

# BRAUNSTONE TOWN COUNCIL

*Ian Laughton - Executive Officer & Town Clerk*

Braunstone Civic Centre, Kingsway,  
Braunstone Town, Leicester LE3 2PP  
Telephone : (0116) 2899270 Fax: (0116) 2824785  
(24hr answerphone)  
PR Notice

## NOTICE OF MEETING

5<sup>th</sup> June 2014

A meeting of the **POLICY AND RESOURCES** Committee will be held at Braunstone Civic Centre on Thursday, **12<sup>th</sup> June 2014** commencing at **7.30pm**, for the transaction of the business as set out below.

Yours sincerely,



Executive Officer & Town Clerk

### AGENDA

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 3<sup>rd</sup> April 2014**

To receive the Report of the last Meetings held on 3<sup>rd</sup> April 2014

5. **Publications**

LRALC Newsletter No.5 2014, Clerks and Councils Direct May 14, Business Issues May/June 14, Blaby District Council Outstanding Achievement Awards 14.



**6. Pitch Allocations**

- a) To consider a proposal for repayment of outstanding fees and a request for usage by Kingsway Celtic
- b) To consider the merits of developing a Pitch Allocations Policy and Procedure.

**7. Parks and Open Spaces**

- a) Legal Transfer of Open Spaces (Persimmon Homes) Thorpe Astley  
To receive a report from the Executive Officer & Town Clerk dated 14<sup>th</sup> May 2014 (**Enclosed**)
- b) To note that RoSPA reports had been carried out on all play areas on 20<sup>th</sup> May 2014 and that there were no major issues arising (**copy available for inspection at the meeting**)

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

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

**9. Future of Leicestershire Libraries**

- a) To receive the following regarding the Future of Leicestershire Libraries (**Enclosed**):-
  - i) To receive a motion referred from Annual Town Meeting on 15<sup>th</sup> May.
  - ii) To receive feedback from the Joint Parishes Meeting held 28<sup>th</sup> April 2014.
  - iii) To receive a summary of how other areas are reviewing and remodelling Library Services
  - iv) To consider and approve Braunstone Town Council's response to the County Council's consultation process
  - v) To set out legal advice, options and implications for running a Community Library
- b) To consider the following recommendations:-
  - i) To consider and adopt recommendations of the Joint Parishes Meeting
  - ii) To approve Braunstone Town Council's response to Leicestershire County Council's consultation
  - iii) To approve the next steps in order for the Town Council to apply to run a Community Library, should the County Council adopt its proposals.
  - iv) To agree that the Citizens Advice Panel be tasked to 'review' the options and proposals for the library service in Braunstone Town and to adopt terms of reference.
  - v) To consider inviting potential volunteers to get in touch with the Town Council to ascertain the level of support.

**10. Community Governance Review**

To note that Blaby District Council had accepted the proposals in the Community Governance Review at its meeting on 27<sup>th</sup> May 2014, and the changes would come about in December however the changes would affect Members until the elections in 2015.

**11. Report of the Licensed Bar Contract Selection Panel**

To receive the report of the Licensed Bar Contract Selection Panel Meeting held 15<sup>th</sup> May 2014 and note the resolution to forward the Tender Application to the meeting of the Full Council on 26<sup>th</sup> June 2014 for sealing (**Enclosed**)

**12. 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 temporarily excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply). Reasons for exception – Personal Information)*

- a) To confirm the following appointment following six month probationary period:-

Employee Reference 28:- Position – Deputy Centres Manager

- b) To confirm that the two Customer Services Advisor Posts be permanently increased to 37 hours per week. Employee References 40 and 98.

**13. Local Government Pension Scheme – Discretionary Policies**

To receive and adopt the draft amended Discretionary Policies arising from the changes in the Local Government Pension Scheme (**Enclosed**)

**14. Signatories List**

- a) To approve the amendments to the signatories for the No.2 Co-operative Bank Account – Salaries

- i) Mr I Laughton (remove)
- ii) Mr D Tilley (add – for signing cheques and internet transactions)
- iii) Miss J Leech (add – for the purposes of carrying out internet transactions as part of payroll process only)

- b) To authorise correspondence to close the Bank of Ireland Account (**Enclosed**)

**15. Corporate Governance Sub-Committee Meeting Held 12<sup>th</sup> June 2014**

- a) To receive a verbal report on the meeting of the Corporate Governance Sub-Committee Meeting held 12<sup>th</sup> June 2014.

- b) To receive the Internal Auditor's Report in respect of the Annual Return for the Year Ended 31<sup>st</sup> March 2013 (**Enclosed**)

**16. Statement of Accounts for the Year Ended 31<sup>st</sup> March 2014**

To receive the Statement of Account for the Year Ended 31<sup>st</sup> March 2014 and recommend them to next meeting of the Full Council Meeting on 26<sup>th</sup> June 2014 for approval (**Enclosed**)

**17. Continuity Plan**

To receive and adopt a revised Continuity Plan (**Enclosed**)

**18. Performance Indicators**

To receive and note the Performance Indicators for the period 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014 (**Enclosed**)

**19. Financial Comparisons**

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

## 20. 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.