



# BRAUNSTONE TOWN COUNCIL

[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

*Darren Tilley – Chief Executive & Town Clerk*

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

Telephone: 0116 2890045 Fax: 0116 2824785

Email: [enquiries@braunstonetowncouncil.org.uk](mailto:enquiries@braunstonetowncouncil.org.uk)

## 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.

31<sup>st</sup> May 2022

*To: Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, 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 9<sup>th</sup> June 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/82644728962?pwd=RVpNYWpoRndZcFh3d3ppUzBpRlRmUT09>

Meeting ID: 826 4472 8962

Passcode: 893794

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 5th May 2022**  
To confirm the accuracy of the Minutes of the Meeting held on 5<sup>th</sup> May 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 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;
10. **Draft Climate Change & Environmental Action Plan**

To consider a proposed action plan to deliver the Climate Change and Environmental Strategy's Objectives. (**Enclosed**).

**11. Leicestershire County Council Members' Highways Fund 2022/2023 - Criteria**

To receive the County Council Members' Highways Fund criteria and to consider whether to make any requests to County Councillors for particular highway improvements for the 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 1<sup>st</sup> April 2022 to 29<sup>th</sup> May 2022 (**Enclosed**).

**14. Approval of Accounts**

To note that there were no payments from 30<sup>th</sup> April 2022 until 29<sup>th</sup> May 2022.

*Next Scheduled Meeting: 25<sup>th</sup> August 2022.*



**NOTE:**

*CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.  
EQUALITIES ACT 2010*

*Braunstone Town Council has a duty in carrying out its functions to have due regard to:-*

- eliminate unlawful discrimination, harassment and victimisation;*
- advance equality of opportunity between different groups; and;*
- foster good relations between different groups*

*To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.*

**BRAUNSTONE TOWN COUNCIL**

**MINUTES OF PLANNING & ENVIRONMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 5th-MAY 2022**

**PRESENT:** Councillor Robert Waterton (Chair) and Councillors Anthea Ambrose, Leanne Lee, Phil Moitt, Satindra Sangha, Christiane Startin-Lorent and Marion Waterton and John Dodd (Ex-Officio).

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

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

**93. Apologies**

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

**94. Disclosures of Interest**

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

**95. 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.

**96. Minutes of the Meeting held 10th March 2022**

The Minutes of the Meeting held on 10th March 2022 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 10th March 2022 be approved and signed by the Chairperson as a correct record.

**97. 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:** 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
- 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 were no licensing applications.

#### **98. Planning Applications and Licensing Applications**

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

Councillor Phil Moitt asked for it to be noted that he did not vote on application 22/0123/FUL; Land Adjacent to 2 Pinfold.

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

- 1. Application No:** 22/0284/HH
- Description:** Single storey rear extension
- Location:** 54 Beech Drive Braunstone Town Leicestershire LE3 3DA (Winstanley Ward)
- Response:** *Braunstone Town Council does not object to the proposals; subject to there being no windows or openings in the side elevation of the extension adjacent to no. 52, without the explicit consent of the local planning authority.*
- Reason:** *To protect the amenity enjoyed by the occupants at no. 52 Beech Drive in terms of privacy and noise.*

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)
- Response:** *Braunstone Town Council does not object to the proposals; subject to:*
- a) *there being no windows or openings in the side elevation of the extension adjacent to no. 60, without the explicit consent of the local planning authority; and*
  - b) *the floor levels in the extension being set no lower than existing levels and details of flood proofing being incorporated and approved in writing by the Local Planning Authority.*
- Reasons:**
- a) *To protect the amenity enjoyed by the occupants at no. 60 Amy Street in terms of privacy and noise.*
  - b) *The property was located in a flood zone and was at greater risk of flooding; therefore mitigating actions should be taken to reduce the impact of flooding on the property.*
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 (Thorpe Astley Ward)
- Response:** *Braunstone Town Council does not object to the proposals; subject to:*
- a) *there being no windows or openings in the side elevation of the extension to the rear of 14 and 16 Haskell Close, without the explicit consent of the local planning authority; and*
  - b) *the extension and garage conversion being used in connection with the domestic use of the property and not separately sold, let or otherwise disposed.*
- Reasons:**
- a) *To protect the amenity enjoyed by the occupants at nos. 14 and 16 Haskell Close in terms of privacy and noise.*
  - b) *To avoid noise, disturbance and overdevelopment of the site/tandem development.*

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)

**Response:** *Braunstone Town Council objects to the proposal on the following grounds:*

- a) out of keeping with the character and appearance of the area;*
- b) lack of private amenity space for the proposed new dwelling and overdevelopment of the site due to footprint, scale and massing; and*
- c) significantly detrimental to the amenities enjoyed by existing and new occupiers due to considerations of privacy, light, noise and overbearing effect.*

**Reasons:**

- a) Development on this corner plot next to a junction would add a discordant element to the street scene since the visual effect would no longer mirror the opposite side of the junction and also due to the gradient changes on both Pinfold and Watergate Lane.*
- b) The new property would be built on to an existing semi-detached property resulting in insufficient outdoor private amenity space.*
- c) The additional property on this corner location would result in cramped living conditions for the occupants of the new property and the existing property, 2 Pinfold. In addition, there would be an adverse impact on the occupants of both properties in terms of noise and overbearing effect.*

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 (Thorpe Astley Ward)

**Response:** *Braunstone Town Council objects to the proposal on the following grounds:*

- a) out of keeping with the character and appearance of the area;*
- b) overbearing effect on the users of the highway, particularly the footway; and*



c) *implications for the safety of highway users.*

**Reasons:**

- a) *The sites on Meridian Business Park all had open frontages and where there was perimeter fencing this was set back from the Highway; to permit high fencing along the perimeter of the highway would set a precedent which would lead to a deterioration in the visual amenity of the area.*
- b) *The proposed location of the high additional fencing adjacent to the narrow footway would have an overbearing effect on users of the footway, which was sometimes partially obstructed with parked vehicles.*
- c) *The highway has a curvature at this point and the location of the proposed second gate and the adjacent additional fencing, following the boundary of the site, would restrict visibility for pedestrians using the footway and vehicles leaving the site; potentially presenting highway safety issues.*

**RESOLVED** that the following response be forwarded to Leicestershire County Council:

**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 (Thorpe Astley Ward)

**Response:**

*Braunstone Town Council:*

- a) *does not object to:*
  - i. *reducing the number of benches by 3 to 7; and*
  - ii. *adding a maintenance access gate to the dog exercise area; and*
- b) *objects to:*
  - i. *reducing the macadam path width from 3m to 2m; and*
  - ii. *omitting 2 bins, leaving 1 bin.*

**Reasons:**

- a) *7 benches would be reasonable for the size of the park and maintenance access would be needed to the dog exercise area.*
- b) *The macadam paths would be shared between walkers and cyclists and reducing their width could present safety issues for walkers; the paths*

*should be lined to sperate the cycle and walkway. Litter accumulates in the area and adjacent park and regular litter picks take place; for the size of the park 1 bin would result in additional accumulations of litter adversely affecting the local environment and the visual amenity of the facility.*

## **99. 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:

**7. Application No:** 22/0237/HH

**Description:** Conversion of existing garage, erection of single storey side extension for garage and erection of rear canopy

**Location:** 21 Attenborough Close, Thorpe Astley Braunstone Town Leicestershire (Thorpe Astley)

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

**Reasons:** *The conversion of the existing garage space could be accommodated with a replacement garage on the site, with no immediate neighbours there was unlikely to be any adverse impact.*

## **100. Planning Decisions**

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

**RESOLVED** that the decisions be noted.

*Reason for Decision*

*To keep a watching brief on the decisions and to review the impact of Town Council comments upon the decision making process.*

## **101. 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:

1. 21/1158/HH, First floor side extension, at 2 Pits Avenue; Councillor Leanne Lee reported that the Planning Case Officer had advised that dropped kerbs were a County Highways matter and could not be dealt with through planning conditions;
2. Councillor Phil Moitt advised that he had not yet contacted the Planning Case Officers in respect of the following 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;
3. 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; Councillor Robert Waterton referred to the delegated report (enclosed at item 9 (3) on the agenda), the Planning Case Officer had advised that restricting dormer windows presented problems since often the developer applied to subsequently change the design using permitted development regulations; therefore, consideration was limited to assessing the angles to ensure views were not directly looking into the windows of neighbouring properties.

### **RESOLVED**

1. that the feedback on 21/1158/HH, First floor side extension, at 2 Pits Avenue; and 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; be received and noted; and
2. that the remaining decisions, listed in part 2 above, be considered at the next scheduled meeting.

#### *Reason for Decision*

1. *To note the responses given.*
2. *To keep a watching brief on the decisions and to review the impact of Town Council comments upon the decision making process.*

## **102. Proposed Conservation Area for Braunstone Village**

The Committee received 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 (item 10 on the agenda).

## **RESOLVED**

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 for Decision*

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.*

## **103. Leicestershire County Council Members' Highways Fund – Proposals**

The Committee received an update with proposals for Highways Improvements under the County Council Members' Highways Fund and considered whether to adopt proposed planters at three locations around Braunstone Town (item 11 on the agenda).

## **RESOLVED**

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;
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); and
4. that, in the event that the County Council operates a Members' Highways Fund this year, the criteria be presented to the Committee and the County Councillors invited to attend a subsequent meeting.

### *Reasons for Decision*

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.*
4. *To enable the Committee to consider the remit of the scheme and identify highway improvements for the Town. To liaise with the County Councillors on the identified highway improvements.*

#### **104. Lubbesthorpe**

The Committee received an update on progress concerning matters relating to the Lubbesthorpe development and to report on the recent meeting of local Parishes.

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

- (a) a meeting was held on 13th March 2022 when the Group considered the response to the recent highway's presentation and the number of occupations;
- (b) occupations on 31st December 2021 were 660; on 31st January 2022 occupations were 664; and
- (c) the next meeting was scheduled for 18th May 2022 when the Group was due to investigate travel questions and the application of the Section 106 funds used for monitoring.

**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.*

#### **105. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2021 to 31st March 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.*

#### **106. Approval of Accounts**

The Committee received payments 1st March 2022 until 31st March 2022 (item 14 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the Period 1st March 2022 until 31st March 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 9.25pm.

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 9th June 2022.*

## BRAUNSTONE TOWN COUNCIL

### PLANNING & ENVIRONMENT COMMITTEE – 9<sup>th</sup> JUNE 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:** 22/0407/HH
- Description:** Single storey rear extension and conversion of side garage including raising of existing roof
- Location:** 50 Kirkland Road Braunstone Town Leicestershire LE3 2JP (Ravenhurst & Fosse)
- Response:** *Braunstone Town Council:*
- a) *objects to the conversion of side garage including raising of existing roof; due to insufficient alternative on-site parking and design; and*
  - b) *does not object to the single storey rear extension.*
- Reasons:**
- a) *The proposals would create a fourth bedroom with insufficient on-site parking for three vehicles, due to limited space on the front curtilage; any additional parking on Kirkland Drive, which already had a significant amount of on-street parking (including on the footway), could present safety issues to users of the highway (including users of the footway). The raising of the roof and installation of a roof light, above an existing sloped porch roof, would be out of keeping with the visual amenity of the street scene.*
  - b) *The proposals were single storey at the rear of the property, which was on large plot; therefore, there was unlikely to be any adverse impact on the amenity enjoyed by the neighbouring properties.*
- 2. Application No:** 22/0404/HH
- Description:** Single storey rear extension, part two storey and part single storey side extension inc conversion of garage and application of render (revised scheme 20/1366/HH)

**Location:** 29 Amy Street Braunstone Town Leicestershire LE3 2FA (Ravenhurst & Fosse)

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

- a) *permanent on-site parking (including the proposed garage) being provided for three vehicles;*
- b) *the front curtilage parking being surfaced with a permeable hardbound material;*
- c) *no windows or openings in the side elevation facing 31 Amy Street without the prior approval of the local planning authority;*
- d) *the rear extension being used solely in connection with the domestic use of the existing dwelling; and*
- e) *the ground floor levels in the extension being set no lower than existing levels and details of flood proofing being incorporated and approved in writing by the Local Planning Authority.*

**Reasons:** a) *To avoid additional on-street parking, which could present highway safety issues.*

b) *To provide a suitable surface for permanent all weather parking, avoiding surface water run-off.*

c) *To avoid an adverse impact on the amenity enjoyed by the neighbouring property, 31 Amy Street, in terms of privacy and noise.*

d) *To avoid an adverse impact on the amenity enjoyed by neighbouring properties from noise and disturbance.*

e) *The property was located in a flood zone and was at greater risk of flooding; therefore mitigating actions should be taken to reduce the impact of flooding on the property.*

**3. Application No:** 22/0214/FUL

**Description:** Various alterations comprising of New pedestrian access / egress;  
New lift assist vehicular bollards; New generator compound, complete with timber fenced & gated enclosure; New CCTV to the full perimeter of the unit; and 5 new electric vehicular charging points.

**Location:** Unit 2 Meridian South Braunstone Town Leicestershire (Thorpe Astley Ward)

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

a) *warning signage being installed in respect of the new lift assist vehicular bollards;*

b) *the generator's noise levels being in compliance with the District Council's Environmental Health standards for noise;*



- c) *the CCTV camera's only monitoring the applicant's property and not any neighbouring property or highway; and*
- d) *the number of on-site parking spaces being retained at a minimum of 40, as set out in the planning application form.*

**Reasons:**

*The property was an existing industrial unit in an employment area and not located in the vicinity of residential properties; however, it was important to:*

- a) *ensure there were no safety issues for users of the site from the new lift assist vehicular bollards;*
- b) *protect the amenity of the neighbouring unit in terms of disturbance, noise and vibration;*
- c) *protect the privacy of highway users and of the neighbouring properties;*
- d) *avoid additional highway parking in an area which already has a significant amount of on-street parking; additional on-street parking may present safety issues for users of the highway.*

Licensing Applications

There are no licensing applications.

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 9<sup>th</sup> JUNE 2022**

#### **Item 6 – Planning and Licensing Applications**

##### Purpose

To agree observations on planning and licensing applications received.

##### Planning Applications

- 1. Application No:** 22/0433/HH

**Description:** Single storey side and rear extension

**Location:** 63 Kingsway North Braunstone Town Leicestershire LE3 3BD (Ravenhurst & Fosse Ward)
  
- 2. Application No:** 22/0436/HH

**Description:** Two storey side extension, single storey rear extension and front porch

**Location:** 31 Rosamund Avenue Braunstone Town Leicestershire LE3 2GP (Ravenhurst & Fosse Ward)
  
- 3. Application No:** 22/0473/HH

**Description:** Single storey front, side and rear extension

**Location:** 16 Royce Close Thorpe Astley Braunstone Town Leicester (Thorpe Astley Ward)

##### Licensing Applications

There are no licensing applications.

**BRAUNSTONE TOWN COUNCIL**

**PLANNING & ENVIRONMENT COMMITTEE – 9th JUNE 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>
22/0325/HH	Single storey rear extension	46 Colbert Drive Braunstone Town Leicestershire LE3 2JB	Braunstone Town Council does not object to the application.	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 on the plans;</li><li>• The roof area of the extension is not to be used as a balcony, roof garden or similar amenity area; and</li><li>• Shall be constructed in accordance with the Resilient Design Details in the flood risk assessment and the mitigation measures identified shall be implemented and retained in perpetuity.</li></ul>

Application Number	Description	Location	Braunstone Town Council Response	Decision by Planning Authority
22/0260/HH	Single storey side and rear extension including conversion of garage.	1 Withington Close Thorpe Astley Braunstone Town Leicestershire LE3 3UB	Braunstone Town Council does not object to the proposals; subject to: a) there being no windows or openings in the side elevation of the extension to the rear of 14 and 16 Haskell Close, without the explicit consent of the local planning authority; and b) the extension and garage conversion being used in connection with the domestic use of the property and not separately sold, let or otherwise disposed	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 on the plans;</li> <li>• Before the extension is first occupied, provision shall be made for 2 off street parking spaces within the curtilage of the dwelling which shall be surfaced with hardbound material;</li> <li>• No windows or openings shall be constructed at any time within the Western facing side elevation; and</li> <li>• The occupation of the extension and converted garage shall be ancillary to the residential occupation of the main dwelling. It shall not be occupied as a separate living unit and should not be sold, let or otherwise disposed of.</li> </ul>

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 9<sup>th</sup> JUNE 2022**

#### **Item 10 – Draft Climate Change & Environmental Action Plan**

##### Purpose

To consider a proposed annual action plan to deliver the Climate Change and Environmental Strategy's Objectives.

##### Background

Following approval of a motion at the Annual Towns' Meeting on 13th May 2021, the Town Council developed and then adopted, on 23rd September 2021, a Climate Change and Environmental Strategy (Council Minute 5966).

Underpinning the Strategy is the need to take action and Chapter 7 sets out the Action Planning process, which begins with Policy & Resources Committee developing and approving an action plan to deliver the Strategy's Objectives.

The Strategy requires that Policy & Resources Committee will seek the input of the Council's Community Development Committee, Planning & Environment Committee and Citizens' Advisory Panel, particularly in respect of

- (a) Supporting the Local Community
- (b) Protecting and Enhancing Green Spaces.

(extract attached at Appendix 1).

##### Proposed Action Plan

The proposed Climate Change & Environmental Action Plan is attached at Appendix 2. The Action Plan includes 9 of the 11 recommendations of the Carbon Audit (one recommendation is split into two separate actions and another will be considered as part of the Capital Plan review). Some of the recommendations of the Carbon Audit match the objectives in the Climate Change & Environmental Strategy.

In addition, there are three proposed actions resulting from the objectives listed in the Climate Change & Environmental Strategy and the Environment & Biodiversity Strategy, for delivery over the next couple of years.

##### Timescales

Following consideration by the Standing Committees and the Citizens' Advisory Panel, Policy & Resources Committee on 16<sup>th</sup> June 2022 will consider finalising and adopting an action plan for the next 18 months (to 31<sup>st</sup> March 2024).

Once the final action plan is agreed, recommendations can be made to Council to update the Capital Plan accordingly.

### Action Requested

With reference to the Chapters at Appendix 1, the Committee are invited to identify whether there are specific actions which should be considered for inclusion in the Climate Change and Environmental Action Plan, attached at Appendix 2, at this point.

#### **4. SUPPORTING THE LOCAL COMMUNITY**

**OBJECTIVE: Promote and encourage awareness and action on climate change, environmental protection and recycling by local residents, businesses and community organisations.**

Braunstone Town Council actively supports the objective of Blaby District Council and Leicestershire County Council for the Town, District and County to become carbon neutral no later than 2050.

Being "carbon neutral" means that the carbon dioxide emitted by all the activities in the community, be they individual, domestic, commercial, industrial or transport related, are removed by some other means.

The Council will seek to provide leadership at a local level, including in partnership with the principal Councils (including the City Council) and other organisations, to support our community to respond to the climate change agenda; this includes:

- (a) raising awareness of and promoting "local"; be it local businesses and retail or local producers;
- (b) raising awareness of existing cycling and walking routes around the Town, particularly to community facilities, leisure facilities, employment locations, schools and neighbourhood parades;
- (c) supporting and facilitating initiatives to improve cycling and walking routes in order to provide sustainable transport connections between the various communities, facilities and services in our Town and also between the Town and the City Centre, Fosse Park, railway stations, bus stations and other surrounding retail and employment areas;
- (d) support and promote initiatives to improve air quality, recognising the importance of also preventing a deterioration in air quality in the context of the new developments at Lubbesthorpe and in and around the Motorway Retail and Employment Area;
- (e) supporting and promoting initiatives which help residents make sustainable life style choices; such as using low or zero carbon energy and transport,
- (f) support and promote efforts by the principal Councils for the Town to reduce its waste and recycle more; and
- (g) provide opportunities for residents to recycle more of their waste when visiting the Town's parks & open spaces and community facilities and work with the District Council to increase provision across the Town.

The long term aim will be for Braunstone Town to reach "net-zero". "Net-zero" means that all activities in the Town emit no carbon dioxide into the atmosphere.

In the medium term the Town Council will need to assess where and how its residents access services, employment and education. The Town Council will need to work with the District and County Council's, as well as with the City Council, to either ensure this can be accessed by sustainable transport or alternatively can be provided for in the community.

## **6. PROTECTING AND ENHANCING GREEN SPACES**

**OBJECTIVE: To protect and enhance the town's Green spaces, promote and encourage tree planting, and seek to increase and enrich biodiversity.**

The Town Council is responsible for most of the Town's Parks and Open Spaces. These urban green spaces not only provide for sport, recreation and play but also for an enriched natural environment protecting the Town from and mitigating the effects of climate change and air pollution.

The Council will:

- (a) help fight pollution and climate change by planting trees on our parks;
- (b) produce an Environment and Biodiversity Strategy for our Parks and Open Spaces, which will set out the Council's approach to tree planting and maintenance, along with the Council's commitment to enhancing and enriching biodiversity;
- (c) reuse more of the waste generated from the maintenance of our parks and open spaces (e.g. tree and hedge clippings and grass cuttings) to enhance the biodiversity and environmental aspects of our parks and open spaces;
- (d) where we cannot reuse the waste ourselves, develop arrangements where the waste could be reused by others, composted or recycled;
- (e) identify measures for the management of our land and assets, which reduce the likelihood of flooding and provide for a rolling programme of water course maintenance as part of the annual winter works programme;
- (f) encourage the involvement of local residents, particularly young people and schools, in projects and initiatives to enhance the natural environment; and
- (g) source materials, including play equipment, which is durable and long lasting, made from sustainable sources and compliments the natural environment.

In the medium term the Council will consider reviewing access to and provision of green space across the Town. In the long term the Council, in partnership with the District and County Councils, will need to develop plans to enhance the built environment across the Town, including tree planting, protecting hedgerows and encouraging wild flower and biodiversity.





## BRAUNSTONE TOWN COUNCIL CLIMATE CHANGE & ENVIRONMENTAL ACTION PLAN APRIL 2022

<b>Nature of Action to be delivered</b>	<b>Reason for inclusion</b>	<b>Benefits (Council and Community)</b>	<b>Resources Required</b>	<b>Potential Barriers to Delivery</b>	<b>Delivery Actions</b>	<b>Timescales for Delivery</b>	<b>Priority Level</b>
Install solar PV identified in the Carbon Audit.	<ol style="list-style-type: none"> <li>1. Reduction in Carbon footprint of approx.18%;</li> <li>2. significant savings with energy costs set to rise significantly.</li> </ol>	<ol style="list-style-type: none"> <li>1. Reduction of Carbon Footprint;</li> <li>2. savings reinvested in other carbon reduction actions and/or services.</li> </ol>	Significant financial resources to purchase and install (potentially over £100k)	<ol style="list-style-type: none"> <li>1. Older roofs may need reinforcing;</li> <li>2. Legal arrangements for the library building are complex.</li> </ol>	<ol style="list-style-type: none"> <li>1. Structural surveys of roof condition;</li> <li>2. remedial action if necessary;</li> <li>3. tender exercise;</li> <li>4. obtaining finance.</li> </ol>	April 2022 to March 2023.	High
Insulate roof at Mosssdale Meadows Changing Rooms/Depot	<ol style="list-style-type: none"> <li>1. Capital Plan item;</li> <li>2. Prevent energy wastage.</li> </ol>	Reduce costs	Estimated below £10k	Roof not good quality and may need replacing or upgrading	<ol style="list-style-type: none"> <li>1. Roof condition survey;</li> <li>2. Obtain quotes</li> </ol>	2023/2024	Medium
Install smart meters	For ongoing analysis of the buildings' energy performance.	Provide consumption figures for reviewing the Carbon Audit in 2024.	None	None	Arrange with supplier	October 2022	High

<b>Nature of Action to be delivered</b>	<b>Reason for inclusion</b>	<b>Benefits (Council and Community)</b>	<b>Resources Required</b>	<b>Potential Barriers to Delivery</b>	<b>Delivery Actions</b>	<b>Timescales for Delivery</b>	<b>Priority Level</b>
Upgrade the electric heating at Mosssdale Meadows Changing Rooms/Depot	Maximise heating efficiency	Reduce costs	Estimated below £10k	Capital Plan item for refurbishment of changing facilities.	1. Assess deliverability with wider improvements; 2. Obtain quotes.	2023/2024	Medium
Install LED lighting at Mosssdale Meadows Changing Rooms/Depot	Energy efficiency and Carbon reduction	Reduction in carbon footprint and reinvestment of savings	Estimated below £5k	Capital Plan item for refurbishment of changing facilities.	1. Assess deliverability with wider improvements; 2. Obtain quotes.	2023/2024	Medium
Encourage walking, cycling, and working from home	Reduced pollution and carbon emissions	1. Reduction in carbon; 2. Healthy living; 3. Work/home life balance	Dependent on individual actions	Limited impact on carbon footprint due to numbers and occasions	1. Improvements to Cycling facilities Capital Plan item 2. Strategy delivery objectives 4(b) & 4(c) 3. Develop Working at home policy & procedure 4. Join Bike to work scheme	2022/2023	Medium

<b>Nature of Action to be delivered</b>	<b>Reason for inclusion</b>	<b>Benefits (Council and Community)</b>	<b>Resources Required</b>	<b>Potential Barriers to Delivery</b>	<b>Delivery Actions</b>	<b>Timescales for Delivery</b>	<b>Priority Level</b>
Purchase renewable electricity	To help decarbonise buildings and transport	Community Leadership	Unit rate may be slightly higher	Limited global impact due to supply issues	Swop supplier at contract renewal	2024/2025	Low
Install a hybrid air source heat pump at Thorpe Astley Community Centre	Decarbonise Community Centre heating; 10% reduction of total Council emissions.	1. Reduction of Carbon Footprint; 2. savings reinvested in other carbon reduction actions and/or services.	Significant financial resources to purchase and install (potentially £50k to £100k)	Finance	1. heat loss calculation 2. tender exercise 3. obtaining finance	April 2022 – March 2023	High
Replace parks diesel pick-up trucks with electric or hybrid	Reduced pollution and carbon emissions	1. reduced pollution on parks & open spaces; 2. fuel cost savings	Vehicles leased so no up front cost, although maybe slightly higher lease cost	1. Leases in place 2. Limited market availability	1. Review availability at renewal; 2. if limited consider shorter lease period.	2024/2025	Medium
Installation of Electric Vehicle Charging points at community facilities and parks depot	To provide fast charging for service users, hirers and staff who use an electric vehicle.	1. Electric vehicle becomes an option; 2. modest Income generation	Approximately £50k	Installation works could be significant at some locations.	1. Tender exercise 2. Identifying finance	June 2022 – March 2023	High

<b>Nature of Action to be delivered</b>	<b>Reason for inclusion</b>	<b>Benefits (Council and Community)</b>	<b>Resources Required</b>	<b>Potential Barriers to Delivery</b>	<b>Delivery Actions</b>	<b>Timescales for Delivery</b>	<b>Priority Level</b>
Continue to reduce our waste and recycle more	To reduce overall carbon footprint and pressure on landfill.	Provides residents, users and staff with opportunities to recycle and therefore reduce waste.	Cost of new bins	1. capacity and finance to upgrade receptacles; 2. encouraging use and correct use.	1. Review receptacles in rooms, offices and kitchens and make more high profile 2. provide recycling receptacles on parks	Rolling programme from 2022 to 2024	Medium
Commission a study of the Council's Parks & Open Spaces in order to develop a Management Plan to deliver the objectives in the Environment & Biodiversity Strategy	To assess opportunities for the expansion of tree provision, and their nature and biodiversity potential, including wildlife and woodland corridors	1. To help fight pollution and climate change. 2. To stop the loss of habitats and to protect and enhance both nature and biodiversity.	Cost of commissioning the study and developing an action plan.	Large study of 32 hectares of land, which is split into several parcels and includes varied use – may need to focus in on specific areas.	1. Identify areas for study 2. Commission study 3. Develop Management Plan	August 2022 to July 2023	Medium

<b>Nature of Action to be delivered</b>	<b>Reason for inclusion</b>	<b>Benefits (Council and Community)</b>	<b>Resources Required</b>	<b>Potential Barriers to Delivery</b>	<b>Delivery Actions</b>	<b>Timescales for Delivery</b>	<b>Priority Level</b>
Develop and implement sustainable Procurement objectives	No occasion should be missed to guide procurement expenditures towards efficient low-carbon choices in products, services and public works	Supporting sustainable supplies and suppliers for the long term benefit of both the Council and the Community	None specific, however, implementation of sustainable Procurement objectives in the short to medium term may increase the overall cost of procurement.	None to the Objectives; however, implementation could be difficult where there is limited choice.	Initially prioritise implementation for new contracts and suppliers	January 2023 – March 2023	Medium

## **BRAUNSTONE TOWN COUNCIL**

### **PLANNING & ENVIRONMENT COMMITTEE – 9<sup>th</sup> JUNE 2022**

#### **Item 11 – Leicestershire County Council Members' Highways Fund – Criteria**

##### Purpose

To receive the County Council Members' Highways Fund criteria and to consider whether to make any requests to County Councillors for particular highway improvements for the Town.

##### Background

In the summer of 2021, all county councillors were allocated £25,000 during the 2021/2022 financial year 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.

On 5th May 2022, the Committee received an update with proposals for Highways Improvements under the County Council Members' Highways Fund and considered whether to adopt proposed planters at three locations around Braunstone Town (minute 103 2021/2022).

To enable the Committee to consider the remit of the scheme and identify highway improvements for the Town; the Committee also agreed that, in the event that the County Council operates a Members' Highways Fund this year (2022/2023), the criteria be presented to the Committee and the County Councillors invited to attend a subsequent meeting.

##### Members' Highways Fund – Criteria

Examples of small scale highway and environmental improvements, which can be delivered under the scheme, are set out below.

##### *Parking*

- a) Bollards – To prevent cars parking on footways and verges, physical measures can be used such as bollards which can act as an obstruction to avoid cars being able to park.
- b) Dropped kerbs – Pedestrian dropped kerbs can be considered on their own, or as part of a scheme with tactile paving.
- c) Refreshing of lines – The fund can be used to refresh lining, but this is included in LCC programme of works.

### *Traffic Calming*

- a) Vehicle activated signs (VAS), flashing speeds signs – VAS are intended to supplement rather than replace the traditional signs and lines and are aimed at addressing specific road safety problems. A VAS should be used strategically where they will have the maximum effect.
- b) Mobile activated signs (MVAS) – MVAS cannot be added to a street lighting column without the column being tested. The cost of the testing or a new post will need to be factored in.
- c) Carriageway roundel – Carriageway roundels can be used as a repeater for 20, 40 and 50mph speed limits.
- d) Transverse bar markings (rumble strips) – The appearance and feel of the rumble strips are intended to cause drivers to reduce their speed. They are effective against accidents associated with excessive speeding.
- e) Village gateway – Village gateways are usually found on the approaches to built up areas and encourage motorists to slow down when entering a village.
- f) Traffic Regulation Order (TRO) – TRO's include waiting restrictions, speed limits, one-way streets, prohibition of vehicles, weight limits and residents preference parking schemes. These types of traffic management require a legal process of consultation including advertisement which must be undertaken so that the views of all interested parties and the needs of different users can be taken into consideration.

### *Environment*

- a) Edging back of overgrown vegetation - Undertaking edging back works of overgrown vegetation. Overgrown vegetation is often not owned or managed by LCC Highways. There is a legal process to follow before LCC can cut back. Edging back refers to removing grass verge that has grown over the footway.
- b) Tree planting plan – The fund can be used to plant tree(s). Type of tree and proposed location would be subject to checks and site suitability. Trees provide a wide range of environmental, economic and social benefits to the community.
- c) Sign cleaning – The fund can be used for parishes/communities to employ a contractor to undertake this work. LCC have a programme of sign washing. LCC would provide guidance on health and safety for Parishes carrying out this task.
- d) Ditch cleaning – Initial clearing could be carried out by LCC for health & safety reasons. Owners of the adjacent land are responsible for maintaining the ditch. The fund could be used to cover the cost of the ditch clearing by the riparian landowner.

### *Structural Testing*

- a) Electrical & structural testing – If you wish to attach “something” to a streetlight column that will hang over the highway you will need to apply to us for a licence. Now LCC do not charge for a licence as there is an online application form. The requirement for a licence is driven by Section 178 of The Highways Act 1980; it is not a purely local practice.

### *Street Furniture*

- a) Planters – Planters can visually enhance an area whilst acting as a parking deterrent. The on-going maintenance will be the responsibility of the Parish Council.
- b) Benches – A structures licence would be required to install a bench on the Highway. The on-going liability of any structure will be the responsibility of the Parish Council.
- c) Bin - A structures licence would be required to install a bin on the Highway. The on-going liability of the bin will be the responsibility of the Parish Council. District councils may need to be involved to arrange and agree emptying.
- d) Salt (Grit) Bin – Additional salt bins will only be approved if certain criteria are met. This includes ensuring the location is not on a Priority 1 or Priority 2 precautionary carriageway salting route.

### Highway Maintenance Works

- a) Non-essential carriageway maintenance – Each request will be reviewed on an individual basis.

### Action Requested

Consider the scheme criteria and, where appropriate, identify potential highway and environmental improvements for consideration by the relevant County Councillor.



# Financial Budget Comparison

## for 8. Planning & Environment

Comparison between 01/04/22 and 29/05/22 inclusive. Includes due and unpaid transactions.

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

		2022/2023	Reserve	Actual Net	Balance
<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	£0.00	£0.00
890/2	Poop Scoops	£1,700.00	£0.00	£149.93	-£1,550.07
890/3	Waste & Garden Bags	£560.00	£0.00	£0.00	-£560.00
890	Total	£2,260.00	£0.00	£149.93	-£2,110.07
<b>Total Income</b>		£2,260.00	£0.00	£149.93	-£2,110.07
<b>Expenditure</b>					
8070	Projects				
8070/1	Climate Change	£0.00	£0.00	£0.00	£0.00
8070	Total	£0.00	£0.00	£0.00	£0.00
8190	Professional Fees	£250.00	£0.00	£0.00	£250.00
8440	Waste Services (Dog Bins)	£7,570.00	£0.00	£0.00	£7,570.00
8460	Furniture	£2,500.00	£0.00	£0.00	£2,500.00
8900	Consumer Products (Purchase for resale)				
8900/1	Poop Scoops	£1,600.00	£0.00	£0.00	£1,600.00
8900/2	Waste & Garden Bags	£420.00	£0.00	£0.00	£420.00
8900	Total	£2,020.00	£0.00	£0.00	£2,020.00
<b>Total Expenditure</b>		£12,340.00	£0.00	£0.00	£12,340.00