

**BRAUNSTONE TOWN COUNCIL**  
**MINUTES OF CITIZENS' ADVISORY PANEL**  
**THURSDAY 2ND DECEMBER 2021**

**PRESENT:** Councillor Leanne Lee (Vice-Chair in the Chair) and local residents John Dodd, Jenny Dodd, Jeanette Essex and Talent Nyandoro.

In attendance online, via Zoom Video Conferencing, were Councillors Parminder Basra and Marion Waterton and also Katie Barradell, Local Area Coordinator.

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

**1. Apologies**

An apology for absence was received from Councillor Phil Moitt.

**2. Disclosures of Interest**

There were no disclosures of interest.

**3. Minutes of the Meeting**

The Minutes of the Meeting held on 2<sup>nd</sup> September 2021 were received and noted.

**4. Library - Community Engagement**

The Panel received an update and considered ideas for engaging the community in what events and activities they would like to see in the library and to encourage community volunteers to help with running and supporting projects.

It was noted that a grant in the sum of £5000 had been received from the Cultural Communities Network for initiatives and activities to take place in the library. During the school summer break activities for children and their parents had been organised in the library where classical music, puppetry and craft sessions were attended by local residents over a four-week period. A new bench had also been purchased that would be located in the memorial garden as a "Friendly bench". A launch event would be organised in the Spring 2022 for the bench with activities for children.

Two engagement sessions had recently been organised in the library to consult with users about what they wanted to see in the library and what would encourage them to attend more. Feedback forms were completed and compiled. The Feedback form had also been included in the Braunstone Life

December edition. Arrangements would be made to compile a list of volunteers from the Covid Community Response Scheme and those residents that had indicated they would like to volunteer for roles in the library and these residents would be invited to a meeting in the January 2022 to discuss volunteer roles in the library.

**AGREED** that the initiatives and proposals be supported.

## 5. **Proposed Conservation Area for Braunstone Village**

The Panel noted proposals and received a resident's survey on the draft Character Appraisal and merits of designating as a conservation area, the area of Braunstone Village to the south of Braunstone Lane to coincide with the already designated conservation area within the Leicester City boundary.

The panel were advised that a leaflet had been posted through residents' doors that fell within the proposed conservation area, informing them of the proposal. This also included residents on the Leicester City side, with permission granted by the City Council.

Panel members expressed concern that by including properties in a conservation area this could possibly increase insurance premiums and limit what work residents could undertake on their property. It was noted that some work may need planning permission in order to ensure that it retained the character, look and feel in keeping with the proposed conservation area.

A draft Character Appraisal had been developed by local resident, Mr John Dodd, and the panel thanked him for the work put into this.

**AGREED** that the following be the Panels' response to the survey:

1. Do you agree that the southern (Braunstone Town/Blaby District) side of Braunstone Village (i.e. South of Braunstone Lane/Main Street) should be designated as a Conservation Area, complementing the existing Conservation Area on the northern (Leicester City) side of Braunstone Village? **Yes: 7 No: 0**
2. If the answer in 1 above is yes; do you agree with the proposed boundary for the Conservation Area (marked in red on the enclosed map)? **Yes: 7 No: 0**
3. If the answer in 1 above is yes; do you consider the Draft Character Appraisal fully and accurately describes the special architectural, historic interest, character and appearance of Braunstone Village? **Yes: 6 No: 0** (note: John Dodd did not vote as an author of the Draft Character Appraisal).
4. Where do you live? **In the proposed Conservation Area: 1; Rest of Braunstone Town: 6.**

## **6. Projects and Financial Planning**

The Panel received the Council's medium-term strategy along with the current priorities, objectives and capital plan. To determine whether they were relevant to address current and emerging issues faced by the Council and the community. To consider and comment upon progress during the current year and consider and identify any new issues and projects for 2022/2023 and beyond for recommendation to Policy & Resources Committee.

The Panel noted that the Town Council faced financial constraints in the coming years due to an increase in inflation costs, Health and Social Care Levy and rising fuel and utility costs.

**AGREED** that the Priorities and Objectives of the Council and the Capital Plan projects were relevant to address current and emerging issues faced by the Council and the community.

## **7. Civic Centre Facilities Improvements**

The Panel received proposals for the refurbishment of the Civic Centre Toilets and Civic Centre Bar/Café kitchen.

The Town Council were proposing to undertake improvements to the Civic Centre facilities including refurbishment of existing toilets, inclusion of a Changing Places toilet and addition of the kitchen for the Community Lounge/bar to use in order to provide a café facility within the bar area.

**AGREED** that the following comments be considered:

1. the loft hatch in the area to be used as a Changing Places toilet be re-sited to non-public areas;
2. an emergency exit door directly to the outside be considered from the "canteen" area to provide an exit in emergency from both the Hall/Stage and the "canteen";
3. the door on the stage emergency exit to Reception be hung the opposite side to avoid impeding exit to the front door;
4. water filters be considered for taps in the "canteen" area; and
5. a swing door to the Bar/Café kitchen area, for emergency exit in the event of fire.

The meeting closed at 8.22pm.

*These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled to be 3<sup>rd</sup> March 2022.*

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.*



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