



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Chief Executive & Town Clerk

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

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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 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
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.

27th April 2022

To: Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, Sohan Johal, Phil Moitt, Dipen Nathwani, Satindra Sangha, Leanne Lee, Christiane Startin-Lorent, Marion Waterton and John Dodd (Ex-Officio).

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 5th May 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://zoom.us/j/93133945284?pwd=NzEvb1Y3VEExXUWFrR1c5NktDQ2lvZz09>

Meeting ID: 931 3394 5284

Passcode: 895907

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 10th March 2022**
To confirm the accuracy of the Minutes of the Meeting held on 10th March 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:
 1. Councillor Leanne Lee – 21/1158/HH, First floor side extension, at 2 Pits Avenue
 2. Councillor Phil Moitt -
 - a) 21/1298/HH, Single storey side extension, at 1A Amy Street;
 - b) 21/1398/HH, Single storey front and side/rear extensions (to include demolition of existing rear garage structure), at 21 Turnbull Drive; and
 - c) 21/1439/HH, two storey side and single storey rear extensions and rendering of existing property, at 7 Edward Avenue;

3. Councillor Robert Waterton - 21/1395/HH, 2 storey side extension, dormer window to rear and 2 and single storey rear extension and associated alterations, at 332 Braunstone Lane.
10. **Proposed Conservation Area for Braunstone Village**
To receive a proposed timetable for the next stages of the process to consider whether to designate the area of Braunstone Village to the South of Braunstone Lane as a conservation area, to coincide with the already designated conservation area within the Leicester City boundary (**Enclosed**).
11. **Leicestershire County Council Members' Highways Fund - Proposals**
To receive an update with proposals for Highways Improvements under the County Council Members' Highways Fund and to consider whether to adopt proposed planters at three locations around Braunstone Town (**Enclosed**).
12. **Lubbesthorpe**
To receive an update on progress concerning matters relating to the Lubbesthorpe development and to report on the recent meeting of local Parishes.
13. **Financial Comparisons**
To receive Financial Comparisons for the period 1st April 2021 to 31st March 2022 (**Enclosed**).
14. **Approval of Accounts**
To consider payments from 1st March 2022 until 31st March 2022 (**Enclosed**).

Next Scheduled Meeting: 9th June 2022 (subject to confirmation).



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 10TH MARCH 2022

PRESENT: Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, Leanne Lee, Phil Moitt, Satindra Sangha, Christiane Startin-Lorent and Marion Waterton.

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

There were two members of the public present at the meeting.

78. Apologies

Apologies for absence were received from Councillors Sohan Johal and Dipen Nathwani.

79. Disclosures of Interest

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

80. 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 two members of the public in attendance.

Once member of the public, Geoff Simmonds, was a resident of the proposed conservation area extension (item 10 on the agenda) and advised the Committee of his support for the proposals and suggested that the informal open space between Manor Farm and Avon Road should be considered for inclusion within the proposed boundary. Mr Simmonds also suggested it was important for the Town Council to be able to influence the setting of timescales to avoid any unnecessary delays at Blaby District Council.

81. Minutes of the Meeting held 6th January 2022

The Minutes of the Meeting held on 6th January 2022 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 6th January 2022 be approved and signed by the Chairperson as a correct record.

82. Planning and Licensing Applications dealt with under Delegated Authority

The Committee received and noted responses to planning and licensing applications taken under Delegated Authority (item 5 on the agenda).

RESOLVED that the action taken by the Chief Executive & Town Clerk under delegated authority in forwarding the following observations to Blaby District Council be noted:

Planning Applications

- 1. Application No:** 21/1439/HH
- Description:** Two storey side and single storey rear extensions
- Location:** 7 Edward Avenue Braunstone Town Leicestershire LE3 2PB (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to:*
- a) *on-site parking, including the proposed garage space, for 3 vehicles being provided and permanently available for use;*
 - b) *the front curtilage parking being surfaced with a hardbound permeable material;*
 - c) *the proposed window in the first-floor side elevation of the extension being of opaque glass and any opening being a storm window opening only, which should be at least 2 metres above the finished floor levels; and*
 - d) *no additional windows in the side elevation without the explicit consent of the local planning authority.*
- Reasons:**
- a) *To avoid additional parking on the approach to a road junction, which could present highway safety issues.*
 - b) *To provide a suitable surface for parking while avoiding flooding and surface water run-off.*
 - c) *To protect the privacy of the neighbouring property by ensuring that the side of the property could not be overlooked.*
 - d) *To protect the amenity enjoyed by the neighbouring property in terms of privacy and noise.*
- 2. Application No:** 21/1487/HH
- Description:** Loft conversion including hip to gable roof extension, rear dormer and associated internal alterations

Location: 57 Ravenhurst Road Braunstone Town Leicestershire LE3 2PW (Ravenhurst & Fosse Ward)

Response: *Braunstone Town Council objects to the proposed dormer window and Juliet Balcony to the rear.*

Reason: *The proposed rear dormer window and Juliet Balcony would provide for a vantage point providing views over the neighbouring properties private amenity spaces, having an adverse impact on the privacy enjoyed by the occupants of these properties.*

3. Application No: 21/1011/DOC

Description: Discharge of conditions 17 (Footpath Management Plan), and 18 (details of repositioned footpath) attached to planning permission 18/1041/FUL

Location: Aldi Meridian Way Braunstone Town Leicestershire LE19 1LW (Thorpe Astley Ward).

Response: *Braunstone Town Council:*
a) *cannot support the discharge of condition 17 (Footpath Management Plan) until an updated Footpath Management Plan was provided to the Planning Authority; and*
b) *does not object to the discharge of condition 18 (details of repositioned footpath).*

Reasons:
a) *It was understood that a temporary closure and diversion was now preferred while the new footpath was constructed in order to ensure pedestrian safety; an updated Footpath Management Plan would need to be provided and should contain a timetable as required by Condition 17.*
b) *There were changes to the proposed gradient of the footpath which would mean there was no loss of capacity in the sump area. The Flood Risk Assessment had identified flooding in the area was likely to be a 1 in 1000 year event; there was no concern regarding either increased flood risk or flood storage volume in the “sump” and that the repositioning of the footpath would not create any significantly greater flood risk than presently existed.*

4. Application No: 22/0057/NMAT

Description: Non-Material amendment to Outline planning permission 11/0100/1/0X seeking to change the description of development to incorporate the words

- 'with the provision of care' after 'residential uses', to alter the schedule of development to provide for a 66 bed care home facility at the Local Centre 01 to replace the envisaged 40 residential dwellings; and to relocate the proposed health centre from the District Centre to the Local Centre 01.

Location: New Lubbesthorpe Beggars Lane Lubbesthorpe.

Response: *Braunstone Town Council does not object to the proposed non-material amendment; subject to*
a) *the 40 dwellings lost from Local Centre 1 being provided elsewhere in the development; therefore, the total number of dwellings from the outline permission remaining at 4,250; and*
b) *the rate of delivery of dwellings, including social and affordable housing, being unaffected by the proposed change.*

Reasons: *The provision of a care home facility was welcomed; the relocation of the health centre along the main road would have an insignificant impact on accessibility overall; however,*
a) *it was important to avoid any loss in the number of dwellings being provided overall since this would put pressure on the surrounding areas to provide more land for development; and*
b) *delivery of affordable and social housing in Blaby District was behind the identified housing need target.*

Licensing Applications

5. **Application No:** M & B Jackets

Description: Street Trading Consent - Renewal Application

Location: Meridian East, Braunstone Town.

Response: *Braunstone Town Council does not object to the renewal of this street trading application, subject to any conditions applied to the original consent being applied to the renewal consent.*

Reasons: *The Town Council was not aware of any public safety, health or environmental issues in relation to this trader; however, it was important that any conditions currently applied continued to be applied in order to meet these objectives.*

83. Planning Applications and Licensing Applications

The Committee received details of a planning application to be considered by Blaby District Council (item 6 on the agenda). The Committee noted that there were no licensing applications.

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

- 1. Application No:** 22/0125/HH
- Description:** Two storey side extension (amended scheme to 21/0200/HH)
- Location:** 32 Grass Acres Braunstone Town Leicestershire LE3 2UQ (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the proposals; subject to:*
- a) retention of existing on-site parking, including the garage space, as shown in the submitted plans; and*
 - b) no windows in the side elevation of the extension without the explicit consent of the local planning authority.*
- Reasons:**
- a) Given the proposals provided for an additional bedroom, it was important to avoid additional parking on a narrow highway, which could result in obstruction and present highway safety issues.*
 - b) To protect the amenity enjoyed by the neighbouring property in terms of privacy.*

84. Additional Planning and Licensing Applications

The Committee received details of a planning application received since the publication of the agenda (item 7 on the agenda). The Committee noted that there were no additional licensing applications.

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

- 2. Application No:** 22/0156/CLP
- Description:** Single storey rear extension
- Location:** 174 Kingsway Braunstone Town Leicestershire LE3 2TU (Ravenhurst & Fosse Ward)

- Response:** *Braunstone Town Council:*
- a) *does not object to the issuing of a Lawful Development Certificate for the proposed single storey rear extension; and*
 - b) *recommends that any Lawful Development Certificate issued does not include the proposed internal alterations to the garage space.*

- Reasons:**
- a) *The plans indicated that the rear extension would extend 3 metres beyond the rear of the house.*
 - b) *The description refers to a single storey rear extension; however, the application cross-references a plan, which shows internal alterations to the garage space; the loss of which could have an adverse impact on the local amenity and highway safety if it resulted in additional parking on the highway.*

68. Planning Decisions

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

RESOLVED

1. that Councillor Phil Moitt contact the Planning Case Officer for more information behind the following planning decisions:
 - a) 21/1298/HH, Single storey side extension, at 1A Amy Street;
 - b) 21/1398/HH, Single storey front and side/rear extensions (to include demolition of existing rear garage structure), at 21 Turnbull Drive; and
 - c) 21/1439/HH, two storey side and single storey rear extensions and rendering of existing property, at 7 Edward Avenue; and
2. that Councillor Robert Waterton contact the Planning Case Officer for more information behind the conditions applied to Planning Decision 21/1395/HH, 2 storey side extension, dormer window to rear and 2 and single storey rear extension and associated alterations, at 332 Braunstone Lane.

Reasons for Decision

1. *To understand why:*
 - a) *a condition had not been applied to ensure that the extension would be built in accordance with the submitted Flood Risk Assessment;*
 - b) *the development was permitted with a proposed porch protruding further forward than the bay window, and why a condition had not been included preventing windows in the side of the extension without explicit consent; and*
 - c) *conditions had not been applied concerning side windows being opaque and the openings of a type and height preventing an individual looking out over the neighbouring property.*
2. *To understand why the Town Council's objections to the conversion of the garage space and consequential loss of on-site parking and the rear dormer were not taken into account.*

69. 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) from Councillor Christiane Startin-Lorent, concerning application 21/1310/ADV, Display of three fascia signs (internally illuminated), three flag pole advertisements, one monument sign, and one totem pole (internally illuminated), at 1 Meridian South (**Enclosed**): there were not any regulations currently which could be used, however, the Town Council were advised to recommend regulations through the local plan review; and
- b) from Councillor Leanne Lee, concerning application 21/1158/HH, first floor side extension, at 2 Pits Avenue: a query had been raised with the planning department and a response was awaited.

70. Proposed Conservation Area for Braunstone Village

The Committee received the results of the recent residents' survey on the merits of designating as a conservation area, the area of Braunstone Village to the south of Braunstone Lane to coincide with the already designated conservation area within the Leicester City boundary, along with considering whether any modifications should be made to the proposals and to receive proposed milestones and estimated timescales for the next stages (item 10 on the agenda).

Citizens' Advisory Panel on 3rd March 2022 had also received the results of the residents' survey and had considered the proposals (Citizens' Advisory Panel Minute 6, 3rd March 2022):

- a) concern was raised by local residents regarding on ongoing planning application to build 13 new homes within the conservation area and whether the draft conservation proposals would delay or prevent the planning application process with Blaby District Council; and
- b) residents suggested that the boundaries of the extension to the conservation area be reconsidered to include a small green space beyond current bungalows which was the last small area of Manor Farm; inclusion in the conservation area would prevent development on the land and protect two old existing agricultural buildings that have conservation significance.

RESOLVED

1. that the results from the Residents' Survey (Appendix 1 and Citizens' Advisory Panel on 2nd December 2021) and the consultation response from Blaby District Council (Appendix 2) be received and further considered with Blaby District Council Planning Policy and Leicestershire County Council Heritage Service as part of reviewing and developing the conservation area proposal;
2. that the proposed amendment to section 13, Capacity for Change (set out at Appendix 3), be made to the draft Character Appraisal (Appendix 4);

3. that the *Proposed Milestones and Estimated Timescales* as set out in the report be approved; and
4. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to:
 - (a) make amendments to the draft Character Appraisal following a detailed examination of the consultation survey results and feedback from stakeholders and following any advice from Blaby District Planning Policy and historic buildings and conservation professionals;
 - (b) publish an amended Character Appraisal;
 - (c) approve specific dates and milestones, including consultations and review, within the framework set out in the *Proposed Milestones and Estimated Timescales* section of the report; and
 - (d) further engage stakeholders, partners and professional advisers.

Reasons for Decision

1. *To shape the proposals and identify the special character and appearance in Braunstone Village, which should be preserved and enhanced.*
2. *To respond to issues raised in the consultation responses, particularly those by Blaby District Council concerning the proposed area for designation and the need to identify the reason for its preservation.*
3. *To provide timescales for engagement, review and amendment in order to shape proposals and enable a decision to be made on whether or not to finalise proposals for Blaby District Council to determine whether to designate the Town/District side of Braunstone Village as a Conservation Area, and if so in what form.*
4. *To enable the proposals to be updated following consultation and to set detailed arrangements for further consultation, review and engagement, along with obtaining professional support.*

71. Notice Board Renewal

The Committee received an audit of the Council's Notice Boards and considered a 5-year rolling programme for their renewal (item 11 on the agenda).

RESOLVED

1. that the Notice Board Audit Report be received and noted (Appendix 1);
2. that the "Recommendations for potential sites for new notice boards or small A4 poster frames", as set out in the Audit Report at Appendix 1, be approved as the framework for the five year rolling programme of replacement and renewal of notice boards, with the exception that utilising bus stops to promote events not be included;
3. that the "Action Plan" set out in the relevant section of the report, including the recommended four positions for the replacement notice boards on Town Council land in 2022/2023, be approved; and
4. that the "Classic 58 Post Mounted External Notice Board with Header", example shown at Appendix 2, be purchased for each of the four locations (Foxon Way, Goodheart Way, Holmfield Park and Franklin Park).

Reasons for Decision

1. *To note that a full audit of notice boards owned by the Town Council has been completed.*
2. *To provide a plan for new/replacement notice boards to be installed in a timely manner and sited in the most appropriate positions to allow residents to be informed of upcoming events and council business.*
3. *To replace notice boards on Town Council owned land as soon as possible.*
4. *To ensure that appropriate notice boards would be purchased, presenting a corporate image across the town and providing value for money.*

72. Lubbesthorpe

The Committee received an update on progress concerning matters relating to the Lubbesthorpe development, which included receiving a recent presentation to County Councillors (item 12a on the agenda) and background notes relating to presentation (item 12b on the agenda).

The Chair, Councillor Robert Waterton, updated the Committee as follows:

- (a) all local County Councillors were invited and attended the presentation, which related to highway matters;
- (b) Councillor Waterton had looked for traffic modelling information and could only find the modelling undertaken, which formed part of the planning approval process; there had been no recent modelling on the impact from the development; and
- (c) the next meeting of the local parishes group is scheduled for 30th March 2022.

Councillor Anthea Ambrose advised the Committee as follows:

- (d) that it had been important to ensure that County Councillors were fully aware of the highway issues, since when members of the Group had raised these issues directly with the highway authority or planning authority, they felt they were going round in circles;
- (e) members of the Group would be responsible for particular themes; and
- (f) potentially Travel Solutions could be invited to attend a future meeting to update the Group on progress with implementing the Lubbesthorpe Travel Plan.

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.

73. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2021 to 28th February 2022 (item 13 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 2021/2022.

74. Approval of Accounts

The Committee received payments 22nd December 2021 until 28th February 2022 (item 14 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 22nd December 2021 until 28th February 2022 be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.

75. Meetings 2022/2023

The Committee considered proposed meetings for 2022/2023 and whether an interim meeting should be held on Thursday 5th May 2022.

RESOLVED

1. that proposed meetings for 2022/2023 be endorsed as follows:
 - Thursday 9th June 2022;
 - Thursday 25th August 2022;
 - Thursday 27th October 2022;
 - Thursday 8th December 2022;
 - Thursday 16th February 2023; and
 - Thursday 20th April 2023; and
2. that a meeting of the Planning & Environment Committee be scheduled for Thursday 5th May 2022.

Reasons for Decision

1. *To ensure that meetings were scheduled when business needed to be transacted while ensuring meetings were at regular intervals.*
2. *To bridge the three month gap between the last scheduled meeting of the current cycle and the first scheduled meeting of the new Council Year.*

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 5th May 2022.

DRAFT

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 5th MAY 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:** 22/0141/FUL
- Description:** Single story & two storey side extensions
- Location:** 3 Romulus Court Meridian Business Park
Braunstone Town, Leicestershire
- Response:** *Braunstone Town Council does not object to the application; subject to:*
- a) *the materials, including the fenestration, being the same as the existing;*
 - b) *any trees, hedgerows or bushes that were removed to facilitate the development being replaced elsewhere within the curtilage of the site; and*
 - c) *any planting made in accordance with b above, either removed or dies within five years being replaced.*
- Reasons:**
- a) *To avoid any adverse impact on the visual amenity of the street scene.*
 - b) *To maintain the landscaping and avoid a deterioration in the quality of the local environment.*
 - c) *To provide for any new planting to suitably mature; avoiding a deterioration of landscaping and the environment over time.*
- 2. Application No:** 21/1504/FUL
- Description:** Installation of a temporary building (use class B1(c) light industrial)
- Location:** Unit 5 Vitruvius Way Meridian Business Park
Braunstone Town
- Response:** *Braunstone Town Council does not object to the proposal in principle; however, recommends that the application should not be determined until the following*

additional information has been provided:

- a) the proposed usage and operation of the site and new building,*
- b) hours of operation and shifts,*
- c) details of the total numbers of employees, contractors, visitors, deliveries and collections on site at any one time, and*
- d) site vehicular movements.*

Reason:

The proposed temporary building would reduce the on-site parking from 21 spaces to 8 spaces. It was noted from the application that the total number of employees would reduce from 12 to 3. To avoid additional on-street parking, which could present highway safety issues for highway users, including pedestrians, it was important to understand the total number of people who would be using the site at any one time, along with details of proposed vehicular movements on the site.

3. Application No:

22/0325/HH

Description:

Single storey rear extension

Location:

46 Colbert Drive Braunstone Town Leicestershire LE3 2JB

Response:

Braunstone Town Council does not object to the application.

Reason:

The proposal was single storey on a large plot and was unlikely to have any adverse impact on the amenity enjoyed by the neighbouring properties.

Licensing Applications

There are no licensing applications.

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 5TH MAY 2022

Item 6 – Planning and Licensing Applications

Purpose

To agree observations on planning and licensing applications received.

Planning Applications

- 1. Application No:** 22/0284/HH

Description: Single storey rear extension

Location: 54 Beech Drive Braunstone Town Leicestershire LE3 3DA (Winstanley Ward)

- 2. Application No:** 22/0297/HH

Description: Demolition of existing extension and erection of single storey rear extension

Location: 58 Amy Street Braunstone Town Leicestershire LE3 2FB (Ravenhurst & Fosse Ward)

- 3. Application No:** 22/0260/HH

Description: Single storey side and rear extension including conversion of garage

Location: 1 Withington Close Thorpe Astley Braunstone Town Leicester (Winstanley Ward)

- 4. Application No:** 22/0123/FUL

Description: Erection of 1 semi-detached dwelling and detached garage (accessed off Watergate Lane) including alterations to No. 2 Pinfold

Location: Land Adjacent 2 Pinfold Braunstone Town Leicestershire LE3 2UW (Millfield Ward)

5. **Application No:** 22/0132/FUL
- Description:** Erection of additional fence line and access gate to eastern boundary
- Location:** Unit F Meridian East Meridian Business Park Braunstone Town (Winstanley Ward)
-
6. **Application No:** 2022/NMA/0043/LCC
- Description:** Reduce the macadam path width from 3m to 2m, Reduce the number of benches by 3 to now total 7, Omit 2 bins leaving 1 by the bench immediately off Meridian Way, Add a maintenance access gate to the dog exercise area
- Location:** Land North of Meridian Way Braunstone LE3 3UJ (Winstanley Ward)

Licensing Applications

There are no licensing applications.

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 5th MAY 2022

Item 7 – Additional Planning Applications and Licensing Applications

Purpose

To agree observations on planning and licensing applications received since the publication of the agenda:

Planning Applications

1. Application No:

Description:

Location:

Licensing Applications

There are no additional licensing applications.

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 5th MAY 2022

Item 8 – Planning Decisions

To receive and note planning decisions made by Blaby District Council.

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
22/0125/HH	Two storey side extension (amended scheme to 21/0200/HH)	32 Grass Acres Braunstone Town Leicestershire LE3 2UQ	No objections; subject to: <ul style="list-style-type: none">• retention of on-site parking, including the garage space, as shown in the plans; and• no windows in the side elevation of the extension without prior permission.	Approved; subject to: <ul style="list-style-type: none">• built in strict accordance with the plans; and• no windows or other openings in the north-east side elevation without prior permission.
22/0206/HHPD	The erection of a single storey rear extension which would extend beyond the rear wall of the original dwellinghouse by 6.0m, for which the maximum height would be 3.9m and the height to the eaves would be 2.8m.	136 Narborough Road South Braunstone Town Leicestershire LE3 2LA	N/A	Prior Approval is not required.

DELEGATED REPORT

APPLICATION REF: 21/1395/HH

SITE ADDRESS: 332 Braunstone lane
Braunstone Town
Leicestershire
LE3 3DG

PROPOSAL: Two storey side extension, two and single-storey rear extensions and rear dormer, associated alterations

RELEVANT PLANNING POLICY:
National Planning Policy Framework (NPPF) 2021

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

Policy DM1 Development within Settlement Boundaries

Policy DM8 Local Parking and Highway Standards

Blaby District Local Plan (Core Strategy) Development Plan Document (Adopted February 2013)

Policy CS2 Design of New Development

RELEVANT PLANNING HISTORY:

21/0993/HHPD -the erection of a single storey rear extension which would extend beyond the rear wall of the original dwelling house by 5.963 metres, for which the maximum height would be 3.8 metres and the height of the eaves would be 2.75 metres. Approved

CONSULTATION RESPONSES:

Braunstone Town Council	Object to the rear dormer and the conversion of the garage only. They do not object to the remainder of the proposed scheme. NB the proposal does not include a garage conversion but infills the side part of the dwelling which would lead to the garage at the rear. The garage is to be removed as part of the scheme to provide the rear extensions.
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LETTERS OF REPRESENTATION:

No letters of representation were received.

DESCRIPTION & CONSIDERATIONS:

The Site

The application site is within the settlement boundary of Braunstone and comprises a semi - detached dwelling situated on the west side of the road. The property is located within an area where there are already several other two-storey side extensions, the majority of which retain the original hipped roof form.

The Proposal

The proposed development has been revised during the application stage and has been amended.

The original scheme comprised a two-storey side extension with full hip to gable alteration, first floor rear extension and a rear dormer extending across the entire new roof form. The revised scheme now shows a two-storey side extension with a hipped roof, with a rear first floor projection and a smaller rear dormer. Unchanged to both schemes is the ground floor rear extension which previously was approved under 21/0993/HHPD.

The ridge height of the two-storey side extension would meet the main ridge of the property (approximately 8.5 metres) with an eaves height to match the existing eaves (approximately 5.05 metres). The front elevation would be flush with the front elevation of the dwelling as existing and is proposed to be approximately 2.4 metres in width. It is to be built up to the shared boundary with the neighbouring property to the north. A new tiled pitch roof is proposed for the existing front porch as the tiled canopy roof which extends across the driveway doors is to be removed.

The first floor part of the side extension extends beyond the rear elevation by approximately 3.2 metres with a gable end design. The existing rear extension is to be replaced with the flat roof ground floor single storey extension which was previously approved under 21/0993/HHPD and forms part of the proposed scheme with an overall depth of 5.963 metres from the original rear elevation and a height of 2.9 metres. The design incorporates two light lanterns

The rear dormer is to be built on the original rear roof plane with a width of approximately 3.75 metres, a height of 2.7 metres and projecting approximately a 3.4 metres from the roof plane.

Internally the extension accommodates a study, shower room and kitchen/diner on the ground floor, a prayer room and bedroom on the first floor and a further bedroom within the loft conversion. Although the plans show the dwelling would be reconfigured and retains only 3 bedrooms, the number of first/second floor rooms is 5 and these are all of a size that could be used for bedrooms in the future. Thus it is considered that the property is capable of becoming a 5 bedroom dwelling.

The parking plan shows 3 parking spaces within the front garden which is currently laid to hard standing.

The proposed finishes for the scheme is for a render finish to the extensions both front and rear with the new roof and dormer cheeks being plain clay tiles to match the existing roof and elevations.

Planning Considerations

Section 38(6) of the Town and Country Planning Act 1990 requires planning applications to be determined in accordance with the provisions of the Development Plan unless there are other material considerations which indicate otherwise. This section of the report will first consider the proposed development against the policy background and then consider any other material considerations.

The fundamental considerations in relation to this application centre on the principle of the development within this location. Further considerations include its impacts on residential amenities of nearby dwellings, the character and appearance of the area and any potential traffic and highway implications. Each material consideration shall be taken in turn and balanced against the relevant policy position

Principle of Development.

Policy DM1 sets the principle for residential development within the settlement boundary provided it has a satisfactory relationship with nearby uses and would not be significantly detrimental to the amenities enjoyed by existing and nearby residents. Given the residential nature of the proposal in this location it is considered that the principle of development has been established, subject to its impacts in terms of residential amenities, the character of the area and highway safety implications. These are assessed below.

Residential Amenities

The proposal comprises a two-storey side extension which would be built up to the shared boundary with the adjacent neighbour to the north-west (no 334). Originally the properties were separated by driveways leading to the detached garages to the rear of the properties. The adjacent property has a covered car port with a translucent roof accessed by garage doors on the eastern side. On the first floor is a small stained glass window which is likely to light either a WC or the stairwell. At the rear is a garage and greenhouse situated alongside the applicant's rear outbuilding/garage. There is a small extension which appears original to the property and may have once been used as a coal house or outside WC.

Despite the proposed extension being built up to the boundary there would remain a gap of approximately 3 metres between the two properties and it is not considered that the extension as proposed would give rise to any loss of light to the side flank window. Although the proposed scheme is for a two-storey extension this extends approximately 3.2 metres beyond the rear of the property, the rear of the properties face south-west and as the adjacent property is to the north-west of the application

site, it is not considered that there would be any significant overshadowing from the first floor rear extension.

As well as the existing extension on the adjacent property, there are also outbuildings between the two properties and the risk of the rear extensions appearing overbearing is minimal. There are no windows proposed in the flank wall of the new side or rear extension and there would be no overlooking or loss of privacy into the rear rooms or patio area of the adjacent property. However it is considered prudent to attach a condition that would require any additional windows to be subject to a new application so that any impact from potential new windows on the side elevation could be considered further.

Overall, it is not considered that the proposed extension would cause any harm to the residential amenities of this property and therefore would be in accordance with Policy DM1.

To the south-east of the application property the attached property no 330 has a rear extension and a further covered canopy area beyond (a total of approximately 4.8 metres deep). The proposed rear extension at almost 6 metres in depth would extend beyond this by approximately 1.2 metres with a height of 3 metres. There is an existing 2 metre high fence between the two properties for approximately 4 metres (with the remainder of the garden fencing approximately 1.5 metres in height) and it is not considered that the extension would have an overbearing or enclosing impact on the attached neighbour. The fall back position is that this extension has already been granted prior approval through the 21/0993/HHPD and could be built separately without the need for any additional permission. The first floor aspect of the rear extension would be approximately 4.5 metres from the boundary and would not breach a 45 degree sight line and therefore is not considered to have any undue impact through loss of light or overwhelming impact on the attached property.

The rear dormer is proposed with one window which faces south-west across the rear gardens. The properties to the south on Kingsway North are approximately 18 metres away and it is not considered that the proposed dormer would cause loss of privacy to those properties. Although there would be oblique views across the adjacent neighbouring gardens these would not be views into any rear rooms or private patio areas and there is not considered to be any significant loss of privacy from the loft conversion.

Overall, the proposed scheme is considered to be in accordance with DM1.

Character and Appearance

Policies CS2 and DM1 seek to ensure that a high quality environment is achieved in all new development proposals, respecting distinctive local character.

The property is a semi-detached property built in the 1930's. The surrounding area comprises similar properties, many of which have similar two-storey side extensions.

Although the extension would not have a lower ridge height, the hipped roof is considered to form a subservient feature proportionate to the host dwelling. A similar two-storey side extension exists at 328 Braunstone lane - 16/0930/HH refers).

The scheme, albeit large, is not exceptionally disproportionate to the original dwelling and on balance, due to the revisions, it is considered to be acceptable. It is not considered that the proposal causes harm to the character or appearance of the surrounding area and in this regard the proposal accords with relevant policies CM2 and DM1.

Highway and Parking Implications

Policy DM8 relates to highway and parking implications. The extension would provide additional living accommodation with 2 additional bedrooms. As aforementioned, although the proposed layout shows only 3 bedrooms, there would be 5 rooms on the first/second floors which are all of a size commensurate to be used for bedrooms. The Leicestershire Highways Design Guide required 3 parking spaces for 4 + bedroom dwellings. The parking plan shows parking on the driveway for 3 vehicles and in this regard it is considered that there is sufficient parking provision made for the additional development. The parking plan also shows 2 on-street parking spaces on Evelyn Road. Although it is acknowledged that there are no on-street parking restrictions within the area, no permission is granted for parking provision outside of the red lined area on the site plan.

Conclusion

The revised scheme is considered to be acceptable and accords with the relevant policies DM1 and DM8 of the DPD and Policy CS2 of the Core Strategy. The recommendation is to approve subject to conditions.

RECOMMENDATION: APPROVAL

Conditions		Reason
1. CSC01A	The development hereby permitted shall be begun before the expiration of three years from the date of this permission.	CSC01R
2. PL01	The development hereby approved shall be built in strict accordance with the following approved drawings: Site and location plans, Drg no : NC/PLN2s/092021/03 Proposed Plans and Elevations Drg no 2 5/012022/02 Parking plan and Roof plan, Drg no NC/PLN/2s/092021/05	C09R
3. CM05	All external materials used in the proposed development shall match those used in the existing building unless otherwise agreed in writing by the District Planning Authority.	CM07R
4. CR16		CR08R

	Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any subsequent re-enactment with or without modification) no first floor windows shall be constructed at any time within the north-west elevation without the prior permission of the District Planning Authority on an application submitted in that regard.	
5. CH05	Notwithstanding the parking provisions as shown on the approved plan Drg no NC/PLN/2s/092021/05, before the extensions hereby permitted are first occupied, provision shall be made for three off street parking spaces within the curtilage of the dwelling and thereafter retained available for such use.	CH26R

Justification

<u>Code</u>	<u>Description</u>
J10	Standard justification statement.

Notes to Applicant

<u>Code</u>	<u>Description</u>
Z08	No development outside of the site.
Z18	No deviation from approved plans.
Z12	Party Wall Act

Sign-Off

DECISIONS DELEGATED TO OFFICERS BY PART 3 SECTION 6 SUB SECTION 12 OF THE BLABY DISTRICT COUNCIL CONSTITUTION

Application No. 21/1395/HH	
<p style="text-align: center;">Recommendation / decision</p> <p>Approve, with conditions</p>	
Case Officer Signature	Date
C Grant	14.02.2022

2nd Signature (when required)	Date
Ian Davies	15/02/2022

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 5th MAY 2022

Item 10 - Proposed Conservation Area for Braunstone Village

Purpose

To receive a proposed timetable for the next stages of the process to consider whether to designate the area of Braunstone Village to the South of Braunstone Lane as a conservation area, to coincide with the already designated conservation area within the Leicester City boundary.

Background

On 10th March 2022, the Committee:

- a) received the results of the residents' survey,
- b) considered whether any modifications should be made to the proposals; and
- c) received proposed milestones and estimated timescales for the next stages.

The Committee resolved:

1. *that the results from the Residents' Survey and the consultation response from Blaby District Council be received and further considered with Blaby District Council Planning Policy and Leicestershire County Council Heritage Service as part of reviewing and developing the conservation area proposal;*
2. *that the proposed amendment to section 13, Capacity for Change, be made to the draft Character Appraisal;*
3. *that the Proposed Milestones and Estimated Timescales as set out in the report be approved; and*
4. *that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to:*
 - (a) make amendments to the draft Character Appraisal following a detailed examination of the consultation survey results and feedback from stakeholders and following any advice from Blaby District Planning Policy and historic buildings and conservation professionals;*
 - (b) publish an amended Character Appraisal;*
 - (c) approve specific dates and milestones, including consultations and review, within the framework set out in the Proposed Milestones and Estimated Timescales section of the report; and*
 - (d) further engage stakeholders, partners and professional advisers*

(Minute 70).

Update on Progress

Progress on the milestones and estimated timescales, approved on 10th March 2022, are set out below:

- a) Planning & Environment Committee on 10th March 2022 to consider consultation responses and whether any amendments should be made to the proposals and the draft Character Appraisal – **completed 10th March 2022**;

- b) March / April 2022, liaison with Heritage Warden to accommodate any amendments to the draft Character Appraisal – **completed 17th March 2022**;
- c) taking on board feedback from initial residents’ survey, Blaby District Council to commission independent conservation area appraisal work – **proposed June 2022 (see proposed Work Programme below)**;
- d) April 2022 develop a work programme with Blaby District Council; to be considered by Planning & Environment Committee (potentially in May 2022) – **proposed work programme developed and set out in the table below**;
- e) engagement with key local partners continues on the proposed Character Assessment up to April 2022, including critique of independent work by Leicestershire County Council Conservation – **outstanding, see proposed work programme in table below**.

Proposed Work Programme

A proposed work programme is set out below for consideration and endorsement. The programme has been developed by Blaby District Council's Planning Policy Team and outlines the key milestones the local planning authority will need to undertake. Input from the Committee at key decision points is also identified.

Milestone	Timescale
a. Blaby District Council to prepare a consultant brief	May 2022
b. Blaby District Council Start procurement	End May 2022
c. Appoint consultant & commence work	End June 2022
d. Receipt consultant work	Mid July 2022
e. Braunstone Town Council, Blaby District Council and Leicestershire County Council officer review consultant work and make recommendations on way forward informed by independent consultant work	July 2022
f. Dependent upon out of (e) above, preparation of consultation material	August 2022
g. Planning & Environment Committee receives recommendations from (e) and consultation material/plan (f)	25 th August 2022
h. Blaby District Council consider request to consult	September 2022
i. Undertake statutory 6 week consultation period	September / October 2022
j. Consider consultation responses and amend Conservation Area and Management Plan	November 2022
k. Planning & Environment Committee receives consultation responses (j) and Conservation Area and Management Plan (k) for consideration and recommendations	December 2022
l. Blaby District Council considers designation	December 2022

The timescales on the appointment of the consultants will be the primary milestone which will dictate the timescales from that point onwards. Another key milestone will be the consideration of the outputs of the consultant’s work as this will determine

whether there is merit in amending the Character Appraisal and in recommending designation as a conservation area.

Planning & Environment Committee will be able to consider responses received from the consultation, including any proposed amendments and make recommendations to Blaby District Council.

Blaby District Council will determine the consultation responses and character appraisal through its own constitutional processes, which will include determining whether to make a recommendation to its Council to designate a conservation area.

Recommendations

1. that the *Proposed Work Programme*, as set out in the table in the relevant section of the report, be approved; and
2. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to approve and amend specific dates dependent upon the achievement of the milestones set out in the *Proposed Work Programme* (in 1 above).

Reasons

1. To provide timescales for engagement, review and amendment in order to shape proposals and enable a decision to be made on whether or not to finalise proposals for Blaby District Council to determine whether to designate the Town/District side of Braunstone Village as a Conservation Area, and if so in what form.
2. To progress detailed arrangements for further consultation, review and engagement, along with obtaining professional support.

BRAUNSTONE TOWN COUNCIL

PLANNING & ENVIRONMENT COMMITTEE – 10th MARCH 2022

Item 11 – Leicestershire County Council Members’ Highways Fund – Proposals

Purpose

To receive an update with proposals for Highways Improvements under the County Council Members' Highways Fund and to consider whether to adopt proposed planters at three locations around Braunstone Town.

Background

In the summer of 2021, all county councillors were allocated £25,000 for highway improvements in their Division that are not considered essential or usual maintenance.

Therefore, the County Council allocated £25,000 to be spent in the Enderby and Lubbethorpe Division, which covers Thorpe Astley, and £25,000 to be spent in the Braunstone Division, which covers the rest of Braunstone Town.

Highways Improvements – Thorpe Astley

Mrs Louise Richardson, County Councillor for Enderby and Lubbethorpe Division contacted the Town Council to ascertain if there were any highway improvements the Town Council would like to see in Thorpe Astley.

The following items were suggested following consultation with the Chair and Vice-Chair of the Committee:

- a) Vehicle activated (flashing speed) sign on a lamp post on the downward slope of the Meridian Way Extension for vehicles heading towards the Murby Way roundabout;
- b) Transverse bar markings (rumble strips) on the dual carriageway part of Meridian Way, approaching the Foxon Way roundabout; and
- c) 30mph roundels entering the Meridian Way from Lubbethorpe Way.

When these items were considered by the scheme, Leicestershire County Council provided the following response:

- a) Vehicle activated (flashing speed) sign was declined for halfway down the Meridian Way extension as the location is not built up and has downward slope which would “naturally increase speed and so VAS would be ignored”. An alternative of “SLOW” carriageway markings was suggested to encourage drivers to slow down. Following consultation with the Chair and Vice-Chair of the Committee, the Town Council confirmed that it would support the “SLOW” carriageway markings in this location.
- b) Transverse bar markings on dual carriageway of Meridian Way, approaching Foxon Way roundabout – declined because of potential noise affecting the properties and offices located nearby (they are not usually installed within 600m of residential properties). The Traffic & Signals team have commissioned a

PV2 assessment at this location to determine if any improvements could be made for pedestrians.

- c) 30mph roundels are not permitted by the County Council, they only allow the 20, 40 and 50 mph roundels as repeaters.

The scheme is due to be reopened this financial year, and Mrs Richardson stated she was open to suggestions.

Highways Improvements – Braunstone Town

Mrs Amanda Hack, County Councillor for Braunstone Division, has proposed part of the funds be used towards installing three planters at two gateways to Braunstone Town off Narborough Road South. While the County Council will pay for the installation from the fund, they will not commit to ongoing maintenance or responsibility for the assets. Therefore, Mrs Hack has approached the Town Council to see if it is interested in taking on responsibility for the planters and their maintenance. Details of the proposed locations are attached at Appendix 1.

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 would be a reasonable estimate for inclusion in the 2023/24 budget, particularly as the planters would be new.

Staff time is limited; however, all three planters are in the same general area, which makes it easier for staff to maintain.

The Town Council does not have the staffing resource to water the plants and therefore it would be proposed to plant the planters with suitable low maintenance shrubs and perhaps spring bulbs. The main risk to the Town Council is reputational risk from residents complaining that plants are boring, wilted etc.

If the Committee are happy to proceed in principle the precise terms and conditions and legal agreements will need to be finalised with the County Council and a final decision to go ahead will be subject to these.

Separately, the Community Development Committee has responded to a request to identify Lamp post columns on which structural testing could be undertaken using part of the Highways fund.

Recommendations

1. that the installation of “SLOW” carriageway markings on Meridian Way extension approaching Murby Way roundabout be endorsed;
2. that the request for the Town Council to adopt and maintain three planters, installed at two gateway locations to Braunstone Town off Narborough Road South, as set out at Appendix 1, be accepted in principle, subject to consideration of the legal agreements and detailed terms and conditions; and
3. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to determine

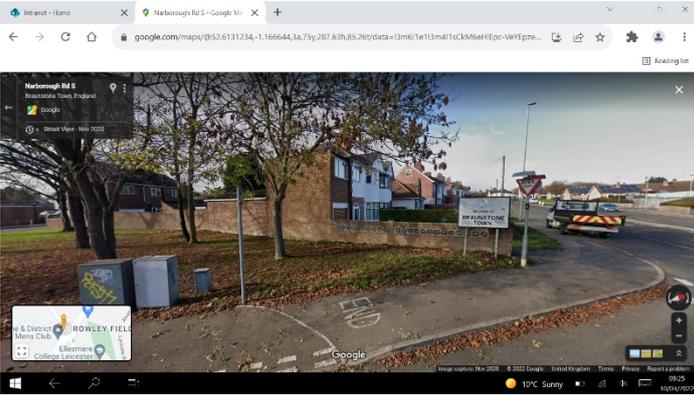
the terms and conditions and legal arrangements under which the Town Council could adopt and maintain the proposed planters (as detailed at Appendix 1).

Reasons

1. To provide advice to drivers on an open section of road to slow down as they approach a road junction and residential area.
2. To improve the visual amenity of gateways to Braunstone Town.
3. To enable the detailed arrangements and legal terms to be fully considered ensuring that there would be no significant legal or financial implications for the Town Council.

MEMBERS HIGHWAYS FUND - SCHEME APPROVAL / AUDIT

INITIAL APPLICATION

NAME	Mrs. A Hack
Request details	<p>Planters - Braunstone Town</p> <p><u>Braunstone Lane – One planter in front of gateway sign</u> https://www.google.com/maps/@52.6131234,-1.166644,3a,75y,295.8h,79.29t/data=!3m6!1e1!3m4!1sCkM6eHIEpc-VeYEpzeQGQg!2e0!7i16384!8i8192</p>  <p><u>Narborough Road South/East Service Road - 2 signs in this location so planter either side in front of gateway sign</u></p>  <p>https://www.google.com/maps/@52.6004228,-1.1821571,3a,75y,66.88h,96.1t/data=!3m7!1e1!3m5!1sul6smQD1iurrfqVOBOWi-A!2e0!6shttps:%2F%2Fstreetviewpixels-pa.googleapis.com%2Fv1%2Fthumbnail%3Fpanoid%3Dul6smQD1iurrfqVOBOWi-A%26cb_client%3Dmaps_sv.tactile.gps%26w%3D203%26h%3D100%26yaw%3D158.99075%26pitch%3D0%26thumbfov%3D100!7i16384!8i8192</p>
Quote Estimate	<p>£3,760</p> <p><i>Please note these are estimated costs and are likely to change at the design stage.</i></p>
BREAKDOWN IF REQUIRED	<p>1 Large planter (900x500) £445 x 3 = £1,335</p> <p>3 Structures Licences £75 x 3 = £225</p> <p>TTRO £1,450</p> <p>Installation costs £750</p>

SPECIAL PROJECTS

MEMBERS HIGHWAYS FUND - SCHEME APPROVAL / AUDIT

	<p>Both locations have been inspected and the installation cost includes traffic management, machinery and operative time to install the planters. A temporary traffic regulation order (TTRO) is also required and all three planters can be installed under one Order.</p> <p>LCC will not be providing the soil and plants and these needs to be sourced separately.</p>	
MEMBER APPROVAL TO PROCEED	SIGNED	
	DATE	

ENGAGEMENT / INFORMING (STATUTORY CONSULTATION WILL BE UNDERTAKEN BY TRAFFIC & SIGNALS IF REQUIRED)

ENGAGEMENT / NOTIFICATION DETAILS		SPECIAL PROJECTS	
MEMBER CONFIRMATION	SIGNED		
	DATE		

OFFICER APPROVAL TO PROCEED

TEAM TO PROCESS REQUEST	TEAM NAME		TECHNICAL TEAM
	SIGN OFF		
	DATE		

STATUTORY CONSULTATION IF REQUIRED

OFFICER DECISION RECORD		TECHNICAL TEAM	
MEMBER CONFIRMATION	SIGNED		
	DATE		

MEMBERS HIGHWAYS FUND - SCHEME APPROVAL / AUDIT

WORK CONFIRMATION (PRIOR TO INSTALLATION / WORKS CARRIED OUT)			
FINAL QUOTE			TECHNICAL TEAM
MEMBER APPROVAL	SIGN OFF		
	DATE		

PLEASE SAVE A COPY OF THE IS TO THE CONFIRM RECORD AND SEND A COPY TO THE SPECIAL PROJECTS TEAM @ COMPLETION

Financial Budget Comparison

for 8. Planning & Environment

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

	2021/2022	Reserve	Actual Net	Balance
INCOME				
8. Planning & Environment				
807	Projects	£0.00	£0.00	£0.00
890	Consumer Products (Sales)			
890/1	General	£0.00	£6.72	£6.72
890/2	Poop Scoops	£1,700.00	£1,008.26	-£691.74
890/3	Waste & Garden Bags	£560.00	£0.00	-£560.00
890	Total	£2,260.00	£1,014.98	-£1,245.02
Total 8. Planning & Environment		£2,260.00	£1,014.98	-£1,245.02
EXPENDITURE				
8. Planning & Environment				
8070	Projects			
8070/1	Climate Change	£0.00	£400.35	-£400.35
8070	Total	£0.00	£400.35	-£400.35
8190	Professional Fees	£250.00	£0.00	£250.00
8440	Waste Services (Dog Bins)	£5,300.00	£6,843.20	-£1,543.20
8460	Furniture	£5,000.00	£0.00	£5,000.00
8900	Consumer Products (Purchase for resale)			
8900/1	Poop Scoops	£1,600.00	£1,040.50	£559.50
8900/2	Waste & Garden Bags	£420.00	£0.00	£420.00
8900	Total	£2,020.00	£1,040.50	£979.50
Total 8. Planning & Environment		£12,570.00	£8,284.05	£4,285.95

Paid Expenditure Transactions

paid between 01/03/22 and 31/03/22, for the 8. Planning Environment

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
		16953/7		£400.35	£0.00	£400.35	8. PE	Ben Dodd Associates	8070/1
Total				£400.35	£0.00	£400.35			