

# BRAUNSTONE TOWN COUNCIL

*Darren Tilley - Executive Officer & Town Clerk*

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14<sup>th</sup> August 2014

Dear Member

A meeting of the **POLICY AND RESOURCES** Committee will be held at Braunstone Civic Centre on Thursday, **21<sup>st</sup> August 2014** commencing at **7.30pm**, for the transaction of the business as set out below and your attendance is requested.

Yours sincerely,



Executive Officer & Town Clerk

1. **Apologies**

2. **Disclosures of Interests**

To receive Disclosures of Interest (not previously disclosed) in respect of items on this Agenda:- i) Disclosable Pecuniary Interests, ii) Other Interests (Non-Pecuniary)

3. **Public Participation**

Members of the public may make representations, give evidence or answer questions in connection with items included on the agenda (Standing Order 13f and 75). 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.

The time allowed for each member of the public to make representation, give evidence, or ask questions will be restricted to 3 minutes. Where there is a group of members of public wishing to make the same representations, present the same evidence or ask the same questions, the group must appoint one representative to speak on their behalf and he/she will be restricted to within 3 minutes.

Public participation sessions will be ordered by the Chairperson as part of his/her role in presiding over the meeting and conducted in accordance with the Council's Standing Orders.

4. **Report of the Meeting held 12<sup>th</sup> June 2014**

To receive the Report of the last Meetings held on 12<sup>th</sup> June 2014 (**Enclosed**).

5. **Publications**

LRALC

6. **Pitch Allocations**

- a) To receive the report of the Sports Clubs Meeting held on 8th July 2014 (**Enclosed**).
- b) To consider additional Pitch allocation requests (**Enclosed**).
- c) To consider extending the ad-hoc pitch hire of £35 for three hours to all Council football pitches and to allow pro-rata charges, with a minimum hire time two hours.

7. **Parks and Open Spaces**



- a) To receive a letter from John Dodd, Heritage Warden, concerning the opening of the Community Orchard (**Enclosed**).
- b) To receive an update on the legal transfer of the open spaces (Persimmon Homes) Thorpe Astley in respect of the shared boundaries arising from the last meeting (**Enclosed**).
- c) To receive an update on improvements to the bridge at the Culvert, Thorpe Astley Park.
- d) To consider an offer from Blaby District Council to take responsibility for the maintenance of the Kingsway open space (**Enclosed**).

**8. Future of Leicestershire Libraries**

- a) To receive the report of the Libraries Liaison Group Meeting held 16<sup>th</sup> June 2014 (**Enclosed**).
- b) To receive a progress report.

**9. Community Centre Charges – Update**

To report on the discount package scheme for Braunstone Town residents hiring the main hall and kitchen at Thorpe Astley Community Centre and the Council Chamber at Braunstone Civic Centre to encourage the use of the facilities and to support local community groups (**Enclosed**).

**10. Review of Polling Districts and Places 2014**

To note that Blaby District Council is undertaking a review of Polling Districts and Places and to consider responding to the consultation in respect of polling stations in Braunstone Town (**Enclosed**).

**11. Write-Off: Hire Fees – Thorpe Astley Community Centre**

To consider writing-off outstanding hire charge of £212.25 owed by Mosaic for five cancelled room bookings at Thorpe Astley Community Centre between 17<sup>th</sup> July 2014 and 4<sup>th</sup> September 2014 (a six room booking was re-hired).

**12. Review Standing Orders, Financial Regulations and Delegated Powers**

To receive an update report (**Enclosed**).

**13. Thorpe Astley Community Centre – Medical Rooms**

***RECOMMENDED:-** That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply). Reasons for exception – Information provided in Confidence).*

To receive a progress report on the Thorpe Astley Community Centre Medical Rooms.

**14. Customer Service Shop**

***RECOMMENDED:-** That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply). Reasons for exception – Information provided in Confidence).*

To note that within the Service Level Agreement with Blaby District Council, the fees and services provided through the Customer Service Shop can be reviewed in 2014 and discussions are currently taking place on outline options.

**15. Holmfield Park Improvements**

***RECOMMENDED:-** That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary*

*excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply).  
Reasons for exception – Commercial Interests and Information provided in  
Confidence)*

To consider tenders received for the demolition of the changing rooms, the virement of funds to meet the costs and an outline timetable for the next stages of the Holmfield Park Improvements Project **(Enclosed)**.

**16. Staffing**

**RECOMMENDED**:- *That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply).  
Reasons for exception – Personal Information)*

- a) To note that the following employees had left the Council's employment:-  
Employee Reference 68 – Premises Officer  
Employee Reference 94 - Cleaner
- b) To consider a request from Employee reference 25 to reduce their contracted hours from 64 to 40 per month.
- c) To note that the Cleaner vacancy had resulted in 40 vacant hours per month and to consider redistribution of the vacant hours amongst existing post holders on an ad hoc basis.
- d) To consider a request from Employee reference 42 to reduce contracted hours from 37 to 33 per week from 6<sup>th</sup> October 2014.

**17. Signatories List**

To approve the amendments to the signatories for the No.1 Co-operative Bank Account – General Fund

- i) Mr I Laughton (remove)
- ii) Mr D Tilley (add – for internet transactions)
- iii) Miss J Leech (add – for internet transactions)

**18. Financial Comparisons**

To receive Financial Comparison for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> July 2014  
**(Enclosed)**

**19. Termination of the Meeting**

**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 favorable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.