

BRAUNSTONE TOWN COUNCIL

MINUTES OF PLANNING & ENVIRONMENT COMMITTEE

HELD USING ZOOM VIDEO AND WEB CONFERENCING SOFTWARE

THURSDAY 10TH DECEMBER 2020

PRESENT: Councillor Robert Waterton (Chair), Councillor Phil Moitt (Vice-Chair) and Councillors Anthea Ambrose, Sam Fox-Kennedy (substituting for Councillor Satindra Sangha), Paul Kennedy (substituting for Councillor Leanne Lee), Sohan Johal, Dipen Nathwani, Darshan Singh, Christiane Startin-Lorent and Marion Waterton.

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

There were no members of the public present at the meeting.

165. Apologies

Apologies for absence were received from Councillors Satindra Sangha and Leanne Lee.

166. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

167. Public Participation

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 were no members of the public present.

168. Minutes of the Meeting held 29th October 2020

The Minutes of the Meeting held on 29th October 2020 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 29th October 2020 be approved and signed by the Chairperson as a correct record.

169. Planning and Licensing Applications dealt with under Delegated Authority

The Committee noted there were no planning and licensing applications taken under Delegated Authority.

170. Planning Applications and Licensing Applications

The Committee received details of a planning application to be considered by Blaby District Council (item 6 on the agenda). The Committee noted that there were no licensing applications.

RESOLVED that the following response be forwarded to Blaby District Council:

Planning Application

1. **Application No:** 20/1159/HH
- Description:** Single storey side extension with front canopy and internal alterations
- Location:** 84 Cleveleys Avenue (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to:*
- a) *on-site parking for at least two vehicles being made available for use prior to occupation and remaining available in perpetuity; and*
 - b) *no windows or openings in the side elevation of the extension without the explicit consent of the local planning authority.*
- Reasons:** *The property was located on a street with similar side extensions; however:*
- a) *Cleveleys Avenue was a narrow street and any over parking on the highway (including footway and verge) could impact adversely on highway safety; and*
 - b) *any windows or openings in the side elevation of the extension could adversely affect the privacy of the neighbouring property.*

171. Additional Planning and Licensing Applications

The Committee received details of planning applications received since the publication of the agenda (item 7 on the agenda). The Committee noted that there were no licensing applications.

RESOLVED that the following responses be forwarded to Blaby District Council:

2. **Application No:** 20/1308/ADV
- Description:** Display of illuminated and non-illuminated advertisements to shop front.

Location: 266 Braunstone Lane (Winstanley Ward)

Response: *Braunstone Town Council does not object to the application, subject to the signs:*

- a) not presenting any danger to highway users, nor obscuring visibility or hindering surveillance;*
- b) being maintained in a good condition; and*
- c) the height, and where applicable the hours of use and maximum luminance levels, being in accordance with the District Council's Lighting Policy.*

Reasons:

- a) To avoid any adverse impact on highway users and to avoid hindrance to crime prevention measures.*
- b) To maintain the visual amenity.*
- c) To avoid adverse impact on highway users in terms of visibility and glare and unnecessary levels of light spillage.*

3. Application No: 20/1098/HH

Description: Demolish existing garden store and conservatory and erect a single storey rear extension with decking area and erection of 2.2-metre-high fence panels to boundary

Location: 21 Headley Road (Ravenhurst & Fosse Ward)

Response: *Braunstone Town Council does not object to the application; subject to:*

- a) no windows or openings in the side elevation of the extension without the explicit consent of the local planning authority; and*
- b) the 2.2 metre high fence panels to the boundary being installed prior to work commencing on the decking area and retained / maintained while the decking area remains in situ.*

Reason: *To avoid an adverse impact on the privacy enjoyed by the occupants of the neighbouring property.*

4. Application No: 20/1352/HH

Description: Convert existing garage to living space

Location: 38 Burchnall Road (Thorpe Astley Ward)

Response: *Braunstone Town Council does not object to the garage conversion; subject to the on-site parking being provided for 3 vehicles prior to the conversion and remaining permanently available.*

Reason: *The property was likely to be a four bed roomed property and the conversion would provide five bedrooms; there was already significant on-street parking on Burchnall Road and any additional parking on the highway (including the footway) would present additional highway safety concerns.*

5. Application No: 20/1197/HH

Description: Proposed two storey side and single storey rear extension

Location: 20 Tom Paine Close (Thorpe Astley Ward)

Response: *Braunstone Town Council objected to the proposals as submitted.*

Reason: *The proposed window / opening in the side elevation of the extension would adversely affect the privacy of the neighbouring property.*

172. Planning Decisions

The Committee received and noted planning decisions made by Blaby District Council (item 8 on the agenda).

RESOLVED that a meeting (potentially via Zoom) be requested with the Planning Case Officer, with the Chair, Vice-Chair and Executive Officer & Town Clerk, in respect of the decision for application 20/1002/FUL, Change of use of an existing outbuilding from ancillary residential use to that of a nail bar and beauty salon (Sui Generis class use), at 3 Shottery Avenue.

Reason for Decision

To recognise that the business environment for retail, hospitality and personal services was rapidly changing and in anticipation of similar changes of use applications in the future, to understand the relevant planning provisions which could be applied in a predominantly residential area to strike a balance between sustainable business activity and residential use.

173. Feedback on Planning Application Decisions

The Committee noted that there were no planning application decisions by Blaby District Council where the Committee had queried the decision and feedback was awaited.

174. Review of Arrangements for responding to Planning & Licensing Applications under Delegated Authority

The Committee reviewed the balance between ensuring that the Council responded to planning and licensing applications which may have a significant impact upon the surrounding area, while maintaining capacity to deliver on the Committee's non-planning and licensing application business (item 10 on the agenda).

RESOLVED that the process for dealing with planning and licensing application responses under delegated authority, as set out in the report, be approved until the Annual Meeting of the Council in May 2021.

Reason for Decision

To strike a balance between ensuring that the Council responded to planning and licensing applications which may have a significant impact upon the surrounding area, while maintaining capacity to deliver on the Committee's non-planning and licensing application business and recognising that the Council would continue to respond to the impact of Covid-19 through the winter and into spring 2021 in terms of delivering corporate and service responsibilities, recovery of services, health and safety requirements, priority projects and supporting the coordination and development of the Community Response.

175. Lubbesthorpe

The Committee considered progress with how Braunstone Town Council should be involved in discussions with local parishes relating to the impact of the New Lubbesthorpe development on the parish and the wider area, particularly concerning infrastructure improvements and housing and service provision.

RESOLVED that a meeting be arranged early in 2021 with local parishes, using Zoom Video Conferencing.

Reason for Decision

To receive an update on progress with the development and to address any matters relating to its impact on the parish and the wider area.

176. Planning & Environment Objectives

The Committee considered the Planning & Environment Priorities and Objectives and determine whether they were relevant to address current and emerging issues faced by the Council and the community (item 12 on the agenda).

RESOLVED THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE that the Planning & Environment Priorities and Objectives be approved, as set out in the report; subject to the structure of Objective 5 being reformatted as follows:

5. "To work with others to minimise the impact from:
 - (a) traffic; and
 - (b) air and light pollution".

Reason for Decision

The Council's priorities continued to be the focus for delivering a vision for local services and an environment which reached the highest possible standards. The Council's objectives were relevant and reflected changing issues within the community.

177. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2020 to 30th November 2020 (item 13 on the agenda).

RESOLVED that the report be noted

Reason for Decision

There were no issues of concern with the income and expenditure against the budget for 2021/2021.

178. Capital Plan and Budget Estimates 2021/2022

The Committee considered a Statement of Expenditure for 1st April 2019 to 31st March 2020, a list of capital projects for 2021/2022 and beyond and a proposed budget for 2021/2022 for recommendation to Policy & Resources Committee (item 14 on the agenda).

RESOLVED THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE THAT IT BE RECOMMENDED TO COUNCIL

1. that the draft Estimates for the Planning and Environment Committee, as attached at Appendix 2, be included in the Budget Estimates for 2021/2022;
2. that the Capital Plan be updated to roll forward into 2021/22 "gateway signage to the Town at the Parish Boundary with Lubbesthorpe on the new road connecting Thorpe Astley with Lubbesthorpe", while the part at the entrances to Thorpe Astley estate be identified for completion by March 2021; and
3. that a new item be included on the Capital Plan from 2021/22 until 2025/26 "To provide new, improved and enhanced notice boards at key locations over 5 years".

Reason for Decision

1. *To ensure appropriate resources for Planning and Environment Services.*
2. *The Town Council was responsible for the Town's place signs. It was anticipated that the gateway signs to Thorpe Astley would be installed prior to the end of the current Capital Plan period on 31st March 2021. The new gateway sign to the Town would be installed on Meridian Way extension when this section of road was adopted by Leicestershire County Council.*
3. *Over the past few years, many notice boards had fallen into disrepair and had been removed. Some existing notice boards were in need of refurbishment and replacement. Some notice boards were located where there wasn't a high level of footfall, while some key locations did not have notice boards.*

179. 5G Mast Installations

The Committee considered a request from the Chair of the Committee to discuss the processes around 5G mast installations.

The Chair, Councillor Robert Waterton, advised that electronic networks were part of the permitted development process and he explained the system of "Prior Approval". Under this process Blaby District Council, as the Planning Authority, had recently considered two applications in the Town as follows:

- a) 20/0540/TEL: Kingsway adjacent to Narborough Road South West Service Road; and
- b) 20/0799/TEL: Meridian Way.

On 20/0799/TEL, Meridian Way, the Town Council was informally consulted by the installation company and an application to determine if Prior Approval was required was submitted in August, when the Town Council provided a formal response.

In both cases, the Planning Authority had negotiated a reduction in height of both masts to make them more compatible with the street scene.

RESOLVED

1. that Blaby District Council be formally thanked for their work in getting the size of the masts reduced in the case of applications 20/0540/TEL and 20/0799/TEL;
2. that Blaby District Council be requested:
 - a) develop communication arrangements with Parishes concerning the details surrounding 5G roll-out and the approval process,
 - b) to obtain and/or share a proposals map for 5G coverage, and
 - c) comment on the known human health impact (if any) of the 5G Masts and associated equipment, and
3. that Leicestershire County Council Highways be asked to clarify their policy and approach in respect to permitting installations on highway land.

Reasons for Decision

1. *Reduction in the height of the Masts compared to the original proposals had reduced the adverse impact upon the visual amenity of the street scene.*
2. *It was important to engage local communities in the roll out of 5G infrastructure and to deal with this at a strategic level not just at an individual application level; reassurances about any potential health impacts would benefit residents, particularly where Masts were located adjacent to domestic dwellings.*
3. *To clarify the policy approach given parishes faced restrictions and charges when utilising street furniture, such as lamp posts.*

180. Approval of Accounts

The Committee considered payments between 21st October 2020 and 30th November 2020 (item 16 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the Period 21st October 2020 until 30th November 2020 be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.

181. Houses in Multiple Occupation

That in view of the special / confidential nature of the business to be transacted, it is in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reasons for exception – Personal Information and Information provided in confidence.

The Committee received an update on known and potential Houses in Multiple Occupation in Braunstone Town and setting out feedback and issues which have been identified (item 17 on the agenda).

RESOLVED

1. that clarification be sought from Blaby District Council concerning planning change of use for the following licensed Houses in Multiple Occupation:
 - (a) 19/0017/HMO, 6 Hazel Drive, licenced for 8 people and 8 households, and
 - (b) 18/0003/HMO, 17 Narborough Road South, licenced for 8 people and 1 household; and
2. that a report be submitted to the meeting of the Committee, scheduled for January 2022, providing an update on known and potential Houses in Multiple Occupation in Braunstone Town and setting out feedback and issues which had been identified.

Reasons for Decision

- 1. To monitor the growth in Houses in Multiple Occupation in order to protect amenity and ensure provision was in the most appropriate location and to an appropriate standard.*
- 2. To monitor the expansion of Houses in Multiple Occupation, to ensure that such properties were properly regulated and to ensure that communities were not adversely affected.*

The meeting closed at 8.35pm.

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.

These minutes are a draft and are subject to consideration for approval at the next meeting scheduled for Thursday 11th February 2021.

SIGNED: _____

DATE: _____