

BRAUNSTONE TOWN COUNCIL
MINUTES OF CITIZENS' ADVISORY PANEL
THURSDAY 6th JUNE 2019

PRESENT: Councillors Phil Moitt (Chair), Nick Brown (Vice- Chair), Anthea Ambrose, Imran Uddin, and Marion Waterton; local residents John Dodd and Linda Faulkner; and also in attendance was Councillor Christiane Startin-Lorent.

Officers in attendance: Mrs Pauline Snow, Deputy Executive Officer & Community Services Manager.

1. Apologies

An apology of absence was received from Jim Johnson.

2. Disclosures of Interest

There were no disclosures of interest.

3. Minutes of the Meeting held 28th February 2019

The Minutes of the Meeting held on 28th February 2019 were received and noted.

4. Braunstone Town Council Annual Report 2018/2019

The panel received a copy of the Town Council's Annual Report for 2018/2019.

The panel queried if the room hire figures included free room hire for community groups. It was suggested that the number of free use room hire be included in the future as an additional figure if these are not already included.

It was noted that the footpath between Watergate Lane and Staplehurst Avenue had now become a public right of way but it was noted the pedestrian gate to the footpath had been padlocked to prevent access. The committee were informed that Leicestershire County Council had recently confirmed that the pedestrian access gate would now be open for public access.

5. Braunstone Town Council Surveys

The panel received a report on surveys undertaken by the Town Council to obtain feedback from residents on events and services provided by the Council.

It was noted that the Policy & Resources committee had agreed to discontinue the annual survey that had been undertaken for a number of years, due to the low numbers of surveys returned.

The panel was asked to consider appropriate events and services where short surveys could be undertaken. It was suggested that more responses may be gathered if surveys were undertaken at the time of the events. Ideas for this included leaving small survey forms on chairs at events for people to complete before they leave or having a touch screen survey in the centre foyer. For events such as the summer fete it was suggested that a tent could be set up so that visitors could come and chat. The panel was advised that the Town Council had done this at recent fetes but very few visitors used the opportunity to speak to councillors.

It was suggested that the Town Council should consider what information was required from the surveys in order to improve the event or service that was being offered to ensure that appropriate surveys and questions were asked.

Various options for surveys were considered to ensure that all residents had an opportunity to respond but it was agreed that a banner be designed that could be erected at events such as the fete to encourage visitors to comment on their visit via social media etc.

6. Braunstone Town Library

The panel received an update on progress with the arrangements to transfer the management of Braunstone Town Library from the County Council to the Town Council.

It was noted that there had been a considerable delay in the transfer of the library to the Town Council due to significant differences in agreement of the wording of the legal document between the Town Council and Leicestershire County Council. However, wording of several of the sections of the legal agreement had now been changed and accepted by both parties. There were currently two outstanding amendments that need to be agreed upon regarding the grant agreement. The Town Council had forwarded their response to these agreements and were now waiting for Leicestershire County Council to respond.

The Policy & Resources Committee were due to receive a report that recommended endorsement of the current position with regards to the legal agreement. The report would also provide authority to the Executive Officer & Town Clerk to accept Leicestershire County Council's proposed agreement if this was acceptable to the Town Council. Transfer of the library to the Town Council would take approximately eight weeks following the signing of the legal agreement.

7. Shakespeare Park Improvement Project

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

It was noted that Sports England had now approved a grant to the Town Council in the sum of £100,000 toward the Shakespeare Park Improvement Project.

No further update had been received from the Football Foundation regarding the Town Council's pre-application for a grant but it was noted that the grant scheme would not be progressed until a sports audit for Blaby District had been completed.

The Town Council had submitted an application to the Leicester City Football Club for a grant in the sum of £99,862. It was noted that applications for this grant scheme were still being considered by the football club.

The Policy & Resources committee were due to receive a report that recommends an updated timescale for the project with recommendations that the project commences in autumn 2019.

The panel discussed the management committee that would be put in place once the new pavilion was completed and queried if local residents whose properties adjoined Shakespeare Park would be on the management panel. It was noted that at least one Town Councillor would be elected onto the management committee and, being the duly elected representative of residents, they would raise any concerns or issues to the committee from local residents.

8. Remembrance Events

The panel considered ideas for Remembrance Events in the refurbished Civic Memorial Garden, including proposals for future annual acts of Remembrance.

It was noted that an event to commemorate the 75th Anniversary of the D-day landings took place on 6th June 2019 at the memorial garden at Braunstone Civic Centre. This was attended by the Town Mayor, councillors, the Lord-Lieutenant of Leicestershire, representatives of the armed forces and local residents.

The panel was asked consider ideas to commemorate the forthcoming 75th Anniversary of VE Day. It was noted that, for previous national events, the Town Council had offered support to local groups and organisations for them to organise events to mark occasions such as this. The support offered included organising a mini programme of events to promote and support events taking place in a short time scale; offering a supplementary grant scheme to support events taking place and offering free rooms or open spaces for events to take place.

It was suggested that local groups be contacted to ascertain what plans they may have for events next year and to include an article in the Braunstone Life for groups to contact the Town Council with their ideas.

As the commemorations would be taking place in May 2020 it was suggested that arrangements for commemorations for 75th Anniversary of VE Day commence as soon as possible and that suitable rooms at both Braunstone Civic Centre and Thorpe Astley Community Centre be reserved in advance for events to take place on 8th, 9th and 10th May 2020.

9. Health and GP Services in Braunstone Town

The panel received an update on the provision of primary care services in Braunstone Town.

It was noted that the Kingsway Surgery now had two doctors consulting rooms and a treatment room at Thorpe Astley Community Centre. The surgery was now operating full time and well attended.

As the Health & GP services were now fully operational at Thorpe Astley, the panel agreed to remove this from forthcoming agendas of the Citizen's Advisory Panel.

10. Lubbesthorpe

The panel received an update on issues relating to the Lubbesthorpe development and its impact.

It was noted that the Lubbesthorpe Strategic Consultative Forum was no longer meeting. The new parish council for Lubbesthorpe had been established from May 2019 following local elections.

Leicester Forest East Parish Council had contacted the Town Council with a view to arranging meetings to discuss any issues from the Lubbesthorpe development that would impact on Braunstone Town and surrounding areas, such as pollution and traffic congestion. To date no meeting date had been confirmed.

The panel agreed that the item remain on the agenda for future meetings of the Citizen's Advisory Panel so that residents had a mechanism for relaying their concerns about the development.

11. Panel Work Programme for 2019/2020

The panel considered priorities, if any, for the Panel's work during 2019/2020.

It was noted that at the meeting of the Community Development Committee held on 22nd May 2019, a local resident had attended to express their concerns about the impact of crime on residents in the town.

This matter was raised at the meeting of the Council and it was suggested that the Citizen's Advisory Panel could look at ways for the police, councils and the community to work together to reduce the impact of crime. It was agreed that this item be included on future agendas for consideration.

12. Termination of the Meeting

The meeting closed at 8.35 pm.

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: _____