

**BRAUNSTONE TOWN COUNCIL**  
**MINUTES OF THE COUNCIL MEETING**

**30<sup>th</sup> JUNE 2022 at 8.00PM**

**PRESENT:** Councillor Tracey Shepherd (Deputy Town Mayor in the Chair) and Councillors Shabbir Aslam, Parminder Basra, Nick Brown, Amanda Hack, Sohan Johal, Leanne Lee, Rebecca Lunn-Scoppie, Phil Moitt, Dipen Nathwani, Darshan Singh, Marion Waterton and Robert Waterton.

Councillor Christiane Startin-Lorent observed the meeting online via Zoom video conferencing.

**Officer in Attendance:** Darren Tilley, Chief Executive & Town Clerk.

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

**COUNCILLOR TRACEY SHEPHERD, DEPUTY TOWN MAYOR, IN THE CHAIR**

**6038 Apologies**

Apologies for absence were received from Councillors Anthea Ambrose, Ajmer Basra, Sam Fox-Kennedy, Paul Kennedy, Sam Maxwell and Satindra Sangha.

Councillor Christiane Startin-Lorent also sent apologies for not being able to attend the meeting in person.

**6039 Disclosures of Interest**

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

**6040 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.

**6041 Minutes**

The Minutes of the Annual Meeting of Braunstone Town Council held on 12<sup>th</sup> May 2022 were circulated (item 4 on the agenda).

It was proposed by the Deputy Town Mayor and seconded by Councillor Nick Brown that the Minutes of the Annual Meeting of Braunstone Town Council held

on 12th May 2022 be approved and signed by the Chairperson as a correct record.

An amendment was proposed by Councillor Robert Waterton to Minute 6019, Election of Town Mayor, that the paragraph following the resolution read "Councillor Satindra Sangha duly signed the formal Declaration of Acceptance of Office and was invested with the Chain of Office by her predecessor, Councillor Darshan Singh".

In accordance with Standing Order 4.17, the proposer and seconder of the original motion accepted the amendment and the motion, as amended, became the substantive motion and was:

**RESOLVED** that the Minutes of the Annual Meeting of Braunstone Town Council held on 12<sup>th</sup> May 2022 be approved and signed by the Chairperson as a correct record; subject to the paragraph following the resolution under Minute 6019, Election of Town Mayor, being amended to read "Councillor Satindra Sangha duly signed the formal Declaration of Acceptance of Office and was invested with the Chain of Office by her predecessor, Councillor Darshan Singh".

#### **6042 Internal Audit Report 2021/2022 and Internal Audit Arrangements 2022/2023**

The 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 2022 and considered appointment of the Internal Auditor for 2022/2023 (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) and confirmation of compliance with the internal control objectives (attached at Appendix 2 of the report) be received and noted;
2. that the recommendations for improvement, along with the proposed response, as set out in the Internal Audit Improvement Action Plan (attached at Appendix 3 of the report), be adopted; and
3. 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 2023.

#### *Reasons for Decision*

1. *The Internal Auditor, having tested all the aspects of the Council's internal controls, was satisfied that in all significant respects the internal control objectives were achieved throughout the financial year to a standard adequate to meet the Council's needs.*

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

#### **6043 Annual Governance Statement 2021/2022**

The Council received a report to ensure sound systems of internal control, including the management of risk and the preparation of accounting statements during the financial year ended 31st March 2022 and to authorise the completion and submission of the Annual Governance Statement 2021/2022 accordingly (item 6 on the agenda).

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

**RESOLVED** that the systems of internal control and management of risk, as set out in the report and in the updated Corporate Risk Register at Appendix 1, be approved and confirmed as sound; and that Section 1, Annual Governance Statement 2021/22, of the Annual Governance and Accountability Return 2021/2022, attached at Appendix 2 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 also 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 2022, there were sound systems of internal control and management of risk.*

#### **6044 Accounting Statements 2021/2022**

The Council received the End of Year Accounts for the financial year ended 31st March 2022 in order to consider, adopt and submit the Accounting Statements 2021/2022 accordingly (item 7 on the agenda).

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

**RESOLVED** that Section 2, Accounting Statements 2021/22, of the Annual Governance and Accountability Return for the year ended 31st March 2022, 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.*

#### **6045 Capital Plan Update**

The Council considered updates to the Capital Plan following adoption of the Climate Change & Environmental Action Plan (item 8 on the agenda).

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

**RESOLVED** that the amended Capital Plan 2022/2023, as attached and highlighted at Appendix 1, be approved.

*Reason for Decision*

*To ensure that the Council's Capital Plan was updated accordingly to reflect both the recommendations of the Carbon Audit and the delivery objectives in the Climate Change & Environmental Action Plan.*

#### **6046 Announcements**

##### a) Town Mayor

The Town Mayor had sent her apologies due to sickness and testing positive for Covid-19. On behalf of the Council the Deputy Town Mayor wished the Town Mayor, Councillor Satindra Sangha, a speedy recovery.

The Deputy Town Mayor announced that the Town Mayor had been busy during her first seven weeks:

- on 21st May, the Town Mayor joined the 60th anniversary celebrations at Friar Lane & Braunstone Baptist Church;
- on 21st May, she attended the Vaisakhi celebrations at Braunstone Civic Centre;
- the Town Mayor attended the following events to mark the Queen's Platinum Jubilee:
  - 27th May at the Library Coffee morning,
  - 1st June at Kingsway Primary School,
  - 3rd June, Picnic at Thorpe Astley Park and Community Centre;
- on 19th June, the Town Mayor officially opened the new Shakespeare Park Pavilion and open day;
- on 20th June the flag was raised at the Civic Memorial Garden to mark the week running up to Armed Forces Day; and
- finally on 23rd June the Town Mayor attended the 60th anniversary celebrations at Winstanley School.

b) Leader of the Council

Councillor Nick Brown commented on the recent Shakespeare Park Open Day, which had been well attended. The Leader had received a lot of positive feedback, while acknowledging there were some finishing works which needed to be completed at the site. The Leader concluded that it had been a positive event for the Council and he thanked everyone involved in putting together the event.

c) Chief Executive and Town Clerk

No announcements were made.

**6047 Questions from Councillors**

No questions had been submitted.

**6048 Reports of Standing Committees: Civic Centre Facilities Improvements Sub Committee – 19th May 2022**

Council received the Report of the Civic Centre Facilities Improvements Sub-Committee meeting held on the 19th May 2022 (p7454-7456)

It was moved by Councillor Nick Brown and

**RESOLVED** that the Report be adopted.

**6049 Reports of Standing Committees: Community and Development Committee – 19th May 2022**

Council received the Report of the Community and Development Committee meeting held on 19th May 2022 (p7457 – p7463).

Page 7458 - 7459, Minute 7 – Speed Sign Data

Councillor Amanda Hack advised that as the County Councillor for the area she had followed up concerns relating to speeding on Braunstone Lane. She added that despite this, the number of accidents was low compared to Kingsway and Narborough Road South. However, as part of the Members' Highways Fund, she had requested some line repainting.

It was moved by Councillor Tracey Shepherd and

**RESOLVED** that the Report be adopted.

**6050 Reports of Standing Committees: Planning & Environment Committee – 9th June 2022**

Council received the Report of the meeting of Planning & Environment Committee held on 9th June 2022 (p7464– p7472).

It was moved by Councillor Robert Waterton and

**RESOLVED** that the report by adopted.

**6051 Reports of Standing Committees: Corporate Governance Sub-Committee – 16th June 2022**

Council received the Report of the meeting of Corporate Governance Sub-Committee held on 16th June 2022 (p7473-7476).

It was moved by Councillor Nick Brown and

**RESOLVED** that the report by adopted.

**6052 Reports of Standing Committees: Policy & Resources Committee – 16th June 2022**

Council received the Report of the meeting of Policy & Resources Committee held on 16th June 2022 (p7477– p7486).

It was moved by Councillor Nick Brown and

**RESOLVED** that the report by adopted.

**6053 Motions on Notice**

No Motions on Notice had been submitted.

**6054 Sealing of Documents**

There were no documents for sealing.

**6055 County and District Councillor Reports**

a) Leicestershire County Council

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

- a. Business Plan: detailed the County Council's investments;
- b. County Deals: the Government were offering Levelling Up funding to Counties which adopted County Deals, there were different levels but to achieve level 3, full devolution and funding, a directly elected Mayor would be required; there had been few conversations with the City Mayor but both the County Council Leader and City Mayor were due to meet with Government shortly;
- c. Support for Ukrainian Refugees: has been agreed as a month of free train/bus travel;

- d. Net Zero Consultations: the County Council was launching consultation on how to achieve net zero by 2045, however, the roadshows would be during the July fortnight and none were planned in Blaby District;
- e. Members' Highways Fund: Councillor Hack had proposals for an exit point for cyclists on Lubbethorpe Way heading south at the slip road for Meridian Way and for enhancements to a couple of gateways, which included installation of planters; Councillor Hack invited further suggestions from Councillors for highways improvements that could be delivered using the fund; and
- f. Financial Position: the County Council's financial position was critical particularly in care services due to inflation.

Councillor Robert Waterton asked for an update on progress following submission of the petition against the closure of Forest House Surgery to Health Scrutiny. In response Councillor Hack stated that the CCG was yet to formally feedback to Health Scrutiny.

b) Blaby District Council

Councillor Nick Brown, as District Councillor for Millfield Ward, reported on the following matters:

- a. Planning Call-in: changes were made to the process at the last Council meeting, restricting call-ins to ward members unless it was a single member ward and the member was unable to call-in the item (e.g. because that person was ill);
- b. Hinckley Rail Freight Exchange: £100,000 has been allocated for additional officer support to put together Blaby's response; main areas of concern was the impact on local villages and on traffic levels at M1 junction 21;
- c. Peer Review: published in April and there was an Improvement Plan, which included Scrutiny improvements; and
- d. Car Parking Strategy: scrutiny review lasted 2¾ hours mainly dealing with miscellaneous points.

Councillor Amanda Hack queried whether Blaby District Council was working closely with Hinckley & Bosworth Borough Council concerning the response to the Hinckley Rail Freight Exchange proposals. In addition, she suggested that the Car Parking Strategy ought to be an Active Travel Strategy.

In response, Councillor Brown stated that partnership working with the County Council concerning the Hinckley Rail Freight Exchange had been mentioned but nothing specific had been mentioned relating to Hinckley & Bosworth Borough Council. He assumed officers would be in close contact since the two authorities work closely together on a number of matters. The Car Parking Strategy related to managing the District Council's own car parks. Councillor Brown added that he had asked

questions at scrutiny on how the Strategy fitted into other Strategies such as Climate Change and Economic Development.

Councillor Robert Waterton asked whether there had been any other changes to the planning call-in process to enable smaller but controversial applications to be called in by a ward member.

In response, Councillor Brown stated the only change was to restrict who could call-in, there had been no other changes to the process.

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 : .....

DATED: .....