



## BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

*Darren Tilley – Chief Executive & Town Clerk*

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### Braunstone Town

## *“Citizens Advisory Panel”*

.....INFORM.....CONSULT.....INVOLVE.....

22<sup>nd</sup> February 2023

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, 2<sup>nd</sup> March 2023** 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/81275129592?pwd=eUFmcnZOcm5BdytFZWRRaXFUTnNFZz09>

Meeting ID: 812 7512 9592

Passcode: 831527

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 24th November 2022 to be signed by the Chairperson (**Enclosed**).
4. **Library Opening Times**  
To consider proposals to slightly amend the Library Opening Times (**Enclosed**).
5. **Shakespeare Park Play Area Improvements**  
To receive an update on proposals to improve the play facilities at Shakespeare Park and to comment on the proposals (**Enclosed**).
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.



**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 24<sup>th</sup> NOVEMBER 2022**

**PRESENT:** Councillor Leanne Lee (Vice Chair in the Chair) and local residents John Dodd, Susan Metson, Jeanette Essex and Talent Nuyandoro.

**Officers in Attendance:** Pauline Snow, Deputy Chief Executive & Community Services Manager.

**1. Apologies**

Apologies for absence were received from Councillors Parminder Basra and Darshan Singh.

**2. Disclosures of Interest**

There were no disclosures of interest.

**3. Minutes of Meeting**

The panel received the Minutes of the meeting held on 26<sup>th</sup> May 2022 in order to confirm their accuracy and be signed by the Chairperson (item 3 on the agenda).

**AGREED** that the minutes of the meeting held on the 26<sup>th</sup> May 2022 be approved and signed by the Chairperson.

**4. Priorities, Projects and Financial Planning**

Panel members received the Council's medium-term strategy along with the current priorities, objectives and capital plan, in order to determine whether they were relevant to address current and emerging issues faced by the Council and the community (item 4 on the agenda). The Panel was invited to consider and comment upon progress during the current year and consider and identify any new issues and projects for 2023/2024 and beyond for recommendation to Policy and Resources.

Panel members enquired when the Shakespeare Park Pavilion would be open for groups and private hirers to use. It was noted that a Management Committee consisting of members of the bowls club, football club and Town Council would manage the day to day running of the pavilion. Currently, the legal arrangements were being finalised before the Management Committee could commence hiring out to the public. Until the Management Committee was formally in place the Pavilion could not be hired out publicly. Concern was raised that the sports clubs could book out the centre for their own use at the detriment of other users but it was advised that the Management Committee would be responsible for the financial running of the Pavilion and would therefore need to raise income from private and community groups hires.

Panel members raised the points concerning the Committee/Service Objectives as follows:

*Planning & Environment Objectives:*

1. Panel members asked if an additional comment could be included in point 1 to keep the distinctiveness of the existing built environment.
2. Panel members also queried what constituted a major planning proposal and who determined if it was a major proposal. It was asked if a footnote be included in the Strategic Aims and Delivery Objectives to clarify this.

*Community Development Objectives:* It was queried if storage for groups at the Town Council venues could be included in any forward planning when undertaking any refurbishment work.

*Corporate Management & Capital Project Objectives:* Panel members queried if the Civic Centre parking lines could be remarked. It was noted that work to the car park was included in the Capital Plan.

## **5. Queen's Green Canopy**

The panel members considered proposals and suitable locations in Braunstone Town and Thorpe Astley for the planting of new trees as part of the Queen's Green Canopy (item 5 on the agenda).

HRM the Queen's Platinum Jubilee took place in 2022 and part of the commemorations included the lighting of beacons on the actual Jubilee date. The Town Council felt that funds would be better spent on a more permanent and climate friendly commemoration of the Platinum Jubilee and agreed to participate in the national "Queen's Green Canopy" project. Groups and organisations were invited to plant trees in various areas to create a lasting project to commemorate the Platinum Jubilee.

Locations were proposed by the Town Council, one in Braunstone Town area and one in Thorpe Astley which the Policy & Resources Committee approved and requested that a short public survey be undertaken on the proposed locations. It was noted that no responses had been received from the survey.

Panel members received plans showing the two proposed locations and it was confirmed that the trees had to be planted in a group to provide a "canopy" and not singularly.

Panel members agreed the locations on Mossdale Meadows and Thorpe Astley Park and suggested that oxygen reversing trees such as London Plane to help with pollution. It was suggested that only native trees to the United Kingdom be planted.

## **6. Carbon Reduction Initiatives**

The panel members received proposals on the installation of Solar PV Panels, Electric Vehicle Charging Points and an air source heat pump at the Council's Community Facilities (item 6 on the agenda).

Panel members queried if the replacement of the solar panels in the future had been included in funding reserves and if the solar panels would be heating the heating and hot water. It was also queried if batteries had been included in the solar panel quotes to store power generated.

Panel members also suggested it would be useful to include details of who carried out the Town Council Carbon Audit in documents relating to the proposals etc.

With regards to the Air Source Heat Pump, panel members queried what would happen to the old gas boiler once it was no longer functioning. It was noted that the gas boiler was only a back up to the new Air Source Heat Pump and that the supplier of the pump had confirmed that the model would be more than sufficient to meet any demands required by the Centre.

Panel members agreed with the proposed carbon reduction initiatives highlighted in the report.

## **7. Mossdale Meadows Culvert**

To consider and comment on proposals to replace the culvert and bridge over Lubbesthorpe Brook at Mossdale Meadows (item 7 on the agenda).

Members noted that the vehicular culvert bridge at Mossdale Meadows required replacement. A tender process was currently being undertaken to receive proposed costings for the work from suitably qualified contractors. Members suggested that camber is included on the bridge to allow water to drain off into the brook to reduce further flooding.

Panel members agreed the proposed works to the vehicular bridge at Mossdale Meadows.

### **Matters Raised by Residents attending the meeting**

*Panel Members queried the graffiti, broken fencing, communication masts and subways etc. at the junction of the Asda Island and Narborough road South. This land and property was the responsibility of Leicestershire County Council and Town Councilors were working with the County Council to have the issues resolved.*

*Panel Members also queried progress with the conservation area on Braunstone Lane and were disappointed with the slow progress. An update was requested on what was happening and the contact person at Blaby District Council who is*

*dealing with this project. Members were concerned about a number of building proposals and were worried that developers would submit planning applications and commence building work in the area of the conservation area before the area was confirmed as a conservation area.*

The meeting closed at 8:30pm.

NOTE:

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EQUALITIES ACT 2010*

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*These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 2<sup>nd</sup> March 2023.*

## BRAUNSTONE TOWN COUNCIL

### CITIZENS ADVISORY PANEL – 2<sup>ND</sup> MARCH 2023

#### ITEM 04 – Library Opening Times

To review the current opening times of the Braunstone Community Library.

#### Background

Following a recent meeting of the Braunstone Town Library Consultation Panel, the panel members considered the current opening hours of the Braunstone Town Community library. Currently the library is open 2pm till 7pm on Monday evenings and 10am till 12pm on Wednesdays. Following monitoring of numbers using the library after 6pm on Mondays it was found that most weeks very few, if any, users came to the library. However, on Wednesdays the library is very busy and would benefit from an extra hour of opening.

The current Braunstone Community Library opening times have continued since Braunstone Town Council took over the management of the library in October 2019 as follows:

Monday		2pm – 7pm
Tuesday		2pm – 5pm
Wednesday	10am – 12pm	2pm – 5pm
Thursday		2pm – 5pm
Friday	10am – 12pm	2pm – 5pm
Saturday	10am – 1pm	

#### Proposals

The panel proposed that on Monday evenings the library closes at 6pm and the Wednesday morning opening time is extended to 1pm instead of 12noon in order to provide opening hours to better suit the use of the library services.

Discussions were held with the Leicestershire County Council Community Managed Libraries Support Officer who confirmed that none of the current community managed libraries open after 5pm and most of the County run libraries only open until 5pm with staff on duty. Later opening hours at the County-run libraries are Smart libraries where staff are not present.

The proposed revised opening hours are as follows:

Monday		2pm – <b>6pm</b>
Tuesday		2pm – 5pm
Wednesday	10am – <b>1pm</b>	2pm – 5pm
Thursday		2pm – 5pm
Friday	10am – 12pm	2pm – 5pm
Saturday	10am – 1pm	

Any proposed changes to the library opening hours would have to be agreed by Leicestershire County Council and users of the library service and library staff would have to be consulted on the changes.

The Council is currently undertaking a consultation (Appendix 1) with local residents and library users for their opinions and insights into the proposed changes. Paper copies of the consultation form are available from the library and Braunstone Civic Centre and is also available online via the Town Council's website [www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk). The closing date for consultation is 8<sup>th</sup> March 2023.

The Citizen's Advisory Panel members were requested to consider the proposed changes to the library opening hours and comment.



**BRAUNSTONE TOWN COUNCIL**

**BRAUNSTONE TOWN  
COMMUNITY LIBRARY**

**CONSULTATION OF PROPOSED  
HOURS CHANGE 2023**

The Braunstone Town Library Consultation Panel have proposed a change in the opening hours to the Braunstone Town Community library. Currently the library is open 2pm till 7pm on Monday evenings and 10am till 12pm on Wednesdays. The panel is proposing that on Monday evenings the library closes at 6pm and the Wednesday morning opening time is extended to 1pm instead of 12noon. Following monitoring of numbers using the library after 6pm on Mondays it was found that most weeks very few, in any, users came to the library. However, on Wednesdays the library is very busy and would benefit from an extra hour of opening. Hence why the Council is proposing the change.

The Council is currently asking local residents for their opinions and insights into the proposed changes. Please find the Consultation of Proposed Hours Change 2023 survey here:

Do you use the Library after 6pm on Monday evenings?

**YES**

**NO**

Would you be happy with the proposed change in time?

The library will plan to open 2-6pm on Mondays and 10am-1pm on Wednesdays.

**YES**

**NO**

What problems would you foresee with the proposed change in opening hours?

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Further comments:

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**Closing Date for Responses: 8th March 2023.**

Please return all responses to Braunstone Town Community Library or Braunstone Town Civic Centre. Please address responses to Pauline Snow, Braunstone Town Council, Braunstone Civic Centre, 209 Kingsway, Braunstone Town, Leicester LE3 2PP



## **BRAUNSTONE TOWN COUNCIL**

### **CITIZENS' ADVISORY PANEL – 2<sup>nd</sup> MARCH 2023**

#### **Item 5 – Shakespeare Park Play Area Improvements**

##### Purpose

To receive an update on proposals to improve the play facilities at Shakespeare Park and to comment on the proposals.

##### Background

Surveys and assessments undertaken by the Town's Citizens' Advisory Panel identified the need for improvements to the facilities at Shakespeare Park.

As a result, the Council's Capital Plan included items to refurbish the Sports Pavilion and Changing Facilities, the Tennis Courts and the Playground.

The new Pavilion facility, site improvements and refurbished tennis courts are now fully completed and delivered under budget by £32,735.

The final stage, improvements to the playground, is outstanding.

##### Playground Improvements

Shakespeare Park Playground is well used by the local community, however, there has been no significant investment in the facilities for over 25 years. Modern technologies produces long lasting, vandal proof, yet attractive play equipment and safety surfaces.

Currently tree bark hides needles and broken glass, presenting dangers to young children, wet pour is shrinking presenting trip hazards and the tarmac tennis court surface is wearing thin, with cracks and holes appearing in the surface. Installing new safety surfaces at the Playground will not only improve safety, but also reduce maintenance costs while improving the visual appearance.

In addition, Braunstone Town Council only has traditional play equipment at its parks, there are a variety of sensory play equipment available which allows for play for all ages and abilities and in particular those physically unable to use traditional play equipment such as swings and slides, installing such equipment at an existing playground allows for the family and friends to enjoy play and recreation together.

Such equipment has been installed at Oakfield Park, Blaby and was well received by parents. Prior to the installation of sensory play equipment in Blaby, the nearest park providing such equipment was in Market Harborough.

Sensory Play equipment is suitable for all abilities and ages, creating an engaging, stimulating, and inclusive learning environment, encouraging communication, connection and interaction to unlock the individual's potential as they explore, discover and enjoy.

## Schedule of Playground Improvements

1. *Sensory Play Equipment*: remove existing concrete and existing fire engine and install sensory play equipment and mulch safety surface, with new bench and bin adjacent on the eastern side.
2. *Existing Slide*: replace existing tree bark with mulch safety surface.
3. *Existing Climbing Frame*: replace existing tree bark with mulch safety surface.
4. *Existing Rocker Horse*: replace existing wet pour with mulch safety surface.
5. *Swings*: replace existing swings with new swings, turn at right angle to be parallel with tennis court boundary, install mulch safety surface.
6. *New Equipment*: Install new balance/spinning equipment with mulch safety surface.
7. *Entrance Gates*: Relocate vehicular access to North Western Side and pedestrian access to western corner of play area to provide pedestrian access from car park to playground and bridle way. Remove existing hedgerow and replace with bow top fencing. Remove/replace existing bench. Consider relocating fire engine to western end of play area.
8. *Playground Gates & Fencing*: Paint Bow Top Fencing and paint access gates and in bright colour.

The proposed site layout is attached at Appendix 1. An illustration of the site is attached at Appendix 2. An illustration of the proposed new sensory play area, to be located in the centre of the playground, is attached at Appendix 3.

## Timescales

Following a tender exercise, a preferred contractor has been appointed. Some funding has been secured, including Section 106 funding. A grant application is currently being considered by the National Lottery and if successful, sufficient funding will be secured to deliver the project. With an outcome to the National Lottery grant due before the end of March, if it is successful, with lead in times work could commence late summer on the proposed improvements.

## Action Requested

Comment the concept and the proposals.





BRAUNSTONE TOWN COUNCIL  
**SHAKESPEARE PARK**  
PLAY AREA



Existing Equipment

Existing Equipment

Existing Equipment

**Viking Swing**  
Cradle, Flat & Basket

**Sensory Island**

**Dizzy**  
Roundabout

Existing Wirlwind  
With New Arched  
Climbing Wall

**Activity**  
Trail



Follow us on  
f t YouTube i  
WWW.WICKSTEED.CO.UK

4/77623 - Iss. 2 - Date: 13/08/21 - Designer - 5 Note:-  
THIS IS AN ARTIST'S ILLUSTRATION ONLY AND IS NOT TO SCALE.  
PLEASE REFER TO PLAN FOR SCALED DETAIL.



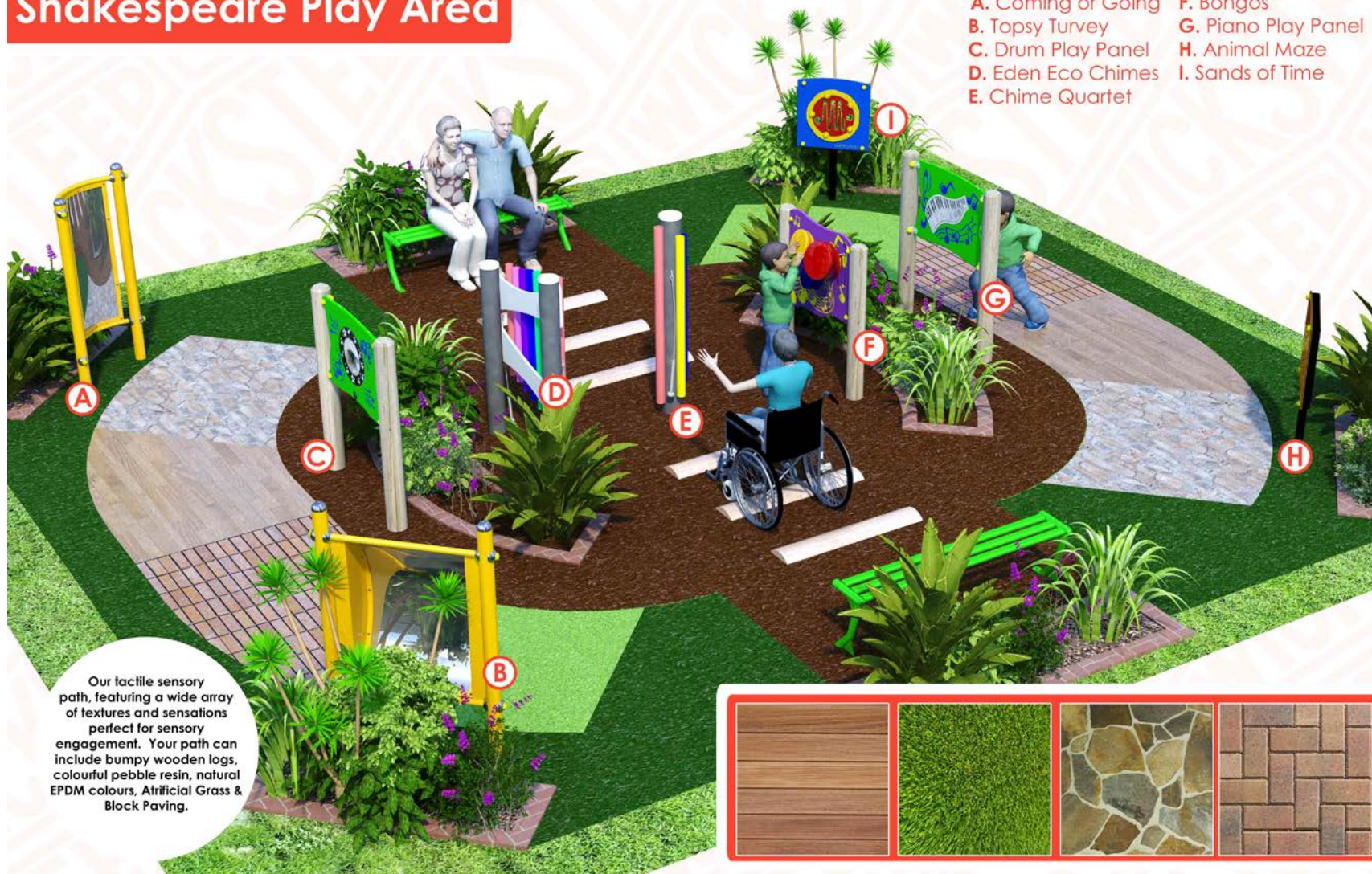


# Braunstone Town Council Shakespeare Play Area

4/77623 - Iss: 1 - Date: 17/09/20 - Designer 9 Note:-  
THIS IS AN ARTIST'S ILLUSTRATION ONLY AND IS NOT TO SCALE.  
PLEASE REFER TO PLAN FOR SCALED DETAIL.

## Sensory Island Play List

- A. Coming or Going
- B. Topsy Turvy
- C. Drum Play Panel
- D. Eden Eco Chimes
- E. Chime Quartet
- F. Bongos
- G. Piano Play Panel
- H. Animal Maze
- I. Sands of Time



Our tactile sensory path, featuring a wide array of textures and sensations perfect for sensory engagement. Your path can include bumpy wooden logs, colourful pebble resin, natural EPDM colours, Artificial Grass & Block Paving.

