

BRAUNSTONE TOWN COUNCIL

**MINUTES OF THE COUNCIL MEETING
HELD AT BRAUNSTONE CIVIC CENTRE**

28TH JUNE 2018 at 8.00PM

PRESENT: Councillor Sharon Betts (Town Mayor), Councillor Roger Berrington (Deputy Town Mayor) and Councillors Anthea Ambrose, Shabbir Aslam, Ajmer Basra, Parminder Basra, Nick Brown, David Di Palma, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Berneta Layne, Sam Maxwell, Phil Moitt, Gary Sanders, Tracey Shepherd, Darshan Singh, Robert Waterton and Bill Wright.

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

There was one member of the public present at the meeting.

COUNCILLOR SHARON BETTS, TOWN MAYOR, IN THE CHAIR

5658 Apologies

Apologies for absence were received from Councillor Satindra Sangha.

5659 Disclosures of Interest

A disclosure of Non-Pecuniary Interest was made by Councillor Robert Waterton in agenda item 10f, Reports of Standing Committees - Planning & Environment Committee, page 6515, Minute 169, resolution 2, since application 18/0615/HH, 46 Impey Close, was Councillor Waterton's planning application for his home address.

5660 Public Session

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 was one member of the public present at the meeting.

5661 Minutes

The Minutes of the Annual Meeting of Braunstone Town Council held on 10th May 2018 were circulated (item 4 on the agenda).

It was proposed by Councillor Sharon Betts and seconded by Councillor Bill Wright and was:

RESOLVED that the Minutes of the Annual Meeting of Braunstone Town Council held on 10th May 2018 be approved and signed by the Chairperson as a correct record.

5662 Internal Audit Report 2017/2018 and Internal Audit arrangements 2018/2019

Council received the Internal Auditor's Report in respect of compliance with relevant procedures and controls in operation during the financial year ended 31st March 2018 and to appoint an Internal Auditor for 2018/2019 (item 5 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED

1. that the observations of the Internal Audit (attached at Appendix 1 of the report) be noted and that the recommendations for improvement, along with the proposed response, as set out in the Improvement Action Plan (attached at Appendix 2 of the report), be adopted; and
2. that the Leicestershire and Rutland Association of Local Councils Internal Audit Service be appointed to undertake the Town Council's Internal Audit for the Year Ending 31st March 2019.

Reasons for Decision

1. *To ensure that the observations of the Internal Audit would be addressed with appropriate and balanced measures.*
2. *To ensure arrangements were in place for compliance with Accounts and Audit Regulations.*

5663 Annual Governance Statement 2017/2018

Council received a report reviewing its systems of internal control, including the management of risk and the preparation of accounting statements during the financial year ended 31st March 2018, in order to approve the Annual Governance Statement 2017/2018 (item 6 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED that the systems of internal control and management of risk be confirmed as sound and that Section 1, Annual Governance Statement 2017/18, of the Annual Governance and Accountability Return 2017/2018, attached at Appendix 3 of the report, be completed, signed and submitted accordingly.

Reason for Decision

Having reviewed the control measures for each of the areas listed on the Annual Governance Statement and the assessment of risks facing the

Council and associated mitigating measures, the Corporate Governance Sub-Committee were confident that to the best of their knowledge and belief, with respect to the Accounting Statements for the year ended 31st March 2018, there were sound systems of internal control and management of risk.

5664 Accounting Statements 2017/2018

Council received the End of Year Accounts for the financial year ended 31st March 2018, in order to adopt the Accounting Statements 2017/2018 (item 6 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was:

RESOLVED that Section 2, Accounting statements 2017/18, of the Annual Governance and Accountability Return for the year ended 31st March 2018, attached at Appendix 9 of the report, be completed, signed and submitted accordingly.

Reason for Decision

The Corporate Governance Sub-Committee, having carried out an assessment of the effectiveness of the Council's financial arrangements, concluded that there were sound systems of internal control. The Internal Auditor, having reviewed the annual accounts, found the Accounting Statements to have been prepared on the correct basis and were supported by adequate audit trails to underlying records.

5665 Announcements

a) Town Mayor

The Town Mayor, Councillor Sharon Betts, reported on her recent engagements:

- 12th May – Vaisakhi Event at Braunstone Civic Centre,
- 22nd June – Ravenhurst School Fete,
- 23rd June – Armed Forces Day Service and Parade at Leicester Cathedral,
- 25th June – Hoisting of Armed Forces Day Flag at Blaby District Council Offices, and
- 25th June – Hoisting of Armed Forces Day Flag at Braunstone Civic Centre.

The Town Mayor reminded Councillors of the Summer Fete at Mossdale Meadows on Saturday 28th July, 11am till 4pm.

b) Leader of the Council

No announcements were made.

c) Executive Officer and Town Clerk

No announcements were made.

5666 Questions from Councillors

No questions had been submitted.

5667 Reports of Standing Committees: Planning & Environment Committee – 24th May 2018

Council received the Report of the Planning & Environment Committee meeting held on 24th May 2018 (p6482 – p6490).

Page 6488/6489, Minute 162 – Highways Issues – Thorpe Astley

In respect of resolution 4, attendance of a Highways Officer to speak about proposals and ascertain whether further highways/signage improvements could be carried out, the Chair agreed that Town Councillors and relevant District Councillors would be advised of the date and time of the meeting and site visit.

It was moved by Councillor Robert Waterton and

RESOLVED that the Report be adopted.

5668 Reports of Standing Committees: Community Development Committee – 24th May 2018

Council received the Report of the Community Development Committee meeting held on 24th May 2018 (p6491 – p6497).

It was moved by Councillor Anthea Ambrose and

RESOLVED that the Report be adopted.

5669 Reports of Standing Committees: Corporate Governance Sub Committee 14th June 2018

Council received the Report of the Corporate Governance Sub Committee meeting held on 14th June 2018 (p6498 – p500).

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted.

5670 Reports of Standing Committees: Policy & Resources Committee – 14th June 2018

Council received the Report of the Policy & Resources Committee meeting held on 14th June 2018 (p6501 – p6510).

Page 6505, Minute 109 – Blaby District Scrutiny

Councillor Bill Wright confirmed that he had spoken to the Scrutiny Officer at Blaby District Council to confirm that Retail Strategy would be added to the Work Programme.

Page 6506/6507, Minute 112 – Shakespeare Park – Improvement & Development

Councillor Nick Brown confirmed that the decision to apply for a loan had been deferred while funding applications were awaited; however, to avoid delay, an Extraordinary meeting of the Council may be held in order to make a borrowing request. Councillor Brown urged Councillors to make arrangements to attend when they received the notice in order that the meeting would be quorate.

Page 6507/6508, Minute 113 – Organisation Review – Community Centre and Library Services

Councillor Amanda Hack advised that she and members of the SOLAG Group had contributed to an article on Radio Leicester concerning progress at the three Libraries, including Braunstone Town, which remained to be transferred.

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted

5671 Reports of Standing Committees: Employing Committee – 19th June 2018

Council received the Report of the Employing Committee meeting held on 19th June 2018 (p6511 – p6513).

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted.

5672 Reports of Standing Committees: Planning & Environment Committee – 21st June 2018

Council received the Report of the Planning & Environment Committee meeting held on 21st June 2018 (p6514 – p6522).

It was moved by Councillor Robert Waterton and

RESOLVED that the Report be adopted.

5673 Motions on Notice

No Motions on Notice had been submitted.

5674 Sealing of Documents

There were no documents for sealing.

5675 Outside Body Reports

a) County Councillors

Councillor Amanda Hack, as County Councillor for Braunstone Division, reported on the following matters:

- i. Full Council on 27th June, which had positively received the annual scrutiny report, which included the work in North Blaby on General Practice provision;
- ii. Changes to Sure Start Children's Centres would be considered shortly by Scrutiny prior to Cabinet, Councillor Hack advised that Braunstone Town Sure Start was no longer proposed for closure;
- iii. Highways Services, questions were raised about decisions being made without the input of the relevant County Councillor and how Highways could engage with communities following the abolition of the Highways Forums; and
- iv. Case Work and Bringing the Community Together, Councillor Hack was organising various initiatives, supported by Braunstone Life, to bring the community together and address loneliness.

b) District Councillors

Councillor Sam Maxwell reported on the following matters:

- i. the new Scrutiny Work Programme was being finalised and put together; and
- ii. training sessions had been held on GDPR, which had considered issues around use of Councillor personal email addresses, and on Business Rates.

Councillor Wright advised that he would be speaking at a Planning Appeal concerning Traveller Sites adjacent to the A426 near Cosby, which the Planning Committee had determined were not sustainable.

Councillor Phil Moitt confirmed, in response to a question from Councillor Robert Waterton, that as a result of the refuse and recycling changes there were 3 personnel at risk, 2 of which had already been redeployed.

c) Braunstone West Social Centre

Councillor Phil Moitt advised he had been unable to attend the recent meeting since it had clashed with a Blaby District Council meeting.

d) Braunstone Town Community Minibus

Councillors Paul Kennedy and Sam Fox-Kennedy had attended the Community Minibus AGM on Tuesday. A party would be held to celebrate the group reaching 40 years. Nadine had retired in the previous year and Mary appointed to her role, in which she was

contributing new ideas. The committee were also raising funds for a new mini-bus and were seeking repairs to the socket in the compound. Councillor Kennedy confirmed the next meeting would be held at 7.30pm on 9th July.

e) Leicestershire and Rutland Association of Local Councils (Blaby Branch)

Councillor Robert Waterton advised that due to the Leicestershire and Rutland Association of Local Councils becoming a Limited Company, there was a new governance structure and branches no longer formed part of the new structure. There were already 2 further meetings of the Branch booked and these would go ahead as a group to determine whether they wished to go on meeting informally.

Councillor Waterton advised that the Council would in due course be asked to nominate a representative to attend the AGM where Board members would be appointed.

f) Lubbesthorpe Strategic Consultative Forum

Councillor Waterton advised that the next meeting was scheduled for Wednesday 8th August.

g) School Governors

Councillor Nick Brown advised that the next Millfield Governors meeting would be on Monday.

5676 Termination of Meeting

The meeting closed at 8.45pm.

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.

SIGNED: _____

DATE: _____