

BRAUNSTONE TOWN COUNCIL

MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 9th DECEMBER 2021 AT 7.30PM

PRESENT: Councillor Anthea Ambrose (Chair) and Councillor Nick Brown, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Sam Maxwell and Christiane Startin-Lorent.

Officers in attendance: Darren Tilley, Executive Officer & Town Clerk and Mrs Pauline Snow, Deputy Executive Officer & Community Services Manager.

Councillor Bob Waterton observed the meeting remotely through Zoom Video Conferencing.

54. Apologies

Apologies for absence were received from Councillors Ajmer Basra, Rebecca Lunn-Scoppie and Tracey Shepherd.

55. Disclosures of Interest

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

56. 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 two members of the public present.

57. Minutes of the Meeting held 7th October 2021

The Minutes of the Meeting held on 7th October 2021 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 7th October 2021 be approved and signed by the Chairperson as a correct record.

58. Town Mayor's Report

The Committee received a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (item 5 on the agenda).

It was noted that the Town Mayor was hosting a children's craft and pantomime event on Sunday 19th December and would be providing refreshments. The Town Mayor would require support to provide tea and coffee and members were asked if they would be able to help in any way.

59. **Report from Commbus**

The Chairperson welcomed Ollie Curran and Kim Richardson from Commbus to present a report on the Commbus Community Transport Service in Braunstone Town.

Commbus had taken over the running of some of the services previously provided by the Braunstone Town Community Minibus before it unfortunately, was unable to continue. Two regular routes had been taken on – the Ivy Club based at Braunstone West Social Centre and the weekly route from Kirby Muxloe to Glenfield. Commbus also operated a Dial-a-ride service Monday to Friday to various locations. The number of pickups from Braunstone Town was currently lower than expected and no service was available for Thorpe Astley at this time. However, this would be looked at in the future.

In order to extend the service that Commbus could offer, volunteers were required.

RESOLVED that the Town Council help with promoting the service and the need for volunteer drivers and escorts.

Reason for Decision

To support Commbus services to be sustainable and expand.

60. **Community Safety and Neighbourhood Policing Update**

The Committee were disappointed to note that no representative from the Police had been able to attend the meeting. In particular, members were keen to meet the new Sergeant for the Beat Team in order for an update on current crime trends to be discussed.

It was noted that no response had been received from the Police on two questions raised regarding pavement parking and the riding of motorbikes on public footpaths. A response regarding the extension of police notices prohibiting parking at critical points had been requested. It was noted that a special order had been put in place at Thorpe Astley Park advising that motorbikes illegally ridden on the park could be confiscated but this order only applied to the specific area where issues had been noted. Again, a further update on this was required from the police.

Recent Anti-social behaviour in the vicinity of Welcombe Avenue had also been raised and a further update from the police was requested.

RESOLVED

1. that the request for an update on pavement parking and motorbikes riding on footpaths be forwarded to the Police for an update; and
2. that the new police sergeant be invited to attend the next meeting of the Committee in February 2022.

Reasons for Decision

1. *to ensure that ongoing concerns regarding issues were addressed and that regular updates would be provided; and*
2. *to ensure that members would be able to meet the new sergeant in order to relay concerns of residents about ongoing issues.*

61. Outside Body Reports

The Committee received reports from members of Outside Bodies:

- a) Braunstone Town Community Minibus
No update was received on Braunstone Town Community Minibus.
- b) Braunstone West Social Centre
No update was received on Braunstone West Social Centre.

62. School Governing Body Report

The Committee received a report from a member of a School Governing Body (item 9 on the agenda).

It was noted that there was currently a vacancy for a school governor at Kingsway Primary School and agreed that the vacancy be published on the Town Council's website and social media.

RESOLVED that the school governor vacancy at Kingsway Primary School be publicised on the Town Council's website.

Reason for Decision

To ensure all members of the community have the opportunity to access the work of the school governors in the area.

63. Speed Activation Signs and Lamp posts Update

The Committee received an update on the Speed Activation Signs and Lamp Posts (item 10 on the agenda).

It was noted that the ongoing issues with both the speed activation signs had now been resolved with the manufacturer agreeing to replace the signs free of charge and updates undertaken to allow Bluetooth downloads. The signs had been installed on Kingsway and Murby Way and data from both signs would be available at the next meeting of the committee in February 2022. It was noted that Braunstone Lane still had speeding vehicles and concern was raised regarding school children crossing the road. However, it was confirmed that monitoring strips due were to be installed on Braunstone Lane and Narborough Road South East service road in the near future.

At the Committee meeting in July 2021, the committee had agreed that the speed activation signs be installed on Meridian East due to the high level of accidents in this vicinity. However, it had been noted that the procedure for installing any item, either permanent or temporary, on highway lighting columns

had now changed. Leicestershire County Council now offered two options for organisations if they wished to erect any item on a lighting column as follows:

1. Option 1

A licence application would have to be submitted to Leicestershire County Council to erect either permanent or temporary attachments to highway lighting columns. A structural survey of the lighting columns would be required from a private company. Details had been forwarded from SLCC regarding recent quotations received by Market Bosworth Parish Council from various private companies to undertake structural tests on four lighting columns that ranged from £400 - £1000.

2. Option 2

A licence application would have to be submitted to the County council for the installation of new posts specifically installed to put up the speed activation sign. Once County Council officers had undertaken a site visit and approved the location, they would install posts on the highway which then became the property of the Town Council for insurance and maintenance. The installation of the post would cost £250 each but a structural test and a memorandum of understanding would also be required for each post installed.

Members queried why lighting columns would need to be structurally tested if they had been recently updated and the County Council councillor agreed to look into the matter further.

RESOLVED

1. that no further action be taken with regards to the installation of the speed activation sign on Meridian East;
2. that the speed activation signs only be installed on existing approved lamp posts; and
3. that in the event that the speed activation signs once again become inoperable, the Committee review the costs now associated with installing the speed activation signs and balance this with the limited actions that would be available to reduce speeding within the Town.

Reasons for Decision

1. *The actions that the Council could take to address any speeding on Meridian East would be limited compared to the cost associated with obtaining approval for using lamp posts on Meridian East.*
2. *The speed signs were now operable and therefore should continue to be used in approved locations.*
3. *Due to the new procedures introduced by Leicestershire County Council there would be ongoing costs associated with installing the speed activation sign in new areas.*

64. Braunstone Life Patronage

The Committee considered arrangements for the Town Council's patronage to the Braunstone Life (item 11 on the agenda).

Previously the Town Council had supported the Braunstone Life with £300 patronage each year. However, the Town Council was aware of the importance of the publication for the community and the issues faced due to the Covid-19 pandemic and it was therefore recommended that a patronage of £500 be offered for the 2021/2022 financial year.

RESOLVED that the Braunstone Life Patronage be renewed with a gift of £500.

Reason for Decision

To support the work of Braunstone Life as a community newspaper, which was operated by volunteer and to recognise the impact that Covid-19 pandemic had had on the publication.

65. Braunstone Town Community Mini-bus Charitable Funds

The Committee considered arrangements for distribution of funds from the Community Minibus towards initiatives and groups supporting the elderly, vulnerable and disabled in Braunstone Town (item 12 on the agenda).

At the meeting of the Community Development committee on 8th July 2021 members received an update on Braunstone Town Community Minibus service and it was advised that the Braunstone Town Minibus would not be resuming any services following the Covid-19 pandemic restrictions being lifted. It was noted that Commbus had agreed to take over the running of some of the services previously offered by the Braunstone Minibus.

The trustees of the Braunstone Town Minibus were in the process of winding down the charity status of the group and part of this process was to distribute any remaining funds of the charity after all debts and expenses had been paid.

Part of the remaining funds had been granted to Commbus in order to support their service. However, following a meeting with the group trustees, the Town Council had been informed that Braunstone Town Community Minibus wished to offer a substantial amount of their remaining funds to the Town Council to manage and distribute on their behalf to local groups.

Draft proposals for the managing and distributing the funds had been forwarded to the trustees of the minibus who were happy with the proposals.

It was noted that the Charity Commission would need to approve the arrangements before the funds could be donated to the Town Council to distribute.

RESOLVED

1. that the draft proposal for administering the fund (attached at Appendix 1) be approved; and
2. that the draft criteria for distributing the funds (attached at Appendix 2) be approved.

Reasons for Decision

1. *To ensure that the Town Council had in place, robust and transparent arrangements for the management of this fund.*
2. *To ensure clarity on the criteria for the distribution of the funds.*

66. Summary of Grant Applications

The Committee received a list of grants paid to date and applied for from external sources (item 13 on the agenda).

It was noted that no update had yet been received regarding the application for a grant toward the Changing Places Toilet.

RESOLVED that the report be noted.

Reason for Decision

To monitor progress with supporting community groups with identifying sources of funding and with the award of grants under the Council's Community Grants scheme.

67. Community Grant Applications

The Committee considered Community Grant Applications which had been received (item 14 on the agenda). It was noted that only two members of the group lived within Braunstone Town but that the group would be approached to encourage them to meet occasionally in the Braunstone Town Library to encourage more residents to join the group and to offer activities within the library.

RESOLVED that the following grant applications be approved

- a) Crafty Stitchers Leicestershire - £200

Reason for Decision

The grant applications met the scheme criteria.

68. Improvements to Parks and Open Spaces

The Committee received a progress report on current projects and funding.

It was noted that the contractor at Shakespeare Park was currently undertaking snagging work on the building and that the Petanque area would be completed before the end of December. Confirmation from the contractor for the refurbishment of the tennis court was still awaited along with a start date for the work to commence.

It was noted that interim resurfacing work of the culvert bridge at Thorpe Astley had taken place due to the surface dropping. Work was still underway to ensure that the outstanding work to the bridge was completed in the Spring of 2022.

Work was continuing on the culvert bridges at Mossdale Meadows including working with the Environment Agency regarding the necessary permit required to undertake the work and drafting up the tender documents.

69. Community Development Priorities and Objectives

The Committee considered the Community Development Priorities and Objectives and determined whether they were relevant to address current and emerging issues faced by the Council and the community (item 16 on the agenda).

RESOLVED

1. that the Current and Ongoing Projects and Initiatives for each of the Community Development Priorities, as set out in the report, be received and noted;
2. that the Review of Civic Memorial Annual Remembrance Events, approved by the Committee on 6th February 2020 (Minute 69 2019 – 2021), be postponed and considered for rescheduling as part of the 2022 annual review of Priorities and Objectives;
3. that further to 2 above, Citizens' Advisory Panel schedule an item in May/June 2022 to ascertain residents' views of the current Civic Memorial Annual Remembrance Events;

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

4. that Community Development Objective 9 be rephrased "To encourage the formation of new community groups by promoting free/subsidised use of the Council's Community Facilities"; and
5. that, subject to 4 above, the Community Development Priorities set out in the report form the main areas of Community Development activity for 2022/2023.

Reasons for Decisions

1. *To set out the main areas of work in the Community Development Service for the coming year.*
2. *To focus on delivering initiatives and projects within the Council's 10 Key Priorities given the limits on resources.*
3. *To provide an opportunity for residents to comment on the current Civic Memorial Annual Remembrance Events and identify whether there was a need for modification to the arrangements.*
4. *The Council runs two Community Faculties.*
5. *These priorities continue to be the focus for nurturing and enhancing community life, equal opportunities and social inclusion.*

70. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2021 to 30th November 2021 (item 17 on the agenda).

RESOLVED that the report be noted.

Reason for Decision

There were no issues identified with income and expenditure to date.

71. Capital Plan and Budget Estimates 2021/2022

The Committee considered a Statement of Expenditure for 1st April 2020 to 31st March 2021, a list of capital projects for 2022/2023 and beyond and a proposed budget for 2022/2023 for recommendation to Policy & Resources Committee (item 18 on the agenda).

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

1. that a budget of £1,000 be included as a one-off in 2022/2023 budget for Grants for community events to mark the Queen's Platinum Jubilee;
2. that a new budget of £1,000 be included for General Events;
3. that the budget for the Covid-19 Community Response be deleted; and
4. that the draft Estimates for the Community Development Committee, as attached at Appendix 2, be included in the Budget Estimates for 2022/2023.

Reasons for Decisions

1. *To ensure appropriate financial support to enable Queen's Platinum Jubilee anniversary events to be organised and to ensure their success.*
2. *To provide resources for events to support social inclusion and promote usage of the Council's community and recreation facilities.*
3. *Financial Resources had not been required for the Covid-19 Community Response during 2021 and the scheme was winding down.*
4. *To ensure appropriate resources for the Community Development and Social Inclusion Services.*

72. Approval of Accounts

The Committee considered payments from 29th September 2021 until 30th November 2021 (item 19 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions for the period 29th September 2021 until 30th November 2021 be approved.

Reason for Decision

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

The meeting closed at 9.30pm.

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 _____