



## BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

*Darren Tilley – Chief Executive & Town Clerk*

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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.

30<sup>th</sup> November 2022

*To: Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, Callistus Fonjong, Sohan Johal, Leanne Lee, Becca Lunn Scoppie, Phil Moitt, Darshan Singh, Christiane Startin-Lorent and Marion Waterton.*

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 8<sup>th</sup> December 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/89754909182?pwd=V1pBVyt0RGRHTlItWkRLcnVPdjhJQT09>

Meeting ID: 897 5490 9182

Passcode: 640075

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 of the Meeting held 27<sup>th</sup> October 2022**  
To confirm the accuracy of the Minutes of the Meeting held on 27<sup>th</sup> October 2022 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**).
9. **Feedback on Planning Application Decisions**  
To receive feedback concerning planning application decisions by Blaby District Council where the Committee has queried the decision; as follows:
  - a) Councillor Phil Moitt – 22/0407/HH, Single storey rear extension and conversion of side garage including raising of existing roof, at 50 Kirkland Road;
  - b) Councillor Leanne Lee – 22/0123/FUL, Erection of 1 semi detached dwelling including alterations and extensions to No. 2 Pinfold, at Land adjacent 2 Pinfold (**Enclosed**); and
  - c) Chief Executive & Town Clerk – Planning Officer Delegated Decisions.

10. **Braunstone Village Conservation Area Extension**  
To receive an update on the timetable for the process to consider whether to extend the Braunstone Village Conservation Area to the South of Braunstone Lane (if any).
11. **Leicestershire County Council Members' Highway Fund**  
To receive an update on schemes submitted by County Councillors under the Members' Highway Fund.
12. **Lubbesthorpe Impacts Group**  
To receive an update on progress concerning matters relating to the Lubbesthorpe development and to report on the recent meeting of the Lubbesthorpe Impacts Group.
13. **Financial Comparisons**  
To receive Financial Comparisons for the period of 1<sup>st</sup> April to 31<sup>st</sup> October 2022 (**Enclosed**).
14. **Planning & Environment Priorities and Objectives**  
To consider the Planning & Environment Priorities and Objectives and determine whether they were relevant to address current and emerging issues faced by the Council and the community (**Enclosed**).
15. **Capital Plan and Budget Estimates 2023/2024**  
To consider a Statement of Expenditure for 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022, a list of capital projects for 2023/2024 and beyond and a proposed budget for 2023/2024 for recommendation to Policy & Resources Committee (**Enclosed**).
16. **Approval of Accounts**  
To note that there were no payments from 19th October 2022 until 29th November 2022.

*Next Scheduled Meeting: 16<sup>th</sup> February 2023.*



**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 27<sup>th</sup> OCTOBER 2022**

**PRESENT:** Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, Leanne Lee, Becca Lunn Scoppie, Phil Moitt, Darshan Singh, Christiane Startin-Lorent and Marion Waterton.

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

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

**29. Apologies**

An apology for absence was received from Councillor Sohan Johal.

**30. Disclosures of Interest**

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

**31. 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 in attendance.

**32. Minutes of the Meeting held 25<sup>th</sup> August 2022**

The Minutes of the Meeting held on 25<sup>th</sup> August 2022 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 25th August 2022 be approved and signed by the Chairperson as a correct record.

**33. Air Quality Monitoring Annual Status Report 2022**

The Committee received the Blaby District Air Quality Monitoring Annual Status Report for consideration (item 5 on the agenda).

**RESOLVED** that the following points and questions be submitted to Blaby District Council for a response:

- a) Under Actions to Improve Air Quality (page vi); there was a bulleted list of objectives;
  - i. what actions had been taken?

- ii. was there a copy of the Communications Plan?
  - iii. could further communication be developed concerning sustainable transport routes to and from Fosse Park?
  - iv. which Schools did Blaby District Council work with on the Citizens' Science Project? Were there any in Braunstone Town?
  - v. there was a significant amount of parking around Lubbesthorpe School already; was there a plan to address this?
  - vi. how could the short film around behavioural change be accessed?
- b) How does the colour coding of the NO<sub>2</sub> levels get determined and how do these compare to those recommended by the World Health Organisation?
  - c) The Withers Way access to Lubbesthorpe Way often backs up with traffic as early as 3 – 4pm on a weekday, this road was adjacent to housing. Could a monitor be located in this area?
  - d) How does the Council collect particulate matter and from which set of monitors?
  - e) The description of AQMA3 included Thorpe Astley but the area was around the A47 in Leicester Forest East and M1 in Kirby Muxloe.
  - f) There was often black dirt on windows in Thorpe Astley. Where did it come from? The Council would be interested to know if there were any organisations, e.g. Universities, undertaking air quality/pollution studies which could take a sample and analyse it in a laboratory?

#### *Reasons for Decision*

- a) *To understand and support local engagement with the community, organisations and schools to improve air quality and encourage sustainable travel.*
- b) *To understand and seek reassurance that the colour coding used related to scientific evidence of safe and unsafe levels of NO<sub>2</sub>.*
- c) *To ascertain whether there was an adverse impact on the level of air quality in the adjacent residential dwellings.*
- d) *The report included data but it was unclear from which locations the data had been collected.*
- e) *The description of Thorpe Astley didn't appear to be accurate.*
- f) *To understand the source of the black dirt, whether or not it was safe and to assist with greater scientific understanding of the source and impact of air pollution.*

#### **34. 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 6 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:** 22/0933/DOC

**Description:** Application to discharge conditions 3 (external materials), 4 (programme of archaeological works), 7 (soft & hard landscaping), 13 (construction management plan), 15 (foul & surface water drainage) and 16 (long term maintenance of surface water management) to application 20/0573/FUL

**Location:** Shakespeare Inn 226 Braunstone Lane Braunstone Town Leicestershire (Winstanley Ward).

**Response:**

1. *Braunstone Town Council does not object to the discharge of the following conditions:*
  - a) *4 – programme of archaeological works;*
  - b) *15 – foul & surface water drainage;*
  - c) *16 – long term maintenance of surface water management; and*
2. *Braunstone Town Council recommends that the following conditions not be discharged until amendments had been incorporated as follows:*
  - a) *3 – external materials: replace white upvc windows on the front elevation with oak or other darker colour;*
  - b) *7 – soft & hard landscaping: include trees to the front and rear of the properties; and landscape inside the rear boundary;*
  - c) *13 – construction management plan: 3.4 Noise Actions under requirements amend “It is not anticipated that there will be any activities undertaken outside of these hours or over night” to “There will be no activities undertaken outside of these hours”.*

**Reasons:**

1. *The information submitted with the application and in the plans appeared to meet the requirements of the conditions. In the case of the programme of archaeological works; it had been recommended that no further investigations would be necessary.*
2. *The information submitted with the application and in the plans broadly dealt with the main issues set out in the conditions; however:*
  - a) *White UPVC windows on the front elevation would be less in keeping with the character and appearance of the area, particularly the adjacent grade II listed building; an alternative colour should be used that would be in keeping with the proposed oak colour of the front doors, black guttering and roof slate;*

- b) *trees to the front of the property would integrate the development into the character of the wider street scene; similarly trees to the rear would provide both privacy screening for the dwellings and integration with the visual amenity enjoyed on open space to the rear; landscaping inside the rear boundary would provide less opportunities for crime and protect the amenity of the dwellings in terms of privacy and noise; and*
- c) *to protect the amenity of the neighbouring dwellings and users of the public open space in terms of avoiding noise and disruption in the evenings and for most of the weekend.*

**2. Application No:** 22/0601/HH

**Description:** Single storey rear extension and conversion of garage to form habitable room including air conditioning unit to side elevation (Revised Scheme).

**Location:** 5 Darwin Close Thorpe Astley Braunstone Town Leicestershire (Thorpe Astley Ward)

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

- a) *replacement on-site parking for the loss of the garage space, being of hard bound permeable material, and being permanently available for use;*
- b) *no windows in the side elevation of the extension without the explicit consent of the local planning authority; and*
- c) *no noise or vibration from the air conditioning unit being perceptible inside any adjacent property and the noise and vibration levels being in accordance with the regulations; and*
- d) *the air conditioning unit only being installed, used, and must be maintained, in accordance with the manufacturer's instructions.*

**Reason:**

- a) *To avoid additional parking on a narrow access, which could result in obstruction and present highway safety issues.*
- b) *To protect the amenity enjoyed by the neighbouring property in terms of privacy.*
- c) *To protect the amenity enjoyed by the neighbouring properties in terms of noise and vibration nuisance.*
- d) *To ensure that the unit was fit for purpose both in terms of providing air and heat to the converted*

*garage but also in terms of where on the building the external unit would be installed and located.*

- 3. Application No:** 22/0839/HH
- Description:** Conversion and extension to detached garage to form residential annex
- Location:** 38 Francis Avenue, Braunstone Town, Leicestershire LE3 2PH (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council objects to the proposed conversion and extension of the detached garage to form a residential annex; due to:*
- a) insufficient on-site parking provision;*
  - b) cramped and substandard living conditions; and*
  - c) adverse impact on the amenity enjoyed by neighbouring properties in terms of noise, privacy and increased comings and goings.*
- Reasons:**
- a) The proposals result in a net loss of onsite parking for the property while increasing the number of bedrooms at the property; any increase in the number of residents could result in additional on-street parking close to a bend on Francis Avenue, or close to access and a turning circle on Edenhurst Avenue, presenting highway safety issues.*
  - b) The size, design, location and layout of the accommodation was cramped, would lack light and would lack basic living amenities such as kitchen and storage facilities.*
  - c) Use of the converted garage for sleeping and living accommodation would result in additional noise and disturbance late at night impacting on the amenity enjoyed by the neighbouring properties.*

#### Licensing Applications

There were no licensing applications.

### **35. Planning Applications and Licensing Applications**

The Committee received details of a 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:



1. **Application No:** 22/0931/FUL
- Description:** Erection of 1x four bedroom detached dwelling and 2x four bedroom semi-detached dwellings.
- Location:** 64 Amy Street Braunstone Town Leicestershire LE3 2FB (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council objects to the application; due to the development resulting in:*
- a) *overdevelopment of the site due to scale and mass; and*
  - b) *insufficient on-site parking provision for the semi-detached properties.*
- Reasons:**
- a) *The proposal involved building a detached 4 bedroom dwelling and a semi-detached property with 4 bedrooms in each dwelling on a plot size similar to 3 bedroomed semi-detached dwelling. This would result in cramped living.*
  - b) *The semi-detached properties have four bedrooms each but only provision for two on-site parking spaces; this was partly due to the size of the plot and cramped design (as set out in a above). Additional parking on the highway close to a sharp bend would present safety concerns for highway users (including pedestrians using the footway).*
2. **Application No:** 22/0977/HH
- Description:** First Floor side extension
- Location:** 1 Colbert Drive Braunstone Town Leicestershire LE3 2JB (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council does not object to the proposed first floor side extension; subject to on-site parking being provided for 3 vehicles, surfaced with a hardbound permeable material, and permanently available for use.*
- Reason:** *The proposed first floor side extension provided for an additional bedroom at the property and it was important to avoid additional parking on a narrow highway close to road junctions; and to provide a suitable surface for parking while avoiding flooding and surfaced water run-off.*

### 36. **Additional Planning and Licensing Applications**

The Committee noted that there were no additional planning or licensing applications received since the publication of the agenda.

### **37. Planning Decisions**

The Committee received and noted planning decisions made by Blaby District Council (item 9 on the agenda).

#### **RESOLVED**

1. that Councillor Phil Moitt contact the Planning Case Officer for more information behind the planning decision 22/0407/HH, Single storey rear extension and conversion of side garage including raising of existing roof, at 50 Kirkland Road;
2. that Councillor Leanne Lee contact the Planning Case Officer for more information behind the conditions applied to Planning Decision 22/0123/FUL, Erection of 1 semi detached dwelling including alterations and extensions to No. 2 Pinfold, at Land adjacent 2 Pinfold; and
3. that the Chief Executive & Town Clerk seek clarification from the Planning Department on where the Planning Officer Delegated Decisions could be found.

#### *Reasons for Decision*

1. *To understand why the conversion of the side garage was approved when there appeared to be insufficient alternative on-site parking.*
2. *To understand why the Town Council's objections were not considered to be material in this case.*
3. *To ascertain whether the Town Council could access the relevant documentation to further understand the rationale behind particular planning decisions.*

### **38. 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) *21/1439/HH, Two storey side and single story rear extensions and rendering of existing property, at 7 Edward Avenue; Councillor Leanne Lee reported that a response had been received from the Planning Department that the officer who dealt with the application had left and that the report contained no information to answer the Council's query.*
- b) *22/0297/HH, demolition of existing extensions and erection of single storey rear extension, at 58 Amy Street; Councillor Robert Waterton reported that a response had been received from the Planning Officer (Item 10.2 on the agenda). In summary the Officer had stated that the impact of a side window was limited due to the extension being single storey and the in situ boundary treatments. In respect of the use of the extension, use as a separate dwelling would require planning permission. Finally, the floor levels had been confirmed as the same as those in a previous approved extension, which had been considered acceptable and therefore, no further conditions were necessary. In all cases the development had to be built in accordance with the plans.*

### 39. **Proposed Conservation Area For Braunstone Village**

The Committee received an update on the timetable for the process to consider whether to extend the Braunstone Village Conservation Area to the South of Braunstone Lane (item 11 on the agenda).

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

*Reasons for Decision*

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

### 40. **Neighbourhood Planning**

The Committee reviewed the position concerning whether the Parish should be designated as a Neighbourhood for the purposes of undertaking a Neighbourhood Plan (item 12 on the agenda).

**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 leaderships and involvement of the Town Council and Town Councillors and an indication of a wider community desire to undertake neighbourhood planning; while there was 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.*

### 41. **Lubbesthorpe Impacts Group**

The Committee received an update on progress concerning matters relating to the Lubbesthorpe development and to report on the recent meeting of the Lubbesthorpe Impacts Group on 24<sup>th</sup> October 2022 (item 13 on the agenda).

The Chair, Councillor Robert Waterton, advised there was slow progress with housing completions and as a result delays with delivering the affordable housing allocation. The proposed relocation of the new Health Centre to Tay Road had resulted in a request for mitigation measures to be included outside the School on Tay Road; however, until a planning application had been submitted, these could not be considered. The next monitoring report was due soon and this would be publicly available.

**RESOLVED** that the update be noted.

*Reason for Decision*

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

**42. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2022 to 30<sup>th</sup> September 2022 (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 2022/2023.*

**43. Approval of Accounts**

The Committee received payments from 17<sup>th</sup> August 2022 until 18th October 2022 (item 15 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the Period 17<sup>th</sup> August 2022 until 18th October 2022 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 & 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 on 8<sup>th</sup> December 2022.*

## BRAUNSTONE TOWN COUNCIL

### PLANNING & ENVIRONMENT COMMITTEE – 8<sup>th</sup> DECEMBER 2022

#### 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:** 22/1016/HH

**Description:** Retrospective planning application for rear Conservatory and converted single garage into Habitable space

**Location:** 1 Bloxoms Close Braunstone Town Leicestershire LE3 2YA (Millfield Ward)

**Response:** *Braunstone Town Council does not object to the application, subject the proposed off-road parking, as shown in the submitted parking plan, being permanently available for parking.*

**Reasons:** *To avoid additional parking on a cul-de-sac and adjacent to a junction, which could cause obstruction and present highway safety issues.*
- 2. Application No:** 22/1006/HH

**Description:** Two storey side extension and two and single storey rear extension

**Location:** 31 Headley Road Braunstone Town Leicestershire LE3 2PJ (Ravenhurst & Fosse Ward)

**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, therefore additional highway parking close to a bend, junction*

*and pedestrian walkway could cause obstruction and present highway safety issues.*

- 3. Application No:** 22/1024/HH
- Description:** Two storey side extension, single storey front & rear extension, along with internal conversion of garage to habitable room
- Location:** 151 Narborough Road South Braunstone Town Leicestershire LE3 2LH (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council does not object to the application.*
- Reason:** *The proposed development was similar in size and scale to neighbouring properties, the pitched roof on the extension was welcomed in terms of the visual appearance of the street scene and the number of onsite parking spaces was in accordance with the number of bedrooms at the property.*
- 4. Application No:** 22/0827/RM
- Description:** Reserved matters application for the erection of Local Centre 1 to include commercial units (units 1-3 use class E(a), unit 4 use class E(a) and E(b) and unit 5 use class E(b)), medical centre (use class E(e), potential medical centre expansion or offices (use class E(e) and E(g(i))), 66 bed residential care home (use class C2) together with cash point to unit 1 and car parking (details of access, appearance, landscaping, layout and scale)
- Location:** Tay Road New Lubbethorpe Enderby Leicestershire
- Response:** *Braunstone Town Council has the following comments, which it recommends be considered and the application modified prior to approval:*
- a) the commercial units need an outdoor rear/enclosed area;*
  - b) the design of the car park to the rear of the commercial units needed to facilitate deliveries and collections;*
  - c) the site and buildings should include sustainability measures such as solar PV panels, low carbon heating, rainwater storage and electric vehicle charging points;*
  - d) Cycle hoops should be included at the front of the commercial units along Tay Road and the Cycle hoops proposed for the car park should include a cycle shelter;*

- e) *the purpose of the layby needs to be included on the plans; vehicular movements around the site need to be provided for the intended use;*
- f) *designs for the road junction with Tay Road need to be included; and*
- g) *pedestrian walking routes and additional pedestrian crossing points needed to be included in the public car park, including the extension of the walkway along the north-east where a low growing hedge would be planted.*

**Reasons:**

*The Town Council was interested in ensuring the site was sustainable, usable and also accessible to local residents to avoid unnecessary vehicle journeys out of Lubbethorpe and any adverse impact on the climate and air quality.*

- a) *To provide for bin storage and receive deliveries.*
- b) *Large delivery vehicles would not be able to use the parking spaces.*
- c) *To ensure the site and buildings have a low carbon impact and to mitigate the effects of climate change.*
- d) *Commercial Unit customers using cycles were unlikely to travel to the rear to lock up their cycles, in practice they would lock them to street furniture at the front. However, employees at the site would need a shelter facility to lock up their cycles while at work.*
- e) *It was unclear what purpose the layby serves, e.g. bus stop, taxi rank, deliveries and how the vehicles, particularly buses and lorries, would move around the site to access the layby.*
- f) *To ensure the safety of vehicles (including cyclists) entering and leaving the site, along with those on Tay Road and to ensure pedestrian safety, including safe crossing across the entrance and Tay Road.*
- g) *It was unclear how pedestrians who had parked their vehicles on the northern side of the public car park would safely access the facilities on site, there appeared to be a lack of connecting footways and safe crossing points.*

**5. Application No:**

22/1071/DOC

**Description:**

Application to discharge Condition 4 (Demolition Method Statement) to Listed Building Consent 21/1110/LBC

**Location:**

Unit 4 254 Braunstone Lane Braunstone Town Leicestershire (Winstanley Ward)

**Response:** *Braunstone Town Council objects to the discharge of Condition 4 (Demolition Method Statement) to Listed Building Consent 21/1110/LBC.*

**Reasons:** *The submitted documentation appears to be a standard operational method statement and risk assessment and did not address the specific requirements of the condition for the site:*

- a) the parking of vehicles of site operatives and visitors;*
- b) loading/unloading and storage of plant, materials, oils, fuels, and chemicals;*
- c) wheel washing facilities and road cleaning arrangements;*
- d) measures to control the emission of dust and dirt during demolition;*
- e) a scheme for recycling/disposing of waste resulting from demolition works*
- f) hours of demolition, including deliveries and removal of materials;*
- g) full details of any piling technique to be employed, if relevant;*
- h) location of temporary buildings and associated generators, compounds, structures and enclosures;*
- i) full details of any floodlighting to be installed associated with the demolition works)*
- j) Measures to control the emissions of noise during demolition referring to appropriate standards*
- k) site access arrangements for demolition vehicles.*

**6. Application No:** 22/1082/DOC

**Description:** Application to discharge conditions 3 (external materials), 4 (soft and hard landscaping), 6 (finished floor levels), 10 (foul drainage), 11 (surface water drainage), 12 (surface water management), 14 (construction method statement) & 21 (Waste Strategy) imposed on full application 20/1373/FUL

**Location:** Land To Rear Of 27 To 45 Avon Road Braunstone Town Leicestershire

**Response:** *Braunstone Town Council:*

- 1. does not object to the following conditions being discharged, subject to technical advice of the relevant authority: 4, 6, 10, and 11; and*
- 2. objects to the following conditions being discharged: 3, 12, 14 and 21.*



**Reasons:**

1. *The documents submitted appear to meet the requirements of the condition; however, it was important to recognise that detailed technical assessment and response would need to be provided by the relevant authority.*
2. *Both the Materials Plan and Waste Strategy Plan referenced in the application could not be found among the application documentation. The Construction Management Plan lacked commitment and detailed action in several places; for example, the “Management of Surface Water” section used the word “avoid”, but doesn’t deal with the situation where work cannot be avoided; “Site Staff Contractor and Visitor Parking” uses the word “hope”, but doesn’t deal with the situation where the number of vehicles exceed the number of available spaces; and “Delivery Times” “avoid” peak traffic and commuter times, but there was no mitigation if these times couldn’t be avoided.*

Licensing Applications

There are no licensing applications.

**BRAUNSTONE TOWN COUNCIL**

**PLANNING & ENVIRONMENT COMMITTEE – 8<sup>th</sup> DECEMBER 2022**

**Item 6 – Planning and Licensing Applications**

Purpose

To agree observations on planning and licensing applications received.

Planning Applications

- 1. Application No:** 22/1069/FUL

**Description:** Installation of 1x Air Source Heat Pump and Associated Acoustic Fencing

**Location:** Kingsway Primary School, Kingsway North Braunstone Town Leicestershire (Winstanley Ward)
- 2. Application No:** 22/1120/HH

**Description:** Two storey and single storey side and single storey rear extensions

**Location:** 19 Bromwich Close Braunstone Town Leicestershire LE3 3RT (Thorpe Astley Ward)
- 3. Application No:** 22/1016/HH

**Description:** Retrospective permission for single storey rear conservatory extension and conversion of adjoining garage.

**Location:** 1 Bloxoms Close Braunstone Town Leicestershire LE3 2YA (Millfield Ward)

Licensing Applications

There are no licensing applications.

**BRAUNSTONE TOWN COUNCIL**

**PLANNING & ENVIRONMENT COMMITTEE – 8<sup>th</sup> DECEMBER 2022**

**Item 8 – 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>
22/0826/HH	Single storey rear extension	28 Maple Avenue Braunstone Town Leicestershire LE3 2HB	Not Applicable	Approved; subject to: <ul style="list-style-type: none"><li>• Built in strict accordance with the plans;</li><li>• All external materials used to match existing building;</li><li>• The roof area not to be used as a balcony, roof garden or similar without permission.</li></ul>
22/0939/HH	Single storey outhouse	3 Una Avenue Braunstone Town Leicestershire LE3 2GS	Not Applicable	Approved; subject to: <ul style="list-style-type: none"><li>• Built in strict accordance with the plans;</li><li>• constructed using the materials specified on the plans;</li><li>• use of the outbuilding being incidental to the residential dwelling. Not occupied as a separate living unit or used for commercial purposes and not sold, let or otherwise disposed of.</li></ul>

<b>Application Number</b>	<b>Description</b>	<b>Location</b>	<b>Braunstone Town Council Response</b>	<b>Decision by Planning Authority</b>
22/0919/HH	Single storey rear extension and rear patio decking	33 Ravenhurst Road Braunstone Town Leicestershire LE3 2PT	Not Applicable	Approved; subject to: <ul style="list-style-type: none"> <li>• Built in strict accordance with the plans;</li> <li>• Shall be constructed using the materials specified.</li> </ul>
20/1373/FUL	Erection of 13 dwellings with associated infrastructure, landscaping and access	Land to rear of 27 to 45 Avon Road Braunstone Town Leicestershire	Please see Appendix A	Please see Appendix B

**From:** Planning Mailbox <planning@blaby.gov.uk>  
**Sent:** 19 Oct 2021 10:37:35  
**To:** DMS.Development.Control@blaby.gov.uk  
**Cc:**  
**Subject:** FW: UPDATED: 20/1373/FUL - Consultation Response  
**Attachments:**

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**From:** Darren Tilley  
**Sent:** 19 October 2021 10:34  
**To:** Planning Mailbox <planning@blaby.gov.uk>  
**Cc:** Kim Cusack  
**Subject:** UPDATED: 20/1373/FUL - Consultation Response

For the Attention of Tom White,

Please find below Braunstone Town Council's updated observations on a planning application:

**Application No:** 20/1373/FUL

**Description:** Erection of 13 dwellings with associated infrastructure, landscaping and access

**Location:** Land To Rear Of 27 To 45 Avon Road Braunstone Town Leicestershire (Winstanley Ward)

**Response:** *Braunstone Town Council objects to the proposal and recommends refusal, since the proposals:*

- 1. were located on an unsustainable and unreasonable site for development;*
- 2. would result in overdevelopment of the site due to factors including scale and mass;*
- 3. have an unsatisfactory relationship with nearby uses that would be significantly detrimental to the amenity enjoyed by the occupiers of those properties, due to considerations of privacy, noise and vehicular activity;*
- 4. were significantly out of keeping with the character and the appearance of the area, particularly the neighbouring Conservation Area and listed buildings in the vicinity;*
- 5. would result in the potential loss of an archeologically important site;*
- 6. were not designed to address climate change and provide for sustainable living;*
- 7. would present dangers to the safety of highway users on Avon Road; and*
- 8. would result in surface water run off towards Braunstone Lane / Main Street.*

**Reasons:**

- 1. The site had not been included in the emerging Blaby District Local Plan Options; which sets out options for the location of development and identified reasonable site options.*
- 2. The proposal was for 13 properties, which could contain 13 families; resulting in overall cramped living conditions on the site.<sup>3</sup> The Maisonettes had no private amenity space.*

3. *13 properties would be located close together on a small plot of land, which was surrounded by established housing on Avon Road, Bidford Road and Balmoral Drive; the single narrow access would provide for significant vehicular movements between properties.*
4. *The site was close to an ancient barn and Manor House presenting a threat to its setting; Manor Farm was a Grade 2 listed building; these properties were at risk from the impact of the construction and from surface water run-off. The proposals would impact on the setting of Braunstone Village.*
5. *A previous planning application for this site contained an archaeological assessment which indicated there was potential for archaeology on this site. The area was part of a medieval farm curtilage. Manor Farm was the first brick built farm in the village and had been a working farm which produced cheese. The proposed development and finish floor levels were likely to result in excavations to a level which would compromise and destroy the archaeology below the surface.*
6. *The design and layout were contrary to addressing climate change and were not in keeping with the Environment and Sustainability Policies set out in the emerging Local Plan; for example not installing solar panels. The proposals also didn't provide for sustainable living with a lack of private or communal amenity space.*
7. *The proposed exit on to Avon Road would add to traffic problems, Avon Road had a significant amount of on-street parking, especially at the times when children were being taken to or collected from school.*
8. *The plans were not clear on how drainage away from Braunstone Lane (Main Street) and towards Avon Road would be secured; the intention seems to be to utilise the sewage system on Avon Road but the site slopes significantly downwards from Avon Road towards Braunstone Lane.*



Council Offices, Desford Road, Narborough, Leicester, LE19 2EP

**NOTICE OF DECISION ON PLANNING APPLICATION  
TOWN AND COUNTRY PLANNING ACT 1990**

**PLANNING PERMISSION**

**Name and Address of Applicant**

Venture Properties Group  
C/o Agent

**Name and Address of Agent**

Miss Marie Stacey  
Unit 4, The Courtyard  
Church Street  
Lockington  
Derby  
DE74 2SL

**Part -1 Particulars of Application**

Date of Application 1 December 2020 Application No. **20/1373/FUL**

**Particulars and Location of Development**

Erection of 13 dwellings with associated infrastructure, landscaping and access

Land To Rear Of 27 To 45 Avon Road Braunstone Town Leicestershire

**Part -2 Particulars of Decision**

In pursuance of its powers under the Town and Country Planning Act 1990, the Blaby District Council **GRANTS** planning permission for the carrying out of the development referred to in PART -1 hereto in accordance with the application and plans submitted, subject to the following conditions;

Conditions attached to the planning permission and reasons for those conditions are :-


**CONDITIONS**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission
- 2 The Development hereby approved shall be built in strict accordance with the following approved plans;

Site Location Plan, Scale 1:1250, Dwg no 100-450/(P)034A  
4x2B4P House Types 1-4 , Scale 1:100, Dwg no 100-450/(P)046B

Date: 28 October 2022  
20/1373/FUL

5

  
Proper Officer of the Council 23



2x3B5P House Type Plots 5-6, Scale 1:100, Dwg no 100-450/(P)045A  
2x3B5P House Types Plots 7-8, Scale 1:100, Dwg no 100-450/(P)044A  
2x1B2P Maisonette Type Plots 9-10, Scale 1:100, Dwg no 100-450/(P)043A  
2x2B4P Bungalow 1 Type Plots 11-12, Scale 1:100, Dwg no 100-450/(P)042B  
2B4P Bungalow 2 Type Plot 13, Scale 1:100, Dwg no 100-450/(P)041C  
Received by the District Planning Authority on the 24 September 2021

Site Layout with Bricks sheds retained, Scale 1:500, Dwg no 100-450/(P)040P  
Received by the District Planning Authority on the 17 March 2022

- 3 No above ground construction shall take place until details of the materials to be used on the external elevations and roofs have been submitted to and agreed in writing by the District Planning Authority
- 4 Within one month of the commencement of works on site, a plan showing a detailed soft and hard landscaping scheme shall be submitted to and agreed in writing by the District Planning Authority. This scheme shall include details of:
  - (a) any existing trees, shrubs, hedges, water bodies to be retained and measures of protection in the course of the development;
  - (b) new tree and shrub planting. Including plant type, size, quantities and locations;
  - (c) other surface treatments;
  - (d) fencing and boundary treatments;
  - (e) any changes in levels or contours;
  - (f) the position of service and/or drainage runs (which may affect tree roots).
- 5 The approved landscaping scheme shall be carried out within one year of completion of the development and any trees, hedges, shrubs or plants which within a period of 5 years from the completion of the planting die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the District Planning Authority gives written consent to any variation.
- 6 No above ground construction shall take place until such time that the details of the finished floor levels of each dwelling and the land levels of the site have been submitted to and agreed in writing by the District Planning Authority. The dwellings shall be subsequently constructed in accordance with the approved details.
- 7 The development hereby permitted shall not be occupied until such time as the





parking and turning facilities, along with the access arrangements have been implemented in accordance with RGP Site Layout drawing number 100-450/(P)040P. Thereafter the onsite parking provision shall be so maintained in perpetuity.

- 8 No part of the development hereby permitted shall be occupied until such time as 2.0 metre by 2.0 metre pedestrian visibility splays have been provided on the highway boundary on both sides of each private drive/ shared private drive with nothing within those splays higher than 0.6 metres above the level of the adjacent footway/verge/highway and, once provided, the visibility splays shall be so maintained in perpetuity
- 9 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any subsequent re-enactment with or without modification) no gates, barriers, bollards, chains or other such obstructions shall be erected to the front of the residential properties or to the vehicular access with Avon Road.
- 10 No above ground development shall commence on site until full details of the means of foul drainage for the site have been submitted to and agreed in writing by the District Planning Authority. Once approved the works shall be carried out before any of the development is occupied.
- 11 No above ground development shall commence on site until drainage plans for the disposal of surface water have been submitted to and approved by the District Planning Authority. The scheme shall be implemented in accordance with the approved details before first occupation of any dwelling.
- 12 No development approved by this planning permission shall take place until such time as details in relation to the management of surface water on site during construction of the development have been submitted to, and approved in writing by the District Planning Authority. The approved details shall subsequently be adhered to throughout the construction phase.
- 13 No dwelling hereby approved shall be first occupied until such time as details in relation to the long-term maintenance of the surface water drainage system within the development have been submitted to and approved in writing by the District Planning Authority
- 14 No development shall commence on site including any site clearance/preparation works, until a Construction Method Statement has been submitted to the District Planning Authority for approval in writing. Details shall provide the following, which shall be adhered to throughout the construction period:
  - a) the parking of vehicles of site operatives and visitors;



- b) loading/unloading and storage of plant, materials, oils, fuels, and chemicals;
  - c) wheel washing facilities and road cleaning arrangements;
  - d) measures to control the emission of dust during construction
  - e) a scheme for recycling/disposing of waste resulting from site preparation and construction works;
  - f) hours of construction work, including deliveries and removal of materials;
  - g) full details of any piling technique to be employed, if relevant;
  - h) location of temporary buildings and associated generators, compounds, structures and enclosures;
  - i) full details of any floodlighting to be installed associated with the construction of the development.
- 15 If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the District Planning Authority) shall be carried out until a remediation strategy detailing how this contamination will be dealt with has been submitted to and agreed in writing by the District Planning Authority. The remediation strategy shall be implemented as approved and a verification report submitted afterwards.
- 16 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any subsequent re-enactment with or without modification) no extensions to any of the dwellings or any further buildings within their curtilages hereby permitted shall be constructed without the prior permission of the District Planning Authority granted on an application submitted in that regard.
- 17 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any subsequent re-enactment with or without modification) no further openings/windows shall be constructed at any time within any elevation of any of the dwellings hereby approved without the prior permission of the District Planning Authority on an application submitted in that regard.
- 18 The windows located in the side elevations serving the proposed bathrooms and WC's to plots 1,2,3,4,7 and 8 and the windows located in the side and rear elevations serving the proposed bathrooms to plots 9 and 10 shall be obscurely glazed and of a top opening design only and shall remain so in perpetuity.
- 19 Prior to first occupation, details outlining the installation of a minimum of six bat boxes shall be submitted to, and approved in writing by the District Planning



Authority. The scheme shall be implemented in accordance with the approved details before first occupation of any dwelling.

- 20 Prior to first occupation of each respective dwelling, gaps of 130mm by 130mm at suitable intervals along the boundary and garden close boarded fences shall be provided in order to avoid disrupting the routes of small wildlife
- 21 No dwelling hereby permitted shall be first occupied until a Waste Management Strategy Plan (including waste bin presentation points and means of surfacing and any fencing) has been submitted to and agreed in writing by the District Planning Authority. The Waste Management Strategy Plan shall be subsequently adhered to.

## **REASONS**

- 1 To prevent the unnecessary accumulation of unimplemented permissions, to encourage early implementation and to enable the District Planning Authority to review the consent if a further application is made.
- 2 For the avoidance of doubt.
- 3 To ensure that the District Planning Authority can exercise proper control over the materials used and the appearance of the building when completed, in the interest of visual amenity.
- 4 To ensure that the District Planning Authority can exercise proper control over the visual appearance of the area and in the interests of visual amenity.
- 5 In the interests of visual amenity
- 6 To safeguard the appearance of the development and the privacy and living conditions of nearby residents.
- 7 To ensure that adequate off-street parking provision is made to reduce the possibility of the proposed development leading to on-street parking problems locally (and to enable vehicles to enter and leave the site in a forward direction) in the interests of highway safety and in accordance with the National Planning Policy Framework (2021).
- 8 In the interests of pedestrian safety and in accordance with the National Planning Policy Framework (2021).
- 9 To enable a vehicle to stand clear of the highway in order to protect the free and safe passage of traffic, including pedestrians, in the public highway.
- 10 To ensure that the development is provided with a satisfactory means of drainage as



well as reduce the risk of creating or exacerbating a flooding problem and to minimise the risk of pollution.

- 11 To ensure that the development is provided with a satisfactory means of drainage as well as reduce the risk of creating or exacerbating a flooding problem and to minimise the risk of pollution.
- 12 To prevent an increase in flood risk, maintain the existing surface water runoff quality, and to prevent damage to the final surface water management systems though the entire development construction phase.
- 13 To establish a suitable maintenance regime that may be monitored over time; that will ensure the long-term performance, both in terms of flood risk and water quality, of the surface water drainage system (including sustainable drainage systems) within the proposed development.
- 14 To minimise detrimental effects to neighbouring properties, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.
- 15 To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other off-site receptors.
- 16 To safeguard the residential amenity of residents of the development, and in the case of proposals for additional bedroom space, to ensure that sufficient off-street car parking is available to serve the individual properties and in the interests of the visual appearance of the development as these plots have limited rear garden areas that are prominent when viewed from within the site.
- 17 To safeguard the privacy and living conditions of nearby residents.
- 18 To safeguard the privacy and living conditions of nearby residents.
- 19 In the interest of species protected by law under the Wildlife and Countryside Act 1981.
- 20 In the interest of species protected by law under the Wildlife and Countryside Act 1981.
- 21 To ensure that an appropriate means of servicing the dwellings for waste collection is provided.

**NOTES TO APPLICANT**

1. This grant of planning permission does not authorise any development outside the application site including any foundation, footings, fascias, eaves, soffits, verges or guttering.
2. If the plans approved involve the carrying out of building work along or close to the boundary, you are advised that under the Party Wall Act 1996 you have a duty to give notice to the adjoining owner of your intentions before commencing this work.
3. The development hereby permitted must be carried out in complete accordance with the approved plans. If changes are made to the approved scheme, whether INTERNALLY or EXTERNALLY, the development will not be in accordance with this grant of planning permission, it therefore would not benefit from planning permission and may result in enforcement action.
4. When Central Government introduced changes to the fees to be submitted in respect of planning applications, it also introduced a fee to be paid for the discharge of conditions attached to the permission. The fee is payable in respect of each request to discharge conditions, not for individual conditions. I would suggest that if there are a number of conditions which need to be discharged, they are grouped into one request.

You should keep the decision of the Council in respect of discharged conditions as a fee is now also paid for each request confirming that conditions have been discharged.

5. Planning Permission does not give you approval to work on the public highway. Therefore, prior to carrying out any works on the public highway you must ensure all necessary licences/permits/agreements are in place. For further information, please telephone 0116 305 0001. It is an offence under Section 148 and Section 151 of the Highways Act 1980 to deposit mud on the public highway and therefore you should take every effort to prevent this occurring.
6. If the roads within the proposed development are to be offered for adoption by the Local Highway Authority, the Developer will be required to enter into an agreement under Section 38 of the Highways Act 1980. Detailed plans will need to be submitted and approved, the Agreement signed and all sureties and fees paid prior to the commencement of development. The Local Highway Authority reserve the right to charge commuted sums in respect of ongoing maintenance where the item in question is above and beyond what is required for the safe and satisfactory functioning of the highway. For further information please refer to the Leicestershire Highway Design Guide which is available at <https://resources.leicestershire.gov.uk/lhdg>



7. If an Agreement is not in place when the development is commenced, the Local Highway Authority will serve Advanced Payment Codes in respect of all plots served by all the roads within the development in accordance with Section 219 of the Highways Act 1980. Payment of the charge must be made before building commences. Please email [road.adoptions@leics.gov.uk](mailto:road.adoptions@leics.gov.uk) in the first instance.
8. Severn Trent Water advise that although our statutory sewer records do not show any public sewers within the area you have specified, there may be sewers that have been recently adopted under, The Transfer Of Sewer Regulations 2011. Public sewers have statutory protection and may not be built close to, directly over or be diverted without consent and you are advised to contact Severn Trent Water to discuss your proposals. Severn Trent will seek to assist you obtaining a solution which protects both the public sewer and the building.
9. The scheme shall include the utilisation of holding sustainable drainage techniques with the incorporation of sufficient treatment trains to maintain or improve the existing water quality; the limitation of surface water run-off to equivalent greenfield rates; the ability to accommodate surface water run-off on-site up to the critical 1 in 100 year return period event plus an appropriate allowance for climate change, based upon the submission of drainage calculations. Full details for the drainage proposal should be supplied including, but not limited to; construction details, cross sections, long sections, headwall details, pipe protection details (e.g. trash screens), and full modelled scenarios for the 1 in 1 year, 1 in 30 year and 1 in 100 year plus climate change storm events.
10. Details should demonstrate how surface water will be managed on site to prevent an increase in flood risk during the various construction stages of development from initial site works through to completion. This shall include temporary attenuation, additional treatment, controls, maintenance and protection. Details regarding the protection of any proposed infiltration areas should also be provided.
11. Details of the surface water Maintenance Plan should include for routine maintenance, remedial actions and monitoring of the separate elements of the surface water drainage system that will not be adopted by a third party and will remain outside of individual householder ownership.
12. The applicant is reminded of their responsibility for ensuring that relevant precautions are implemented to minimise the potential for disturbance to the neighbouring properties in terms of dust, noise and vibration during the construction phases of the development. This should include not working outside regular daytime hours and implementing dust suppressing measures during development. The granting of this planning permission does not indemnify against statutory action being taken should substantiated noise or dust complaints be received.



**SUMMARY OF REASONS FOR RECOMMENDATION AND RELEVANT DEVELOPMENT PLAN POLICIES**

- 1 The District Planning Authority has reached its decision taking into account the advice contained within paragraph 38 of the National Planning Policy Framework and, where possible, has worked proactively with the applicants to seek solutions to problems arising in relation to dealing with the planning application.

Venture Properties Group

Date: 28 October 2022  
My Ref: Development Monitoring  
Contact: Planning Enforcement Team  
Tel No: 0116 272 7521  
Email: [planning.enforcement@blaby.gov.uk](mailto:planning.enforcement@blaby.gov.uk)

Dear Sir/Madam

### **Development Monitoring**

The enclosed planning permission has been granted and is subject to all the planning conditions attached to and forming part of the planning permission. Failure to comply with these conditions will be a breach of planning control which may result in your development being unauthorised and subject to enforcement and/or legal action.

Therefore you should ensure that you notify the Planning Enforcement Section at least 4 weeks prior to commencement of the development to ensure that all pre-commencement conditions have been discharged and complied with. Please contact me using the details at the top of this communication.

It should also be noted that the site will be monitored to ensure:-

- (a) compliance with all conditions attached to the planning permission and;
- (b) the development is carried out in accordance with the approved plans.

I look forward to your co-operation with this matter however, if you require any further information or assistance please do not hesitate to contact me.

Yours faithfully

Planning Enforcement Team



**Blaby District Council****Delegated Report**

<b>Application No</b>	22/0123/FUL
<b>Site Address</b>	Land Adjacent 2 Pinfold Braunstone Town
<b>Proposal</b>	Erection of 1 semi-detached dwelling including alterations to No. 2 Pinfold
<b>Decision</b>	Approve
<b>Case Officer</b>	Laura Baldock-Wickins

**Site**

The application site is located within a predominately residential location within the built up limits of Braunstone Town. The site forms a three bedroom, pitched roof, semi detached dwelling sited on the corner of Pinfold (to the east) and Watergate Lane (to the south). The current site layout features a garden area to the side of the dwelling bound by a low, 1 metre high brick boundary wall fronting Watergate Lane with a vehicle access point off Pinfold.

**Proposal**

The scheme proposes to erect a semi-detached dwelling extending off the existing dwelling (No.2) fronting Watergate Lane utilising the existing vehicular access off Pinfold. The scheme would also include extensions to the existing dwelling with the addition of a single storey rear extension, front porch and bay window to the front elevation.

**Relevant Site History**

21/0947/OUT

Outline planning application (with all matters reserved) for the construction of a single dwelling

2 Pinfold Braunstone

WITHDRAWN

The case officer advised this application would be recommended for refusal for the reasons stated below and was subsequently withdrawn.

- The site is in a prominent corner location where the openness of corner plots contributes to the visual amenities of the street scene and the character of the area and developing it with a property of the scale proposed would erode that character. Furthermore the property would infringe the established building line along Watergate Lane.
- The footprint of the property is not in keeping with the existing character and given its scale would appear overly prominent to the boundary and would create a pinch point, all of which would have a detrimental impact upon the visual amenities of the streetscene.
- The projecting rear elevation would infringe a 45 degree sightline taken from the middle of the bedroom windows at No. 2, having an adverse impact by way of light and overshadowing to this window.

## **Relevant Policy**

### **National Planning Policy Framework (NPPF)**

### **Blaby District Council Local Plan (Delivery) Development Plan Document Adopted February 2019**

DM1 Development within Settlement Boundaries  
DM8 Local Parking and Highway Design Standards

### **Blaby District Local Plan (Core Strategy) Development Plan Document 2013**

Policy CS2 Design of Development

## **Representations**

No letters of representations have been received.

## **Consultation Responses**

Braunstone Town Parish Council	<p>Objects (original scheme)</p> <ul style="list-style-type: none"><li>• Out of keeping with the character and appearance of the area</li><li>• Lack of private amenity space (for new dwelling) with regards to footprint, scale and massing</li><li>• Detrimental to the amenities of existing and new occupiers</li></ul> <p>Objects (amended scheme)</p> <ul style="list-style-type: none"><li>• Out of keeping with the character and appearance of the area</li><li>• Poorly designed access arrangements</li><li>• Detrimental to the amenities of existing and new occupiers</li></ul>
Leicestershire County Council Highways	No Objections - Refer to Standing Advice
Environmental Services	No Objections - include recommendations given the site falls within a 250 metres of a former landfill site.

## **Planning Considerations**

The key issues to consider in the determination of this planning application are the principle of development, the impacts of the development on the character and appearance of the area, amenities of neighbouring properties and highway safety.

### **Principle of development**

The site is located within the Principal Urban Area of Leicester, where Policy CS1 of the Core Strategy indicates the most new development in the District will be focused.

The site is considered to be in a sustainable location, with good access to services and facilities, and public transport, where new residential development is encouraged.

### **Impact on the Character and Appearance of the Area**

Taking into consideration the site history where a previous outline planning application on the site was recommended for refusal but subsequently withdrawn, it was advised that the scheme, as submitted would also be recommended for refusal. The original scheme proposed a dwelling that lacked appropriate amenity space suitable for a three bedroom dwelling, appearing out of character with the layout of the area. It also appeared overly large in its footprint and proposed an unacceptable car parking layout which included the host dwellings parking provision sited on land within the ownership of the proposed dwelling; demonstrating overdevelopment of the site. That is not to say that a dwelling would not be acceptable in this location, especially when giving considering to other examples of development on corner plots within the local vicinity, in particular: to the east of the application site (on the opposite corner) - Land adjacent No. 1 Fishpools (planning reference 04/0425/1/PX) and to the north of the site - Land adjacent No. 31 Fishpools (planning reference 11/0731/PX). However, the proposal on this site would need to be of an appropriate layout and scale to be considered favourable and as such, amendments were submitted by the Applicant.

The proposed dwelling was reduced in its overall size and footprint, creating a greater 'pinch point' at the corner of Watergate Lane and Pinfold; setting the dwelling back in line with the Watergate Lane building line. A simplified roof design was included to appear better in keeping with the character and of the area and the design of the host dwelling. The proposed front porch and projecting bay window to No. 2 were also amended to appear better in keeping with the proposed dwelling. The proposed pitch roof detached garage sited along the western boundary of the site was omitted from the scheme to allow for an increased amenity space associated with the proposed dwelling. The proposed allocated car parking area was re-sited to the side the proposed dwelling, fronting Pinfold - making use of the existing dropped kerb associated with the host dwelling. The host dwelling would accommodate two vehicle spaces directly to the front of the remaining front garden area.

On balance, the proposal, as amended is considered to form a satisfactory layout, design and appearance that would appear in keeping within this location, especially when bearing in mind there are other comparable schemes within the immediate vicinity and would also be of a scale and footprint that would not result in overdevelopment of the site and therefore would accord with the details set out in Policy DM1.

### **Impact to Neighbouring Residential Amenities**

Policy DM1 states that within the Settlement Boundaries, as set out on the Policies Map, development proposals consistent with other policies of the Local Plan will be supported where the following criteria are met. The development proposal will: a) Provide a satisfactory relationship with nearby uses that would not be significantly detrimental to the amenities enjoyed by the existing or new occupiers.

No. 45 Watergate Lane lies to the western boundary would adjoin the eastern boundary of the application site and would largely abut the side garden area associated with the proposed dwelling. The proposed dwelling would feature two first floor side bedroom windows which would have a direct outlook across to the facing side elevation of No. 45, however there is minimal impact with regards to direct

overlooking given that that the facing side elevation of No. 45 does not feature any openings and there is a good separation distance of 13 metres between the plots.

No. 4 Pinfold directly adjoins No. 2 (the host dwelling) and forms the pair of semi detached dwellings. This proposed dwelling would have limited impact to this property given the distance and orientation, with the proposed single storey extension to No. 2 also offering limited impact given its scale (which is noted could be constructed under the limits of permitted development).

No. 2 Pinfold (host dwelling) – The proposed dwelling is largely considered to have limited impact to No. 2, however it is acknowledged that the projecting side elevation of the proposed dwelling would extend past the rear building line of No. 2 by 1.2 metres. When taking a line of sight from the middle of the first floor bedroom (of No. 2) the scheme would appear to satisfy the 45 degree guidance and would not result in direct overshadowing or loss of light to this first floor window. The proposals would also require the removal of a small south facing porch (which forms the main door of the property) and a side facing window. The main door will be relocated to the front of the house.

The scheme is therefore considered to provide a satisfactory layout and relationship within the surrounding area and accords with the details set out in Policy DM1.

### **Highway Implications**

The proposed dwelling would form a three bedroom property, whilst the existing no.2 contains two bedrooms. Based on the Leicestershire County Highway Design Guide they are required to provide a minimum of two off street car parking spaces.

The host dwelling (No.2) proposes two car parking spaces directly to front of the dwelling which would require the widening of the existing kerb and removal of the existing front brick boundary wall to accommodate the spaces. Planning permission is not required to extend the existing kerb given Pinfold does not form a Classified Road, however any works within the highway would require the appropriate permit from LCC Highways.

The proposed dwelling proposes two off street car parking spaces to the side of the dwelling, fronting Pinfold. These spaces would be accessed via the original vehicular access point off Pinfold and would not require any further works within the Highway.

Overall, the development is found to be acceptable in Highway terms and complies with the most up-to-date Leicestershire Local Highway Guidance and therefore accords with the details set out in Policy DM8.

### **Contamination**

The site lies within 250 metres of a former landfill site. Environment Services have raised no objections in principle, however it is requested that prior to commencement, an appropriate land contamination survey shall be carried out by a competent person, referring to relevant standards and as such, submitted and agreed by the Authority. This is to ensure the safety of the site, given it lies within 250 metres of a former landfill site where the potential for contamination is unknown.

## **Other**

The scheme has not provided the requested proposed boundary details, in particular to how the amenity space associated with the proposed dwelling will be divided and separated from the open area to the front of the dwelling. The officers concern is that the part of the site may be bounded by high fencing to the site frontage, creating a larger, enclosed garden space to the side of the proposed dwelling. It is considered that high boundary fencing, to the site frontage would appear significantly out of keeping within this location given that the area is characterised with low boundary walls fronting the highway and therefore any such high boundary fencing, sited to the front of this corner plot should be resisted. A condition will be imposed requiring details of boundary treatments to be agreed by condition, as part of the submission of a landscaping scheme.

## **Conclusion**

Having considered the above details, it is considered that the development complies with the policies listed above, and as such the application is recommended for approval.

## Conditions and Reasons

1	CSC01A	<b>Statutory 3 year condition</b> The development hereby permitted shall be begun before the expiration of three years from the date of this permission
	Reason CSC01R	To prevent the unnecessary accumulation of unimplemented permissions, to encourage early implementation and to enable the District Planning Authority to review the consent if a further application is made.
2	PL01	<b>Approved drawings:</b> Existing Plans and Elevations Including Site Location Plan – 3755-01 Proposed Elevations and Floorplans - 3755-03 Rev D
	Reason C09R	For the avoidance of doubt.
3	Amend CM04	<b>Materials - Facing Bricks to Match No. 2 Pinfold</b> The external elevations of the <b>proposed dwelling</b> shall be constructed in facing bricks to match those of the existing building of <b>No. 2 Pinfold</b>
	Reason CM01R	To ensure that the external materials are not detrimental to the building or character and appearance of the area.
4	CLS01	<b>Landscaping to be agreed</b> Within one month of the commencement of works on site, a plan showing a detailed soft and hard landscaping scheme shall be submitted to and agreed in writing by the District Planning Authority. This scheme shall include details of:  (a) any existing trees, shrubs, hedges, water bodies to be retained and measures of protection in the course of the development;  (b) new tree and shrub planting. Including plant type, size, quantities and locations;  (c) other surface treatments;  (d) fencing and boundary treatments;  (e) any changes in levels or contours;  (f) the position of service and/or drainage runs (which may affect tree roots).
	Reason CLS01R	To ensure that the District Planning Authority can exercise proper control over the visual appearance of the area and In the interests of visual amenity.
5	CLS07	<b>Landscaping scheme to be carried out</b> The approved landscaping scheme shall be carried out within one year of completion of the development and any trees, hedges, shrubs or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the District Planning Authority gives written consent to any variation.
	Reason	In the interests of visual amenity.

	CLS07R	
6	Amend CH03	<b>Car Parking</b> The development hereby permitted shall not be occupied until <b>two</b> off street car parking spaces have been provided for both the <b>proposed dwelling and No. 2 Pinfold, which</b> shall be made available for use and shall be retained thereafter in perpetuity.
	Reason CH26R	To ensure that adequate off-street parking provision is made to reduce the possibilities of the proposed development leading to on-street parking problems in the area.
7	CR20	<b>Removal of PD Right for Extensions</b> Notwithstanding the provisions of Article 3, Schedule 2, Part 1, Classes <b>A and E</b> of the Town and Country Planning (General Permitted Development) Order 2015, (or any subsequent re enactment with or without modification), no further extensions or additions to the <b>proposed dwelling or the existing dwelling at no.2 Pinfold, or the erection of any outbuildings within either curtilage</b> , shall be constructed without the prior permission of the District Planning Authority granted on an application submitted in that regard.
	NEW Reason	To prevent overdevelopment of the site
8	NEW	<b>Construction Method Statement</b> Before above ground works commence on the site a Construction Method Statement including assessment of likely noise, vibration and dust emissions together with proposals for mitigating the off-site impacts of these elements shall be submitted to and agreed in writing by the District Planning Authority which shall be adhered to throughout the construction phase of the development.
	New Reason	In the interests of the surrounding area given the site is in close proximity to residential properties
9	New	<b>Landfill Gas Measures</b> Before the development hereby permitted is commenced, an appropriate land contamination survey shall be carried out by a competent person, referring to relevant standards. The resultant report shall be submitted to and agreed in writing by the District Planning Authority. Any remedial or mitigation works recommended by the report shall be completed prior to the occupation of the development, and verification of this submitted to the District Planning Authority.
	New Reason	To ensure the safety of the site as the site lies within 250 metres of a former landfill site where there is potential for migrating landfill gas. In addition this will ensure any land contamination resulting from previous uses of the land are addressed.

### Justification

J10

### Notes

- Z01 Birds and Bats
- Z02 Safety of the Site – Migrating Landfill Gas
- Z05 Works with the Highway
- Z08 No development outside application site
- Z18 No deviation from approved plans

**Decision delegated to Officers by Part 3 Section 6 Sub Section 12 of the Blaby  
District Council Constitution**

**Recommendation / Decision**

Approve with conditions	YES
Approve without conditions	
Refuse	
Case Officer Signature	Laura Baldock-Wickins
2 <sup>nd</sup> Signature (when required) <b>YES</b>	Stephen Dukes
Date	04/10/2022



# Financial Budget Comparison

## for 8. Planning & Environment

Comparison between 01/04/22 and 31/10/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

	<b>2022/2023</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
890	Consumer Products (Sales)			
890/1	General	£0.00	£0.00	£0.00
890/2	Poop Scoops	£1,700.00	£612.73	-£1,087.27
890/3	Waste & Garden Bags	£560.00	£0.00	-£560.00
890	<b>Total</b>	<b>£2,260.00</b>	<b>£612.73</b>	<b>-£1,647.27</b>
<b>Total Income</b>		<b>£2,260.00</b>	<b>£612.73</b>	<b>-£1,647.27</b>
<b>Expenditure</b>				
8070	Projects			
8070/1	Climate Change	£0.00	£0.00	£0.00
8070	<b>Total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
8190	Professional Fees	£250.00	£0.00	£250.00
8440	Waste Services (Dog Bins)	£7,570.00	£6,415.50	£1,154.50
8460	Furniture	£2,500.00	£2,794.32	-£294.32
8900	Consumer Products (Purchase for resale)			
8900/1	Poop Scoops	£1,600.00	£601.00	£999.00
8900/2	Waste & Garden Bags	£420.00	£0.00	£420.00
8900	<b>Total</b>	<b>£2,020.00</b>	<b>£601.00</b>	<b>£1,419.00</b>
<b>Total Expenditure</b>		<b>£12,340.00</b>	<b>£9,810.82</b>	<b>£2,529.18</b>

# Financial Budget Comparison

## for 8. Planning & Environment

Comparison between 01/04/22 and 31/10/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

**2022/2023**

**Reserve**

**Actual Net**

**Balance**

## BRAUNSTONE TOWN COUNCIL

### PLANNING & ENVIRONMENT COMMITTEE – 8TH DECEMBER 2022

#### Item 14 – Planning & Environment Priorities and Objectives

##### Purpose

To consider the Planning & Environment Priorities and Objectives and determine whether they were relevant to address current and emerging issues faced by the Council and the community.

##### Town Council Mission

The Council's Mission Statement sets out its vision to provide high quality services and support the needs of the community, while recognising that this is only sustained by ensuring that the resources to do it are available.

##### **Mission Statement - *We exist:***

1. *to ensure that local services and the environment reach the highest possible standards within the resources available for citizens, visitors and those who work in Braunstone Town;*
2. *to provide a focus for civic pride;*
3. *to listen, identify and respond to agreed local needs; and*
4. *to help develop a strong, secure, self-reliant, self-confident community, free from unlawful discrimination.*

*"Spectemur. Agendo" translates "Let us be Judged by Our Actions"*

##### Strategic Aims and Delivery Objectives (2022/2023)

In addition to the Mission Statement, the Town Council has four Strategic Aims for the medium term. Each Aim is supported by specific delivery objectives for the year, which are reviewed and developed as part of the annual review of the Council's Business Plan and Capital Plan and the annual setting of the budget and Council Tax precept.

Some of the Delivery Objectives under Strategic Aim 4, "Respond to Climate Change and champion sustainable development", in part fall within the remit of the Planning & Environment Committee and are set out below along with an update on progress.

#### 4. Respond to Climate Change and champion sustainable development

**Aim:** To embed climate and environmental awareness in our decision making and actions and play our part in supporting the community to do the same.

<b>Delivery Objectives</b>		
<b>Ref</b>	<b>Objective</b>	<b>Progress/Notes/Recommendation</b>
(a)	Deliver actions identified in the Carbon Audit with a view to the Council becoming Carbon Neutral by 2030	Action Plan approved. Electric Vehicle Charging Points - preparation work, tenders etc underway with a view to install around March/April 2023. Roll into 2023/24 for completing existing and other actions.
(c)	Support and facilitate initiatives to improve cycling and walking routes within the Town and to the City Centre, Fosse Park and Meridian	GCW Phase 2 near to delivery stage but will need to Roll into 2023/24 for completion and for any further projects and initiatives.
(d)	Provide secure cycle lock up facilities at our community centres and open spaces	Aim to deliver by March 2023.
(e)	Work to ensure that development meets present needs, minimises air pollution and car journeys, while protecting the needs of future generations.	Ongoing Roll into 2023/24.

For information, the other three Strategic Aims are:

1. Protect and Enhance our Parks and Open Spaces: *To invest in and maintain high quality urban green spaces for sport, recreation and play, while enriching the natural environment.*
2. Provide Vibrant Community Facilities: *To provide vibrant, accessible and cost effective community facilities, which continue to be used by and respond to the needs of our community.*
3. Support and Connect the Local Community: *To both nurture and enhance the Town's community life and connect our communities to reduce isolation and build community cohesion.*

#### Committee/Service Objectives

In addition, the Council has key objectives relating to its Committees and Service Areas, which are reviewed on an annual basis.

The Planning and Environment Objectives are as follows:

1. To ensure sustainable development, which meets the needs of the present generation without prejudicing the needs of future generations.

2. To improve the environment, in pursuit of which, objectives 3 to 7 below are contributors.
3. To seek high standards of design and construction within planning applications and to ensure all developments are consistent with environmental objectives.
4. To inform and consult local residents about major planning proposals, Development Plans and other planning initiatives by central and local government.
5. To work with others to minimise the impact from:
  - (a) traffic; and
  - (b) air and light pollution.
6. To promote responsible dog ownership and waste disposal.
7. To provide and maintain street seats and notice boards at key locations.
8. To monitor the New Lubbesthorpe development and to respond to any implications of that development for the environment of the Town.

The Service Objectives continue to be relevant and therefore, there are no recommended changes.

### Reviewing Delivery and Service Objectives

Following adoption by Council in November of the Medium Term Priorities and Financial Planning, each Standing Committee reviews its Delivery and Service Objectives, alongside recommending its budget, for the forthcoming year, with a view to Council adopting any changes in January when it sets the budget and precept.

### Extension to Braunstone Village Conservation Area

A major area of the Committee's work, in pursuance of Objectives 1 – 4 above, is the Council's role in supporting a review of the Braunstone Village Conservation Area with a view to considering the merits of its extension to the Town (south) side of Braunstone Lane.

While Blaby District Council will be commissioning the review of the Character Appraisal; the Town Council will have an input into the evidence assessment and a role in promoting and engaging local residents in the process.

Given the estimated timescales for review are around 9 to 12 months, this piece of work will be a significant part of the Committee's work during 2023/24.

### Notice Board Renewal

On 10th December 2020, the Committee resolved to request that an item be added to the Capital Plan from 2021/22 until 2025/26 "*To provide new, improved and enhanced notice boards at key locations over 5 years*". Council approved this request on 28th January 2021 (Council Minute 5896). Due to resource pressures and other significant priorities, on 6th January 2022, the Committee agreed that during 2022/23 the rolling programme focused on reviewing notice boards on the Council's own land; rather than on the public highway, which would involve obtaining licenses and orders from the County Council (minute 73, 2021/22). There remains other areas of the Council's

estate where notice boards can be renewed, therefore, it is recommended the focus remains on the Council's land during 2023/24.

### Recommendations

1. That the progress with the Planning & Environment Delivery Objectives (2022/2023), as set out in the report, be received and noted;
2. that Notice Board renewal in 2023/2024 focus on a rolling programme of Notice Board renewal on the Council's own 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, with the exception of those which have been completed, the Planning & Environment Delivery Objectives set out in the report, as amended where appropriate, be included in the 2023/24 Business Plan; and
4. that the Planning & Environment Committee/Service Objectives, as set out in the report, be approved.

### Reasons

1. To note progress with the implementation of the 2022/23 Planning & Environment Delivery Objectives so far.
2. To focus on delivering initiatives and projects within the Strategic Aims and Delivery Objectives given the limits on resources and to prioritise the locations on Council owned land for Notice Board renewal.
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.

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 8<sup>th</sup> DECEMBER 2022**

#### **Item 15 - Capital Plan and Budget Estimates 2023/2024**

##### Purpose

To consider a Statement of Expenditure for 1st April 2021 to 31st March 2022, a list of capital projects for 2022/2023 and beyond and a proposed budget for 2023/2024 for recommendation to Policy & Resources Committee.

##### Background

Policy and Resources Committee on 3rd November 2022 and Council on 17th November 2022 approved the Council's Medium-Term Priorities and Financial Planning, which sets the framework for planning the budget estimates and setting of the precept.

As part of this process each Committee recommends to Policy and Resources Committee a proposed budget. To assist the Committee, the budget outturn for last financial year, 2021/2022, is attached at Appendix 1. The Financial Comparisons for the current financial year, 2022/2023, is enclosed as a separate item on the agenda. A proposed budget for Planning and Environment's Service Area for the next financial year, 2023/2024, is attached at Appendix 2.

##### Budget Estimates 2023/2024

The Management & Administration apportionment (both the percentage and amount) is set by Policy & Resources Committee. For illustrative purposes the apportionment shown in Appendix 2 is based on the assumptions set out in the Medium Term Priorities and Financial Planning assessment.

##### *Waste Services*

In 2019, the Committee reduced the budget for waste services from £8,300 to £5,300 given that the Council had changed the supplier for dog waste bin emptying and also, following review, reduced the number and frequency of bin emptying.

Last year, due to rising treatment and transport costs, market pressures, and an increase in waste fees, the budget was increased to £7,570 per annum.

The quarterly figure for bin emptying is now £2,138.50; therefore the annual figure for 2022/2023 will be £8,554. Therefore, it is recommended that the 2023/24 budget be increased to £9,538 taking into account both current costs and inflation at 10%.

## *Street Furniture*

The Capital Plan item “To provide new, improved and enhanced notice boards at key locations over 5 years”, which is also provided for in the Planning & Environment objectives (7), will need funding over the 5 year period (2021/22 until 2025/26). As set out in the Priorities and Objectives item, due to resources pressures during 2022/23 the rolling programme should focus on notice boards on Council land.

On 5th May 2022, the Committee approved in principle a request for the Town Council to adopt and maintain three planters, which are proposed at two gateway locations to Braunstone Town off Narborough Road South (minute 103 2021/2022). The ongoing costs would be staff time, insurance and cost of the plants and any painting, cleaning and maintenance of the planters. Insurance would be negligible and covered under the Corporate Management recharges. Planting and maintenance costs are unlikely to exceed £1,000 for all three planters per annum; £500 is considered to be a reasonable estimate for inclusion in the 2023/24 budget, particularly as the planters would be new. This figure can be reviewed in future years if necessary.

Therefore, it is recommended that the revenue budget is increased by £1,100, based on the predicted outturn figure for 2022/23 (having replaced four notice boards), including £500 for gateway planter maintenance and allowing for inflation of 10%.

## *Consumer Products*

The Town Council purchases for resale consumer products in pursuance of Planning & Environment Objective 6; “To promote responsible dog ownership and waste disposal”. The aim is to break even or make a small profit.

Waste & Garden Bags are no longer provided since the service has been withdrawn by Blaby District Council. Therefore both the income code and expenditure codes a proposed for deletion.

Poop Scoops have been changed to biodegradable bags, which are more expensive. Some of the cost has been passed on to the customer but due to charging round amounts for simplicity, the profit margin has reduced. Over the past couple of years income and expenditure has been around £1,000 and the proposed 2023/24 budget has been adjusted to reflect this.

## Capital Plan

The current Capital Plan, approved by Council on 27th January 2022, updated by Council on 30th June 2022, includes the following items relating to the Planning and Environment service area:

- Gateway signage to the Town on the new road from Lubbesthorpe; and
- Provide new, improved and enhanced notice boards at key locations.

In accordance with the update set out in the *Street Furniture* section above, it is proposed to retain the rolling programme for improved and enhanced notice boards and again focus on the notice boards on the Council’s own land during 2023/2024.



However, it is proposed that the Gateway Signage be removed from the Capital Plan since signage is proposed on the new Meridian Way parkland, a VAS is proposed in a similar location to be funded through the County Council Members' Highways Fund. Plus the Town Council is now treating Thorpe Astley as distinct settlement and welcome signage for Thorpe Astley is already in place.

The proposed amendments are highlighted in red in the notes column.

General Projects		
Location	Project	Notes
Gateway signage to the Town on the new road from Lubbesthorpe	The Town Council was responsible for the Town's place signs and would be responsible for installation of such signs at the new gateway and could explore incorporating speed reminders and/or safety messages.	<b>PROPOSED DELETE</b> since signage proposed on new parkland. VAS proposed through County Council Members' Highways Fund. Town Council treating Thorpe Astley as distinct settlement and welcome signage for Thorpe Astley in place. Resources can be diverted into rolling Notice Board replacement.
Provide new, improved and enhanced notice boards at key locations	Over the past few years, many notice boards have fallen into disrepair and have been removed. Some existing notice boards are in need of refurbishment and replacement. Some notice boards are located where there isn't a high level of footfall, while some key locations do not have notice boards.	Rolling programme over 5 years. <b>Focus on Notice Boards on Council land in 2023/2024</b>

### Recommendations

That it be recommended to Policy & Resources Committee that it be recommended to Council:

1. that the *Waste Services* budget be increased from £ 7,570 per annum to £9,538 per annum;
2. that the *Street Furniture* revenue budget be increased from £2,500 to £ 3,600;
3. that for *Consumer Products – Poop Scoops*, income be reduced by £550 to £1,150 and expenditure reduced by £500 to £1,100;
4. that both the income and expenditure headings for *Consumer Products – Waste & Garden Bags* be deleted;
5. that the draft Estimates for the Planning and Environment Committee, as attached at Appendix 2, be included in the Budget Estimates for 2023/2024;
6. that the Capital Plan item "*Gateway signage to the Town on the new road from Lubbesthorpe*" be deleted; and

7. that the Capital Plan item “Provide new, improved and enhanced notice boards at key locations”, as set out (and as amended) in the table in the *Capital Plan* section of the report, be rolled forward onto the 2023/24 Capital Plan.

### Reasons

1. To ensure that sufficient funds would be available to cover any increase in waste fees for emptying dog waste bins.
2. 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.
3. To reflect current and previous year income and expenditure.
4. The Waste & Garden Bags service had been withdrawn by Blaby District Council.
5. To ensure appropriate resources for Planning and Environment Services.
6. Alternative place signage and traffic calming measures were being proposed.
7. The Town Council was responsible for notice boards, which would be a capital asset. The life span of a notice board would be approximately 20-30 years.

# Financial Budget Comparison

Comparison between 01/04/21 and 31/03/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

	<b>2021/2022</b>	<b>Reserve Movements</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2022/2023</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	£6.72	£0.00
890/2	Poop Scoops	£1,700.00	£0.00	£1,008.26	-£691.74
890/3	Waste & Garden Bags	£560.00	£0.00	£0.00	-£560.00
890	<b>Total</b>	<b>£2,260.00</b>	<b>£0.00</b>	<b>£1,014.98</b>	<b>-£1,245.02</b>
	<b>Total Income</b>	<b>£2,260.00</b>	<b>£0.00</b>	<b>£1,014.98</b>	<b>-£1,245.02</b>
<b>Expenditure</b>					
8070	Projects				
8070/1	Climate Change	£0.00	£400.35	£400.35	£0.00
8070	<b>Total</b>	<b>£0.00</b>	<b>£400.35</b>	<b>£400.35</b>	<b>£0.00</b>
8190	Professional Fees	£250.00	£0.00	£0.00	£250.00
8440	Waste Services (Dog Bins)	£5,300.00	£0.00	£6,843.20	-£1,543.20
8460	Furniture	£5,000.00	£0.00	-£2,500.00	£7,500.00
8900	Consumer Products (Purchase for resale)				
8900/1	Poop Scoops	£1,600.00	£0.00	£1,040.50	£559.50
8900/2	Waste & Garden Bags	£420.00	£0.00	£0.00	£420.00
8900	<b>Total</b>	<b>£2,020.00</b>	<b>£0.00</b>	<b>£1,040.50</b>	<b>£979.50</b>
	<b>Total Expenditure</b>	<b>£12,570.00</b>	<b>£400.35</b>	<b>£5,784.05</b>	<b>£7,186.30</b>

# Financial Budget Comparison

Comparison between 01/04/21 and 31/03/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

	<b>2021/2022</b>	<b>Reserve Movements</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2022/2023</b>
Total Income	£1,077,839.00	£0.00	£853,837.78		£896,648.00
Total Expenditure	£1,096,839.00	£392,329.96	£1,176,644.54		£899,148.00
<b>Total Net Balance</b>	<b>-£19,000.00</b>		<b>-£322,806.76</b>		<b>-£2,500.00</b>

**APPENDIX 2 - BRAUNSTONE TOWN COUNCIL**  
**DRAFT ESTIMATES 2022/2023**

Represents an increase in Council Tax paid of 5.66%

<b><u>COUNCIL TAX CALCULATION</u></b>		£
<b><u>COMMITTEE REQUIREMENT</u></b>		
Corporate Management	#REF!	
Braunstone Civic Centre	#REF!	
Thorpe Astley Centre	#REF!	
Parks & Open Spaces	#REF!	
Library	#REF!	
Community Development	#REF!	
Planning & Environment	£41,023.91	
<b>TOTAL REQUIREMENT</b>	<b>#REF!</b>	<b>#REF!</b>
<b>DEDUCT FROM RESERVES</b>		<b>£0.00</b>
<b>USE OF £25,000 LIBRARY TRANSFER GRANT</b>		<b>£2,500.00</b>
<b>NET REQUIREMENT</b>		<b>#REF!</b>
<b>SCALED COUNCIL TAX BASE</b>		<b>4,887.80</b>
<b>NET REQUIREMENT ÷ SCALED COUNCIL TAX BASE = BAND 'D' COUNCIL TAX</b>		<b>#REF!</b>

COUNCIL TAX BANDS	A (6/9)	B (7/9)	C (8/9)	D (9/9)	E (11/9)	F (13/9)
NUMBER OF PROPERTIES IN EACH BAND	921	3707	1538	731	224	3
ANNUAL PAYMENT	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!

**5.66% Increase**

**KEY TO ACTS (followed by Section Number in Brackets)**

1. Local Government Act 1972
2. Parish Councils Act 1957
3. Local Government and Ratings Act 1997
4. Local Government (Miscellaneous Provisions) Act 1976
5. Local Government Finance Act 1992
6. Representation of the People Act 1983 and 85 (as amended by the Local Government Finance (Repeals and Consequential Amendments) Order 1991)
7. Open Spaces Act 1906
8. Litter Act 1983
9. Local Government Pension Scheme Regulations 1995
10. Local Authorities (Members' Allowances) (England) Regulations 2003 (As amended by the Local Authorities (Members' Allowances) (England) (Amendment) Regulations 2004)
11. Local Government & Housing Act 1989
12. The Climate Change and Sustainable Energy Act 2006
13. Localism Act 2011 (s1 - 8 to be used as the power of last resort)
14. Local Government Act 2003

**APPENDIX 2**  
**PLANNING & ENVIRONMENT COMMITTEE**  
**DRAFT ESTIMATES 2023/2024**

KEY	EXPENDITURE	
	Management & Administration Apportioned to services as follows:-	
	4.94%	27,685.91
1.(s222)	Professional Fees	250.00
8.(ss5&6)	<b>Waste Services</b>	<b>9,538.00</b>
2.(ss2&3)	<b>Street Furniture</b>	<b>3,600.00</b>
8.(ss5&6)	<b>Consumer Products (Purchase for resale) Poop Scoops</b>	<b>1,100.00</b>
3.(s31)	<del>Consumer Products (Purchase for resale) Waste &amp; Garden Bags</del>	<del>0.00</del>
	<b>TOTAL EXPENDITURE</b>	<b>42,173.91</b>
KEY	INCOME	
	<b>Consumer Products (Sales) Poop Scoops</b>	<b>1,150.00</b>
	<del>Consumer Products (Sales) Waste &amp; Garden Bags</del>	<del>0.00</del>
	<b>TOTAL INCOME</b>	<b>1,150.00</b>
	<b>NET REQUIREMENT</b>	<b>41,023.91</b>

**Waste Services: increased by £1,968 based on predicted outturn and 10% inflation.**

**Poop Scoops: Reduced base on predicted outturn and previous year. Plus biodegradable bags cost more and therefore have a smaller profit margin.**

**Street Furniture: increased by £1,100 based on £500 uplift for Gateway planters maintenance, predicted outturn and 10% inflation.**

**Waste & Garden Bags: are no longer provided since the service was withdrawn by BDC.**