

**BRAUNSTONE TOWN COUNCIL**

**MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 7<sup>th</sup> DECEMBER 2023 AT 7.30pm**

**PRESENT:** Councillor Anthea Ambrose (Chair), Councillor Rebecca Lunn (Vice-chair) and Councillors Sevim Aslan, Nick Brown, Alex DeWinter, Andy Evans, Richard Forrest, Paul Kennedy, Christiane Startin-Lorent, Marion Waterton 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.

**52. Apologies**

An apology for absence was received from Councillor Sam Fox-Kennedy.

**53. Disclosures of Interest**

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

**54. Public Participation**

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of submitting a petition and/or 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.

**55. Minutes of the Meeting held 5<sup>th</sup> October 2023**

The Minutes of the Meeting held on 5<sup>th</sup> October 2023 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 5<sup>th</sup> October 2023 be approved and signed by the Chairperson as a correct record.

**56. 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).

The Town Mayor reported on the events she had attended in November and, in particular, her pleasure in receiving on behalf of the Town Council, the NALC Star Council Award 2023 for Council of the Year at the House of Lords.

It was noted that the Department for Work and Pensions outreach service based at Braunstone Civic Centre on Wednesday afternoons, was now expanding to include a second half day session at the Centre on Fridays in the New Year.

**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.*

## **57. Report from Commbus**

The Chairperson welcomed Nigel Calver, (Communications Officer) and Kim Richardson, (Chair) of Commbus to the meeting to present an update on the work of the organisation.

Nigel Calver was pleased to advise that they had recently acquired a new minibus with support from grants obtained.

Kim Richardson provided an update on the current routes operating and was pleased to advise that use of the service in Braunstone Town had doubled compared with the same period in 2022 and advised that this was a unique door to door service for residents in the area. The service was run completely by volunteers and more volunteer drivers and escorts were required. All volunteer drivers were fully trained once employed. It was noted that the service did not extend to Thorpe Astley at this time due to the demographic of the community and the timing of routes.

**RESOLVED**

1. that the update be received and noted; and
2. the Town Council to promote the service and publicise the need for more volunteers.

*Reasons for Decisions*

1. *To support needs of residents.*
2. *To support the mini bus with reaching potential customers and volunteers.*

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

Apologies had been received from the Police Beat Team as none of the team members were available to attend the meeting.

The latest Police Newsletter for Braunstone Town & Thorpe Astley was circulated to members at the meeting (filed with these minutes).

An increase in the number of drivers with headlights not working had been noted.

An increase in the number of burglaries had been noted and members queried if there had been a rise in numbers from the same time period in 2022.

**RESOLVED**

1. that the report be noted;
2. that the concern in the number of drivers with headlights not working be passed onto the Police; and
3. that figures for burglaries recorded in November 2022 be forwarded to members for comparison against figures recorded in November 2023.

*Reasons for Decision*

1. *To ensure that current community safety and policing updates were received.*
2. *To raise awareness with the Police to ensure that vehicles would be fully visible to other road users in the winter months.*
3. *To ensure that that number of burglaries were monitored and relevant action taken if a substantial increase had been noted from previous years.*

**59. Speed Sign Data**

The Committee received recent speed sign data for:

- a) Murby Way
- b) Turnbull Drive

(Item 8 on the agenda)

Members were noted that higher speeds on Turnbull Drive were recorded at school drop off and pick up times and suggested that the Police be made aware of this in order to consider any appropriate action that could be taken to reduce speeding vehicles at these times.

Members requested that full details of approved lampposts and passed usage of the speed signs be forwarded to the next meeting of the committee for reference.

## **RESOLVED**

1. that details of all approved lamp posts and areas of installation of speed signs be available for the next meeting of the Committee;
2. the speed activation signs be re-installed on Turnbull Drive and Murby Way; and
3. that the speed activation reports for Murby Way and Turnbull Drive be forwarded to the Police Beat Team along with concerns of the committee regarding high speeds on Turnbull Drive at school drop off and pick up times.

### *Reasons for Decision*

1. *To provide an update on the use and location of the speed activations signs over the previous two years.*
2. *To ensure that any concerns of speeding on roads within the Town would be monitored and data collected.*
3. *To assist the Police with identifying where speeding was a concern in order to consider enforcements and identify particular areas of concern.*

## **60. Town Council Events 2024**

The Committee considered initial arrangements for Council organised events in 2024.

It was proposed that dates for the following events be approved:

- Thorpe Astley on the Beach to be held on Saturday 8<sup>th</sup> June 2024
- Summer Fete to be held on Saturday 10<sup>th</sup> August 2024
- Apple Day to be held on Saturday 28<sup>th</sup> September 2024

It was proposed that an Open Day at Shakespeare Park Pavilion be arranged in Spring/Summer 2024 with support from the Bowls and Football clubs to promote the new pavilion, sports clubs, sporting facilities and newly refurbished playground. Provisional dates would be suggested and brought to the next meeting of the Committee for consideration.

**RESOLVED** that the proposed dates for events in 2024 be approved as follows:

- Thorpe Astley on the Beach to be held on Saturday 8<sup>th</sup> June 2024
- Summer Fete to be held on Saturday 10<sup>th</sup> August 2024
- Apple Day to be held on Saturday 28<sup>th</sup> September 2024

### *Reason for Decision*

*To ensure that a programme of events be organised on the Town Council's parks and open spaces for residents to enjoy.*

**61. Update on arrangements for Commemorating 80<sup>th</sup> Anniversary of D-Day in June 2024**

The Committee received updated proposals for commemorating the 80<sup>th</sup> Anniversary of D-Day in June 2024 (Item 10 on the agenda).

Following a meeting with representatives from local community groups it was suggested that the following additional proposals for commemorating the 80<sup>th</sup> Anniversary of D-Day be considered, along with those considered by the Committee at the meeting held on 5<sup>th</sup> October 2023:

- The community be asked to craft white poppies to spell out “D Day 80”. This will then be overlaid on the existing red poppy cascade and hung in the Memorial Garden at Braunstone Civic Centre in time for the commemoration;
- Displays and pictures be exhibited in the Library and Civic Centre for the residents to view over four days – 6<sup>th</sup> to 9<sup>th</sup> June 2024, organised by the Braunstone Heritage Archive Group;
- The community be encouraged to light a lamp or candle in front gardens or windows at 9.15pm on 6<sup>th</sup> June 2024 in line with the planned national beacon and lamp lighting commemorations taking place.

**RESOLVED** that the proposed activities and events as set out in the report and reported to the meeting above, be approved.

*Reason for Decision*

*To ensure that the 80<sup>th</sup> Anniversary of the D-Day Landings would be suitably commemorated and that local community groups had appropriate support to organise their own events, if they wished to.*

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

The Committee received an update in initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion (Item 11 on the Agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

*To ensure that the Community Library continues to thrive and support local residents.*

**63. Outside Body Report**

Councillor Rebecca Lunn reported that there was no further update on the activities at Braunstone West Social Centre.

**64. School Governing Body Reports**

The Committee noted that no School Governing Bodies reports had been received.

**65. 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 14 on the agenda).

It was noted that the grant in the sum of £45000 from the National Lottery for the Shakespeare Park Playground refurbishment had been received.

**RESOLVED** that the report be noted.

*Reason for Decision*

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

**66. Community Grant Applications**

The Committee noted that no Community Grant Applications had been received.

**67. Draft Climate Change & Environmental Action Plan**

The Committee considered a proposed action plan to deliver the Climate Change and Environmental Strategy's Objectives (Item 16 on the agenda).

It was noted that Biodiversity studies would be undertaken on the Town Council parks and open spaces in Spring 2024 to establish a management plan for Biodiversity.

Members suggested that residents be encouraged to consider what they were able to do to help the environment and climate change following the biodiversity studies. This could include planting seeds, managing their own green spaces to provide a better environment and discourage slabbing over front gardens to create parking spaces.

Encouragement and support should be offered to residents to consider bigger impacts on the climate and things they could do to reduce their carbon footprint.

It was noted that the Electric Vehicle Charging points at Thorpe Astley required more publicity to encourage use and that EVC bays needed to be clearly marked out along with signage to discourage use of bays when not charging an electric vehicle.

Members were keen to ensure that residents understood the benefits and importance of adopting climate measures for themselves and that the Town Council was in a position to educate and support the community to consider the options and benefits available to them.

**RESOLVED** THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE that the following be considered for inclusion in the Climate Change & Environmental Action Plan:

- a) promoting actions residents could take to improve the environment and biodiversity; and
- b) promoting initiatives encouraging residents to reduce their carbon footprint.

*Reason for Decision*

*To ensure that the Climate Change and Environmental Action Plan included appropriate objectives.*

**68. Community Development Priorities and Objectives**

The Committee considered the Community Development Priorities and Objectives and determined whether they were relevant to address current and emerging issues faced by the Council and the community (Item 17 on the agenda).

**RESOLVED**

1. that the progress with the Community Development Delivery Objectives (2023/2024), as set out in the report, be received and noted;
2. that Citizens' Advisory Panel be asked to review the annual commemorative and remembrance events at the Civic Memorial and make any recommendations to the Committee;

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

3. that, with the exception of those which have been completed, the Community Development Delivery Objectives set out in the report, as amended where appropriate, be included in the 2024/25 Business Plan;
4. that the Community Development Committee/Service Objectives, as set out in the report, be approved; subject to Objectives 7 and 8 being amended to include reference to Thorpe Astley as well as to Braunstone Town; and
5. that the word "unlawful" in point 4 of the Town Council Mission Statement be removed.

*Reasons for Decision*

1. *To note progress with the implementation of the 2023/24 Community Development Delivery Objectives so far.*

2. *To focus on delivering initiatives and projects within the Strategic Aims and Delivery Objectives, including the commemorations to mark the 80th anniversary of the D-Day Landings in June 2024.*
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 the focus for nurturing and enhancing community life, equal opportunities and social inclusion. The wording of Objectives 7 and 8 being slightly amended in line with the Council's decision to recognise Thorpe Astley as a distinct community and settlement within the Parish of Braunstone.*
5. *To clarify that all discrimination was unacceptable.*

**69. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2023 to 28<sup>th</sup> November 2023 (Item 18 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

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

**70. 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 recommendation to Policy & Resources Committee (Item 19 on the agenda).

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

1. that the following budgets be created:
  - a) a budget of £1,000 be included as a one-off in the 2024/2025 budget for Grants for community events to commemorate the 80th Anniversary of D-Day, and
  - b) £250 for community Projects relating to climate change and biodiversity;
2. that the following expenditure budgets be increased for 2024/2025:
  - a) Summer Fete by £300 to £3,300,
  - b) General Events by £500 to £1,000, and
  - c) Thorpe Astley on the Beach by £145 to £3,145;
3. that the income budgets for events be approved;
4. that the "Signs" budget heading be deleted; and
5. that the draft Estimates for the Community Development Committee, as attached at Appendix 2, be included in the Budget Estimates for 2024/2025.



*Reasons for Decision*

1. *To ensure appropriate financial support to:
  - a) *enable events commemorating the 80th Anniversary of D-Day to be organised and to ensure their success,*
  - b) *community/volunteer activities tackling climate change and supporting biodiversity;**
2. *To ensure the resources for successful events kept up with increased costs.*
3. *To off-set some of the cost increases by retaining a proportion of the income.*
4. *The Town Watchers Scheme no longer exists and traditional neighbourhood watch schemes have been superseded by the online Neighbourhood Link.*
5. *To ensure appropriate resources for the Community Development and Social Inclusion Services.*

**71. Approval of Accounts**

The Committee considered payments from 27<sup>th</sup> September 2023 until 28<sup>th</sup> November 2023 (Item 20 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions, for the periods 27<sup>th</sup> September 2023 until 28<sup>th</sup> November 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 9.05pm

**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 1<sup>st</sup> February 2024.*

SIGNED .....

DATE .....