

BRAUNSTONE TOWN COUNCIL
MINUTES OF CITIZENS' ADVISORY PANEL
THURSDAY 5th SEPTEMBER 2019

PRESENT: Councillors Phil Moitt (Chair), Nick Brown (Vice- Chair), Anthea Ambrose and Marion Waterton; and Local Residents John Dodd, Jim Johnson and Terry Smith.

Officers in attendance: Mr D Tilley, Executive Officer & Town Clerk.

1. Apologies

Apologies for absence were received from Lin Burrows and Roy Sherwin.

2. Disclosures of Interest

There were no disclosures of interest.

3. Minutes of the Meeting held 6th June 2019

The Minutes of the Meeting held on 6th June 2019 were received and noted.

4. Braunstone Town Library

The Panel considered the transfer of the management of Braunstone Town Library, the role that the Town Council should play and what contributions the community could make to ensure that the Library met the needs of local residents and represented value for money (item 4 on the agenda).

The Panel were advised that agreement had been reached with Leicestershire County Council, final legal checks were being undertaken on the transfer agreements, and the implementation schedule was on track with the aim of transferring the Library to the Town Council on 1st October 2019. The only potential delays may be as a result of the need to iron out inconsistencies within and between the transfer agreements or in the event that a member of the Library staff raised an issue under the Transfer of Undertakings Protection of Employment (TUPE) consultation, which needed further investigation. If either of those scenarios arose, it was not anticipated that the delay would be any longer than a month.

The Panel noted and supported the approach that once transferred the Library would be part of the Town Council's Community Development, Social Inclusion and Events service and would be managed by the Deputy Executive Officer & Community Services Manager.

The Panel discussed governance and consultation arrangements for the Library, once transferred to the Town Council's management. It was important that volunteers were involved in developing future Library provision and ensuring a better and more responsive service. To that extent the Panel discussed the merits of the Citizens' Advisory Panel's role, the terms of reference being as set out at Appendix 1 of the report, verses a specific Panel set up for that purpose. Another alternative floated was a Friends of

Braunstone Town Library Group; this could be a charitable body which could gain access to additional grant sources for activities in the Library.

The Panel discussed the merits of holding a launch event. At the launch event, members of the public should be able to find out more about volunteering opportunities with the Library and express an interest in volunteering. SOLAG were invited to do a display summarising their role in saving the Library. The most appropriate day and time to hold a launch event was considered to be during the Library's Saturday morning opening. Since the event needed to be advertised in the Braunstone Life, it was recommended that it be held later in October.

Signage was also discussed and it was agreed that new signage to replace the County Council signage was required. However, due to the potential for planning consent and the need to consider new signage in conjunction with Civic Centre signage, this would not be in place for the transfer. However, it would be possible to have a banner which stated that the Library was under the Town Council's management.

AGREED

1. the forthcoming transfer of Braunstone Town Library to Braunstone Town Council's Management, as detailed in the report, be welcomed and supported;
2. the Leader of the Council and Executive Officer & Town Clerk discuss a suitable governance model for the Library Service, once transferred, which enabled the input of and consultation with Library volunteers;
3. a launch event be scheduled for a Saturday morning, ideally in late October (but potentially in November if the transfer was likely to be delayed);
4. SOLAG be invited to do a display at the launch event, summarising their role in saving the Library; and
5. a banner be purchased to inform the public that the Library was under Braunstone Town Council's management.

5. Consultation: Volunteer Management Policy

The Panel received the Town Council's Volunteer Management Policy, which was subject to consultation until Monday 30th September 2019. The Panel were invited to comment on the content and whether the policy was fit for purpose.

AGREED the Volunteer Management Policy as drafted be supported.

6. Consultation: Safeguarding Policy

The Panel received the Town Council's Children and Vulnerable Adults Safeguarding and Protection Policy, which was subject to consultation until Monday 30th September 2019. The Panel were invited to comment on the content and whether the policy was fit for purpose.

The Panel were keen to ensure that Library volunteers would be fully trained in safeguarding matters and that any groups undertaking activities had their

own policy and procedures in place or agreed to implement those used by the Town Council.

AGREED the Children and Vulnerable Adults Safeguarding and Protection Policy as drafted be supported.

7. Crime Reduction

The Panel considered ways for the police, councils and the community to work together to reduce the impact of crime.

The Panel recognised that it was not possible to prevent all crime, only reduce it and its impact. It was also noted that there had been a significant increase in crime on-line and children, the elderly and vulnerable people were particularly exposed.

Members of the Panel raised concerns about anti-social behaviour, particularly around The Osiers, and how difficult it often was to identify which Council was responsible for clearing up and addressing the issue.

8. Shakespeare Park Improvement Project

The Panel received an update on progress with improvement to the pavilion, sport, recreation and play facilities at Shakespeare Park.

The parking proposals were explored and were a positive improvement, especially given parking was no longer available at the former Shakespeare Pub site.

AGREED

1. it was important for Braunstone Town Council to invest in community sporting and recreation facilities for future generations;
2. the Shakespeare Park proposals be supported since it provided a sustainable site for sport and recreations facilities to support healthy living, wellbeing and community cohesion; and
3. in addition to external grants, Braunstone Town Council invest in the facility through borrowing, as detailed in the report, to ensure that the proposed redevelopment could go ahead.

9. Civic Commemorations

The Panel considered ideas for future civic commemorations and acts of Remembrance. The Executive Officer & Town Clerk drew the Panel's attention to its previous consideration of the matter at minute 8 of the meeting on 6th June 2019.

A letter had been received from Lin Burrows concerning civic commemorations and acts of Remembrance at Braunstone Civic Centre Memorial Garden (filed with these minutes). Since Lin had given her apologies, Councillor Anthea Ambrose read out the letter to the Panel.

Councillor Nick Brown advised the Panel that Roy Sherwin had passed on his comments, since he was also unable to attend the meeting. Roy had advised that RAFA wished to continue with the existing arrangements where they attended a local church service on Remembrance Sunday and attended the Civic Centre Memorial on Armistice Day.

Councillor Nick Brown clarified that the Town Council had not decided against an act of remembrance on Remembrance Sunday, rather that the community were undertaking their regular remembrance events and the Town Council had confirmed that it would support these. Should there be an appetite within the community to undertake a particular event at the Civic Centre Memorial Garden, then the Town Council would be open to supporting and facilitating it.

The Panel discussed that without the participation of local organisations and community groups and with other acts of remembrance taking place, any commemoration at the Civic Memorial would be small and short. There was nothing to stop members of the public going to the Civic Memorial to engage in a private act of remembrance. If an official event was to be organised then it would need the backing of established local organisations and community groups and the Town Council would support and facilitate the event.

AGREED that Community Development Committee be asked to consider and review the options.

10. Lubbesthorpe

The Executive Officer & Town Clerk advised the Panel that following the disbanding of the Lubbesthorpe Strategic Consultative Forum, Leicester Forest East Parish Council were considering establishing an alternative group to consider Lubbesthorpe related matters.

In the absence of a formal group to input into and to receive feedback from, and with Planning & Environment Committee meetings having a regular item on Lubbesthorpe matters, it was considered appropriate to remove this item from the Panel's work programme.

AGREED that the standing item on Lubbesthorpe matters be removed from the Panel's work programme.

11. Termination of the Meeting

The meeting closed at 9.05pm.

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.



SIGNED: _____

DATE: _____