



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Chief Executive & Town Clerk

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

Telephone: 0116 2890045 Fax: 0116 2824785

Email: enquiries@braunstonetowncouncil.org.uk

20th September

To: Councillor Nick Brown (Chair), Councillor Amanda Hack (Vice-Chair) and Councillors Anthea Ambrose, Shabbir Aslam, Sohan Johal, Leanne Lee, Sam Maxwell, Phil Moitt, Tracey Shepherd and Robert Waterton.

Dear Councillor

You are summoned to attend a **RESCHEDULED** meeting of the **POLICY & RESOURCES COMMITTEE** to be held in the **Ravenhurst Room** at Braunstone Civic Centre on **Tuesday, 27th September 2022** 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/84727127193?pwd=RXRWeDc5RU1zUWM4SIQ0SWJqQ0lvZz09>

Meeting ID: 847 2712 7193

Passcode: 991181

This meeting was originally scheduled for 8th September 2022 but was postponed, as a mark of respect, due to the death of Her Majesty Queen Elizabeth II. The agenda items and reports are as previously circulated.

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 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**
To confirm the accuracy of the Minutes of the meeting held on 16th June 2022 to be signed by the Chairperson (**Enclosed**).
5. **Shakespeare Park – Improvements & Development**
To receive a progress report on the improvement project and financing for phase 2. To receive an update on arrangements for future management of the pavilion and site (**Enclosed**).
6. **Community Governance Review – Outcome and Review of Comments**
To review the comments received during the consultation for the Community Governance Review of the Parish of Braunstone and to determine whether the Town Council could take any additional actions to address these (**Enclosed**).
7. **ROSPA Reports**
To receive a report concerning the annual ROSPA reports on Parks and Open Spaces and to determine any action to be taken (**Enclosed**).
8. **Candidates Information Pack and Session**
To consider the merits of producing a candidates information pack and holding an information session for individuals considering seeking election or co-option to Braunstone Town Council (**Enclosed**).
9. **Equality & Diversity Policy & Procedure**
To receive the consultation results and a proposed revised Equality & Diversity Policy & Procedure for adoption (**Enclosed**).
10. **Civility & Respect Commitment and draft Dignity at Work Policy**
To consider making a commitment to “Civility & Respect” and to set out for consultation, principles and standards of acceptable behaviour, relevant processes for raising complaints and for a register of complaints and incidents (**Enclosed**).

11. **Insurance Renewal**
To consider renewal of the Council's Corporate Insurance for 3 years (Enclosed).
12. **Community Centres Christmas Lights**
To consider proposals to replace and expand the provision of Christmas lights and decorations at Braunstone Civic Centre and Thorpe Astley Community Centre (Enclosed).
13. **Amendment to Licence Agreement - Thorpe Astley GP Branch Surgery**
To consider proposals to amend the Licence Agreement to Kingsway Surgery to provide flexibility to operate out of hours on an ad-hoc basis (Enclosed).
14. **Interim Review of Polling Places**
To receive a Blaby District Council review of polling places and to consider whether to respond to the consultation (Enclosed).
15. **External Audit Arrangements**
To determine External Audit arrangements from 2022/2023 to 2027/2028 (Enclosed).
16. **Blaby District Parish Councils Group**
To provide feedback from the Blaby District Parish Groups and to identify issues to be raised at future meetings.
17. **End of Quarter Financial Position – Cashbook and Reserves**
To receive a summary of the Council's Cash and Reserves for the period 1st April 2022 to 30th June 2022 (Enclosed).
18. **Financial Comparisons**
To receive Financial Comparisons for the period 1st April 2022 to 30th August 2022 (Enclosed).
19. **Approval of Accounts**
To consider payments from 8th June until 30th August 2022 (Enclosed).
20. **Procurement of Items identified in the Climate Audit**
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 – Commercial Interest.

To set out and approve a procurement for purchasing Solar PV Panels, Electric Vehicle Charging Points and a hybrid air source heat pump (Enclosed for Councillors).

21. Civic Centre Facilities Improvements

***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 – Commercial Interest.*

To determine the schedule of works, determine financing and appoint a contractor to undertake the refurbishment of the Civic Centre Toilets and Civic Centre Bar/Café kitchen (**Enclosed for Councillors**).

22. Improvements to Walking and Cycle Routes

***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 – Commercial Interest.*

To receive an update on delivering the proposals for improving connections between walking and cycling routes and to approve the detailed scheme for Mossdale Meadows (**To follow for Councillors**).

Next Scheduled Meeting: 3rd November 2022.



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.