

**BRAUNSTONE TOWN COUNCIL**

**MINUTES OF PLANNING & ENVIRONMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 10TH MARCH 2022**

**PRESENT:** Councillor Robert Waterton (Chair), Councillor Parminder Basra (Vice-Chair) and Councillors Anthea Ambrose, Leanne Lee, Phil Moitt, Satindra Sangha, Christiane Startin-Lorent and Marion Waterton.

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

There were two members of the public present at the meeting.

**78. Apologies**

Apologies for absence were received from Councillors Sohan Johal and Dipen Nathwani.

**79. Disclosures of Interest**

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

**80. 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 in attendance.

Once member of the public, Geoff Simmonds, was a resident of the proposed conservation area extension (item 10 on the agenda) and advised the Committee of his support for the proposals and suggested that the informal open space between Manor Farm and Avon Road should be considered for inclusion within the proposed boundary. Mr Simmonds also suggested it was important for the Town Council to be able to influence the setting of timescales to avoid any unnecessary delays at Blaby District Council.

**81. Minutes of the Meeting held 6th January 2022**

The Minutes of the Meeting held on 6th January 2022 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 6th January 2022 be approved and signed by the Chairperson as a correct record.

**82. Planning and Licensing Applications dealt with under Delegated Authority**

The Committee received and noted responses to planning and licensing applications taken under Delegated Authority (item 5 on the agenda).

**RESOLVED** that the action taken by the Chief Executive & Town Clerk under delegated authority in forwarding the following observations to Blaby District Council be noted:

Planning Applications

- 1. Application No:** 21/1439/HH
- Description:** Two storey side and single storey rear extensions
- Location:** 7 Edward Avenue Braunstone Town Leicestershire LE3 2PB (Ravenhurst & Fosse Ward)
- Response:** *Braunstone Town Council does not object to the application; subject to:*
- a) *on-site parking, including the proposed garage space, for 3 vehicles being provided and permanently available for use;*
  - b) *the front curtilage parking being surfaced with a hardbound permeable material;*
  - c) *the proposed window in the first-floor side elevation of the extension being of opaque glass and any opening being a storm window opening only, which should be at least 2 metres above the finished floor levels; and*
  - d) *no additional windows in the side elevation without the explicit consent of the local planning authority.*
- Reasons:**
- a) *To avoid additional parking on the approach to a road junction, which could present highway safety issues.*
  - b) *To provide a suitable surface for parking while avoiding flooding and surface water run-off.*
  - c) *To protect the privacy of the neighbouring property by ensuring that the side of the property could not be overlooked.*
  - d) *To protect the amenity enjoyed by the neighbouring property in terms of privacy and noise.*
- 2. Application No:** 21/1487/HH
- Description:** Loft conversion including hip to gable roof extension, rear dormer and associated internal alterations

**Location:** 57 Ravenhurst Road Braunstone Town Leicestershire LE3 2PW (Ravenhurst & Fosse Ward)

**Response:** *Braunstone Town Council objects to the proposed dormer window and Juliet Balcony to the rear.*

**Reason:** *The proposed rear dormer window and Juliet Balcony would provide for a vantage point providing views over the neighbouring properties private amenity spaces, having an adverse impact on the privacy enjoyed by the occupants of these properties.*

**3. Application No:** 21/1011/DOC

**Description:** Discharge of conditions 17 (Footpath Management Plan), and 18 (details of repositioned footpath) attached to planning permission 18/1041/FUL

**Location:** Aldi Meridian Way Braunstone Town Leicestershire LE19 1LW (Thorpe Astley Ward).

**Response:** *Braunstone Town Council:*  
a) *cannot support the discharge of condition 17 (Footpath Management Plan) until an updated Footpath Management Plan was provided to the Planning Authority; and*  
b) *does not object to the discharge of condition 18 (details of repositioned footpath).*

**Reasons:**  
a) *It was understood that a temporary closure and diversion was now preferred while the new footpath was constructed in order to ensure pedestrian safety; an updated Footpath Management Plan would need to be provided and should contain a timetable as required by Condition 17.*  
b) *There were changes to the proposed gradient of the footpath which would mean there was no loss of capacity in the sump area. The Flood Risk Assessment had identified flooding in the area was likely to be a 1 in 1000 year event; there was no concern regarding either increased flood risk or flood storage volume in the “sump” and that the repositioning of the footpath would not create any significantly greater flood risk than presently existed.*

**4. Application No:** 22/0057/NMAT

**Description:** Non-Material amendment to Outline planning permission 11/0100/1/0X seeking to change the description of development to incorporate the words

- 'with the provision of care' after 'residential uses', to alter the schedule of development to provide for a 66 bed care home facility at the Local Centre 01 to replace the envisaged 40 residential dwellings; and to relocate the proposed health centre from the District Centre to the Local Centre 01.

**Location:** New Lubbesthorpe Beggars Lane Lubbesthorpe.

**Response:** *Braunstone Town Council does not object to the proposed non-material amendment; subject to*

- a) the 40 dwellings lost from Local Centre 1 being provided elsewhere in the development; therefore, the total number of dwellings from the outline permission remaining at 4,250; and*
- b) the rate of delivery of dwellings, including social and affordable housing, being unaffected by the proposed change.*

**Reasons:** *The provision of a care home facility was welcomed; the relocation of the health centre along the main road would have an insignificant impact on accessibility overall; however,*

- a) it was important to avoid any loss in the number of dwellings being provided overall since this would put pressure on the surrounding areas to provide more land for development; and*
- b) delivery of affordable and social housing in Blaby District was behind the identified housing need target.*

#### Licensing Applications

**5. Application No:** M & B Jackets

**Description:** Street Trading Consent - Renewal Application

**Location:** Meridian East, Braunstone Town.

**Response:** *Braunstone Town Council does not object to the renewal of this street trading application, subject to any conditions applied to the original consent being applied to the renewal consent.*

**Reasons:** *The Town Council was not aware of any public safety, health or environmental issues in relation to this trader; however, it was important that any conditions currently applied continued to be applied in order to meet these objectives.*

### 83. 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:

1. **Application No:** 22/0125/HH
- Description:** Two storey side extension (amended scheme to 21/0200/HH)
- Location:** 32 Grass Acres Braunstone Town Leicestershire LE3 2UQ (Millfield Ward)
- Response:** *Braunstone Town Council does not object to the proposals; subject to:*
- a) retention of existing on-site parking, including the garage space, as shown in the submitted plans; and*
  - b) no windows in the side elevation of the extension without the explicit consent of the local planning authority.*
- Reasons:**
- a) Given the proposals provided for an additional bedroom, it was important to avoid additional parking on a narrow highway, which could result in obstruction and present highway safety issues.*
  - b) To protect the amenity enjoyed by the neighbouring property in terms of privacy.*

### 84. Additional Planning and Licensing Applications

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

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

2. **Application No:** 22/0156/CLP
- Description:** Single storey rear extension
- Location:** 174 Kingsway Braunstone Town Leicestershire LE3 2TU (Ravenhurst & Fosse Ward)

- Response:** *Braunstone Town Council:*
- a) *does not object to the issuing of a Lawful Development Certificate for the proposed single storey rear extension; and*
  - b) *recommends that any Lawful Development Certificate issued does not include the proposed internal alterations to the garage space.*

- Reasons:**
- a) *The plans indicated that the rear extension would extend 3 metres beyond the rear of the house.*
  - b) *The description refers to a single storey rear extension; however, the application cross-references a plan, which shows internal alterations to the garage space; the loss of which could have an adverse impact on the local amenity and highway safety if it resulted in additional parking on the highway.*

## **68. Planning Decisions**

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

### **RESOLVED**

1. that Councillor Phil Moitt contact the Planning Case Officer for more information behind the following planning decisions:
  - a) 21/1298/HH, Single storey side extension, at 1A Amy Street;
  - b) 21/1398/HH, Single storey front and side/rear extensions (to include demolition of existing rear garage structure), at 21 Turnbull Drive; and
  - c) 21/1439/HH, two storey side and single storey rear extensions and rendering of existing property, at 7 Edward Avenue; and
2. that Councillor Robert Waterton contact the Planning Case Officer for more information behind the conditions applied to Planning Decision 21/1395/HH, 2 storey side extension, dormer window to rear and 2 and single storey rear extension and associated alterations, at 332 Braunstone Lane.

### *Reasons for Decision*

1. *To understand why:*
  - a) *a condition had not been applied to ensure that the extension would be built in accordance with the submitted Flood Risk Assessment;*
  - b) *the development was permitted with a proposed porch protruding further forward than the bay window, and why a condition had not been included preventing windows in the side of the extension without explicit consent; and*
  - c) *conditions had not been applied concerning side windows being opaque and the openings of a type and height preventing an individual looking out over the neighbouring property.*
2. *To understand why the Town Council's objections to the conversion of the garage space and consequential loss of on-site parking and the rear dormer were not taken into account.*

**69. Feedback on Planning Application Decisions**

The Committee received feedback concerning planning application decisions by Blaby District Council where the Committee had queried the decision; as follows:

- a) from Councillor Christiane Startin-Lorent, concerning application 21/1310/ADV, Display of three fascia signs (internally illuminated), three flag pole advertisements, one monument sign, and one totem pole (internally illuminated), at 1 Meridian South (**Enclosed**): there were not any regulations currently which could be used, however, the Town Council were advised to recommend regulations through the local plan review; and
- b) from Councillor Leanne Lee, concerning application 21/1158/HH, first floor side extension, at 2 Pits Avenue: a query had been raised with the planning department and a response was awaited.

**70. Proposed Conservation Area for Braunstone Village**

The Committee received the results of the recent residents' survey on the 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, along with considering whether any modifications should be made to the proposals and to receive proposed milestones and estimated timescales for the next stages (item 10 on the agenda).

Citizens' Advisory Panel on 3<sup>rd</sup> March 2022 had also received the results of the residents' survey and had considered the proposals (Citizens' Advisory Panel Minute 6, 3<sup>rd</sup> March 2022):

- a) concern was raised by local residents regarding on ongoing planning application to build 13 new homes within the conservation area and whether the draft conservation proposals would delay or prevent the planning application process with Blaby District Council; and
- b) residents suggested that the boundaries of the extension to the conservation area be reconsidered to include a small green space beyond current bungalows which was the last small area of Manor Farm; inclusion in the conservation area would prevent development on the land and protect two old existing agricultural buildings that have conservation significance.

**RESOLVED**

1. that the results from the Residents' Survey (Appendix 1 and Citizens' Advisory Panel on 2<sup>nd</sup> December 2021) and the consultation response from Blaby District Council (Appendix 2) be received and further considered with Blaby District Council Planning Policy and Leicestershire County Council Heritage Service as part of reviewing and developing the conservation area proposal;
2. that the proposed amendment to section 13, Capacity for Change (set out at Appendix 3), be made to the draft Character Appraisal (Appendix 4);

3. that the *Proposed Milestones and Estimated Timescales* as set out in the report be approved; and
4. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Chair of Planning & Environment Committee, to:
  - (a) make amendments to the draft Character Appraisal following a detailed examination of the consultation survey results and feedback from stakeholders and following any advice from Blaby District Planning Policy and historic buildings and conservation professionals;
  - (b) publish an amended Character Appraisal;
  - (c) approve specific dates and milestones, including consultations and review, within the framework set out in the *Proposed Milestones and Estimated Timescales* section of the report; and
  - (d) further engage stakeholders, partners and professional advisers.

#### *Reasons for Decision*

1. *To shape the proposals and identify the special character and appearance in Braunstone Village, which should be preserved and enhanced.*
2. *To respond to issues raised in the consultation responses, particularly those by Blaby District Council concerning the proposed area for designation and the need to identify the reason for its preservation.*
3. *To provide timescales for engagement, review and amendment in order to shape proposals and enable a decision to be made on whether or not to finalise proposals for Blaby District Council to determine whether to designate the Town/District side of Braunstone Village as a Conservation Area, and if so in what form.*
4. *To enable the proposals to be updated following consultation and to set detailed arrangements for further consultation, review and engagement, along with obtaining professional support.*

#### **71. Notice Board Renewal**

The Committee received an audit of the Council's Notice Boards and considered a 5-year rolling programme for their renewal (item 11 on the agenda).

#### **RESOLVED**

1. that the Notice Board Audit Report be received and noted (Appendix 1);
2. that the "Recommendations for potential sites for new notice boards or small A4 poster frames", as set out in the Audit Report at Appendix 1, be approved as the framework for the five year rolling programme of replacement and renewal of notice boards, with the exception that utilising bus stops to promote events not be included;
3. that the "Action Plan" set out in the relevant section of the report, including the recommended four positions for the replacement notice boards on Town Council land in 2022/2023, be approved; and
4. that the "Classic 58 Post Mounted External Notice Board with Header", example shown at Appendix 2, be purchased for each of the four locations (Foxon Way, Goodheart Way, Holmfield Park and Franklin Park).



### *Reasons for Decision*

1. *To note that a full audit of notice boards owned by the Town Council has been completed.*
2. *To provide a plan for new/replacement notice boards to be installed in a timely manner and sited in the most appropriate positions to allow residents to be informed of upcoming events and council business.*
3. *To replace notice boards on Town Council owned land as soon as possible.*
4. *To ensure that appropriate notice boards would be purchased, presenting a corporate image across the town and providing value for money.*

## **72. Lubbesthorpe**

The Committee received an update on progress concerning matters relating to the Lubbesthorpe development, which included receiving a recent presentation to County Councillors (item 12a on the agenda) and background notes relating to presentation (item 12b on the agenda).

The Chair, Councillor Robert Waterton, updated the Committee as follows:

- (a) all local County Councillors were invited and attended the presentation, which related to highway matters;
- (b) Councillor Waterton had looked for traffic modelling information and could only find the modelling undertaken, which formed part of the planning approval process; there had been no recent modelling on the impact from the development; and
- (c) the next meeting of the local parishes group is scheduled for 30<sup>th</sup> March 2022.

Councillor Anthea Ambrose advised the Committee as follows:

- (d) that it had been important to ensure that County Councillors were fully aware of the highway issues, since when members of the Group had raised these issues directly with the highway authority or planning authority, they felt they were going round in circles;
- (e) members of the Group would be responsible for particular themes; and
- (f) potentially Travel Solutions could be invited to attend a future meeting to update the Group on progress with implementing the Lubbesthorpe Travel Plan.

**RESOLVED** that the update be noted.

### *Reason for Decision*

*To receive details of current and ongoing matters discussed relating to the new Lubbesthorpe development and its impact.*

## **73. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2021 to 28<sup>th</sup> February 2022 (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 2021/2022.*

**74. Approval of Accounts**

The Committee received payments 22nd December 2021 until 28th February 2022 (item 14 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the Period 22nd December 2021 until 28th February 2022 be approved.

*Reason for Decision*

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

**75. Meetings 2022/2023**

The Committee considered proposed meetings for 2022/2023 and whether an interim meeting should be held on Thursday 5<sup>th</sup> May 2022.

**RESOLVED**

1. that proposed meetings for 2022/2023 be endorsed as follows:
  - Thursday 9<sup>th</sup> June 2022;
  - Thursday 25<sup>th</sup> August 2022;
  - Thursday 27<sup>th</sup> October 2022;
  - Thursday 8<sup>th</sup> December 2022;
  - Thursday 16<sup>th</sup> February 2023; and
  - Thursday 20<sup>th</sup> April 2023; and
2. that a meeting of the Planning & Environment Committee be scheduled for Thursday 5<sup>th</sup> May 2022.

*Reasons for Decision*

1. *To ensure that meetings were scheduled when business needed to be transacted while ensuring meetings were at regular intervals.*
2. *To bridge the three month gap between the last scheduled meeting of the current cycle and the first scheduled meeting of the new Council Year.*

The meeting closed at 9.05pm.

**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 on 5th May 2022.*

DRAFT