for Decision*

1. *To ensure that suitable activities would be arranged and in place for the event.*
2. *To acknowledge the kind offer from Earl Shilton Town Council for the loan of the equipment.*
3. *To ensure that publicity material accurately described the event.*

**99. Library – Community Engagement/involvement and Social Inclusion**

The Committee received an update on initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion (item 13 on the agenda).

It was noted that all the projects taking place in the library were well attended and supported by local residents.

It was noted that the Relaxation and Yoga Classes taking place in the library would end on 4<sup>th</sup> April 2023. The tutor had been keen to continue the classes from January to April 2023 on a voluntary basis, once initial funding for the project had ended, due to the ongoing support that the workshops offered to vulnerable residents. The tutor had recently submitted an application to the Community Social/Inclusion Grant scheme for a grant to cover tutor fees and room hire fees to continue the workshops for a further ten weeks.

Members suggested that the tutor be invited to attend the Town Mayor's Award Night with a complimentary ticket to thank him for his hard work and

dedication in continuing with this much needed support service for local residents on a voluntary basis.

### **RESOLVED**

1. that the proposed community events taking place in the library be noted;
2. that the new opening hours of the Braunstone Community Library be noted; and
3. that the tutor of the Relaxation and Yoga classes taking place weekly in the library be offered a complimentary ticket to attend the Town Mayor's Curry and Awards evening on 11<sup>th</sup> May 2023.

#### *Reasons for Decision*

1. *To promote the wider use of the library as a community hub and provide activities and events for the community to participate in.*
2. *To note the new opening times of the Braunstone Community Library.*
3. *To thank the tutor for the dedication and commitment in supporting local vulnerable adults in Braunstone Town.*

### **100. Programme of Events 2023/2024**

The Committee considered applications for sponsorships in the Programme of Events for 2023/2024 and a schedule of events (item 14 on the agenda).

It was suggested that due to the success of the children's Halloween event the previous year, that two events be held on the same day at Thorpe Astley.

### **RESOLVED**

1. that the proposed Programme of Events 2023/2024, attached at Appendix 1, with the addition of a second Halloween event at Thorpe Astley, be approved; and
2. that delegated authority be given to the Chief Executive & Town Clerk to approve any further applications to the Programme of Events, subject to their eligibility for the programme.

#### *Reasons for Decision*

1. *To ensure a suitable Programme of Events was organised for the forthcoming year and that popular events could be available to a larger number of residents.*
2. *To ensure that any further applications could be considered and approved in a timely manner to be included in the Programme of Events 2023/2024.*

### **101. Outside Body Report**

The Committee noted that there was no further update on the activities at Braunstone West Social Centre.



## 102. School Governing Body Reports

No School Governing Body Reports had been submitted.

## 103. Summary of Grant Applications

The Committee received a list of grants paid to date and applied for from external sources, along with acknowledgements for Town Council Grants (item 17 on the agenda).

It was confirmed that the application to Blaby District Council in the sum of £500 for the installation of two defibrillators had been approved.

It was noted that the second stage of the application to the National Lottery for the Shakespeare Park playground project had now been submitted. A revised quotation from the chosen contractor had been received which had been increased by £7673 due to inflation. The grant application submitted had therefore been increased to £45,000.

**RESOLVED** that the report be noted.

*Reason for Decision*

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

## 104. Community Grant Applications

The Committee considered Community Grant Applications which had been received.

Councillor Anthea Ambrose, having declared a non-pecuniary interest in the grant application from Braunstone Town Community Allotments Ltd, vacated the Chair during the consideration of the application and the Vice-chair took the Chair. Councillor Anthea Ambrose took no part in the debate or voting on the application from Braunstone Town Community Allotments Ltd.

**RESOLVED** that the following grant applications be approved

a) Braunstone Heritage Archive	£250
b) Braunstone Town Community Allotments Ltd	£300
c) Punjabi Cultural Society	£500

*Reason for Decision*

*The grant applications met the scheme criteria.*

## **105. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2022 to 28<sup>th</sup> February 2023.

**RESOLVED** that the report be noted.

*Reason for Decision*

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

## **106. Approval of Accounts**

The Committee considered payments from 25<sup>th</sup> January 2023 until 21<sup>st</sup> March 2023.

**RESOLVED** that the list of Approved Expenditure Transactions, for the period 25<sup>th</sup> January 2023 until 21<sup>st</sup> March 2023, 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 9.35pm

**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*