



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Executive Officer & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

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28th July 2021

To: Councillor Nick Brown (Chair), Councillor Anthea Ambrose (Vice-Chair) and Councillor Phil Moitt.

Dear Councillor

You are summoned to attend a meeting of the **EMPLOYING COMMITTEE** to be held on **Thursday, 5th August 2021** commencing at **5.30pm** to be held in the Fosse Room at Braunstone Civic Centre on, for the transaction of the business as set out below.

Alternatively, members of the public may observe this meeting, and make contributions under the Public Session item, using Zoom video and web conferencing software (details below).

Join Zoom Meeting

<https://zoom.us/j/93281347399?pwd=bFNoajBGWnNlZ0loTHREc3BlOVhKZz09>

Meeting ID: 932 8134 7399

Passcode: 258419

Yours sincerely,

Executive Officer & Town Clerk

AGENDA

1. **Apologies**
To receive apologies for absence.
2. **Disclosures of Interest**
To receive disclosures of Interest in respect of items on this agenda:
 - a) Disclosable Pecuniary Interests,
 - b) Other Interests (Non-Pecuniary).
3. **Public Participation**
Members of the public may make representations, give evidence or answer questions in respect of any item of business included on the agenda. At the discretion of the Chairperson the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

4. **Minutes of the Meeting held 13th August 2020**

To confirm the accuracy of the Minutes of the meeting held 13th August 2020 to be signed by the Chairperson (**Enclosed**).

5. **Annual Report 2019 – 2021 and Capital Plan 2021/2022**

To receive the Annual Report of the Town Council setting out achievements from 2019 – 2021 and priorities for 2021/2022, alongside the approved Capital Plan for 2021/2022 and beyond (**Enclosed**).

6. **Shared Parental Leave Request**

RECOMMENDED: - That in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reason for exception – Personal Information.

To consider an employee request for Shared Parental Leave in accordance with paragraph 18 of the Council's Terms & Conditions of Employment (**Enclosed for Members of the Committee**).

7. **Additional Pension Costs – Early Retirement through Redundancy**

RECOMMENDED: - That in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reason for exception – Personal Information.

To receive a recommendation from Policy & Resources Committee on 22nd April 2021 to determine whether any further investigation and action should be taken in respect of additional pension costs (**Enclosed for Members of the Committee**).

8. **Recommendation of an independent investigation into the handling of internal disputes**

RECOMMENDED: - That in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reason for exception – Personal Information.

To receive a recommendation from Policy & Resources Committee on 22nd April 2021 that recommendation 9.1.7 of the Report of Independent Investigator on the handling of Internal Disputes (18th March 2021) be considered as part of the Executive Officer & Town Clerk's Annual Personal Performance & Development Appraisal (**Enclosed for Members of the Committee**).

9. **Employee Development/Appraisal Review of the Executive Officer & Town Clerk**

RECOMMENDED:- That in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). Reason for exception – Personal Information.

To undertake the Personal Performance & Development Appraisal Review of the Executive Officer & Town Clerk.

Enclosed for Members of the Committee:

- (a) Executive Officer & Town Clerk's Personal Performance & Development Appraisal 2019;
- (b) Job Description and Person Specification for the Executive Officer & Town Clerk; and
- (c) Personal Performance & Development Appraisal Form for 2021, including the self-assessment by the Executive Officer & Town Clerk.



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.

BRAUNSTONE TOWN COUNCIL

MINUTES FROM EMPLOYING COMMITTEE

**HELD AT BRAUNSTONE CIVIC CENTRE AND USING ZOOM VIDEO AND WEB
CONFERENCING SOFTWARE**

13th AUGUST 2020 at 5.30pm

PRESENT: Councillor Nick Brown (Chair), Councillor Anthea Ambrose (Vice-Chair) and Councillor Phil Moitt.

Officers in attendance: Pauline Snow (Deputy Executive Officer & Community Services Manager).

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

14. Apologies

No apologies for absence were received.

15. Disclosure of Interest

A disclosure of non-pecuniary interest was made by Councillor Nick Brown in agenda item 5, Complaint Resolution – since he had been mentioned in evidence received by the Committee

16. 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 at the meeting.

17. Minutes of the Meeting held 18th February 2020

The Minutes of the Meeting held on 18th February 2020 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 18th February 2020 be approved and signed by the Chairperson as a correct record.

18. Complaint Resolution

RESOLVED that in view of the special / confidential nature of the business to be transacted, 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.*

To determine a complaint received under the Council's Code of Practice for dealing with complaints (item 5 on the agenda).

After considerable discussion and review of the evidence provided, the Committee

Resolved

1. That the complaint against the Executive Officer & Town Clerk received on 9th June 2020 regarding the request for a consultant's medical report was not upheld;
2. that the complaint against the Executive Officer & Town Clerk received on 23rd July 2020 regarding the lack of response to the email dated 9th June 2020 was not upheld;
3. that future correspondence and support offered to the complainant to be set out clearly, concisely and include precise details of actions the Town Council agree with him to implement;
4. that the chair of the committee to write up a report on the findings of the evidence supplied and the outcomes of the Committee meeting which would be circulated to all Committee members for agreement;
5. that it be recommended to Policy & Resources Committee that an independent third party investigate and consider the further issues highlighted by the complainant in an email dated 12th August 2020.

These actions were unanimously agreed by all Committee members.

Reasons for Decision

1. *The offer of support was made by the Executive Officer & Town Clerk at the meeting on 29th May 2020, subject to professional advice on how this would work in practice. Advice was sought and received and the proposed offer and how it could work was set out in a comprehensive email to the complainant on 5th June 2020 for him to consider.*
2. *The complainant had taken other avenues within the Council to resolve the issue and therefore the Executive officer & Town Clerk was right at that stage not to respond to the complainant any further.*
3. *To ensure that the offers made by the Executive Officer & Town Clerk to the complainant received a response on whether or not to progress them.*
4. *To conclude the Formal Complaint Process in accordance with paragraph 7 of the Council's Code of Practice for Dealing with Complaints.*
5. *Due to the complexity and number of issues raised, which were in addition to the original complaint and fell outside the remit of the Committee.*

The meeting closed at 6.55pm.

These minutes are a draft and are subject to consideration for approval at the next meeting.

BRAUNSTONE TOWN COUNCIL

Welcome to our Annual Report 2019-2021



By **Councillor Nick Brown**, Leader of Braunstone Town Council

Item 5a

Despite these challenging times, the Town Council continues to provide important services to the community and this Annual Report, which due to the pandemic covers two years, provides a summary of our achievements since May 2019 and looks ahead to our aspirations for the next 12 months.

A full list of our achievements are set out overleaf, however, I wish to reflect on three significant areas here.

In the summer of 2019, the Town and County Councils reached agreement to transfer the management of Braunstone Town Library to the Town Council, which took place in October 2019 with a successful launch event a month later. I am delighted that the agreement secures the Library's future along with the County Council's ongoing financial commitment, avoiding additional costs to the Town's taxpayers. I would like to thank the community for supporting our proposals. However, it doesn't end here, your Library is now managed locally and we want to provide a more responsive service to meet the needs of local residents. Therefore, as the Library reopens there will be many ways to get involved, such as volunteering for a new initiative or sharing your ideas through our Citizens' Advisory Panel.



Early in 2020 phase 1 of the works to deliver our ambitious plans to improve the facilities at Shakespeare Park commenced. The new multi-purpose Pavilion is due to open late Spring 2021 and supports lawn bowls, pétanque, football and tennis and provides for both sustaining and encouraging growth in sport participation. Phase 2 of the works to improve the tennis courts and play facilities is due to commence once funding has been secured.

Finally, the Council has continued to support the community during Covid-19 through our Community Response helping those in need, supporting a Community Foodbank at the Civic Centre, facilitating the roll out of the Covid-19 vaccine at Thorpe Astley Community Centre and through additional grant funding to support community groups during and after the pandemic. Thank you to all those who volunteered their time to help and support their community and neighbours through these very difficult times.

Looking ahead to the coming year, the report sets out 10 key priorities for the Town Council. A new one this year sets out our commitment to addressing issues impacting on the climate.

Information on our services and the latest news can be found on our website at www.braunstonetowncouncil.org.uk or by contacting Customer Services.

Once again, thank you for your time

Councillor Nick Brown

Accounts for the Year Ended 31st March 2021

Year Ended 31 st March 2020		Year Ended 31 st March 2021
£		£
£236,782.01	Balances brought forward	£245,340.26
£604,817.00	(+) Annual Precept	£646,304.00
£222,249.08	(+) Total other receipts	£1,124,854.83
£479,395.64	(-) Staff costs	£485,277.95
£60,765.04	(-) Loan interest / capital repayments	£66,628.11
£278,347.15	(-) Total other payments	£846,418.30
£245,340.26	(=) Balances carried forward	£618,174.73
£233,697.70	Total cash and short term investments	£621,657.04
£4,555,704.79	Total fixed assets and long term assets	£4,563,474.78
£242,997.99	Total borrowings	£1,128,008.14
The Audit for 2019 was completed on 14 th October 2020		

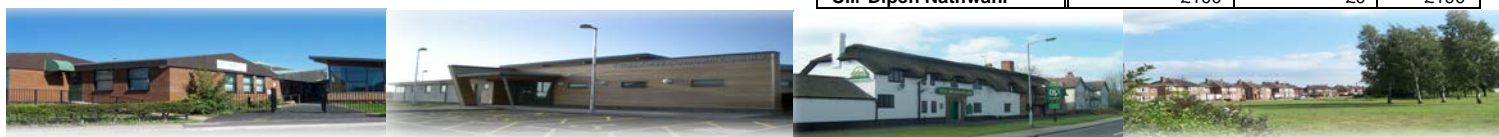
MEMBERS ALLOWANCES 2020/2021

The Council believes in openness and transparency, therefore, each year we publish the amount paid to Town Councillors in allowances and the amounts claimed in expenses. Below are the allowances paid (gross) and expenses claimed.

	ALLOWANCE	EXPENSES	TOTAL
Cllr A Ambrose	£375	£0	£375
Cllr M S Aslam	£375	£0	£375
Cllr A S Basra	£375	£0	£375
Cllr P Basra	£375	£0	£375
Cllr B Lunn Scoppie	£108	£0	£108
Cllr M Waterton	£375	£0	£375
Cllr N J Brown	£375	£0	£375
Cllr A DeWinter	£375	£0	£375
Cllr D Di Palma	£0	£0	£0
Cllr S Fox-Kennedy	£375	£0	£375
Cllr A Hack	£0	£0	£0
Cllr S Sangha	£375	£0	£375
Cllr P Kennedy	£375	£0	£375
Cllr S Johal	£375	£0	£375
Cllr S Maxwell	£0	£0	£0
Cllr P L Moitt	£375	£0	£375
Cllr T Shepherd	£375	£0	£375
Cllr D Singh	£375	£0	£375
Cllr R Waterton	£375	£0	£375
Cllr L Lee	£375	£0	£375
Cllr C Startin-Lorent	£375	£0	£375
Cllr Imran Uddin	£0	£0	£0
Cllr Dipen Nathwani	£100	£0	£100

Our Mission Statement

"We exist to ensure that local services and the environment reach the highest possible standards within the resources available, to provide a focus for civic pride; to listen, identify and respond to agreed local needs; to help develop a strong, secure, self-reliant, self-confident community."



BRAUNSTONE CIVIC CENTRE CUSTOMER SERVICE SHOP

Monday – Friday, 9.00am – 5.00pm

Kingsway, Braunstone Town, Leicester, LE3 2PP TEL: 0116 289 0045 FAX: 0116 282 4785

EMAIL: enquiries@braunstonetowncouncil.org.uk www.braunstonetowncouncil.org.uk



About Braunstone Town Council

The Council provides a wide range of services together with social and recreational facilities. The Council also promotes the interests of the town in its representation to other bodies. It works in partnership with the larger District Council and County Council to provide and supplement local government services within the town area.



The Council comprises 21 members who are elected every four years. Each year the Council elects from amongst its number the Town Mayor, Deputy Town Mayor, Leader and Deputy Leader

The Full Council meets six times a year. The Council has three standing committees: Policy & Resources, Community Development and Planning & Environment Committee. The Planning & Environment Committee meets approximately twelve times a year. All Meetings are open to local residents and include a public participation session on the Agenda. Agendas for the Council and standing committees are available to the public a week before the meeting date. Meetings are held at the Braunstone Civic Centre, and online using Zoom video conferencing. Further information is available on request by telephoning the Council on 0116 2899270 and can also be found on the notice board at the Town Council Offices, Thorpe Astley Community Centre and on the Council's Website

Our Achievements in 2019/2021

- Delivered **significant improvements** to the Sport and Pavilion facilities at **Shakespeare Park**, to ensure the facilities are fit for purpose and to increase participation and access to **Sport**.
- Appointed contractors to carry out phase 2 of the **Shakespeare Park** improvements to improve the **tennis and play facilities**.
- Completed the transfer of **Braunstone Town Library** from the County Council to the Town Council's Management on 1st October 2019 securing the future of the Library while retaining agreements to ensure that the County Council continued to meet its financial and legal obligations protecting the interests of the Town's taxpayers. A community opening event was held.
- Installed new **welcome signage** at **Thorpe Astley** to provide for a sense of place and to remind drivers that they are entering a residential area.
- Completed the **transfer of open spaces** at **Thorpe Astley** from David Wilson and Wilson Bowden homes to the Town Council's ownership.
- Established and provided coordination and support for a **Covid-19 Community Response Scheme** to bring together those who needed help with shopping, supplies and pet care during the pandemic with **volunteers** who wanted to help others in their neighbourhood.
- Introduced measures to ensure our services were **Covid-19 secure**, from **Parks, Play Areas and Sports Courts to our Community Centres and Library**. To ensure that we could maintain as many services as possible within the Covid-19 regulations and restrictions we adopted revised terms and conditions and prices for hirers using our community facilities and sports pitches; introduced **ring and collect at the Library** and provided access to **Council and Committee meetings** remotely through **video conferencing**.
- Supported local community volunteers establish a **Food Bank Service** at Braunstone Civic Centre to provide essential food supplies to those who are struggling particularly due to the impact of the Covid-19 pandemic.
- Provided **additional grant funding** for **community groups** to help the continue both during the pandemic and to recover afterwards.
- Converted **car park** and **footpath** lighting to **LED**

Plans for 2021/2022

In addition to the continuing with the existing level of services, the Town Council aims to achieve the following during the forthcoming year:

- **Shakespeare Park** works have commenced and are due to be **completed** in **2021**. The Council has ambitions to **increase** community use and **sport participation** at the site;
- Improvements to our **community facilities** at both **Braunstone Civic Centre** and **Thorpe Astley Community Centre**; to include a **Changing Places toilet** at the Civic Centre;
- Positively and proactively **provide support** for re-establishing **community groups, events and activities** in 2021/22 to **reduce isolation** and build **community cohesion**;
- Meet the needs of Thorpe Astley residents by facilitating the delivery of **services and events at Thorpe Astley Community Centre**; to consider whether there is a need to extend other Council services to Thorpe Astley Community Centre in order to reduce isolation and provide better access to services for Thorpe Astley residents.
- Continue to work to keep **Braunstone Town Library** open; whilst **enhancing Library services** due to the **Covid-19 pandemic**
- Legal **transfer of open spaces** at Thorpe Astley to the Town Council has now been completed. Improvements to The **Culvert at Thorpe Astley Park**; to be completed and enhanced;
- The impact of **climate change** has become increasingly visible. The Town Council will develop a **Strategy** and an **Action Plan** to address the impact of its own activities on the climate, it will provide leadership, and partnership with the principal Councils, to respond to the climate change agenda.
- Following a consultation, the Town Council is actively working with the developer and Blaby District Council to ensure that the **land adjacent to the M1 bridge** is suitably **landscaped** to provide **protection** for residents from the **new road** and to provide a **leisure and recreation space**.
- Provide and support important **quality of life** initiatives, such as **crime reduction**. Since 2014, the Town Council has supported the **Local Area Co-ordination project** connecting it with the community and by providing a base from which it can operate.
- Continue to look to make efficiency savings while ensuring the existing **services are safeguarded and where appropriate improved**, the Town Council will seek to make £18,486 in ongoing savings over the next two financial years.

Your Views

Throughout the year we undertake a range of consultations and short surveys to ascertain the views of residents on our major projects, such as our improvement proposals for Shakespeare Park, other priorities and services and also to help us to articulate the needs and aspirations of the community.

We have a dedicated Consultation page on our website (found under *Town Council*).

www.braunstonetowncouncil.org.uk/index.php/town-council/town-consultations



BRAUNSTONE TOWN COUNCIL

CAPITAL PLAN 2021/2022

The Council's Capital Projects have been identified through identified emerging priorities, the Annual Survey, the Citizens' Advisory Panel and the Parish Plan. A review of the Council's Open Spaces and Parks identified priorities for Capital improvements should external funding arise, as a result Policy & Resources Committee on 11th April 2013 adopted "Proposals and Priorities for Improvements to Our Parks and Open Spaces", which form part of this programme.

Each year Policy & Resources Committee, when considering the budget estimates and precept for the forthcoming financial year, reviews progress with Capital Projects and updates the list according to funding and priorities. The Capital Plan forms the foundation of the strategic investment and improvement works undertaken by the Town Council in the year ahead. The Capital Plan proposals are considered and approved at Full Council in January when the budget and precept is set.

Parks and Open Spaces Projects		
Park	Project	Notes
Franklin park	Improvement items identified by the Franklin Park Working Group: completion of gravel path in orchard (to enable access to lower part when the ground is water logged)	Currently scheduled for 2021/22
Impey Close playground	Resurface playground with rubber mulch under play equipment and pathway (Rubber tiles damaged and in places missing. Surfaces having been damaged subject to continued vandalism).	Once open space registered with the Council
Mosssdale Meadows & Merrileys	Replace vehicle and pedestrian culvert bridges at Mosssdale Meadows. <i>Existing culverts are not suitable for flow of water which causes flooding on the park on a regular basis</i>	Priority Project for 2021/22
	Bridlepath resurfacing (from Kingsway entrance through to Jelson owned land)	On-hold pending review and availability of resources
	Possible resurfacing of footpaths	
	Toddler swings (estimated five year life span – medium risk) MM	
	Refurbishment of Changing Rooms and Sports facilities at Mosssdale Pavilion. <i>The Changing Facilities and Social Facilities could make more effective use of the space and are in need of improvement and modernisation.</i>	Once Shakespeare Park Improvements completed – scheduled 2021

Parks and Open Spaces Projects (continued)		
Park	Project	Notes
Mosssdale Meadows & Merrileys <i>Continued</i>	Roof Insulation at Mosssdale Depot and Sports Changing Rooms. <i>There is currently no central heating at the premises, with electric heaters for the staff room at the Depot. The building is not energy efficient and needs to be both in the short and long term to reduce energy use and costs.</i>	Once Shakespeare Park Improvements completed – scheduled 2021
	Flood Prevention at Parks Depot. <i>Depot has recently been the subject of flooding incidents following heavy and prolonged rain. The depot is lower than the adjacent concrete pathway. Engineer to design drainage/flood prevention scheme.</i>	Work in progress to undertake the work
	Installation of bio-fuel boiler at Mosssdale Pavilion for heating the Sports Facilities and Parks Depot. There is no heating at the premises. There are electric heaters for the staff room at the Depot, which are inefficient and a higher risk for fire. The Town Council has to pay at the Waste Disposal site to tip hedge and tree cuttings, which could be reused to fuel heating system.	Once Shakespeare Park Improvements completed – scheduled 2020
Shakespeare Park	Consider alternatives to respond to problems of burst water pipes from the water tank currently sited on top of the football changing rooms (possible options, heating of tank or removal and installation of electric showers in the changing rooms)	Part of Shakespeare Park Improvement and Development Project, currently scheduled for completion in Spring 2021. Priority Project underway and scheduled for completion in 2021/22
	Replacement to Perimeter fencing of Tennis Courts	
	Bowling Club Pavilion – (has an expected 10 – 15 year life span remaining) Consider options for the long term future of the building and possible future wider community use, and replacement of building, and the existing club's involvement in sourcing funding opportunities for the replacement.	
	Provide additional basketball/netball nets/markings to existing tennis courts to provide an all-year use for the facility.	
	Additional balance in play area (2-5 or 5 – 12 age group)	
	Additional Spinning Equipment in play area (2-5 year or 5 – 12 year age group) including installation	

Parks and Open Spaces Projects (continued)		
Park	Project	Notes
Shakespeare Park <i>Continued</i>	Safety Surface installed at toddler area	Priority Project underway and scheduled for completion in 2021/22 (see above)
	Additional seat in play area	
	Improvements to the entrance to the park area (access from the car park to the park)	
	Safety Surface in play area	
All Parks	Purchase of a wood chipper. <i>To enable the installation of a bio-fuel boiler at Mossdale Depot and Sports Changing Rooms. To reduce waste and waste tipping costs to tip hedge and tree cuttings, which could be reused to fuel heating system in pavilion. Chippings can also be used to make natural pathways.</i>	To be scheduled.

Community Centres Projects		
Building	Project	Notes
Civic Centre	Refurbishment of both sets of Toilets including exploring the provision of a Changing Places Toilet. <i>The current toilets are approximately 20 years old. The refurbishment of the toilets provided an opportunity to ensure that the Civic Centre toilet facilities are fully accessible.</i>	Priority Project for 2021/22
	Refurbishment of the Civic Centre Bar, Kitchen and Store Facilities (To enable the expansion of the facility to provide a café service during the day and additional lunches and meals, utilising the space more effectively and providing a wider community social space).	Priority Project for 2021/22
	Council Chamber internal refurbishment: <ul style="list-style-type: none"> • Heating/Air Conditioning • Mood Lighting Audio / Visual Equipment, including sound and loop system and fixed projector. <i>The facilities are in need of modernisation for users and hirers: the room is used for meetings, consultations, seminars, training and social events.</i>	On-hold pending review and availability of resources
	Sound proofing of Partition Doors between Ravenhurst / Winstanley Rooms. <i>Complaints from hirers about noise from adjoining room, potential impact on ability to hire both rooms separately.</i>	Not required if current proposals to refurbish toilets and provide a new kitchen facility go ahead.

Community Centres Projects		
Building	Project	Notes
Civic Centre Continued	Refurbishment/Replacement of Fire Doors in Council Chamber. <i>Some doors and frames are rotten and doors stick when the frames swell in the damp. Potential to hinder exit in an emergency.</i>	Currently scheduled for 2021/22
	Fosse Room – Audio / Visual Equipment, including sound and loop system and fixed projector (The facilities are in need of modernisation for users and hirers: the room is used for meetings, consultations, seminars and training).	Currently scheduled for 2021/22
	Civic Centre Roof Refurbishment; Council Chamber side. <i>The roof on the Council Chamber and Fosse Room is leaking and has received several patches. Advice is that the roof has passed its life expectancy and will need refurbishing in the short term.</i>	To be scheduled.
	Replacement of Civic Centre Windows. <i>The windows are over 20 years old and do not meet modern insulation standards. Some are unsafe to open.</i>	To be scheduled.
Both Centres	Repainting of Rooms in both Civic Centre and Thorpe Astley Community Centre where there is dirt or damage (to ensure rooms are attractive to hirers).	Priority Project for 2021/22
	Installation of hearing loop systems in main rooms at both Community Centres. <i>Item already included where refurbishment of specific rooms has been identified.</i>	To be scheduled.

Library Projects	
Project	Notes
Installation of LED lighting at the Library. <i>The Library building has not been converted to LED lighting; conversion will reduce energy use and costs.</i>	Scheduled for 2021/22.

General Projects		
Location	Project	Notes
Civic Centre and Franklin Park Car Parks	Resurfacing/ Relining of Civic Centre, including exploring new handrails along footpath on entrance slope from Welcome Avenue, and Franklin Park Car Parks. <i>Poor quality of the surface, particularly near entrances and patching is costly and inefficient. Lines are currently fading and can be relined following resurfacing. The slope at the Civic Centre is considered steep and potentially presented difficulties for wheel chair users and those who are less able.</i>	Currently scheduled for 2021/22
Installation of Solar Panels at both Community Centres and Shakespeare Park Pavilion	The Town Council has undertaken energy saving projects such as LED Lighting and installation of new heating and air conditioning systems. Shakespeare Park Pavilion will be built to current efficiency standards. The next stage for both reducing the impact on climate change and making savings is generation of some of the Council's electricity from renewable sources.	To be scheduled.
Improvements to Cycling Facilities	Cycle lock-up rails are available at both Centres and will be available at the new Shakespeare Pavilion. To encourage cycling and to ensure parked cycles are safe – consider covers, lock ups, better signage and CCTV coverage.	To be scheduled.
Gateway signage to the Town on the new road from Lubbesthorpe	The Town Council was responsible for the Town's place signs and would be responsible for installation of such signs at the new gateway and could explore incorporating speed reminders and/or safety messages.	To be scheduled once the road has been adopted by Leicestershire County Council.
Thorpe Astley Gateways	Gateway signage at the entrances to Thorpe Astley estate	Scheduled February / March 2021.
Provide new, improved and enhanced notice boards at key locations	Over the past few years, many notice boards have fallen into disrepair and have been removed. Some existing notice boards are in need of refurbishment and replacement. Some notice boards are located where there isn't a high level of footfall, while some key locations do not have notice boards.	Rolling programme over 5 years.

Adopted by Council 28th January 2021 (Minute Reference 5896).