

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANNING & ENVIRONMENT COMMITTEE

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 26th OCTOBER 2023

PRESENT: Councillor Robert Waterton (Chair), Councillor Sam Maxwell (Vice-Chair) and Councillors Anthea Ambrose, Richard Forrest, Leanne Lee, Gary Sanders, Darshan Singh and Marion Waterton.

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

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

28. Apologies

Apologies for absence were received from Councillors Satindra Sangha, Mark Widdop and Imran Uddin.

29. Disclosures of Interest

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

30. 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.

31. Minutes of the Meeting held 24th August 2023

The Minutes of the Meeting held on 24th August 2023 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 24th August 2023 be approved and signed by the Chairperson as a correct record.

32. 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:** 23/0403/FUL
- Description:** Alterations to detached garage to provide ancillary accommodation to existing hotel/boarding/guest house
- Location:** 518 Braunstone Lane Braunstone Town Leicestershire LE3 3DH (Ravenhurst Ward)
- Response:** *Braunstone Town Council objects; due to the proposed development:*
- a) *being significantly out of keeping with the character and appearance of the scene;*
 - b) *having an unsatisfactory relationship with nearby uses that would be significantly detrimental to the amenities enjoyed by the occupiers of the proposed and existing dwelling.*
- Reasons:**
- a) *The proposed dwelling would be a converted single storey garage; the design of which would be out of keeping with the bay fronted traditional styled surrounding properties.*
 - b) *Both the neighbouring properties and the properties opposite were two storey houses and would have an overbearing effect on the proposed single storey one-roomed property. The lack of curtilage around the proposed property mean the properties would be in close proximity and with no opportunity to landscape, there could be an adverse impact on the existing and proposed dwelling in terms of disturbance, noise, and privacy.*
2. **Application No:** 23/0716/FUL
- Description:** Installation of sectional shutter door to south side elevation of ancillary office building
- Location:** Clifton Packaging Meridian West Thorpe Astley Braunstone Town Leicestershire (Thorpe Astley Ward)
- Response:** *Braunstone Town Council does not object to the proposed installation of a shutter door; subject to:*
- a) *vehicular access details, which must be located off the existing goods vehicles entrance (not*

directly onto the highway) being submitted and approved by the Local Planning Authority prior to any work commencing; and

b) the ancillary office building remaining ancillary to the existing unit and not separately sold, let or otherwise disposed of.

Reason:

a) To ensure that delivery vehicles could safely access the area, including the new shutter door entrance, while maintaining pedestrian safety, the safety of other users and ensuring that there would be no adverse impact on highway safety.

b) To avoid over intensification of the use of the site, which could impact on safe pedestrian and vehicular access and create potential conflicts of use.

3. Application No: 23/0771/HH

Description: Single storey side and rear extension and associated alterations

Location: 44 Farmway Braunstone Town Leicestershire (Millfield Ward)

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

a) no side windows, openings or mechanical vents in the side elevation of the side extension, without the prior permission of the local planning authority;

b) the existing parking, including the proposed garage space, remaining available for parking in perpetuity.

Reasons:

a) To avoid an adverse impact on the neighbouring property in terms of privacy and noise.

b) To avoid additional parking on the highway, which is narrow and has limited parking available due to the number of accesses to the front curtilages.

4. Application No: 23/0715/HH

Description: Application of tender to front, side and first floor rear elevations

Location: 29 Turnbull Drive Braunstone Town Leicestershire LE3 2JT (Millfield Ward)

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

Reason: *While most of the houses in the street were not rendered, other than the bays, a couple of houses were already fully rendered. In addition, the features of many of the neighbouring properties had been changed with front and side extensions. Therefore, on balance it was considered that there would not be an adverse impact on the street scene nor the upon the character or appearance of the area.*

5. Application No: 23/0636/FUL

Description: Amended Plans Received: External alterations to store and alterations to car park and associated alterations

Location: Aldi Meridian Way Braunstone Leicestershire (Thorpe Astley Ward)

Response: *Braunstone Town Council does not object to the proposals, as amended by the plans published between 15th and 19th September 2023; subject to the approval superseding the previous planning application, 18/1041/FUL, approved in April 2019.*

Reasons: *The revised proposals retained the footpath to the front (south) elevation linking Thorpe Astley footpaths to the store. Proposals for a zebra crossing, EV Charging Points, cycle shelter and a heat pump were welcomed as both safety and sustainability improvements.*

6. Application No: 23/0787/FUL

Description: Proposed 2-storey extension to provide residential dwelling. Proposed single storey extension to provide new retail unit. Demolition of existing lean-to (Original Application and Amended Plan).

Location: 2 Ayston Road Braunstone Town Leicestershire LE3 2GA (Ravenhurst Ward)

Response: To both the original application and the amended plan: *Braunstone Town Council requests that further information be submitted by the applicant, prior to determination, as follows:*

- *Parking and Access Plan – detailing on-site parking arrangements for both the existing and proposed residential units and retail units (both workers and customers), including access arrangements from the highway.*

Reasons: *Braunstone Town Council supported provision of different types of appropriate residential units and retail units to enhance the sustainability of the neighbourhood shopping area. However, there was limited parking provision in the area and the highway and footway suffered from overparking causing obstruction and safety concerns for highway users, including pedestrians. In addition, the additional units would be close to a road junction.*

7. **Application No:** 23/0783/HH

Description: First Floor Extension to Front Elevation

Location: 8 Beechcroft Avenue Braunstone Town Leicestershire LE3 2GB (Ravenhurst Ward)

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

- onsite parking (including the Garage space) being retained in perpetuity for at least three vehicles; and*
- no windows in the side elevation of the proposed first floor extension without the prior consent of the local planning authority.*

Reasons:

- To avoid overparking on a narrow highway, which could cause obstruction, including for pedestrians.*
- To protect the amenity enjoyed by the occupants of the neighbouring property, no. 6, in terms of privacy and noise.*

8. **Application No:** 23/0792/HH

Description: Single storey rear extension, new porch and car port

Location: 53 Woodland Drive Braunstone Town Leicestershire LE3 3EB (St. Mary's Ward)

- Response:** *Braunstone Town Council:*
- 1. does not object to the Single storey rear extension;*
 - 2. does not object to a new porch; subject to the proposed porch not protruding forward of the main dwelling further than the existing concrete rain cover or that of the front porches on the opposite side of the street (whichever is the largest); and*
 - 3. objects to the proposed new (front) car port.*

- Reasons:**
- 1. The property was in an established location on a large landscaped plot; therefore, there was unlikely to be a significant impact upon neighbouring properties.*
 - 2. To ensure that the porch would be in keeping with the character and appearance of the street scene.*
 - 3. The proposed car port would protrude forward of the existing building line adding a discordant element to the street scene, which was of similar design and appearance. Any such development permitted could result in further applications from other neighbouring properties, such sporadic development would degrade the symmetry, character and appearance of the area over time.*

Licensing Applications

There were no licensing applications to consider.

33. 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: 23/0799/FUL

Description: Porch extension
Three-meter Rear Extension: Additionally, we propose extending the rear of the property by approximately three meters to create more living space, improving the overall functionality of the home.

Location: 52 Edward Avenue Braunstone Town Leicestershire (Millfield Ward)

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

Reason: *The proposal for the front porch appeared to make it wider rather than deeper, which was unlikely to adversely impact on parking on the front curtilage and there were similar porch designs among the neighbouring properties. The rear extension was single storey, partly on an existing footprint, on a large plot; neighbouring properties had similar rear extensions. Therefore, there was unlikely to be an adverse impact on the amenity enjoyed by the neighbouring properties.*

2. Application No: 23/0824/FUL

Description: 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.

Location: Hilton Hotel Junction 21 Approach Braunstone Town Leicestershire (Millfield Ward)

Response: *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.*

Reason: *The proposal provided for electric vehicle charging points and additional on-site parking, which would reduce the likelihood of parking on the entrance highway. It was observed that there were areas of the site, which weren't landscaped, that the applicant could consider for additional parking rather than removing a garden and the surrounding landscaping.*

34. Additional Planning and Licensing Applications

The Committee received details of additional planning applications to be considered by Blaby District Council (item 7 on the agenda). The Committee noted that there were no licensing applications.

RESOLVED that the following responses be forwarded to Blaby District Council:

3. Application No: 23/0792/HH

Description: Amended plans received removing car port from scheme (DWG NO 53TW /2023 2/3 Rev A - Proposed Floor Plans and Elevations and DWG NO 53TW /2023 3/3 Rev A - Site Plan and Location Plan).

Location: 53 Woodland Drive Braunstone Town Leicestershire (St. Mary's Ward)

Response: *Braunstone Town Council:*

- 1. does not object to the Single storey rear extension; and*
- 2. does not object to a new porch; subject to the proposed porch not protruding forward of the main dwelling further than the existing concrete rain cover or that of the front porches on the opposite side of the street (whichever is the largest).*

Reasons:

- 1. The property was in an established location on a large landscaped plot; therefore, there was unlikely to be a significant impact upon neighbouring properties.*
- 2. To ensure that the porch would be in keeping with the character and appearance of the street scene.*

35. Planning Decisions

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

In respect of application 23/0428/FUL, 396 Braunstone Lane, a copy of the Highway Site Plan, which was referred to in the decision, was shown to the Committee. The Highways Site Plan confirmed two on-site parking spaces for the new dwelling.

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.

36. **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) Councillor Robert Waterton raised concerns with the Group Manager for Planning at Blaby District Council concerning ensuring consistency of approach when applying conditions relating to off-road parking. Two planning applications, which would result in the properties concerned having four bedrooms, had been determined:
- Application 22/1006/HH; 31 Headley Road, had been approved with 2 on-site parking spaces; while
 - Application 23/00871/HH; 8 Cranberry Close, had been rejected for not providing 3 on-site parking spaces but 2 and therefore not complying with the Parking Policy.

Councillor Waterton stated that the National Planning Policy Framework stated that the impact on highway safety had to be severe in order to be considered material and in the case of 31 Headley Road, the Highways Authority had advised that the impact would not be severe.

Furthermore, in respect of application 23/0427/HH; single storey side and rear extensions, at 3 Crowhurst Drive, the Town Council had objected to the proposal due to insufficient parking and the local planning authority had given approval. In this case the Highways Authority had assessed that the impact on highway safety would not be severe. In addition, had the applicant chooses to demolish the garage and put up a single storey side extension within the permitted development limits, then there would similarly be a loss of parking provision.

- b) Councillor Mark Widdop had given his apologies but had advised that he was still waiting for a response from the Planning Case Officer for more information behind the planning decision 23/0236/HH, Single storey front extension, at 57 St. Mary's Avenue.
- c) Councillor Gary Sanders advised that he was still waiting for a response from the Planning Case Officer for more information behind the planning decision 23/0224/HH, Single storey front extension, at 45 Bolus Road.

RESOLVED that the feedback provided be noted in respect of (a) above; and that in respect of (b) and (c) above, feedback be provided at the next meeting of the Committee, scheduled for 14th December 2023.

Reason for Decision

To ensure consistency of approach when applying conditions relating to off-road parking.

37. 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 that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair and Vice-Chair of Planning & Environment Committee, to approve revised milestones and timescales; subject to consideration by the Planning & Environment Committee at the next scheduled meeting.

Reason for Decision

To progress the proposals for the extension to the Braunstone Village Conservation Area, avoiding any further delay.

38. Neighbourhood Planning

The Committee reviewed the position concerning whether the Town should be designated as a Neighbourhood for the purposes of undertaking a Neighbourhood Plan (item 11 on the agenda).

In November each year, Planning & Environment Committee undertake a review of the position concerning whether Braunstone Town and Thorpe Astley should be designated as a Neighbourhood for the purposes of undertaking a Neighbourhood Plan.

RESOLVED that Braunstone Town Council does not undertake a Neighbourhood Plan or any of the Neighbourhood Planning Tools at the present time.

Reason for Decision

Successful Neighbourhood Planning required the leadership and involvement of the Town Council and Town Councillors and an indication of a wider community desire to undertake neighbourhood planning. While there was some evidence of support, this was not sufficiently widespread to justify the resources to facilitate the process, including engaging the community and making the necessary applications and applying for funding. Key areas such as Open Spaces and Neighbourhood Shopping Areas are protected by existing policies. Areas of historic or special character, such as Braunstone Village, could be protected and enhanced by designating as a conservation area.

39. Signage to Braunstone Town from Citizen's Advisory Panel

The Committee received a suggestion, made by residents attending Citizens' Advisory Panel on 31st August 2023, that directional signage to Braunstone Town approaching Fosse Park island from the M1 and M69 needed to be improved; and to determine the Town Council's response (item 12 on the agenda).

RESOLVED

1. that Leicestershire County Council be contacted to request that directional signage to Braunstone Town (exit Narborough Road South, West Service Road) be improved on the approach to Fosse Park island from the M1 and M69; and
2. that the County Councillor for the Division be asked to support and pursue the principle.

Reasons for Decision

1. *To address the point that the “Welcome to Braunstone Town” sign on the slip road off Fosse Park island was too far back for drivers approaching from the M1 and M69 to see before passing the junction; and, that to address this, additional signage or markings should be installed.*
2. *To seek the support of the local county councillor given the matter falls within the remit of the local highways’ authority.*

40. Request from County Councillor to replace Gateway Signs to Braunstone Town

The Committee considered a request from the County Councillor for Braunstone Division for the County Council to fund and replace some of the Gateway signs to Braunstone Town (item 13 on the agenda).

RESOLVED

1. that the principle of replacing “Welcome to Braunstone Town” gateway signs under the County Council Members’ Highway Fund be approved;
2. that the signs should accommodate the wording “Welcome to” if permitted by the Highways Authority; and that option 2, full colour crest, attached at Appendix 1, be approved;
3. that where a gateway sign was replaced at the same location as the start of the 30mph speed limit, then the speed limit be incorporated into the sign in a similar way to the gateway on the Narborough Road South West Service Road at Fosse Park;
4. that the preferred priority order for replacement of the “Welcome to Braunstone Town” gateway signs, located in the Leicestershire County Council Braunstone Division, be expressed as follows:
 - a) Braunstone Lane after Narborough Road South junction,
 - b) A5460, Narborough Road South main road, southbound after Braunstone Lane junction,
 - c) Braunstone Lane: A47, Hinckley Road, junction,
 - d) Braunstone Lane: Braunstone Avenue/Shakespeare Drive junction,
 - e) Narborough Road South East Service Road entering from Fosse Park,
 - f) A563, Lubbesthorpe Way, southbound after Braunstone Lane bridge, and
 - g) 2 signs at Narborough Road South West Service Road entry from Fosse Park roundabout; and

5. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair and Vice-Chair of Planning & Environment Committee to:
 - a) agree with Leicestershire County Council, including the County Councillor for Braunstone Division, the “Welcome to Braunstone Town” gateway signs that should be replaced and in which order,
 - b) to determine whether to retain any removed signs or dispose of them,
 - c) to approve the necessary legal agreements, licences and detailed terms and conditions, and
 - d) to adopt the newly installed gateway signs.

Reasons for Decision

1. *To improve the visual amenity of gateways to Braunstone Town.*
2. *The existing signs included the wording “Welcome to”. The full colour Parish Crest was the official crest of the Parish, would be easier to distinguish by people who were colour blind, and should be used to welcome travellers to the Town. Whereas the green logo was the corporate colours of Braunstone Town Council.*
3. *To incorporate the speed limit into the wider message about entering a residential area and driving safely.*
4. *To give priority to the replacement of the residential gateway signs originally installed in 1995 in locations with the highest traffic/footfall.*
5. *To ensure that the new signs could be installed avoiding any delays, while ensuring the detailed arrangements and legal terms would be fully considered.*

41. Air Quality Monitoring Annual Status Report 2023

The Committee received the Blaby District Air Quality Monitoring Annual Status Report for consideration (item 14 on the agenda).

There were no issues for further clarification identified from the 2023 Report; however, the Committee reviewed Blaby District Council’s responses to the Committee’s questions concerning the 2022 Report and felt some of these should be followed up.

RESOLVED that Blaby District Council be asked to provide an update on the following items which had been raised by the Committee concerning the 2022 Air Quality Monitoring Annual Status Report and the responses given:

- a) Had the film been produced and if not, when was it scheduled to be produced?
- b) The Communications Plan had been confirmed as an internal resource; was there material partners could use to assist with key messages?
- c) request that behaviour change work be arranged with schools in Braunstone Town?
- d) request that Withers Way be monitored again?

Reasons for Decision

- a) *Actions to Improve Air Quality included a Short Film, which may be produced early in 2023.*

- b) *To support actions to reduce transport emissions and improve air quality.*
- c) *To support local engagement with the community through schools.*
- d) *The traffic build up in the area at rush hour was significant compared to prior to and during Covid-19 and therefore monitoring would identify if the pollution levels were significant.*

42. Motion on Notice from Council: Woodland off Brockenhurst Drive, Braunstone Town

The Committee considered a Motion on Notice referred from Council on 21st September 2023 relating to the protection of woodland off Brockenhurst Drive, Braunstone Town (item 15 on the agenda).

The Chief Executive & Town Clerk updated the Committee on the status of the trees on the site. Notification had been received from Blaby District Council on 24th October 2023 that a 6 month Tree Preservation Order had been made for the whole site. The effect would be that no one is allowed to cut down, lop or top trees without permission. During this period, the District Council would be determining whether the order should be given permanent status. The Town Council had been given until 21st November 2023 to submit comments.

RESOLVED

1. that Blaby District Council be:
 - a) asked to consider, as part of its review of the Local Plan, the Woodland off Brockenhurst Drive along with the area of undeveloped land which spans from Kingsway North to Fosse Park, and includes Mosssdale Meadows, Merrileys and the Osiers, for designation as either “Green Wedge” or an “Area of Separation” in the new Local Plan, and
 - b) notified that the 6 month Tree Preservation Order that had been made on 24th October 2023 for the Woodland site off Brockenhurst Drive was supported and that the established/mature trees on the site should be considered for a permanent Tree Preservation Order;
2. that the local County Councillor for Braunstone Division be asked to seek support from the relevant County Council Services for the natural environment, nature and biodiversity, for the proposals in 1 above; and
3. that Braunstone Town Council reinforce the proposals in 1 above when further consulted by the local planning authority at the next stages of the Local Plan Review.

Reasons for Decisions

1. *The woodland off Brockenhurst Drive and the area of undeveloped land surrounding it was a significant wildlife corridor in a suburban landscape and needed to be protected to preserve species and wildlife habitats, landscape and geology and to improve bio-diversity.*
2. *To obtain the professional support of the relevant County Council services for nature and the environment to protect the area now and in the future.*
3. *To ensure that Braunstone Town Council, having identified the importance of the site and the surrounding landscape, pursue its protection when consulted on the review of relevant policies.*

43. Lubbesthorpe Impacts Group

The Chair advised the Committee that the next scheduled meeting of the Lubbesthorpe Impacts Group would be on Wednesday 15th November 2023.

44. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2023 to 17th October 2023 (item 17 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 2022/2023.

45. Approval of Accounts

The Committee received payments from 16th August 2023 until 17th October 2023 (item 18 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 16th August 2023 until 17th October 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 & 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 14th December 2023.

SIGNED:

DATE: