

BRAUNSTONE TOWN COUNCIL

MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 6th JULY 2023 AT 7.30pm

PRESENT: Councillor Anthea Ambrose (Chair), Councillor Becca Lunn Scoppie (Vice-chair) and Councillors Sevim Aslan, Nick Brown, Andy Evans, Sam Fox-Kennedy, Paul Kennedy, Christiane Startin-Lorent and Mark Widdop.

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

There were no members of the public present.

16. Apologies

Apologies for absence were received from Councillors Richard Forrest and Marion Waterton.

17. Disclosures of Interest

A disclosure of Non-Pecuniary Interest was made by Councillor Anthea Ambrose in agenda item 14(b), Community Grant Applications, Braunstone Town Horticultural Arts & Crafts Show as Councillor Ambrose was an associate of the Chairperson.

18. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

19. Minutes of the Meeting held 25th May 2023

The Minutes of the Meeting held on 25th May 2023 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 25th May 2023 be approved and signed by the Chairperson as a correct record.

20. Town Mayor's Report

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

RESOLVED that the update on the Town Mayor's Engagements be noted;

Reason for Decision

To monitor and review the effectiveness of the Town Council's community engagement activities.

21. Community Safety and Neighbourhood Policing Update

The Chair welcomed PC Jon Marvell to the meeting to receive an update from the local neighbourhood police team on local community safety and policing issues. A copy of the latest crime figures and the Braunstone Town & Thorpe Astley Police Newsletter was circulated for members perusal (filed with the Minutes).

PC Marvell advised that he had recently joined the Braunstone Town & Thorpe Astley Beat Team and was still getting to know the area and the particular crime patterns. He confirmed he had not noted anything of concern with regards to crime in the area.

It was noted that, nationally, burglaries had been increasing and Leicestershire had the biggest increase last year of 39%. It was queried if this had been evident in the Braunstone Town & Thorpe Astley Beat area. PC Marvell confirmed that the incidents of burglaries had increased but often this could be attributed to one particular person or gang targeting the area. Once apprehended, the numbers of burglaries declined significantly.

Councillor Christiane Startin-Lorent expressed concern about the numbers of violence against the person and asked if a breakdown of figures could be provided on the severity of the incidents that had taken place.

Councillor Sam Fox-Kennedy expressed concern regarding a recent incident of arson on Woodland Drive regarding a burnt-out vehicle. PC Marvell advised that he had attended the incident but due to the severity of the damage no identification of the vehicle was able to be retrieved.

Councillor Nick Brown commented on the newly opened Cycling and Walking route through Meridian Leisure and Mosssdale Meadows and highlighted the need to monitor and prevent anti-social behaviour and use of the path by motorised vehicles.

It was noted that a meeting had recently been held with the Police, Meridian Leisure management and Town Council officers to discuss the path way and partnership working to monitor, record and share any issues that arose.

It was confirmed that the lighting and CCTV cameras were currently being installed on the Cycling and Walking route on Mosssdale Meadows and the power supply would be connected before the end of July 2023.

RESOLVED

1. that the update be noted; and
2. that a breakdown of the crimes for “Violence against the Person” be requested.

Reasons for Decisions

1. *To ensure that current community safety and policing updates were received.*
2. *To understand the severity of the incidents and identify patterns.*

22. **Library – Community engagement/involvement and social inclusion**

The Committee received an update on initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion (item 7 on the agenda).

It was noted that the library was now a vibrant and busy community hub and all the activities and groups were continuing very successfully.

A Family Craft session had been arranged through the Family Learning Team at Leicestershire County Council to take place on 3rd August in the library. The annual library Summer Reading Challenge started on 1st July 2023 and would continue throughout the school summer holidays, run by the library staff.

Following the change in opening hours of the library on Mondays and Wednesdays, it was confirmed that no issues had arisen and the new hours were working well.

The organisation that was running the Relaxation and Mindfulness workshops being held in the library on Tuesday mornings had successfully applied for a grant from the Town Council’s Community and Social Inclusion Grant Scheme and the committee were asked to consider offering the use of the library to the workshops for a further 10 weeks.

The Buzzing Roots community organisation was proposing to run Family Craft and Nature workshops once a month on Saturdays in the library from September 2023. The workshops would be particularly aimed at families that do not currently access the library. The committee was asked to consider offering the use of the library to the group once a month on Saturdays from September 2023.

It was proposed that consideration be made to the criteria and principles for offering use of the library to groups and organisations and align these with the current principles that guide the free use of rooms at the Town Council’s other venues. It was proposed that considerations on the criteria and principles be prepared for the next meeting in October 2023.

RESOLVED

1. that the Relaxation and Yoga Workshops be offered use of the Library on Tuesdays for a further 10 weeks;
2. that Buzzing Roots be offered the use of the Library, once a month on Saturdays from September 2023 in order to run Crafts and Nature Workshops; and
3. that draft criteria and principles for considering free use of the Library space for community activities be prepared for consideration at the next meeting in October alongside principles for ensuring that sessions remained available for ordinary library users.

Reasons for Decisions

1. *To ensure continuity of support for vulnerable residents in the Town.*
2. *To encourage and support new activities to reach those residents that were not currently accessing the Library and its services.*
3. *To ensure that fair consideration was made to all requests to use the Town Council's venues and facilities, while ensuring that those who wanted to use the library for study and research were able to do so.*

23. Summer Fete 2023

The Committee received a progress report on arrangements for the Summer Fete 2023.

It was noted that all preparations for the summer fete on 5th August 2023 were now in place.

Requests for volunteer help with setting up and dismantling on the day of the fete had been forwarded to all Councillors. The Town Mayor would also be looking for support to help run her Chatty Café at the fete.

RESOLVED that the update be received and noted.

Reason for Decision

To ensure that suitable community activities were organised for local residents.

24. Thorpe Astley on the Beach

The Committee reflected on the event and determined whether it should be held in 2024 and if so in what form.

It was noted that the Thorpe Astley On the Beach event was held on Saturday 1st July and was very well attended by the community. Feedback from residents had been very positive and it proved to be a very popular event.

Earl Shilton Town Council had kindly lent the Town Council one of their sand pit frames for this year, which was due to be returned after the Thorpe Astley On the Beach event. At the meeting held on 30th March 2023 the Committee had agreed that a donation of £50 be made to Earl Shilton Town Council's Chairmans's charity, for the use of their sand pit frame.

Earl Shilton Town Council had since contacted the Town Council to advise that they had now purchased new sandpits for their events and had kindly offered to let the Town Council keep the sand pit frame that had been borrowed.

Members considered whether the Thorpe Astley on the Beach event should be organised for 2024 and in what format. The offer to keep the sand pit frame from Earl Shilton Town Council was also considered.

RESOLVED

1. that the Thorpe Astley on the Beach event be organised for 2024 in the same format;
2. that the event take place before the school summer holidays either late June or first two weeks in July; and that delegated authority be given to the Chief Executive & Town Clerk to agree a suitable date;
3. that the offer from Earl Shilton Town Council to keep the sand pit frame be accepted; and
4. that the £50 donation, already agreed for the Earl Shilton Town Council's Chairman's charity, be increased to £200.

Reasons for Decisions

1. *To ensure that suitable events and activities were arranged at Thorpe Astley.*
2. *To maximise the number of residents attending the event avoiding the more popular holiday season; and to avoid delays with setting a date.*
3. *To ensure that the relevant equipment was available to the Town Council to reorganise the event and recycle suitable equipment before purchasing from new.*
4. *To forward a contribution to the Earl Shilton's Town Council Chairman's charity to thank them for the offer to keep the sand pit frame.*

25. New Year's Eve Event Applications

The Committee considered the criteria in order to invite applications for use of the Council's facilities for fundraising events on New Year's Eve (item 10 on the agenda).

It was noted that no groups had applied to use either the Millfield Hall and Council Chamber at the Civic Centre or main hall at Thorpe Astley Community Centre for New Year's Eve event in 2022.

Members discussed the current criteria that groups were requested to donate a minimum of 25% of net income to the Town Mayor's charity for the free use of the room. It was proposed that the minimum donation be decreased to 20% in order to support and encourage local community groups to organise New Year events at the Town Council's venues.

RESOLVED

1. that free use of the Millfield Hall and Council Chamber at Braunstone Civic Centre and Main Hall at Thorpe Astley Community Centre on New Year's Eve, 31st December 2023, be advertised to local groups on the basis that money raised would be donated to charity;
2. that the minimum donation from the net proceeds of any event to be donated to the Town Mayor's charity, be set at 20%; and
3. that the Chief Executive & Town Clerk be given delegated authority to consider applications received and offer the use of the facilities at Braunstone Civic Centre and Thorpe Astley Community Centre on the basis that applications meet the criteria.

Reasons for Decisions

1. *To ensure a fair and transparent process for free use of rooms for New Year's Eve fundraising events.*
2. *To encourage and support local community groups to organise events for New Year's Eve.*
3. *To ensure that any applications are considered in a timely manner in order to advise groups of the decision in order for them to commence preparations for their event if their application is successful.*

26. Outside Body Report

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

27. School Governing Body Reports

No School Governing Body Reports had been submitted.

28. Summary of Grant Applications

The Committee received a list of grants paid to date and applied for from external sources, along with acknowledgements for Town Council Grants (Item 13 on the agenda).

RESOLVED that the outcome column indicates whether payment had been made or whether there were matters outstanding.

Reason for Decision

To enable the Committee to review where grants had been awarded in principle but where outstanding matters remained.

29. Community Grant Applications

The Committee considered Community Grant Applications which had been received (Item 14 on the agenda).

Members considered the grant applications received and noted that several of the applications had been submitted for consideration with missing documents. In order for the committee to make informed and transparent decisions on all grant applications received, it was proposed that, in future, no grant applications would be submitted to the committee for consideration until all the required information and required documentation, as per the grant criteria's, had been received.

RESOLVED

1. that the following grant applications be approved

- | | |
|---|------|
| a) Asian Elderly Group | £300 |
| Subject to receiving a bank statement in the name of the group | |
| b) Braunstone Town Horticultural Arts & Crafts Show | £300 |
| c) Namaste Exercise Group | £300 |
| d) Braunstone Athletic Football Club | £500 |
| Subject to receipt of the annual accounts and bank statement of the group | |
| e) Shakespeare Park Sports Pavilion Association | £500 |
| Subject to a bank account being set up in the name of the organisation | |

2. that future grant applications not be submitted to the Committee for consideration until all required documents and information, as set out in grant criteria, had been received.

Reasons for Decisions

- 1. The grant applications met the scheme criteria. In the case of Namaste Exercise Group a sum of £300 was agreed as it was noted that the group currently held sufficient funds to meet their contribution to the project.*
- 2. To ensure that the Committee was able to make informed and transparent decisions on all grant applications.*

30. Individual Grant Applications

The Committee considered an application for a Grant for Individuals which has been received (item 15 on the agenda).

RESOLVED that the following grant application be approved subject to receipt of a written report on the project from the previous application in 2022 and receipt of three personal bank statements.

Becky Cook £300

Reason for Decision

The grant application met the scheme criteria.

31. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2023 to 27th June 2023.

RESOLVED that the report be noted.

Reason for Decision

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

32. Approval of Accounts

The Committee considered payments from 17th May 2023 until 27th June 2023.

RESOLVED that the list of Approved Expenditure Transactions, for the periods 17th May 2023 until 27th June 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 9.10pm

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.
EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- *eliminate unlawful discrimination, harassment and victimisation;*
- *advance equality of opportunity between different groups; and;*
- *foster good relations between different groups*

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These minutes are a draft and are subject to consideration for approval at the next meeting scheduled for 5th October 2023.

DRAFT