



# 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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## PLANNING APPLICATIONS

### PUBLIC INSPECTION OF PLANS AND PARTICIPATION

1. The Planning Applications can be inspected at the offices of Blaby District Council to whom representations should be made and they are also available Blaby District Council's website at [www.blaby.gov.uk](http://www.blaby.gov.uk) under Planning Application Search
2. A list of the applications to be considered by the Town Council's Planning & Environment Committee are listed on the Town Council's website [www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)
3. The applications will be considered by the Braunstone Town Council's Planning and Environment Committee, which may make its own observations and forward them to the relevant Planning Authority.
4. Braunstone Town Council and Blaby District Council have introduced procedures to enable applicants, objectors and supporters to speak on applications brought before their relevant Committees.

7<sup>th</sup> February 2024

**To:** *Councillor Robert Waterton (Chair), Councillor Sam Maxwell (Vice-Chair) and Councillors Anthea Ambrose, Richard Forrest, Leanne Lee, Satindra Sangha, Gary Sanders, Darshan Singh, Imran Uddin, Marion Waterton and Mark Widdop.*

Dear Councillor

You are summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held in the **Ravenhurst Room** at Braunstone Civic Centre on **Thursday 15<sup>th</sup> February 2024** commencing at **7.30pm**, for the transaction of the business as set out below.

Alternatively, members of the public may observe this meeting, and make contributions under the Public Session item, using Zoom video and web conferencing software (details below).

Join Zoom Meeting

<https://us06web.zoom.us/j/86230482626?pwd=b8zdAHEPAGqccqD1IMHmauYmxNL6VV.1>

Meeting ID: 862 3048 2626

Passcode: 569039

Yours sincerely,

Chief Executive & Town Clerk

## **AGENDA**

1. **Apologies**  
To receive apologies for absence.
2. **Disclosures of Interest**  
To receive disclosures of Interest in respect of items on this agenda:
  - a) Disclosable Pecuniary Interests,
  - b) Other Interests (Non-Pecuniary).
3. **Public Participation**  
Members of the public may submit a petition and/or make representations, give evidence or answer questions in respect of any item of business included on the agenda. At the discretion of the Chairperson the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.
4. **Minutes of the Meeting held 14<sup>th</sup> December 2023**  
To confirm the accuracy of the Minutes of the Meeting held on 14<sup>th</sup> December 2023 to be signed by the Chairperson (**Enclosed**).
5. **Planning and Licensing Applications dealt with under Delegated Authority**  
To receive and note responses to planning and licensing applications taken under Delegated Authority (**Enclosed**).
6. **Planning and Licensing Applications**  
To agree observations on planning and licensing applications received (**Enclosed**).
7. **Additional Planning and Licensing Applications**  
To agree observations on planning and licensing applications received since the publication of the agenda (if any).
8. **Planning Decisions**  
To receive and note planning decisions made by Blaby District Council (**Enclosed**).
  - a) Planning Decisions
  - b) TPO Brockenhurst Drive
9. **Feedback on Planning Application Decisions**  
To receive feedback concerning planning application decisions by Blaby District Council where the Committee has queried the decision.
10. **Braunstone Village Conservation Area**  
To receive an update on process to consider whether there is a case to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area (**Enclosed**).

11. **Care Homes**

To receive an update on number and location of Care Homes in former domestic dwellings in Braunstone Town and Thorpe Astley (**Enclosed**).

12. **Financial Comparisons**

To receive Financial Comparisons for the period of 1<sup>st</sup> April 2023 to 31<sup>st</sup> January 2024 (**Enclosed**).

13. **Approval of Accounts**

To consider payments from 6<sup>th</sup> December 2023 until 6<sup>th</sup> February 2024 (**Enclosed**).

14. **Houses in Multiple Occupation**

*RECOMMENDED - That in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reason for exception – Personal Information and Information provided in confidence.*

To receive an update on known and potential Houses in Multiple Occupation in Braunstone Town and Thorpe Astley; and setting out feedback and issues which have been identified (**Enclosed**).

Next Scheduled Meeting: 18<sup>th</sup> April 2024.



**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 PLANNING & ENVIRONMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 14<sup>th</sup> DECEMBER 2023**

**PRESENT:** Councillor Robert Waterton (Chair), Councillor Sam Maxwell (Vice-Chair) and Councillors Anthea Ambrose, Sam Fox-Kennedy (substituting for Councillor Imran Uddin), Gary Sanders, Darshan Singh, Marion Waterton and Mark Widdop.

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

There were no members of the public present at the meeting.

**46. Apologies**

Apologies for absence were received from Councillors Leanne Lee and Imran Uddin.

**47. Disclosures of Interest**

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

**48. 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 no members of the public present.

**49. Minutes of the Meeting held 26<sup>th</sup> October 2023**

The Minutes of the Meeting held on 26<sup>th</sup> October 2023 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 26<sup>th</sup> October 2023 be approved and signed by the Chairperson as a correct record.

**50. 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:** 23/0879/HH

**Description:** Single storey rear extension and new pitched roof

**Location:** 151 Kingsway Braunstone Town Leicestershire LE3 2PN (Millfield Ward)

**Response:** *Braunstone Town Council does not object to the proposals.*

**Reasons:** *Neighbouring properties had similar pitched roofs and rear extensions. Therefore, both were considered in keeping with the character and appearance of the area.*
- 2. Application No:** 23/0832/HH

**Description:** Retrospective first floor rear extension and proposed rear conservatory and front canopy.

**Location:** 42 Gwencole Crescent Braunstone Town Leicestershire LE3 2FH (Ravenhurst Ward)

**Response:** *Braunstone Town Council does not object to the proposals.*

**Reason:** *Properties in the area had similar porch canopies and rear extensions. The properties were on large well-established landscaped plots and therefore the impact on neighbouring properties was likely to be minimal.*
- 3. Application No:** 23/0909/HH

**Description:** Single storey side and rear extension

**Location:** 6 Ashurst Road Braunstone Town Leicestershire LE3 2UA (Millfield Ward)

**Response:** *Braunstone Town Council does not object to the proposals; subject to replacement on-site parking for the conversion of the existing garage.*

**Reasons:** *To avoid additional parking on a narrow highway, which includes a narrow footway, close to two junctions, which may cause highway safety issues.*

- 4. Application No:** 23/0942/HH
- Description:** Conversion of garage to provide habitable accommodation
- Location:** 2 Darwin Close Thorpe Astley Braunstone Town Leicestershire (Thorpe Astley Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to the retention of the existing front curtilage parking.*
- Reason:** *Neighbouring properties had similar garage conversions, which were within the existing building; however, it was important to ensure that on-site parking was maintained given additional on street parking could cause obstruction and present safety issues.*
- 5. Application No:** 23/0943/FUL
- Description:** Single storey rear extension to existing shop/post office (use class E) (*Original Application*).
- Alterations to proposed elevations removing 7 existing AC units to be replaced with 4 on the proposed rear (*Amended Plan*).
- Location:** 10 Ayston Road Braunstone Town Leicestershire LE3 2GA (Ravenhurst Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to details of the air conditioning systems to be used, including noise and vibrations levels, being submitted to and approved by the Local Planning Authority.*
- Reason:** *The rear curtilage of the property and neighbouring properties were large and well-established. There was an existing rear building and the proposal would extend the footprint slightly. However, it was important to avoid any adverse impact on the amenity enjoyed by the neighbouring properties in terms of noise and vibration from the proposed air conditioning units.*

**6. Application No:** 23/0926/FUL

**Description:** Erection of one dwelling

**Location:** 18 Stonehurst Road Braunstone Town Leicestershire  
LE3 2QA (Ravenhurst Ward)

**Response:** *Braunstone Town Council objects to the application; since:*

- a) it would be out of keeping with the character and appearance of the street scene;*
- b) there was insufficient on-site parking provision for the proposed new dwelling.*

**Reasons:**

- a) The property would be a single dwelling, due to the curvature of the road it would be wedged into a small space between an existing single dwelling (part to be demolished) and a neighbouring semi-detached dwelling. The dwelling would also be slightly set back from the neighbouring dwellings, a gable end wall would face the street with front door entry to the side; and there was no other similar design feature in the street. These would add a discordant element to the street scene and would be contradictory to Development Management Plan Policy 1b.*
- b) The proposed new dwelling would contain two bedrooms and only one on-site parking space, which was contradictory to the Leicestershire Local Highway Guidance. The proposed dwelling was located on a corner on a narrow highway. The on-site parking on most of the neighbouring properties was on the front curtilage with direct access from the highway. Therefore, any additional parking on street was likely to cause obstruction and present safety concerns to highway users (including pedestrians).*

#### Licensing Applications

There were no licensing applications to consider.

#### **51. Planning Applications and Licensing Applications**

The Committee received details of a planning applications to be considered by Blaby District Council (item 6 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:** 23/0908FUL

**Description:** Erection of 1 semi-detached dwelling including alterations and extensions to No. 30 Pinfold

**Location:** Land Adjacent 30 Pinfold Braunstone Town Leicestershire (Millfield Ward)

**Response:** *Braunstone Town Council does not object to the proposals; subject to:*

1. *submission of a landscaping plan; planting of the approved plan within one year; and the replacement of any plants which are removed or die within 5 years in the following planting season;*
2. *prior to occupation, two off street car parking spaces should be provided for both the existing and proposed dwellings, be available for use, and retained in perpetuity;*
3. *the surface of the on-site parking being hardbound permeable material with appropriate drainage; and*
4. *no further extensions or additions or erection of outbuildings at the existing or proposed dwellings without the prior permission of the District Planning Authority.*

**Reasons:**

1. *To offset the impact of the development on the environment and to protect the visual appearance of the area.*
2. *To avoid additional on-street parking close to a road junction, which could compromise the safety of highway users.*
3. *To ensure the surface would be suitable for vehicles while avoiding surface water run-off.*
4. *To avoid overdevelopment of the site in terms of scale and mass and to ensure that both properties had adequate outdoor amenity space.*

2. **Application No:** 23/1006/HH

**Description:** Two storey side extension and two and single storey rear extension including demolition of existing outbuilding (revised scheme to 22/1006/HH)

**Location:** 31 Headley Road Braunstone Town Leicestershire LE3 2PJ (Millfield Road)



**Response:** *Braunstone Town Council objects to the application due to insufficient on-site parking provision for the proposed size of the property.*

**Reason:** *A four-bedroom dwelling should have a parking provision of three off-road spaces to be in accordance with Part 3, Paragraph 3.151 of the Leicestershire Highway Design Guide. There was limited available parking on Headley Road and Francis Avenue due to the need to access residential properties. The vehicles parked at the property overhang the footway. There was a Pharmacy and GP Surgery close by, where pedestrians (some using the alleyway) would need to access. Additional parking on the highway, including obstruction of the footpath, close to a bend, junction and pedestrian walkway, would cause obstruction and present highway safety issues; impacting adversely on access by emergency vehicles and use by disabled people and parents with prams and buggies.*

3. **Application No:** 23/0853/HH
- Description:** Single storey side and rear extension (Amended scheme to 22/0479/HH)
- Location:** 147 Narborough Road South Braunstone Town Leicestershire LE3 2LH (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the proposals.*
- Reason:** *The property was in an established location on a large landscaped plot; therefore, there was unlikely to be a significant impact upon neighbouring properties. The side extension appeared to be contained within the existing car port and was unlikely to have a major impact on the neighbouring property in terms of noise or privacy.*
4. **Application No:** 23/1024/HH
- Description:** Two storey side extension, first floor side and rear extension
- Location:** 132 Kingsway Braunstone Town Leicestershire LE3 2TU (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to:*
- 1. three off street car parking spaces being provided within the curtilage of the property, be available for use, and retained in perpetuity; and*

2. *no windows, vents or openings in the side elevation of the extended property without the prior consent of the local planning authority.*

**Reasons:**

1. *To avoid additional parking on a narrow highway (including the footway) or any overhang onto the footway; both of which would impact on the safety of highway users (including users of the footway).*
2. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy and noise.*

5. **Application No:** 23/1037/HH

**Description:** Retention of a single storey rear extension and single storey front extension (porch)

**Location:** 236 Braunstone Lane Braunstone Town  
Leicestershire LE3 3AS (Ravenhurst Ward)

**Response:** *Braunstone Town Council does not object to the retention of the single-storey extension, understood to be a conservatory, or to the single-storey front extension.*

**Reasons:** *The property was in an established location on a large landscaped plot; therefore, there was unlikely to be a significant impact upon neighbouring properties. The design and appearance of the properties in the same row was characteristically similar, however, the detail of each was different; therefore, the porch was not likely to be out of keeping with the character and appearance of the street scene.*

## 52. Additional Planning and Licensing Applications

The Committee noted that no planning or licensing applications had been received since the publication of the agenda.

## 53. Planning Decisions

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

**RESOLVED** that the report be received and noted.

*Reason for Decision*

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

**54. Feedback on Planning Application Decisions**

The Committee received feedback concerning planning application decisions by Blaby District Council where the Committee had queried the decision as follows:

**a) 23/0236/HH, Single storey front extension, 57 St. Mary's Avenue.**

Councillor Mark Widdop had received a response from the Planning Case Officer as follows:

*"Whilst I agreed that the porch projected beyond the forward projection of the building, as the report states this does not preclude development of this type. I was also mindful of the fallback position, whereby under permitted development rights, the applicant could construct a porch 3m.sq in footprint and the fact that the site was not in a conservation area or particularly sensitive area. Therefore, I would not in my opinion be able to substantiate a refusal on its impacts on the street scene".*

The Officer had also sent a delegated report; however, the content was for another application.

Councillor Widdop added that he regularly walked in the area and could see there were substantial differences between the property types. There was a change in construction of the properties at that location. Therefore, he agreed that the development wouldn't look out of place or have an adverse impact on the street scene.

**b) 23/0224/HH, Single storey front extension, at 45 Bolus Road.**

Councillor Gary Sanders had received a response from the Planning Case Officer as follows:

*"Whilst I agreed that the porch projected beyond the forward projection of the building, as the report states this does not preclude development of this type. I was also mindful of the fallback position, whereby under permitted development rights, the applicant could construct a porch 3m.sq in footprint without planning permission, furthermore the site is not in a conservation area or particularly sensitive area and did not impact upon the parking provision on the site. Therefore, I would not in my opinion be able to substantiate a refusal on its impacts on the street scene, parking or the overdevelopment of the site".*

The Officer had also sent a delegated report, which was circulated (filed with these minutes).

**RESOLVED** that the responses and feedback provided be received and noted.

### *Reason for Decision*

*To understand the planning controls available for determining development on the front curtilage and the potential impact on the street scene.*

## **55. Braunstone Village Conservation Area Extension**

The Committee received an update on the arrangements and timescales for the process to consider whether to extend the Braunstone Village Conservation Area to the South of Braunstone Lane (item 10 on the agenda).

### **RESOLVED**

1. that the approach to the *Review Process*, as set out in the report, be endorsed;
2. that existing evidence and work, including the appraisal undertaken by the Town's Heritage Warden in 2021, and the responses to the initial survey undertaken by the Town Council in December 2021/January 2022, be submitted as evidence for consideration as part of the Review Process;
3. that the *Outline Work Programme*, as set out in the report, be endorsed; and
4. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to:
  - (a) approve specific dates and milestones, including consultations and review, within the framework set out in the *Outline Work Programme* section of the report,
  - (b) approve revised milestones and timescales, subject to consideration by the Planning & Environment Committee at the next scheduled meeting,
  - (c) to call additional meetings of Planning & Environment Committee and Citizens' Advisory Panel to facilitate the *Review Process* and *Outline Work Programme*,
  - (d) support the process using the Council's existing resources, including communications channels and premises, and
  - (e) engage residents, stakeholders, partners and professional advisers, as appropriate.

### *Reasons for Decision*

1. *To progress the proposals for considering the area of Braunstone Village to the south of Main Street/Braunstone Lane for designation as a Conservation Area.*
2. *To ensure that existing evidence and work that had been undertaken was used to inform and shape the review.*
3. *To confirm the stages of the review, along with the anticipated dates upon which the detailed milestones and work would be programmed.*
4. *To progress the review process and work programme avoiding any further delay.*

## **56. Gateway Signs to Braunstone Town**

The Committee received an update on proposals to replace some of the Gateway signs to Braunstone Town (item 11 on the agenda).

## RESOLVED

1. That approval be given to Leicestershire County Council to replace the six “Welcome to Braunstone Town” gateway signs, at the locations identified and using the design, detailed at Appendix 1;
2. that permission be given to Leicestershire County Council to remove the existing signs at the six gateways, identified at Appendix 1, and dispose of them; and
3. that delegated authority be given to the Chief Executive & Town Clerk:
  - a) to approve amendments to the sign designs, including where 30mph roundel were incorporated for Braunstone Lane,
  - b) to approve the necessary legal agreements, licences and detailed terms and conditions, and
  - c) to adopt the newly installed gateway signs.

### *Reasons for Decision*

1. *To improve the visual amenity of gateways to Braunstone Town.*
2. *There was limited value in retaining any of the removed signs given the only original sign that would remain would be the one on Lubbesthorpe Way from Fosse Park, which was unlikely to be a priority sign for replacement if it deteriorated or was damaged.*
3. *To incorporate the speed limit into the wider message about entering a residential area and driving safely (if space was needed to incorporate the speed limit, the crest could be dropped at these locations) and to ensure that the new signs could be installed avoiding any delays, while ensuring the detailed arrangements and legal terms would be fully considered.*

## 57. **Draft Climate Change & Environmental Action Plan**

The Committee considered a proposed action plan to deliver the Climate Change and Environmental Strategy’s Objectives (item 12 on the agenda).

**RESOLVED** THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE that the action to “Develop Sustainable Planning Policies” be scheduled for delivery in 2024.

### *Reason for Decision*

*To ensure that new development and changes to existing development include carbon reduction measures and measures to mitigate any adverse impact on the environment and air quality.*

## 58. **Planning & Environmental Action Plan**

The Committee considered the Planning & Environment Priorities and Objectives and determined whether they were relevant to address current and emerging issues faced by the Council and the community (item 13 on the agenda).

## **RESOLVED**

1. That the progress with the Planning & Environment Delivery Objectives (2023/2024), as set out in the report, be received and noted;
2. that Notice Board renewal in 2024/2025 focus on priority locations, whether these be on the Council's own land or on Highways land; and that a report be submitted to Committee early in the Council Year to determine a programme;

THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE  
THAT IT BE RECOMMENDED TO COUNCIL

3. that the Planning & Environment Delivery Objectives set out in the report, as amended where appropriate, be included in the 2024/25 Business Plan; and
4. that the Planning & Environment Committee/Service Objectives, as set out in the report, be approved.

### *Reasons for Decision*

1. *To note progress with the implementation of the 2023/24 Planning & Environment Delivery Objectives so far.*
2. *To prioritise Notice Board renewal based on need and footfall at locations.*
3. *To focus the Council's resources on four main areas of activity in the medium term to ensure effective delivery of initiatives and projects given the limits on resources.*
4. *The Service Objectives continue to be relevant and reflect changing issues within the community.*

## **59. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2023 to 30<sup>th</sup> November 2023 (item 14 on the agenda).

**RESOLVED** that the report be noted.

### *Reason for Decision*

*There were no issues of concern with the income and expenditure against the budget for 2023/2024.*

## **60. Capital Plan and Budget Estimates 2024/2025**

The Committee considered a Statement of Expenditure for 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023, a list of capital projects for 2024/2025 and beyond and a proposed budget for 2024/2025 and beyond and a proposed budget for 2024/2025 for recommendation to Policy & Resources Committee (item 15 on the agenda).

## RESOLVED

1. that a bench mark review of the Dog Bin Waste contract be undertaken during 2024;

THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE  
THAT IT BE RECOMMENDED TO COUNCIL

2. that the *Waste Services* budget be increased from £9,538 per annum to £11,401 per annum;
3. that the *Street Furniture* revenue budget be increased from £2,600 to £3,976;
4. that *Consumer Products – Poop Scoops* charges rise to the rounded 10p above the cost (current charge £1.20, current purchase cost £1.35, therefore, the charge to the customer would rise to £1.40);
5. that for *Consumer Products – Poop Scoops*, income be aligned to the expenditure (i.e. reduced by £50 to £1,100);
6. that the draft Estimates for the Planning and Environment Committee, as attached at Appendix 2, be included in the Budget Estimates for 2024/2025;
7. that the Capital Plan items, as set out (and as amended) in the table in the *Capital Plan* section of the report, be rolled forward onto the 2024/25 Capital Plan.

### *Reasons for Decisions*

1. *To ensure that the Council had a competitive contract for emptying its dog waste bins.*
2. *To ensure that sufficient funds would be available to cover any increase in waste fees for emptying dog waste bins.*
3. *To continue to fund the rolling programme of notice board improvements, taking into account rises in costs, along with providing funds for potential maintenance of gateway planters.*
4. *To ensure the Council covered its costs.*
5. *To reflect current and previous year income and expenditure.*
6. *To ensure appropriate resources for Planning and Environment Services.*
7. *The Town Council was responsible for the Town's place signs and notice boards, which would be a capital asset. The life span of a sign would be approximately 30-40 years and a notice board would be approximately 20-30 years.*

## 61. **Lubbesthorpe Impacts Group**

The Chair reported on the meeting of the Lubbesthorpe Impacts Group held on Wednesday 15<sup>th</sup> November 2023, as follows:

1. On 27<sup>th</sup> October 2023; there were 990 occupations. This compared to 949 on 30<sup>th</sup> June 2023 – an increase, therefore, of 41 in 3 months (approximately 14 occupations per month).

The Blaby District Council (BDC) website was not kept up to date very well but the Group felt it was reasonable to assume that the development must be approaching 1000 occupations. This number, according to BDC's Obligations Chart triggers certain actions including 'Enderby Traffic

Management', 'Highway Delivery Review' and a County Council Review of Primary School 2. Members were not aware that any of these had been undertaken and so this needed to be followed up.

2. Members discussed the growing infrastructure problems, particularly around the A47 and Meridian Way. This also raised the question of S106 contributions which had become complex due to the number of planning approvals in the area in addition to Lubbesthorpe. Clarification would, therefore, be sought.
3. The Group also considered:
  - a) recent BDC Planning Committee decisions,
  - b) the apparent delay in starting the work to provide the new Health Centre in Lubbesthorpe, and
  - c) the recent BDC Air Quality Monitoring Annual Report.
4. Members agreed that a further approach to Leicester Forest East and Lubbesthorpe Parish Councils should be made, encouraging them to join the Group.

Councillor Waterton advised that he had written to Leicester Forest East Parish Council and they had declined the invitation. Councillor Waterton would write to Lubbesthorpe Parish Council in the new year.

5. Date of next meeting: 21<sup>st</sup> February 2024.

**RESOLVED** that the update be received and noted.

*Reason for Decision*

*To receive details of current and ongoing matters discussed relating to the new Lubbesthorpe development and its impact.*

## **62. Approval of Accounts**

The Committee received payments from 18<sup>th</sup> October 2023 until 5<sup>th</sup> December 2023 (item 17 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the Period 18<sup>th</sup> October 2023 until 5<sup>th</sup> December 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 9.30pm.



**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 next meeting scheduled 15<sup>th</sup> February 2024.*

DRAFT

## BRAUNSTONE TOWN COUNCIL

### PLANNING & ENVIRONMENT COMMITTEE – 15<sup>th</sup> FEBRUARY 2024

#### Item 5 – Planning and Licensing Applications dealt with under Delegated Authority

##### Purpose

To receive and note responses to planning and licensing applications taken under Delegated Authority.

##### Planning Applications

- 1. Application No:** 23/1041/FUL

**Description:** Change of Use of the ground floor from Use Class E (g) Offices to Use Class E (e) Provision of Medical Services and Offices to allow occupation for an eye clinic.

**Location:** 6 Dominus Way Meridian Business Park Braunstone Town Leicestershire (Thorpe Astley Ward)

**Response:** Braunstone Town Council does not object to the proposed change of use of the ground floor from Class E(g), Offices, to Class E(e), provision of medical services and offices.

**Reason:** *The location contained a variety of commercial uses and sufficient on-site parking was provided for the proposed use as set out in the covering letter.*
- 2. Application No:** 23/1024/HH

**Description:** Two storey side extension, first floor side and rear extension (P&E Committee submitted response 18<sup>th</sup> December 2023)

**Location:** Amendments received 20<sup>th</sup> December 2023  
132 Kingsway Braunstone Town Leicestershire LE3 2TU (Millfield Ward)

**Response:** *Braunstone Town Council does not object to the application; subject to:*

  - 1. three off street car parking spaces being provided within the curtilage of the property, be available for use, and retained in perpetuity;*

- and*
2. *no windows, vents or openings in the side elevation of the extended property without the prior consent of the local planning authority.*
- Reasons:**
1. *To avoid additional parking on a narrow highway (including the footway) or any overhang onto the footway; both of which would impact on the safety of highway users (including users of the footway).*
  2. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy and noise.*
- 3. Application No:** 23/0991/HH
- Description:** External wall cladding to front, rear and side of existing dwelling
- Location:** 9 Monica Road Braunstone Town Leicestershire LE3 2PR (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the proposal.*
- Reason:** *While neighbouring properties were similar, there was a variety of feature designs and other neighbouring properties had render and external wall cladding; therefore, the proposals were unlikely to have an adverse impact on the character and visual appearance of the street scene.*
- 4. Application No:** 24/0003/FUL
- Description:** Change of use from Dwelling (C3) to Children's Care Home (C2): for two children aged between 5 and 17
- Location:** 46 Darien Way Thorpe Astley Braunstone Town Leicester (Thorpe Astley Ward)
- Response:** *Braunstone Town Council does not object to the change of use; subject to:*
1. *no more than two children aged between 5 and 17 (inclusive) at any one time;*
  2. *prior to first use, on-site parking on the front curtilage of the property being provided for at least three vehicles, which must be hard bound and either permeable or with appropriate drainage; and*
  3. *the garage not being converted or put to any*

*alternative use that would prevent it being available as a garage for the parking of a motor vehicle.*

- Reasons:**
- 1. To avoid undue noise, disturbance and cramped living conditions.*
  - 2. To provide parking for two on-site staff along with parking for deliveries or visitors.*
  - 3. To ensure that an adequate level of off street car parking would be available and retained to serve the property and its use.*

**5. Application No:** 23/0189/HH

**Description:** First floor side extension and single storey rear extension

**Location:** 286 Braunstone Lane Braunstone Town Leicestershire LE3 3AT (Ravenhurst Ward)

**Response:** *Braunstone Town Council does not object to the application; subject to:*

- 1. the materials to be used in the construction matching those of the existing dwelling; and*
- 2. on-site parking, within the curtilage of the property, being provided for at least three vehicles and being permanently available by use.*

- Reasons:**
- 1. To retain the character and appearance of the property and the street scene.*
  - 2. To avoid additional parking on the highway, including the footway, which was a busy route and, due to the width of the road and the footway and with the bends in the carriageway, would result in compromising the safety of highway users.*

**6. Application No:** 24/0036/FUL

**Description:** Change of use from restaurant (coffee shop) to hot food takeaway (Sui Generis) and café/restaurant

**Location:** 9 Sun Way Braunstone Town Leicestershire LE3 3DS (St Mary's Ward)

**Response:** *Braunstone Town Council does not object to the proposals; subject to:*  
a) *before the change of use commences, a litter bin shall be provided on the forecourt of the property and shall be serviced, maintained and retained by the occupier of the premises; and*  
b) *no additional external fans, ventilation or extraction equipment to be installed without the prior agreement of the local planning authority.*

**Reason:** *Expanding the use from restaurant (coffee shop) to hot food takeaway (Sui Generis) and café/restaurant, supported the sustainability of the business and the neighbourhood parade and therefore supported the objectives of Development Management Policy 6; however, it was important to:*  
a) *maintain the cleanliness of the area in the interests of the amenity of the neighbourhood parade and the nearby domestic dwellings; and*  
b) *protect the amenity enjoyed by neighbouring properties in terms of noise, vibration and disturbance.*

7. **Application No:** 24/0053/FUL  
**Description:** Installation of two rapid electric vehicle charging stations  
**Location:** Mcdonalds Restaurant Meridian East Business Park Braunstone Town (Thorpe Astley)  
**Response:** *Braunstone Town Council does not object to the application.*  
**Reason:** *The provision of electric vehicle charging points expanded the network of chargers and therefore, supported the use of electric vehicles.*

8. **Application No:** 24/0063/HH  
**Description:** Single storey side and rear extension  
**Location:** 136 Edward Avenue Braunstone Town Leicestershire (Millfield Ward)  
**Response:** *Braunstone Town Council does not object to the application; subject to at least three off street parking spaces being provided within the curtilage of the property.*

- Reason:** *The property was on a established plot and the proposed extensions covered part of the existing outbuilding footprint and were single storey. However, the number of bedrooms at the property would be increased to four and it was important to avoid additional parking on a narrow highway (including the footway) close to a road junction, which could present safety issues.*
- 9. Application No:** 24/0029/HH
- Description:** Proposed single storey side extension, front porch, removal of hedgerow and erection of 1.9m high timber fencing.
- Location:** 36 Rosamund Avenue Braunstone Town Leicestershire (Ravenhurst Ward)
- Response:** *Braunstone Town Council does not object to the application.*
- Reason:** *The proposed extension was adjacent to a highway rather than a neighbouring property and was single storey. Sufficient on-site parking was available for the number of bedrooms.*
- 10. Application No:** 24/0054/HH
- Description:** Two storey and single storey extension to the side and rear, external rendering and single storey outbuilding
- Location:** 18 Stonehurst Road Braunstone Town Leicestershire (Ravenhurst Ward)
- Response:** *Braunstone Town Council does not object to the proposals; subject to:*
- 1. before the proposed extension was brought into use; the three on-site parking spaces, shown in the plans must be available for use;*
  - 2. the on-site parking spaces provided must have a hard bound, permeable surface or have adequate drainage; which must be maintained and permanently available for use as parking;*
  - 3. the windows in the side elevation of the proposed extension must be of opaque glass and top opening only and must remain so in perpetuity; and*
  - 4. no additional windows, openings or vents in the side elevation of the extension without the*

*explicit consent of the local planning authority.*

**Reasons:**

1. *To ensure sufficient on-site parking was available, avoiding additional parking on a narrow highway at a bend, which could present safety issues.*
2. *To ensure the surface was suitable for permanent use for parking and to reduce water run-off onto the highway during periods of heavy rain.*
3. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy.*
4. *To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy and noise.*

Licensing Applications

There are no licensing applications.

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 15<sup>th</sup> FEBRUARY 2024**

#### **Item 6 – Planning and Licensing Applications**

##### Purpose

To agree observations on planning and licensing applications received.

##### Planning Applications

- 1. Application No:** 23/1006/OUT

**Description:** Outline application for a commercial development consisting of the erection of x4 warehouse buildings with ancillary officer and gatehouses (Use Class B8) and 3x general industrial buildings (Use Class B2) including associated access off Leicester Lane (revised application following refusal 19/0164/OUT)

**Location:** Land to the West of St Johns (B4114) Enderby Leicestershire LE19 2AB
- 2. Application No:** 24/0060/HH

**Description:** Part garage conversion (retention)

**Location:** 5 Tillett Road Braunstone Town Leicestershire (Thorpe Astley Ward)

##### Licensing Applications

There are no licensing applications.



**BRAUNSTONE TOWN COUNCIL**

**PLANNING & ENVIRONMENT COMMITTEE – 15 FEBRUARY 2024**

**Item 8a – Planning Decisions**

To receive and note planning decisions made by Blaby District Council.

<b>Application Number</b>	<b>Description</b>	<b>Location</b>	<b>Braunstone Town Council Response</b>	<b>Decision by Planning Authority</b>
23/0942/HH	Conversion of garage to provide habitable accommodation	2 Darwin Close Thorpe Astley Braunstone Town Leicestershire	<p>Braunstone Town Council does not object to the application; subject to the retention of the existing front curtilage parking.</p> <p>Neighbouring properties had similar garage conversions, which were within the existing building; however, it was important to ensure that on-site parking was maintained given additional on street parking could cause obstruction and present safety issues</p>	<p>Approved; subject to</p> <ul style="list-style-type: none"><li>• Built in strict accordance with approved plans;</li><li>• All external materials used in the proposed development shall match those used in the existing building unless otherwise agreed in writing by the DPA; and</li><li>• Prior to first occupation of the development hereby approved, 2 car parking spaces shall be permanently made available within the site and shall be maintained/retained for such use in perpetuity.</li></ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
23/0909/HH	Single storey side and rear extension	6 Ashurst Road Braunstone Town Leicestershire LE3 2UA	<p>Braunstone Town Council does not object to the proposals; subject to replacement on-site parking for the conversion of the existing garage.</p> <p>To avoid additional parking on a narrow highway, which includes a narrow footway, close to two junctions, which may cause highway safety issues.</p>	<p>Approved; subject to</p> <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans;</li> <li>• All external materials used shall match the existing building unless otherwise agreed in writing;</li> <li>• no opening shall be constructed at any time within the east elevations of the proposed extensions without prior permission; and</li> <li>• Prior to first use, the two approved car parking spaces shall be provided and suitably surfaced in a hard bound material and thereafter permanently remain available for use.</li> </ul>
23/00799/HH	Front Porch Extension and Single Storey Rear Extension	52 Edward Avenue Braunstone Town Leicestershire LE3 2PD	Braunstone Town Council does not object to the proposals.	<p>Approved; subject to</p> <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• All external materials used in the proposed development shall match those used in the existing building unless otherwise agreed in writing</li> </ul>

<b>Application Number</b>	<b>Description</b>	<b>Location</b>	<b>Braunstone Town Council Response</b>	<b>Decision by Planning Authority</b>
23/0832/HH	Retention of first floor rear extension and proposed rear conservatory and front canopy	42 Gwencole Crescent Braunstone Town Leicestershire LE3 2FH	Braunstone Town Council does not object to the proposals.	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• be constructed using materials specified on the Planning Application unless agreed in writing.</li> </ul>
23/0879/HH	Single storey rear extension and new pitched roof to existing single storey side	151 Kingsway Braunstone Town Leicestershire LE3 2PN	Braunstone Town Council does not object to the proposals.	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• materials used shall match the existing unless agreed in writing.</li> </ul>
23/0824/FUL	Alterations to car park and construction of 12 EV charging spaces to include EV charging posts together with electrical infrastructure, sub-station, lighting, HP/LV cabinets, enclosure, additional 15 car parking spaces, access and associated works	Hilton Hotel Junction 21 Approach Braunstone Town Leicestershire	Braunstone Town Council does not object to the application; however, it wishes to make the following comment to the applicant: it seems a pity that the garden area with the fountain and landscaping would be removed for parking when there appeared to be a large grassed area around it where extended parking could be located or a new garden created.	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans;</li> <li>• constructed using the materials specified, unless agreed in writing; and</li> <li>• The approved landscaping scheme to be carried out within one year and any plants that die, are removed, damaged or diseased within 5 years to be replaced in the next planting season.</li> </ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
23/0963/HH	Erection of timber framed single storey rear extension	95 Darien Way Thorpe Astley Braunstone Lane Leicestershire	Not Applicable	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• constructed using the materials specified unless agreed in writing.</li> </ul>
23/1006/HH	Two storey side extension and two single storey rear extension including demolition existing outbuilding (revised scheme to 22/1006/HH)	31 Headley Road Braunstone Town Leicestershire LE3 3PJ	<p>Braunstone Town Council objects to the application due to insufficient on-site parking provision for the proposed size of the property.</p> <p>A four-bedroom dwelling should have a parking provision of three off-road spaces to be in accordance with Part 3, Paragraph 3.151 of the Leicestershire Highway Design Guide. There was limited available parking on Headley Road and Francis Avenue due to the need to access residential properties. The vehicles parked at the property overhang the footway. There was a Pharmacy and GP Surgery close by, where pedestrians (some using the alleyway) would need to</p>	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans;</li> <li>• All external materials to match existing unless agreed in writing;</li> <li>• The 2 existing off street parking spaces on the site frontage shall remain surfaced with hard bound material and permanently available for car parking; and</li> <li>• The window located in the first floor side elevation serving the en-suite shall be obscurely glazed and of a top opening design and shall remain so in perpetuity.</li> </ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
23/1006/HH <i>continued</i>		31 Headley Road Braunstone Town Leicestershire LE3 3PJ <i>continued</i>	access. Additional parking on the highway, including obstruction of the footpath, close to a bend, junction and pedestrian walkway, would cause obstruction and present highway safety issues; impacting adversely on access by emergency vehicles and use by disabled people and parents with prams and buggies.	
23/0853/HH	Single storey side and rear extension (amended scheme to 22/0479/HH)	147 Narborough Road South Braunstone Town Leicestershire LE3 2LH	Braunstone Town Council does not object to the proposals.	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• All external materials to match existing unless agreed in writing.</li> </ul>
23/1024/HH	Two storey side extension, first floor side and rear extension	132 Kingsway Braunstone Town Leicestershire LE3 2TU	Braunstone Town Council does not object to the application; subject to: <ol style="list-style-type: none"> <li>1. three off street car parking spaces being provided within the curtilage of the property, be available for use, and retained in perpetuity; and</li> </ol>	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans;</li> <li>• All external materials to match existing unless agreed in writing;</li> <li>• No further openings shall be constructed at any time within the north elevations without prior permission;</li> </ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
23/1024/HH <i>continued</i>		132 Kingsway Braunstone Town Leicestershire LE3 2TU <i>continued</i>	<p>2. no windows, vents or openings in the side elevation of the extended property without the prior consent of the local planning authority.</p> <p>1. To avoid additional parking on a narrow highway (including the footway) or any overhang onto the footway; both of which would impact on the safety of highway users (including users of the footway).</p> <p>2. To protect the amenity enjoyed by the occupants of the neighbouring property in terms of privacy and noise.</p>	<p>and</p> <ul style="list-style-type: none"> <li>• The two no. parking spaces shown on the plans shall be retained in perpetuity.</li> </ul>
23/1022/HH	Retention of outbuilding in rear garden	35 Narborough Road South Braunstone Town Leicestershire LE3 2HA	Not applicable	<p>Approved; subject to</p> <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• constructed using the materials specified on the "Planning Application" unless alternative materials are agreed in writing.</li> </ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
23/1037/HH	Retention of a single-storey rear extension and single-storey front extension (porch)	236 Braunstone Lane Braunstone Town Leicestershire LE3 3AS	Braunstone Town Council does not object to the retention of the single-storey extension, understood to be a conservatory, or to the single-storey front extension.	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans; and</li> <li>• All external materials used in the development shall match those used in the existing building unless otherwise agreed in writing.</li> </ul>
23/1041/FUL	Change of Use from Use Class E (g) Offices to Use Class E (e). Provision of Medical Services and Offices to allow occupation for an eye clinic	6 Dominus Way Meridian Business Park Braunstone Town Leicestershire	<p>Braunstone Town Council does not object to the proposed change of use of the ground floor from Class E(g), Offices, to Class E(e), provision of medical services and offices.</p> <p>The location contained a variety of commercial uses and sufficient on-site parking was provided for the proposed use as set out in the covering letter.</p>	Approved; subject to <ul style="list-style-type: none"> <li>• Built in strict accordance with approved plans;</li> <li>• used as an Eye Clinic (Use Class E(e) Medical or Health Services) with ancillary office provision and for no other purpose;</li> <li>• No further storage of goods, equipment or materials outside the building(s) except within containers of areas which shall be screened in accordance with details submitted to and agreed in writing; and</li> <li>• secure cycle parking being provided and available for used in perpetuity.</li> </ul>



DATE: 29.01.2024  
MY REF: 371/DC  
YOUR REF: 371/DC  
CONTACT: Charlene Hurd  
TEL NO: 0116 250 3101  
EMAIL: [planning@blaby.gov.uk](mailto:planning@blaby.gov.uk)

**IMPORTANT – THIS COMMUNICATION MAY AFFECT YOUR PROPERTY**

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

30 JAN 2024

Dear Sir /Madam

**Town and Country Planning Act 1990  
Town and Country Planning (Trees Preservation) (England) Regulations 2012  
Blaby District Council (Brockenhurst Drive, Braunstone Town) Tree Preservation  
Order 2023**

On 24 October 2023, the District Council made the above Tree Preservation Order and sent you a copy.

The Council has now considered whether or not the Order should be confirmed (or, in other words made permanent). One letter of objection was made about the Order and this was taken into consideration before a decision was reached. On the 11 January 2024, the Planning Committee resolved that the Tree Preservation Order made on the 24 October 2023 be confirmed. This letter formally confirms the Order and provides a copy of the Order.

If you disagree with the decision, you can challenge it by applying to the High Court under sections 284 and 288 of the Town and Country Planning Act 1990. You can apply to the High Court if you believe:

1. The Order is not within the powers of the Town and Country Planning Act 1990; or
2. The requirements of the 1990 Act or Town and Country Planning (Trees) Regulations 1999 have not been met.

You must apply to the High Court within six weeks from the date of this letter.

Yours faithfully

Cat Hartley  
Group Manager – Planning & Strategic Growth



**CONFIRMATION OF ORDER**

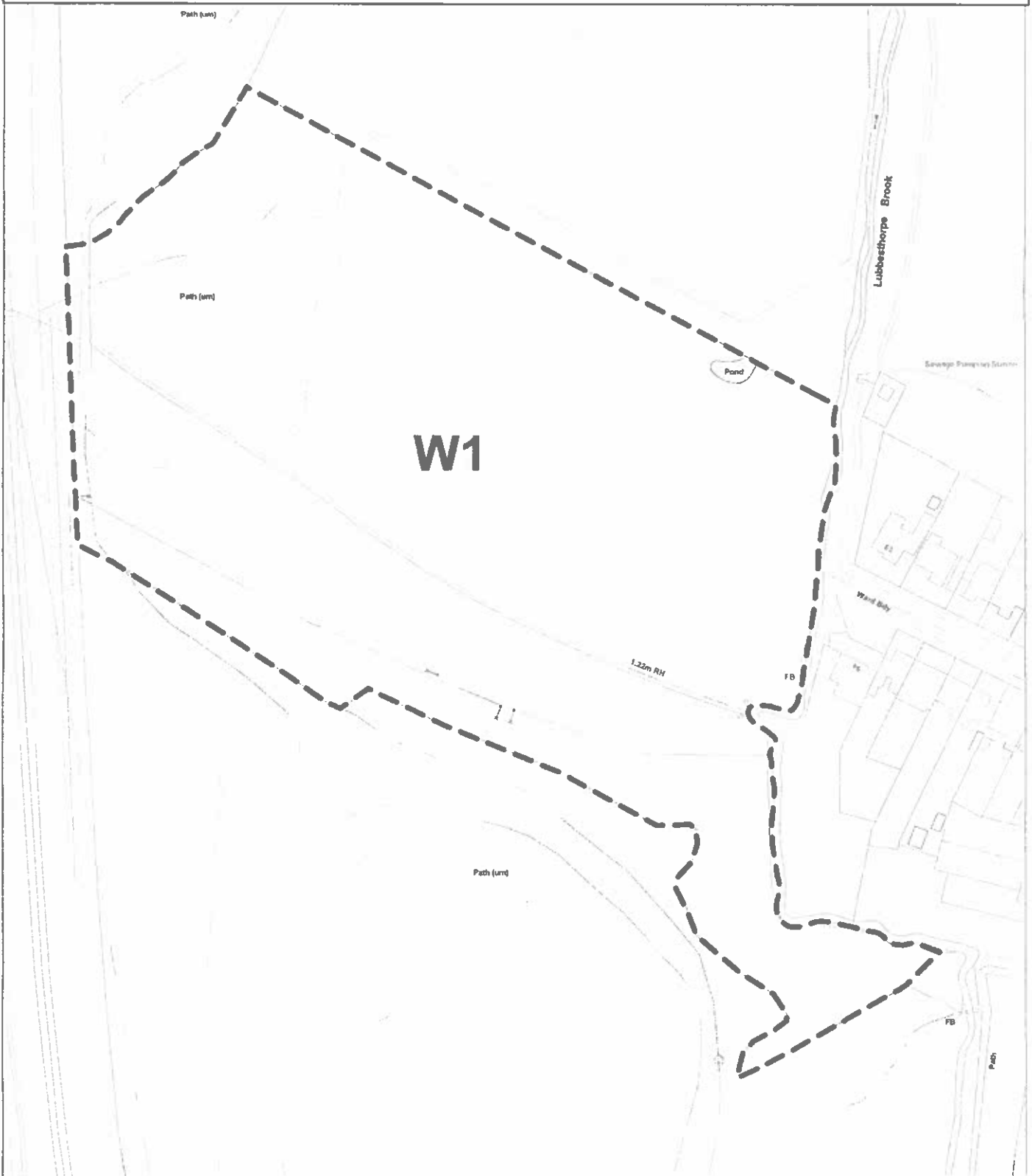
**Blaby District Council (Brockenhurst Drive, Braunstone Town) Tree  
Preservation Order 2023**

This Order was confirmed by Blaby District Council on

the 29 January 2024

*C. Hartley*

.....  
Group Manager – Planning & Strategic Growth  
Authorised by the Council to sign in that behalf



Crown Copyright & Database Rights Blaby District Council 2023 Licence No. 100018176

Dated this 24 Day of October, Two Thousand and Twentythree

Signed on Behalf of Blaby District Council

C. a. hord  
.....  
Authorised by the Council to sign in that behalf

1:1000

Extract



SK5501NW

## SCHEDULE

### SPECIFICATION OF TREES

#### Trees specified by reference to a woodland

(within a **dashed** black line on the map)

<i>Reference on map</i>	<i>Description</i>	<i>Situation</i>
W1	Trees (of whatever species) within the area marked W1 on the map	Land within the rectangular piece of land off Brockenhurst Drive, to the east of Lubbesthorpe Way (A563) and the south of Mosssdale Meadows.

**Town and Country Planning (Tree Preservation) (England)  
Regulations 2012**

**Town and Country Planning Act 1990**

**Blaby District Council (Brockenhurst Drive, Braunstone Town) Tree  
Preservation Order 2023**

The Blaby District Council in exercise of the powers conferred on them by Sections 198 and 201 of the Town and Country Planning Act 1990 make the following Order:

**Citation**

1. This Order may be cited as Blaby District Council (Brockenhurst Drive, Braunstone Town) Tree Preservation Order 2023

**Interpretation**

2. – (1) In this Order “the authority” means the Blaby District Council.  
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation) (England) Regulations 2012.

**Effect**

3. – (1) Subject to Article 4, this Order takes effect provisionally **with immediate effect** on the date on which it is made.  
(2) Without prejudice to subsection (7) of Section 198 (power to make tree preservation orders) or subsection (1) of Section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall –
  - (a) cut down, top, lop, uproot, wilfully damage or wilfully destroy; or
  - (b) cause or permit the cutting down, topping, lopping, wilful damage or wilful destruction of,  
  
any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

**Application to trees to be planted pursuant to a condition**

4. - In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) or Section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 15<sup>th</sup> FEBRUARY 2024**

#### **Item 10 – Braunstone Village Conservation Area**

##### Purpose

To receive an update on process to consider whether there is a case to designate an area of Braunstone Village to the South of Braunstone Lane as a Conservation Area.

##### Background

On 9th September 2021, the Committee received a report from the Braunstone Town Heritage Warden concerning the merits of designating as a conservation area, the area of Braunstone Village to the south of Braunstone Lane to coincide with the already designated conservation area within the Leicester City boundary and resolved to make representations to Blaby District Council in support of the proposal (Minute 42, 2021/2022).

On 4th November 2021, the Committee received a draft Character Appraisal of Braunstone Village prepared by the Heritage Warden and determined that engagement with the public should be undertaken on the proposal (Minute 56, 2021/2022).

Between December 2021 and January 2022, a residents' survey was held to ascertain whether there would be general support for a conservation area. Citizens Advisory Panel were consulted and a survey was delivered to properties in Braunstone Village on both sides, the survey was also sent to partners and included in the December 2021 Braunstone Life.

The Committee received the survey results on 10<sup>th</sup> March 2022 (Minute 87, 2021/2022). 38 responses were received (all in favour); 2 felt the proposed boundary should be different and 1 felt the proposed Character Appraisal didn't fully recognise the special character of the area.

On 5th May 2022, the Committee received and approved a proposed timetable for the next stages of the process to consider (Minute 102, 2021/2022). Unfortunately, the approved programme did not commence, due to capacity issues at the District Planning Authority and at Leicestershire County Council's conservation team.

As a result on 25th August 2022, to move the appraisal process forward, the Committee resolved to suggest to Blaby District Council that Leicester City Council be approached to undertake the appraisal review alongside their review of the existing conservation area within their administrative boundary (Minute 25, 2022/2023).

In December 2022, it was confirmed that Leicester City Council could support the project. In addition to providing expertise this would also ensure that both Conservation Area reviews were aligned.

In February 2023, Leicester City Council advised they had delayed the review of the existing Braunstone Village Conservation Area due to other pressing matters.

In April 2023 Leicester City Council advised they were planning a review of the Braunstone Village Conservation Area in the Summer of 2023. The City Council were planning to incorporate the Braunstone Town/Blaby District proposal to consider a conservation area to the South of Braunstone Lane into this work.

### Review Process

An “Inception Meeting” was held on Wednesday 8<sup>th</sup> November 2023, which was attended by the Town Clerk, representatives of both the Planning Policy and Development Services teams at Blaby District Council, and representatives from Leicester City Council’s conservation team, who manage the existing Braunstone Conservation Area.

The purpose of the meeting was to discuss the scope, timescales and process for evaluating whether there is a case to designate the area of Braunstone Village to the south of Braunstone Lane/Main Street as a Conservation Area, which would be complementary to the existing Braunstone Conservation Area in protecting and enhancing the special character and appearance of Braunstone Village.

#### *Stage 1 – Evidence Gathering*

Leicester City Council’s conservation team are providing all technical support to facilitate the evidence gathering and appraisal process. The team have the technical knowledge to undertake the work in relation to the process and legislation. Work has commenced on evidence gathering, which also involves reviewing existing evidence and work, including the appraisal undertaken by the Town’s Heritage Warden in 2021, to inform the process. The team are also able to assess the responses to the initial survey undertaken by the Town Council in December 2021/January 2022.

Following the evidence gathering, the draft documents are expected to be received by Blaby District Council, as the planning authority, this month (February 2024).

#### *Stage 2 – Internal Checking*

Internal Checking will be undertaken by officers during March 2024.

Ultimately the evidence and work will need to be legally defensible and robust in planning terms. Any Conservation Area will need to be managed and there must be robust evidence for further restrictions on permitted development rights if these are included. These restrictions must be relevant and essential to protect the special character and avoid undue burdens on residents.

#### *Stage 3 – Public Consultation*

Once the above work has been carried out, should there be evidence to support a designation, a draft appraisal will be developed and a proposal submitted to Blaby District Council, scheduled for 16<sup>th</sup> April 2024, to approve a public consultation.

The next scheduled meeting of Planning & Environment Committee is on Thursday 18<sup>th</sup> April 2024. It is recommended that this meeting is retained in the diary for normal business and that an additional meeting of the Committee is scheduled for Thursday 11<sup>th</sup> April 2024 to consider the published report and recommendations due to be considered by Blaby District Council on 16<sup>th</sup> April 2024.

The public consultation, if approved, will be a statutory consultation carried out by Blaby District Council and supported by Braunstone Town Council. The Town Council will support the consultation process using its communications channels, premises and the Citizens' Advisory Panel.

The public consultation is expected to be open for six to eight weeks during April and May 2024.

It is recommended that additional meetings of both the Planning & Environment Committee and Citizens' Advisory Panel take place during this period to consider and respond to the public consultation. A proposed date for Planning & Environment Committee to consider and respond to the consultation will be proposed in April.

#### *Stage 4 – Assessing Consultation Responses*

Following the consultation period, the results will be assessed by officers. This part of the process is expected to take four to six weeks late May, through June, into early July. If there is a case to designate a conservation area then the proposed Character Appraisal and associated policy documents will be updated.

#### *Stage 5 – Adoption*

A recommendation, based on the evidence gathered, the appraisal, and the consultation results, will then be made to Blaby District Council, scheduled for 16<sup>th</sup> July 2024.

It is recommended that a meeting of Planning & Environment Committee be scheduled prior to the District Council meeting to consider the proposals and recommendations that will be considered by Blaby District Council on 16<sup>th</sup> July 2024. A date will be proposed to Committee in April.

Blaby District Council will determine whether or not to designate the Town/District side of Braunstone Village as a Conservation Area, and if so the area for designation.

#### Outline Work Programme

The following outline timetable has been produced:

<b>Timescales/Dates</b>	<b>Stage</b>
February 2024	1. Evidence Gathering
March 2024	2. Internal Checking
16 <sup>th</sup> April 2024	Blaby District Council considers undertaking consultation
April / May 2024	3. Public Consultation
June 2024	4. Assessing Consultation Responses
16 <sup>th</sup> July 2024	5. Blaby District Council considers Adoption proposal

Braunstone Town Council will be involved at certain key stages in the process.

Blaby District Council will determine the consultation responses and the proposed character appraisal and boundary through its own constitutional processes, which will include determining whether to make a recommendation to its Council to designate a conservation area.

### Recommendations

1. That the approach to the *Review Process*, as set out in the report, be endorsed;
2. that an additional meeting of the Committee be scheduled for Thursday 11th April 2024 to consider the published report and recommendations being submitted to a meeting of Blaby District Council on 16th April 2024 on whether to undertake a public consultation;
3. that the *Outline Work Programme*, as set out in the report, be endorsed; and
4. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to:
  - (a) approve specific dates and milestones, including consultations and review, within the framework set out in the *Outline Work Programme* section of the report,
  - (b) approve revised milestones and timescales, subject to consideration by the Planning & Environment Committee at the next scheduled meeting,
  - (c) to call additional meetings and/or reschedule meetings of Planning & Environment Committee to facilitate the *Review Process* and *Outline Work Programme*,
  - (d) support the process using the Council's existing resources, including communications channels and premises, and
  - (e) engage residents, stakeholders, partners and professional advisers, as appropriate.

### Reasons

1. To progress the proposals for considering the area of Braunstone Village to the south of Main Street/Braunstone Lane for designation as a Conservation Area.
2. To consider and comment on whether the evidence presented supported the recommendations to either proceed or not proceed to the statutory public consultation stage of the process.
3. To confirm the stages of the review, along with the anticipated dates upon which the detailed milestones and work would be programmed.
4. To progress the review process and work programme avoiding any further delay.



## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 15th FEBRUARY 2024**

#### **Item 11 – Care Homes**

##### Purpose

To receive an update on number and location of Care Homes in former domestic dwellings in Braunstone Town and Thorpe Astley.

##### Background

In the last 8 years there have been 14 planning applications in Braunstone Town and Thorpe Astley for change of use from a Use Class C3 dwellinghouse to a Use Class C2 Residential Institution.

Members of the Council's Planning & Environment Committee have expressed concerns about the number and potential concentration of Class C2, residential institution, in former residential properties.

Use Class C2, residential institution, relates to residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres. This use class also has a sub category C2A for 'secure residential institutions' including prisons, detention centres, custody centre, secure hospital or secure local authority accommodation.

Use Class C2, residential institutions, can benefit from limited permitted development opportunities to change use without requiring a full planning application. There may be conditions and limitations to such a change.

##### Care Homes

Attached at Appendix 1 is a list of planning change of use applications from domestic dwelling (Use Class C3) to residential institution (Use Class C2), which have been determined by the local planning authority since 2016:

- 12 applications have been approved;
- 1 application has been refused; and
- 1 application is awaiting decision.

A map showing the location of the residential institutions approved and awaiting decision is attached at Appendix 2. The map reference number cross references to the list at Appendix 1.

##### Recommendations

1. That the report be noted; and
2. that a report be submitted to the meeting of the Committee, scheduled for February 2025, providing an update on the number and location of approved Care Homes in former domestic dwellings in Braunstone Town and Thorpe Astley.

## Reasons

1. To note the number and location of change of use applications from a domestic dwelling to a residential care home since 2016.
2. To monitor the expansion of residential care homes in residential areas in order to protect amenity and ensure provision was in the most appropriate location and to an appropriate standard.

**APPENDIX 1  
PLANNING CHANGE OF USE FROM RESIDENTIAL (C3)  
TO RESIDENTIAL INSTITUTION (C2)**

**2016**

1. **37 Pits Avenue:** care facility (maximum 3 residents) (single storey side and rear extensions and increase in roof height).

**2017**

2. **62 Darien Way:** Residential Institution (Children's Care Home).

**2018**

3. **37 Narborough Road South:** use as a Care Home (for up to 5 residents).

**2019**

4. **192 Narborough Road South (19/0536/FUL):** residential children's home for up to 2 children.
5. **59 Jewsbury Way:** residential institution (including conversion of garage and external alterations).

**2020**

6. **116 Turnbull Drive:** Change of use of C3 dwellinghouse to C2 Residential Institutions accommodating a maximum of 4 children of 8 to 18 years.
7. **17 Narborough Road South (20/1269/FUL):** children's home to accommodate a maximum of 3 children aged 8-18 years old.

**2021**

8. **23A And 23B Valley Drive:** to use both houses as separate children's homes.
9. **89 And 91 Narborough Road South:** care home (including extensions and alterations).
10. **132 Narborough Road South:** Children's home for a maximum of three under 16 year olds at any one time.
11. **49 Henley Crescent:** children's home to accommodate a maximum of 1 child aged between 8-18 years old.

## **2022**

**12.54 Narborough Road South (22/0625/FUL):** Children's home to accommodate a maximum of 3 children under the age 16 years old.

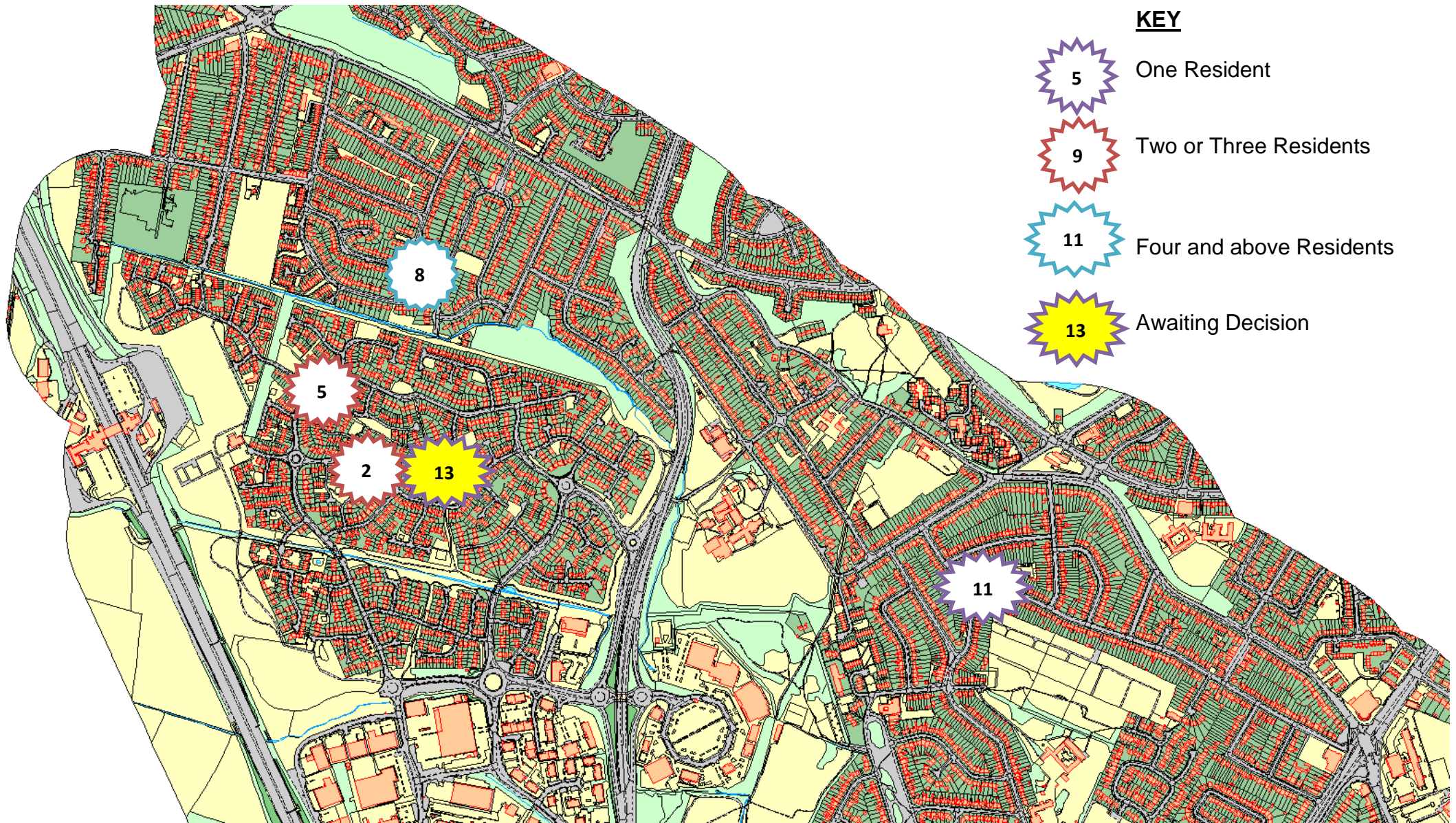
## **2023**

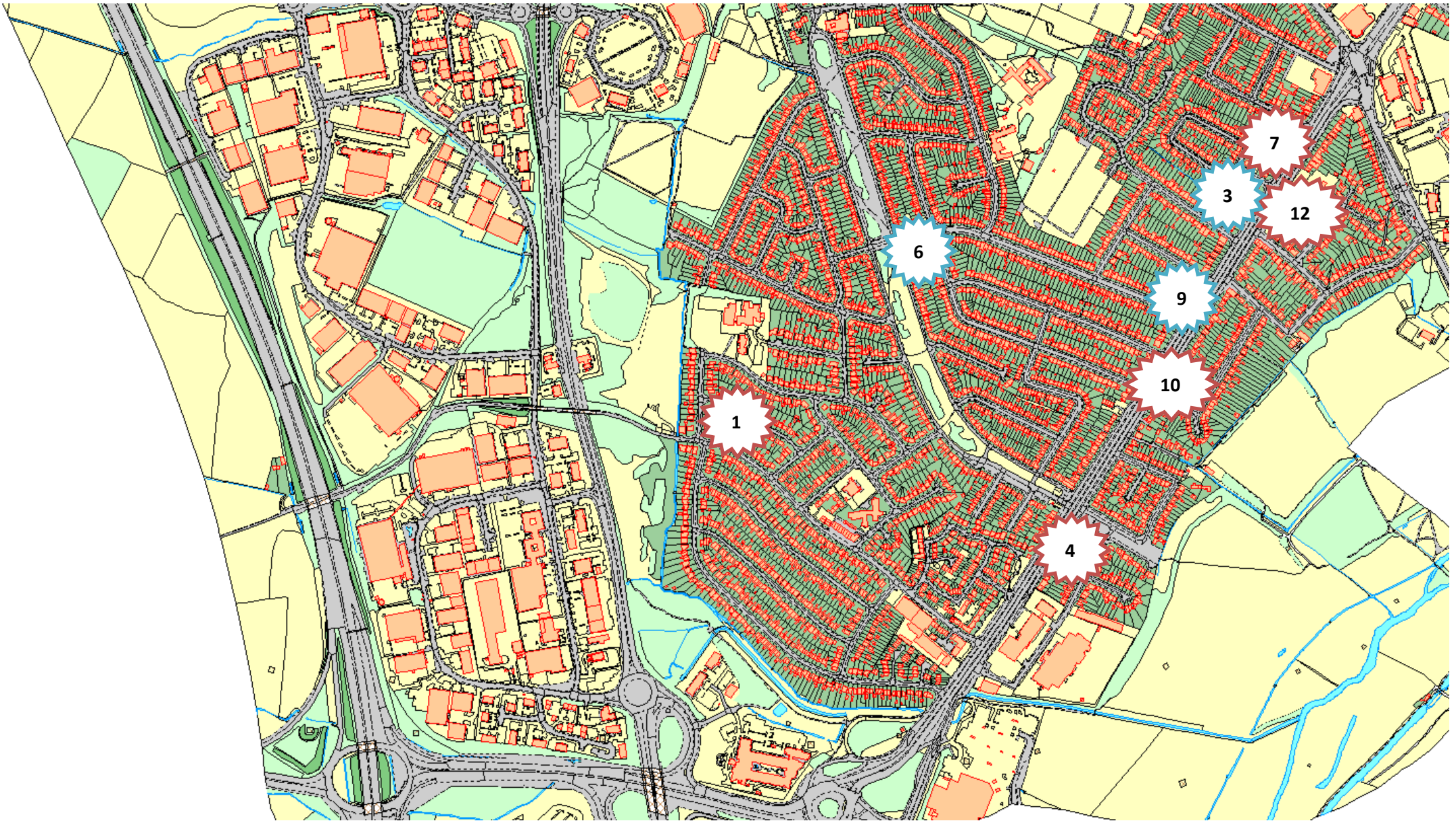
**1 Little Mason Close (23/0514/FUL):** Children's Home for 1 child aged between 12 and 18 years. **Refused.**

## **2024**

**13.46 Darien Way (24/0003/FUL):** Children's home to accommodate a maximum of 3 children under the age 16 years old. *Application Awaiting decision.*

**APPENDIX 2: Map showing the location of Care Homes in residential streets of Braunstone Town and Thorpe Astley**





# Financial Budget Comparison

## for 8. Planning & Environment

Comparison between 01/04/23 and 31/01/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>2023/2024</b>	<b>Reserve</b>	<b>Actual Net</b>	<b>Balance</b>
<b>8. Planning &amp; Environment</b>					
<b>Income</b>					
807	Projects	£0.00	£0.00	£0.00	£0.00
890	Consumer Products (Sales)				
890/1	General	£0.00	£0.00	£0.00	£0.00
890/2	Poop Scoops	£1,150.00	£0.00	£829.40	-£320.60
890	Total	£1,150.00	£0.00	£829.40	-£320.60
<b>Total Income</b>		<b>£1,150.00</b>	<b>£0.00</b>	<b>£829.40</b>	<b>-£320.60</b>
<b>Expenditure</b>					
8070	Projects				
8070/1	Climate Change	£0.00	£0.00	£0.00	£0.00
8070	Total	£0.00	£0.00	£0.00	£0.00
8190	Professional Fees	£250.00	£0.00	£0.00	£250.00
8440	Waste Services (Dog Bins)	£9,538.00	£0.00	£10,911.33	-£1,373.33
8460	Furniture	£2,600.00	£0.00	£3,160.32	-£560.32
8900	Consumer Products (Purchase for resale)				
8900/1	Poop Scoops	£1,100.00	£0.00	£658.50	£441.50
8900	Total	£1,100.00	£0.00	£658.50	£441.50
<b>Total Expenditure</b>		<b>£13,488.00</b>	<b>£0.00</b>	<b>£14,730.15</b>	<b>-£1,242.15</b>

# Financial Budget Comparison for 8. Planning & Environment

Comparison between 01/04/23 and 31/01/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

**2023/2024**

**Reserve**

**Actual Net**

**Balance**



# Paid Expenditure Transactions

paid between 06/12/23 and 06/02/24, for the 8. Planning Environment

**Start of year 01/04/23**

Payment										
Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
BACS240103T ARGET6144	29/01/24	19619		£3,369.60	£561.60	£2,808.00	8. PE	Target Pest Control & Hygiene	Collection 48 Dog Waste Bins - weekly & Service charge for Feminine Hygiene Jan Feb Mar	8440
<b>Total</b>				£3,369.60	£561.60	£2,808.00				