



# *Oadby and Wigston Borough Council*

## **TO COUNCILLOR:**

G S Atwal  
T Barr  
L A Bentley  
Ms A R Bond  
G A Boulter  
J W Boyce  
Mrs L M Broadley  
F S Broadley  
D M Carter

Ms K Chalk  
Miss M V Chamberlain  
M H Charlesworth  
M L Darr  
B Dave  
R F Eaton (Mayor)  
Mrs L Eaton  
B Fahey  
D A Gamble

Mrs S Z Haq (Deputy Mayor)  
J Kaufman  
Dr T K Khong  
Mrs H E Loydall  
K J Loydall  
Mrs S B Morris  
R E R Morris  
R H Thakor

Dear Councillor et al

I hereby summon you to attend a meeting of the **COUNCIL** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **TUESDAY, 14 JUNE 2016** at **7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices  
Wigston  
**06 June 2016**

Mark Hall  
Chief Executive

## **AGENDA**

## **PAGE NO'S**

### **1. Calling to Order of the Meeting and Prayers**

The meeting of the Council will be called to order to receive His Worship The Mayor and Deputy Mayor. Members, Officers and those otherwise in attendance are asked to remain standing whilst the Meeting is led in prayer by the Chaplin.

### **2. Apologies for Absence**

### **3. Declarations of Interest**

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

### **4. Reading, Confirmation and Signing of Minutes**

To read, confirm and sign the Minutes of the previous meeting of the Council in

accordance with Rule 17 of Part 4 of the Constitution.

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| <b>a) Minutes of the Council held on Tuesday, 19 April 2016</b>              | <b>1 - 7</b>  |
| <b>b) Minutes of the Annual General Meeting held on Tuesday, 17 May 2016</b> | <b>8 - 12</b> |

<b>5. Action List</b>	<b>13</b>
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To read, confirm and note the Action List arising from the previous meeting of the Council held on Tuesday, 19 April 2016.

**6. Motions on Notice**

To consider any Motions on Notice in accordance with Rule 12 of Part 4 of the Constitution.

**7. Petitions, Deputations and Questions**

To receive any Petitions and, or, Deputations in accordance with Rule 24 of Part 4 of the Constitution.

Members are reminded that in accordance with Rule 11.1 of Part 4 of the Constitution, questions can be asked of the Leader of the Council and the Chair of a Committee without notice upon an item of the report of a Committee when that item is being receiving or under consideration by the Council.

**8. Mayor's Announcements**

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|---|----------------|
| <b>a) List of Official Mayoral/Deputy Mayoral Engagements</b> | <b>14 - 16</b> |
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**9. Leader's Statement**

<b>10. Common Seal of the Council</b>	<b>17</b>
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**11. Receiving of Minutes for Information**

The Council will receive the minutes from the meetings of the below-mentioned Committees, Forums, Working Groups and Outside Bodies for the purposes of information in accordance with Rule 17 of Part 4 of the Constitution.

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|---|----------------|
| <b>a) Minutes of the Licensing and Regulatory Committee held on Thursday, 14 April 2016</b> | <b>18 - 23</b> |
| <b>b) Minutes of the Development Control Committee held on Thursday, 14 April 2016</b>      | <b>24 - 27</b> |
| <b>c) Minutes of the Development Control Committee held on Thursday, 12 May 2016</b>        | <b>28 - 39</b> |
| <b>d) Minutes of the Children and Young Peoples' Forum held on Wednesday, 01 June 2016</b>  | <b>40 - 45</b> |

**MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 19 APRIL 2016 COMMENCING AT 7.00 PM**

<b><u>IN ATTENDANCE:</u></b>		
Mayor - Councillor M Latif Darr Deputy Mayor - Councillor Robert F Eaton		
<b><u>COUNCILLORS (18):</u></b>		
Mrs L Eaton	M H Charlesworth	K J Loydall
L A Bentley	B Dave	R E R Morris
G A Boulter	D A Gamble	Mrs S B Morris
J W Boyce	Mrs S Z Haq	G S Atwal
D M Carter	J Kaufman	Ms K Chalk
Miss M V Chamberlain	Mrs H E Loydall	B Fahey
<b><u>OFFICERS IN ATTENDANCE (3):</u></b>		
S J Ball	Mrs A E Court	M Hone

<b>Min Ref.</b>	<b>Narrative</b>	<b>Officer Resp.</b>
<b>73.</b>	<b><u>CALLING TO ORDER OF THE MEETING AND PRAYERS</u></b>  The meeting of the Council was called to order to receive His Worship The Mayor and Deputy Mayor.  The meeting was led in prayer by the Chaplin.	
<b>74.</b>	<b><u>APOLOGIES FOR ABSENCE</u></b>  An apology for absence was received from Councillors F S Broadley, Mrs L M Broadley, T Barr, Ms A R Bond, Dr T K Khong and R H Thakor.	
<b>75.</b>	<b><u>DECLARATIONS OF INTEREST</u></b>  In respect of agenda item 10:  (i) Councillor K J Loydall declared that he personally knew two of the Panel Members of the Independent Remuneration Panel. (ii) Councillor Mrs L Eaton declared that she personally knew one of the Panel Members of the Independent Remuneration Panel.  Both Members attended the meeting without prejudice and with an open mind.	
<b>76.</b>	<b><u>READING, CONFIRMATION AND SIGNING OF MINUTES</u></b>  <b>RESOLVED THAT:</b>  The Minutes of the meeting of the Council held on Thursday, 18 February 2016 be taken as read, confirmed and signed.	
<b>77.</b>	<b><u>ACTION LIST</u></b>	

	<p><b>RESOLVED THAT:</b></p> <p>The Action List arising from the previous meeting of the Council held on Thursday, 18 February 2016 be noted by Members.</p>	
78.	<p><b><u>MOTIONS ON NOTICE</u></b></p> <p>None.</p>	
79.	<p><b><u>PETITIONS, DEPUTATIONS AND QUESTIONS</u></b></p> <p>None.</p>	
80.	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>The Mayor stated that the meeting was the last business meeting of the Council for the municipal year 2015/16. He expressed his gratitude to Members for their professional conduct in the transaction of the Council's business and noted the contributions made by all Members' that had enriched the quality of debates held.</p> <p>The Mayor further announced that Major's Curry and Charity Auction Night was to be held on Tuesday, 26 April 2016 at the Cuisine of India, Kelmarsh Avenue, Wigston.</p>	
80A.	<p><b><u>LIST OF OFFICIAL MAYORAL/DEPUTY MAYORAL ENGAGEMENTS</u></b></p> <p><b>RESOLVED THAT:</b></p> <p>The list of Official Mayoral Engagements attended by The Mayor and, or, Deputy Mayor be noted by Members.</p>	
81.	<p><b><u>LEADER'S STATEMENT</u></b></p> <p>The Leader of the Council, Councillor J W Boyce, noted the limited progress made to date in respect of the Combined Authority for Leicester and Leicestershire. He advised that more information was to be presented to Members at the next business meeting of the Council scheduled to take place on Tuesday, 14 June 2016.</p> <p>The Leader further noted the upcoming election for the Police and Crime Commissioner for the Leicestershire police area due to be held on Thursday, 5 May 2016 and wished all four candidates the best of luck in their respective campaigns.</p> <p>The Leader announced to Members that at the present time the Chief Executive remained in poor health. He reported that the Interim Chief Financial Officer and the Monitoring Officer / Director of Services were jointly providing interim cover in his absence. He added that should longer-term cover arrangements be necessary, this would be organised and Members informed, accordingly. On behalf of all Members and Officers, he wished the Chief Executive a full and prompt recovery.</p>	
82.	<p><b><u>MEMBERS' ALLOWANCE SCHEME 2016/17</u></b></p>	

	<p>The Council gave consideration to the report and appendices (at pages 18 - 25) as delivered as summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p>The Leader of the Council expressed his gratitude to the Panel Members of the Independent Remuneration Panel (IRP) and advised that the obtaining governance regulations were to be reviewed in the upcoming financial year by the Change Management Committee. He noted that the recommended increase in Basic Allowance was the first for six years.</p> <p>The Leader made three amendments to the substantive recommendations, namely that:</p> <ul style="list-style-type: none"> <li>(a) Members be permitted to claim no more than two SRA's;</li> <li>(b) the rate if SRA for Vice-Chairs of the Policy, Finance and Development Committee, Service Delivery Committee and Development Control Committee remain at £1,150; and</li> <li>(c) the Council be minded to successively adopt the Members' Allowance Scheme ("the Scheme") in its current format for the next four years (until May 2020).</li> </ul> <p>The Leader of the Council moved the recommendation(s) as recommended by the IRP (as set out at Appendix 1) as amended.</p> <p>Councillor Mrs S B Morris seconded the recommendation(s) as amended.</p> <p>Councillor G S Atwal stated that he was opposed to any increase recommended in the revised Scheme.</p> <p>Councillor L A Bentley stated that it was a Member's individual prerogative as to whether to accept or refuse the receipt of any allowance and, or, increase thereof.</p> <p>Councillor J Kaufman noted the significance of the introduction of Members' Allowances Schemes as a Labour-led initiative to widen the pool of prospective candidates seeking election as a local Councillor.</p> <p>Councillor Mrs H E Loydall noted a number of amendments made to the Council's policies under a Liberal Democrat administration that sought to attract candidates from a more representative cross-section of the Borough. She further noted that this Borough's Members were the lowest-paid of all Leicester/shire authorities and represented the best value for service to the taxpayer.</p> <p><b>RESOLVED THAT:</b></p> <ul style="list-style-type: none"> <li>(i) The Special Responsibility Allowances (as set at column two of Appendix 1) be agreed as amended;</li> <li>(ii) The Members' Allowance Scheme for 2016/17 (as set out at Appendix A) be adopted as amended effective for the period 18 May 2016 until 9 May 2017;</li> <li>(iii) A Basic Allowance of £4,750 be paid to each Member effective from 18 May 2016;</li> </ul>	
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	<p>(iv) Members be permitted to claim no more than two Special Responsibility Allowances;</p> <p>(v) The results of the Independent Remuneration Panel's continuing work and benchmarking exercise against comparable local authorities be noted; and</p> <p>(vi) The Council be minded to successively adopt the Members' Allowance Scheme in its current format for the next four years (until May 2020).</p> <p><b>Votes For</b> 19  <b>Votes Against</b> 1  <b>Abstentions</b> 0</p>	
83.	<p><b><u>COUNCIL'S MEDIUM TERM FINANCIAL STRATEGY 2016/17 TO 2020/21</u></b></p> <p>The Council gave consideration to the report and appendices (at pages 26 - 49), as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>The Leader stated that although the phasing out of the Revenue Support Grant (RSG) and the increase in receipts of local business rates had some revenue potential, it was not without risk. He said that economic growth was required in both the housing and business sectors in the Borough otherwise the Medium Term Financial Strategy (MTFS) would be constrained. He further invited all Members to be constructive in any alternative proposals to the Council's £12.5m investment programme.</p> <p>Councillor Mrs S B Morris commended the MTFS and moved the recommendations as set out at paragraphs 2.1 and 2.2 of the report.</p> <p>Councillor D A Gamble seconded the recommendations.</p> <p>Councillor G A Boulter noted the authority's improved financial standing and its building of reserves since the Liberal Democrat group took control of the Council in 1991 which was said to be consistently reflected in the auditors' reports.</p> <p>Councillor G S Atwal stated that he did not agree with report's anticipated increases of 1.99% to rate of Council Tax in each of the next three years.</p> <p>The Interim Chief Financial Officer stated that the anticipated increases in Council Tax were based on a four-year forecast and that, although the Council Tax Freeze Grant was not available for 2016/17, this did not preclude its availability in later years. He further advised that the additional income generated of £75,000 per annum from the rise was nevertheless insubstantial to bridge the funding gap of £1.4m over the same four-year period.</p> <p>Councillor K J Loydall noted the difficulty of the decisions taken by the Council to balance the books since 1991 to address the Liberal Democrat group's inheritance of a £1m deficit from a previous Conservative-led administration.</p> <p>Councillor Mrs H E Loydall noted the achievements in frontline services</p>	

	<p>made by the Council in the present, austere economic climate and commended Members' and Officers' efforts in securing the necessary financial savings through prudent forward planning.</p> <p>Councillor J Kaufman enquired as to the real-term increase in Council Tax for a Band D property for the ensuing year.</p> <p>The Interim Chief Financial Officer reported that the rise amounted to an increase of £4.30 per annum per Band D property, excluding the increase(s) of 3.99% made by the precepting authorities. He advised that should Members be minded not to increase Council Tax in each of the next three years, further savings of £75,000 per annum would need to be identified.</p> <p><b>RESOLVED THAT:</b></p> <p>(ii) The Medium Term Financial Strategy (set out in the Appendix) be approved; and;</p> <p>(iii) The Council's current and projected financial positions be noted by Members.</p> <p><b>Votes For</b> 19  <b>Votes Against</b> 0  <b>Abstentions</b> 1</p>	
84.	<p><b><u>PRUDENTIAL INDICATORS, TREASURY AND INVESTMENTS STRATEGIES</u></b></p> <p>The Council gave consideration to the report and appendices (at pages 50 - 70), as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>Councillor Mrs S B Morris stated that the borrowing of capital investment funds in respect of the Borough's new leisure facilities negated the associated-costs formerly borne by the Council in the running of the previous facilities. The cost of borrowing was said to amount to a saving of approximately £300,000 per annum.</p> <p>Councillor Mrs S B Morris moved the recommendations as set out at paragraphs 2.1 to 2.3 of the report.</p> <p>Councillor D A Gamble seconded the recommendations.</p> <p><b>RESOLVED THAT:</b></p> <p>(iv) The Prudential Indicators for 2016/17 (set out at Appendix 1) be approved;</p> <p>(v) The Treasury Strategy and Plan for 2016/17 (set out at Appendix 2) be approved; and</p> <p>(vi) The Investment Strategy for 2016/17 to 2018/19 (set out at Appendix 3) be approved.</p> <p><b>Votes For</b> 19  <b>Votes Against</b> 0  <b>Abstentions</b> 1</p>	

85.	<p><b><u>LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND - FINAL RECOMMENDATIONS</u></b></p> <p>The Council gave consideration to the report and appendix (at pages 71 - 73) as delivered as summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p>The Leader requested that the final decision of Local Government Boundary Commission for England be reported back to a subsequent meeting of the Council.</p> <p><b>RESOLVED THAT:</b></p> <p>The final recommendations of the Local Government Boundary Commission for England be noted by Members.</p>	
86.	<p><b><u>DRAFT SCHEDULE OF COUNCIL AND ALLIED MEETINGS 2016/17</u></b></p> <p>The Council gave consideration to the report and appendices (at pages 74 - 91) as delivered as summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p><b>RESOLVED THAT:</b></p> <p>The draft Schedule of Council and Allied Meetings for 2016/17 be noted by Members.</p>	
87.	<p><b><u>RECEIVING OF MINUTES FOR INFORMATION</u></b></p> <p>The Monitoring Officer / Director of Services advised Members that any amendments to minutes received by the Council were to be properly raised at the next ordinary meeting of the pertaining Committee, Forum, and, or, Working Group in question for consideration and, or, inclusion into that subsequent meeting's minutes.</p> <p>Councillor D M Carter stated that amendments to the minutes of the Oadby Residents' Forum held on Tuesday, 01 March 2016 were required and would be raised accordingly.</p> <p>Councillor G A Boulter stated that amendments to the minutes of the Service Delivery Committee held on Tuesday, 22 March 2016 were required and would be raised accordingly.</p> <p>The Leader moved that the minutes received by Council at this meeting be adopted (as tabled) and the aforementioned minutes of the Oadby Residents' Forum and Service Delivery Committee be remitted back for amendment and confirmation, respectively.</p> <p>Councillor Mrs S B Morris seconded the Leader's motion.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>(i) The minutes as set out at agenda item numbers 15a -15m (pages 92 -</p>	



	<p>161), together with the supplementary update (at pages 1 – 21), from the meetings of the below-mentioned Committees, Forums, Working Groups and Outside Bodies for the purposes of information be received by the Council; and</p> <ul style="list-style-type: none"> <li>(a) Minutes of the Service Delivery Committee held on Tuesday, 19 January 2016</li> <li>(b) Minutes of the Greening of the Borough Working Group held on Tuesday, 09 February 2016</li> <li>(c) Minutes of the Development Control Committee held on Wednesday, 17 February 2016</li> <li>(d) Minutes of the Oadby Residents' Forum held on Tuesday, 01 March 2016</li> <li>(e) Minutes of the South Wigston Residents' Forum held on Tuesday, 08 March 2016</li> <li>(f) Minutes of the Place Shaping Working Group held on Wednesday, 09 March 2016</li> <li>(g) Minutes of the Wigston Residents' Forum held on Monday, 14 March 2016</li> <li>(h) Minutes of the Community Engagement Forum held on Tuesday, 15 March 2016</li> <li>(i) Minutes of the Service Delivery Committee held on Tuesday, 22 March 2016</li> <li>(j) Minutes of the Policy, Finance and Development Committee held on Tuesday, 29 March 2016</li> <li>(k) Minutes of the Children and Young People Forum held on Wednesday, 30 March 2016</li> <li>(l) Minutes of the Health and Wellbeing Board held on Tuesday, 05 April 2016; and</li> <li>(m) Minutes of the Change Management Committee held on Wednesday, 06 April 2016</li> </ul> <p>(ii) The minutes of the Oadby Residents' Forum held on Tuesday, 01 March 2016 and the minutes of the Service Delivery Committee held on Tuesday, 22 March 2016 be remitted back for amendment and confirmation, respectively.</p>	
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**THE MEETING CLOSED AT 7.58 PM**



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**MAYOR**  
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**TUESDAY, 14 JUNE 2016**  
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# Agenda Item 4b

## MINUTES OF THE ANNUAL GENERAL MEETING HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 17 MAY 2016 COMMENCING AT 7.00 PM

<b><u>IN ATTENDANCE:</u></b>		
Mayor - Councillor M Latif Darr Deputy Mayor - Councillor Robert F Eaton		
<b><u>COUNCILLORS (19):</u></b>		
G S Atwal	D M Carter	
L A Bentley	Ms K Chalk	Mrs S Z Haq
Ms A R Bond	Miss M V Chamberlain	J Kaufman
G A Boulter	B Dave	Dr T K Khong
J W Boyce	Mrs L Eaton	Mrs S B Morris
Mrs L M Broadley	B Fahey	R E R Morris
F S Broadley	D A Gamble	
<b><u>OFFICERS IN ATTENDANCE (3):</u></b>		
S J Ball	Mrs A E Court	M Hone
<b><u>OTHERS IN ATTENDANCE (6):</u></b>		
Mrs S Darr	B Gohil	
Miss D Eckert	Z Haq	Mrs L Wyatt

Min Ref.	Narrative	Officer Resp.
1.	<b><u>CALLING TO ORDER OF THE MEETING AND PRAYERS</u></b>  The meeting of the Council was called to order to receive His Worship The Mayor and Deputy Mayor.  The meeting was led in prayer by the Chaplin to the Mayor-elect.	
2.	<b><u>APOLOGIES FOR ABSENCE</u></b>  An apology for absence was received from Councillors M H Charlesworth, Mrs H E Loydall, K J Loydall and R H Thakor.	
3.	<b><u>MAYOR'S ANNOUNCEMENTS</u></b>  None.	
4.	<b><u>PRESENTATIONS</u></b>	
4A.	<b><u>CITIZEN OF THE YEAR 2016/17</u></b>  Councillor J Kaufman proposed that the civic recognition of Citizen of the Year for 2016/17 be conferred upon Mr Bhavin Gohil.  The Member paid tribute to Mr Gohil for his long-standing dedication and contribution to volunteer projects, events and forum meetings across the Borough throughout the previous years. The meeting particularly heard of	

	<p>Mr Gohil's pro-active approach and willingness to undertake any task required of him and the significance of his achievements in spite of his disabilities.</p> <p>The Mayor presented Mr Gohil with a silver salver and a floral presentation as a token of gratitude.</p>	
<b>4B.</b>	<p><b><u>YOUNG CITIZEN OF THE YEAR 2016/2017</u></b></p> <p>Councillor R E R Morris proposed that the civic recognition of Young Citizen of the Year for 2016/17 be conferred upon Miss Daria Eckert.</p> <p>The Member paid tribute to Miss Eckert for her passionate work and commitment to the advocacy of young people's rights on a local and national level. The meeting particularly heard of the importance Miss Eckert attached to her efforts to widen consultation and awareness amongst young people within the Borough on youth-associated subjects and campaigns.</p> <p>The Mayor presented Miss Eckert with a silver salver and a certificate as a token of gratitude.</p>	
<b>5.</b>	<p><b><u>ADDRESS BY HIS WORSHIP COUNCILLOR M L DARR</u></b></p> <p>The Mayor described his year's mayorship as a thoroughly-enjoyable term in office and was hopeful that he had met the expectations of Members and the residents of the Borough alike. He expressed his gratitude to the Mayor's Secretary for her work and assistance throughout the year and presented her with a floral presentation as a token of his personal appreciation.</p> <p>The Mayor confirmed that approximately £5,000 had been fundraised in total for the Leicester Hospital Charity to which all its contributors were thanked. His Worship particularly noted the generosity and support of the Oadby Sikh Gurudwara, the Punjabi Society of Leicester, the Oadby and Wigston Muslim Society, the Tesco Superstore in South Wigston and Councillor B Fahey for their individual contributions.</p>	
<b>6.</b>	<p><b><u>APPRECIATIONS</u></b></p> <p>The Leader of the Council, Councillor J W Boyce, led the appreciations for the outgoing Mayor's term of office. The meeting heard of Councillor M L Darr's warmly-received ability to effortlessly capture the essence of the civic events he had attended and, as such, was described as an exceptional ambassador of the Borough.</p> <p>The Leader of the Council further announced that the Chief Executive was making a steady recovery from his recent episode of ill-health and that he and the Chief Executive were hopeful about his imminent return to the Council in the coming weeks.</p>	
<b>7.</b>	<p><b><u>ELECTION OF THE MAYOR FOR THE YEAR 2016/2017</u></b></p> <p>The Mayor asked Members for nominations for the election to the Office of Mayor for the ensuing municipal year 2016-17.</p>	

	<p>Councillor Mrs S B Morris proposed that Councillor R F Eaton be elected to the Office of Mayor for the ensuing year. She commended the Member's extraordinary work ethic which was said would serve him well as the First Citizen of the Borough.</p> <p>Councillor G A Boulter seconded Councillor Mrs S B Morris' proposal. He commended the Member's exemplary service as a Councillor of the Borough and wished him every success in his term of office and charity fundraising efforts.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>Councillor R F Eaton be duly elected to the Office of Mayor for the ensuing year 2016-2017.</p> <p>The newly-elected Mayor read aloud the Declaration of Acceptance of Office and signed the Register. His Worship the Mayor and his Consort, Councillor Mrs L Eaton, were invested with their respective Chains and Insignia of Office.</p> <p>The Mayor addressed the meeting. He thanked the retiring Mayor for his excellent work, together with his Proposer and Secunder for their nominations and confidence in him. The Mayor pledged to do his best for the Borough and nominated his chosen charity, the Leicester Children's Holiday Centre (Mablethorpe), to provide free seaside holidays for the children of Leicester, Leicestershire and Rutland.</p> <p>The Mayor presented Councillor M L Darr with his Past Mayor's Medallion.</p>	
8.	<p><b><u>ELECTION OF THE DEPUTY MAYOR FOR THE YEAR 2016/2017</u></b></p> <p>The Mayor asked Members for nominations for the election to the Office of Deputy Mayor for the ensuing municipal year 2016-17.</p> <p>Councillor R E R Morris proposed that Councillor Mrs S Z Haq be elected to the Office of Deputy Mayor for the ensuing year. He described the Member as a conscientious Councillor, scholar and mother in whom he had every faith.</p> <p>Councillor Miss M V Chamberlain seconded Councillor R E R Morris' proposal. She described the Member a compassionate and affable individual who worked tirelessly for the residents of the Oadby Uplands Ward.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>Councillor Mrs S Z Haq be duly elected to the Office of Deputy Mayor for the ensuing year 2016-2017.</p> <p>The newly-elected Deputy Mayor read aloud the Declaration of Acceptance of Office and signed the Register. The Deputy Mayor and her Consort, Mr Zuffar Haq, were invested with their respective Chains and Insignia of Office.</p> <p>The Deputy Mayor addressed the meeting and thanked her Proposer and</p>	

	<p>Seconded for their nominations. The Deputy Mayor said she felt humbled and honoured and pledged to fulfil the role to the best of her ability and competence.</p> <p>The retiring Mayor's Consort, Mrs Shirin Darr, and Deputy Mayor's Consort were presented with floral presentations by the Mayor's Consort.</p>	
9.	<p><b><u>PROPOSED APPOINTMENT OF COMMITTEES AND MEMBERSHIP 2016/2017</u></b></p> <p>The Council gave consideration to the report and appendix as set out in the supplementary agenda update (at pages 1 - 6) as delivered and summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p>The Leader of the Council moved the recommendation at paragraph 2 of the report.</p> <p>Councillor Mrs S B Morris seconded the recommendation.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The proposed appointments and membership of Positions, Committees, Forums, Working Groups and Outside Bodies for the ensuing municipal year 2016-17 (as set out in the Appendix) be approved.</p>	
10.	<p><b><u>MEMBERS' CODE OF CONDUCT - APPOINTMENT OF INDEPENDENT PERSONS</u></b></p> <p>The Council gave consideration to the report and appendix as set out in the agenda (at pages 1 - 3) as delivered and summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p>The Monitoring Officer / Director of Services advised that the recommended appointee, Mrs Christine Howell, ought to be excluded from Members' consideration as she presently resided within the Borough.</p> <p>The Leader of the Council further advised that the recommended appointee, Mr Richard Gough, also ought to be excluded from Members' consideration as he too presently resided within the Borough.</p> <p>The Leader of the Council moved that all recommended appointees, except Mrs Howell and Mr Gough, as set out in the Appendix be appointed as Independent Persons.</p> <p>Councillor Mrs S B Morris seconded the Leader of the Council's motion.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>Mr Michael Pearson, Mr Mark Shaw, Mr Gordon Grimes and Mr Robert Wade (as set out in the Appendix) be appointed as Independent Persons in accordance with the Localism Act 2011, section 7 for a term of four-years commencing at the Annual General Meeting of the Council as of Tuesday, 17 May 2016.</p>	

11.	<p><b><u>FINAL SCHEDULE OF COUNCIL AND ALLIED MEETINGS 2016/17</u></b></p> <p>The Council gave consideration to the reports and appendices as set out in the agenda (at pages 4 - 9), together with the supplementary agenda update (at pages 7-12), as delivered and summarised by the Monitoring Officer / Director of Services which should be read together with these minutes as a composite document.</p> <p>The Leader of the Council expressed his gratitude to the Legal and Democratic Services Officer for his work in compiling the final Schedule.</p> <p>The Leader of the Council moved the recommendation at paragraph 2 of the report.</p> <p>Councillor Mrs S B Morris seconded the recommendation.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The final Schedule of Council and Allied Meetings for the ensuing municipal year 2016/17 (as set out in the Appendix of the supplementary agenda update) be adopted.</p>	
12.	<p><b><u>NEWLY-ELECTED MAYOR'S ANNOUNCEMENTS</u></b></p> <p>The Mayor invited all those in attendance to accompany him to a Reception following the Annual General Meeting to be held at Parklands Leisure Centre, Oadby.</p>	

**THE MEETING CLOSED AT 7.54 PM**



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**MAYOR**  
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**TUESDAY, 14 JUNE 2016**  
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**COUNCIL**  
**ACTION LIST**

**ARISING FROM A MEETING HELD ON TUESDAY, 19 APRIL 2016**

<b>Min Ref.</b>	<b>Title</b>	<b>Action To Be Taken</b>	<b>Officer</b>	<b>Target Date</b>	<b>On Target</b>
<b>85.</b>	Local Government Boundary Commission for England - Final Recommendations	The final decision of LGBC be reported back to a subsequent meeting of the Council.	AC	Awaiting final decision of LGBC.	n/a

# Agenda Item 8a

## Events attended by the Mayor (January - May 2016)

### 2016

#### January

- 10 Oceans Fun Day
- 15 Nottingham Building Society Branch Opening
- 21 Civic visit to Defence 6<sup>th</sup> Form College
- 26 OWBC Holocaust Memorial Day
- 27 Leicester City of Faiths Holocaust Memorial Day
- 28 Leicester County Council Chairman Castle House Dinner

#### February

- 3 Dialogue Society of Leicester Talk on 'Is Multiculturalism dead?'
- 4 All Saints CofE Primary School Wings of Peace Memorial Service
- 6 Pride of the Borough Awards
- 21 Gurdwara – Mayor's charity Collection Presentation
- 25 Leicestershire County Council Unsung Heroes Dinner
- 28 Rotary Club of Oadby Swimathon at Parklands

#### March

- 4 Oadby Remembers
- 4 Pride of the Borough Awards Ceremony
- 12 Leicester Progressive Jewish Congregation – Induction of new Rabbi
- 13 Dialogue Society International Women's Day
- 19 Senior Citizens Steering Group Spring Concert
- 20 Oadby Sport Relief Event

#### April

- 8 Leicestershire County Council High Sheriff Changeover
- 12 City of Leicester RAFA Presentation of Legion of Honour
- 15 Melton Mowbray mayor's Charity Night
- 17 ABF The Soldiers Charity – A Curry Luncheon
- 24 Hinckley & Bosworth Civic Service
- 26 Lord Mayor of Leicester Thanksgiving Service

#### May

- 3 South Wigston Chamber of Commerce – St Thomas the Apostle
- 7 Royal Yeomanry Wigston – Warding of new Colours at Buckingham Palace
- 10 Wigston Civic Society – Unveil replace plaque at Wigston Station
- 14 Oadby & Wigston Muslim Association Coffee Morning
- 14 Bishop of Leicester -Welcome Service for new Bishop
- 24 Royal Garden Party Buckingham Palace
- 26 Sikh Welfare & Cultural Society – Book launch
- 27 Muslim School Oadby - Annual MSO Day



## Events attended by the Deputy Mayor (January - May 2016)

### 2016

#### January

16 South Wigston Chamber of Commerce Beauty and the Beast Production

#### February

6 Wigston Civic Society Civic Orchestra 50<sup>th</sup> Anniversary

#### March

3 Wigston College – Little Shop of Horrors

11 Melton BC Civic Dinner

15 Hinckley & Bosworth BC Civic Dinner

17 Leicester & Rutland Magistrates Association Annual Spring Conference

#### April

7 Blaby District Council Chairman's Civic dinner

11 Leicestershire Girl Guiding Annual Review

13 Leicester Children's Holiday Centre Fundraising Dinner

14 NW Leicestershire Chairman's Charity Dinner & Show

15 Lord Mayor of Leicester Black Tie Dinner

20 Hinckley & Bosworth BC Mayor's Charity Fund raising Event

24 Leicester Scouts, St Georges Day Parade

#### May

7 Dialogue Society – Brocks Hill Interfaith Spring Clean & Picnic

14 Hinckley & Bosworth Council – Mayor's B&W Diamond Ball

## 2016 - Upcoming Events to be attended by The Mayor and Deputy Mayor

### June

1	Wigston Civic Society	Relaunch of Two Steeples Walk
5	OWBC Brocks Hill	Garden Party
7	Brocks Hill Country Park	Volunteering Fair
11	Oadby & Wigston Swimming Club	The Mayor's Swimming Gala
11	The Wigston Band	Botanic Gardens Concert for Queens 60th Birthday
12	28th Leicester Scouts	Summer Fete
12	Dean & Chapter of Leicester Cathedral	HM The Queen 90th Birthday Evensong
13	Oadby & Wigston Lions Club	Award & Presentation Evening
5	Dialogue Society	Iftar Dinner in Leicester
17	The Lawns	Care Home Open Day
17	ABF The Soldiers Charity	A Reception & Band Concert
19	Lord Mayor of Leicester	Civic Service
20	OWBC	Armed Forces Flag Day
20	EHL Group	Opening of new office
25	Armed Forces Day Committee	Armed Forces Day
25	South Wigston Chamber of Commerce	Tesco South Wigston Community Fun Day
26	Oadby & Wigston Lions Club	Menphys Gala Concert
26	Melton Borough Council	Civic Service
26	Woodlands Grange	Summer Fun Day
26	ABF The Soldiers Charity	Armed Forces Day Summer Luncheon
27	Mocha Marketing Ltd	Oadby Show Window Competition

### July

1	Leicestershire County Council	100th Anniversary Battle of Somme
2	Buxton Military Tattoo	ABF The Soldiers' Charity
2	Salvation Army	Fun Day
2	Blaby District Council	Garden Party
3	Brocks Hill	Brocks Hill Cross Country Challenge
6	Pride of the Borough	East Midlands in Bloom judging
14	OWBC	VC Memorial Ceremony
15	University of Leicester	Summer Degree Congress ion
15	South Leicestershire Gateway Club	50th Anniversary Party
31	Leicestershire Scouts	International Camp & AGM

### Aug

6	Mrs Teresa Walton	Allotment Day
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### Sep

18	Blaby District Council	Civic Service at Blaby Methodist Church
24	Wigston Magna Methodist Church	Wigston Magna Show
27	South Leicester Sea Cadets	Biennial Royal Naval Parade

### Oct

2	Leicestershire County Council	County Service
9	High Sherriff Leicester	Justice Service at Leicester Cathedral

### Nov

12/16	Leicester Festival of Music and Drama	Leicester Festival of Music and Drama
19	St Paul's Church	Christmas Fair

### Dec

3	South Wigston Chamber of Commerce	Christmas Capers
7	Blaby District Council	Carol Concert
8	Melton Borough Council	Carols by Candlelight



<b>Council</b>	<b>Tuesday, 14 June 2016</b>	<b>Matter for Decision</b>
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**Title:** **Common Seal of the Council**

**Author:** **Anne Court (Director of Services and Monitoring Officer)**

## 1. Introduction

This report seeks the Council's approval for the affixing of the Common Seal of the Borough Council of Oadby and Wigston for the ensuing municipal year 2016/17.

## 2. Recommendation

That the Common Seal of the Borough Council of Oadby and Wigston be affixed to all Contracts, Orders, Deeds and other legal instruments and documents arising out of the minutes and reports referred to in the foregoing items.

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<b>Implications</b>	
<b>Financial (CR)</b>	No significant implications.
<b>Legal (AC)</b>	The affixing of the Common Seal forms part of the Council's legal process(es) in amounting to a valid execution of a legal instrument.
<b>Risk (AC)</b>	No significant implications.
<b>Equalities (AC)</b>	No significant implications.
	Equality Assessment <input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable

# Agenda Item 11a

**MINUTES OF A MEETING OF THE LICENSING AND REGULATORY COMMITTEE HELD AT  
THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 14 APRIL 2016  
COMMENCING AT 7.55 PM**

<b><u>IN ATTENDANCE:</u></b>		
Chair - Councillor Mrs H E Loydall		
Vice-Chair - Councillor Miss M V Chamberlain		
<b>COUNCILLORS (9):</b>		
G S Atwal	Mrs L M Broadley	Dr T K Khong
G A Boulter	B Fahey	K J Loydall
<b>OFFICERS IN ATTENDANCE (2):</b>		
M Arnold	S J Ball	

Min Ref.	Narrative	Officer Resp.
1.	<b><u>APOLOGIES FOR ABSENCE</u></b>  An apology for absence was received from Councillors F S Broadley, Ms K Chalk, R F Eaton, J Kaufman and Ms A R Bond.	
2.	<b><u>APPOINTMENT OF SUBSTITUTES</u></b>  Councillor Dr T K Khong substituting for Councillor Ms A R Bond.	
3.	<b><u>DECLARATIONS OF INTEREST</u></b>  None.	
4.	<b><u>MINUTES OF THE PREVIOUS MEETING HELD ON 14 JANUARY 2016</u></b>  <b>RESOLVED THAT:</b>  The minutes of the previous meeting of the Committee held on 14 January 2016 be taken as read, confirmed and signed.	
5.	<b><u>PETITIONS AND DEPUTATIONS</u></b>  None.	
6.	<b><u>FOOD SAFETY AND HEALTH AND SAFETY SERVICE PLAN 2016/2017</u></b>  The Committee gave consideration to the report and appendices (at pages 9 - 19) as delivered and summarised by the Interim Environmental Health Team Leader which should be read together with these minutes as a composite document.  The Chair enquired as to how the Food Safety and Health and Safety Service Plan ("the Plan") compared to other local Regulatory Authorities in Leicester/shire.	

	<p>The Interim Environmental Health Team Leader advised that was no significant difference in terms of the Plan's substantive content: however, the number of premises administered under the Plan was said to be comparatively lower due to the relative size of the Borough.</p> <p>With reference to the services' diagram (at page 12), the Chair enquired as to whether the Environmental Health Officer, Mr Robert Watson, was assigned to 'Commercial' or 'Environment' and whether the Technical Officer and Pest Control Assistant were in-post.</p> <p>The Interim Environmental Health Team Leader advised that Mr Watson was assigned to 'Environment' and that the Technical Officer and Pest Control Assistant were in-post.</p> <p>With reference to Food Hygiene Rating Scheme (FHRS) (at page 15), the Chair enquired as to how often the 13 premises rated '1' or '2' were to be inspected.</p> <p>The Interim Environmental Health Team Leader stated that premises were ordinarily inspected on a six-monthly or annual basis as per the interventions chart (at page 15). He advised that those 13 premises in question were to be revisited on a more frequent basis with a view to offer guidance and support. He noted that a number of enforcement actions were available where necessary to ensure safety compliance.</p> <p>The Chair enquired as to whether premises holders were under a legal obligation to publically-display their FHRS rating.</p> <p>The Interim Environmental Health Team Leader advised that no such obligation was incumbent upon premises holders in England at the present time.</p> <p>The Chair sought further clarification as to what was meant by 'formal action will be taken <i>where possible</i>' (emphasis added) (at page 16).</p> <p>The Interim Environmental Health Team Leader advised that a breach in law must first be established to instigate formal action vis-a-vis a negligible fall below the requisite standards.</p> <p>The Chair enquired as why the exact number of health and safety premises for which the Council were responsible could not be ascertained.</p> <p>The Interim Environmental Health Team Leader stated that there was no registration scheme for premises, and that the estimate of approximately 700 premises was based on historical data.</p> <p>The Chair enquired as to whether Leicester Racecourse, Oadby categorised as a "large event" under the Plan's remit (at page 16).</p> <p>The Interim Environmental Health Team Leader advised that the Racecourse did not categorise as such due to its regularity of meetings. Councillor G A Boulter stated that there were a number of events in the Borough which exceeded 1,500 attendees and therefore required individual consideration.</p>	
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	<p>The Interim Environmental Health Team Leader advised that this County-aspect of concern pertained to large concerts/festivals and not events generally attended by the public at large. He stated that individual consideration would be given to concerned events in the Borough in consultation with the Licensing Department.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The Borough of Oadby and Wigston Food Safety and Health and Safety Service Plan 2016/2017 (as set out at Appendix 1) be approved.</p>	
7.	<p><b><u>REVIEW OF FEES AND CHARGES FOR ENVIRONMENTAL HEALTH - PRIVATE SECTOR HOUSING</u></b></p> <p>The Committee gave consideration to the report and appendices (at pages 20 - 27) as delivered and summarised by the Interim Environmental Health Team Leader which should be read together with these minutes as a composite document.</p> <p>The Chair welcomed the revised Scale of Private Sector Housing Fees and Charges ("the Scale") on a full costs recovery basis. She sought clarification as to whether the current House in Multiple Occupation (HMO) licence period was five-years.</p> <p>The Interim Environmental Health Team Leader answered affirmatively.</p> <p>The Chair enquired as to how the Scale compared to other local Regulatory Authorities in Leicester/shire.</p> <p>The Interim Environmental Health Team Leader advised that all fees and charges were in range and benchmarked, accordingly.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>(i) The revised Scale of Private Sector Housing Fees and Charges (as set out at Appendix 1) be approved; and</p> <p>(ii) A ten-week period for the processing of a House in Multiple Occupation licence or re-licence application, after which tacit consent will apply (as set out paragraph 3.5 of the report) be approved.</p>	
8.	<p><b><u>FIRE AND AMENITY STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION</u></b></p> <p>The Committee gave consideration to the report and appendices (at pages 28 - 92) as delivered and summarised by the Interim Environmental Health Team Leader which should be read together with these minutes as a composite document.</p> <p>The Chair raised a concern regarding the potential number of unidentified HMO's within the Borough, and the safety implications associated therewith, and enquired as to what course of action had, or would be taken, to identify the same.</p> <p>The Interim Environmental Health Team Leader advised that investigatory work had been undertaken by Officers in the last two-months, including a</p>	

	<p>number of property visits/inspections and office-based research conducted on rooms-to-let websites. He estimated that there were approximately 30 unidentified HMO's in the Borough.</p> <p>Councillor K J Loydall emphasised the need for confidential communication channels to empower concerned tenants to confidently report failures in standards and that an equally robust enforcement machinery be emplaced to manage rogue landlords.</p> <p>The Interim Environmental Health Team Leader reported that HMO's identified upon a survey exercise were inspected imminently. It was said that moderate failures were to be addressed by formal letter, whereas severe failures would warrant the service of a formal Notice directing compliance. He stated that, due to the oft-transient nature of HMO tenants, there were difficulties in pinpointing complainants: however, he assured Members that a pro-active approach would continue to be undertaken.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <ul style="list-style-type: none"> <li>(i) The adoption of the Amenity Standards for Houses in Multiple Occupation (as set out at Appendix 1) be approved; and</li> <li>(ii) The adoption of the Guide to Fire Safety in Houses in Multiple Occupation (as set out at Appendix 2) be approved.</li> </ul>	
9.	<p><b><u>REDRESS SCHEMES FOR LETTINGS AGENCY WORK AND PROPERTY MANAGEMENT WORKS</u></b></p> <p>The Committee gave consideration to the report (at pages 93 - 95) as delivered and summarised by the Interim Environmental Health Team Leader which should be read together with these minutes as a composite document.</p> <p>The Chair welcomed the recommendation as set out in the report at paragraphs 2.2.</p> <p>Councillor Mrs L M Broadley enquired as to whether lettings agents and property managers for short-term lettings (i.e. less than one-year) were required to register with one of the three Government approved schemes.</p> <p>The Interim Environmental Health Team Leader answered affirmatively. He advised that agents and managers ought to be fully aware of the legal requirement.</p> <p>The Chair enquired as to whether it was possible to seek confirmation from agents and managers once they had registered.</p> <p>The Interim Environmental Health Team Leader advised that the Environmental Health Department exclusively acted in an enforcement, as opposed to an investigatory, capacity.</p> <p>Councillor G A Boulter seconded the recommendations.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <ul style="list-style-type: none"> <li>(i) Delegated authority be granted to the Head of Communities and</li> </ul>	

	<p>Environmental Health Team Leader to agree the implementation and enforcement arrangements for the Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014 (“the Order”);</p> <p>(ii) The penalty for non-compliance with the Order of £5,000 be approved;</p> <p>(iii) Delegated authority be granted to the Head of Communities and Environmental Health Team Leader to review the monetary penalties for non-compliance with the Order, taking the recommendations of Department of Communities and Local Government guidance into account; and</p> <p>(iv) The amendments to the current Corporate Enforcement and Prosecution Policy (as set out in paragraph 3.7 of the report) be approved.</p>	
10.	<p><b><u>SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015</u></b></p> <p>The Committee gave consideration to the report and appendix (at pages 96 - 100) as delivered and summarised by the Interim Environmental Health Team Leader which should be read together with these minutes as a composite document.</p> <p>With reference to the Statement of Principles (at Appendix 1), the Chair requested that mention to “smoke alarm” be substituted with “<i>working</i> smoke alarm” (emphasis added) and that a suitable time-lapse be incorporated between inspections of the same premises in relation to penalties.</p> <p>The Interim Environmental Health Team Leader advised that it was statutorily-implied that an “alarm” was to be functional to be considered as such and, therefore, no such qualification was necessary. He further advised that Officers were to employ their professional judgement to deem what periods of time between inspections were appropriate in the obtaining circumstances.</p> <p>Councillor G A Boulter similarly requested that a paragraph be inserted into the Statement of Principles with regard to the explicit requirement of a “working” smoke alarm so that the Council may duly discharge the strict governance obligation(s).</p> <p>The Member further noted that it ought to become the aspiration of the Council to prescribe the use of hard-wired smoke alarms in later years.</p> <p>The Interim Environmental Health Team Leader explained that hard-wired smoke alarms were always the preferred option.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>(i) Delegated authority be granted to the Head of Communities and Environmental Health Team Leader to make arrangements to implement the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 (“the Regulations”) and to put in place arrangements to review penalties in line with central government guidance; and</p> <p>(ii) The penalty for non-compliance with the Regulations as detailed in the</p>	



	attached Statement of Principles (as set out in Appendix 1) for determining the amount of a penalty charge up to a maximum of £5,000 be approved.	
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**THE MEETING CLOSED AT 8.44 PM**



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**CHAIR**  
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**WEDNESDAY, 20 JULY 2016**  
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# Agenda Item 11b

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL COMMITTEE HELD AT THE  
COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 14 APRIL 2016  
COMMENCING AT 7.10 PM**

<b><u>IN ATTENDANCE:</u></b>		
Chair - Councillor L A Bentley		
Vice-Chair - Councillor Mrs L M Broadley		
<b>COUNCILLORS (9):</b>		
G S Atwal	B Dave	Dr T K Khong
G A Boulter	B Fahey	Mrs H E Loydall
M L Darr	Mrs S Z Haq	R E R Morris
<b>OFFICERS IN ATTENDANCE (2):</b>		
S J Ball	T Boswell	

Min Ref.	Narrative	Officer Resp.
58.	<b><u>APOLOGIES FOR ABSENCE</u></b>  An apology for absence was received from Councillors F S Broadley, D M Carter, R F Eaton, D A Gamble, J Kaufman and T Barr.	
59.	<b><u>APPOINTMENT OF SUBSTITUTES</u></b>  Councillors M L Darr and B Fahey substituting for Councillors D M Carter and T Barr, respectively.	
60.	<b><u>DECLARATIONS OF INTEREST</u></b>  None.	
61.	<b><u>MINUTES OF THE PREVIOUS MEETING HELD ON 17 FEBRUARY 2016</u></b>  <b>RESOLVED THAT:</b>  The minutes of the previous meeting of the Committee held on 17 February 2016 be taken as read, confirmed and signed.	
62.	<b><u>PETITIONS AND DEPUTATIONS</u></b>  None.	
63.	<b><u>REPORT OF THE PLANNING CONTROL MANAGER</u></b>  The Committee gave consideration to the report (at pages 7 - 13) as delivered by the Interim Planning Control Manager which should be read together with these minutes as a composite document.  <b>1. Application No. 16/00022/TPO - 16 Knighton Rise, Oadby, Leicester, LE2 2RE</b>	

	<p>The Interim Planning Control Manager summarised the planning application's site and location, relevant planning history, consultations, representations and planning considerations, identifying the relevant planning policies as detailed in the report (at pages 7 - 13). He summarised the report's conclusion (at page 12), stating that the application was recommended for refusal of consent to remove the tree.</p> <p>The Interim Planning Control Manager advised that if Members were minded to refuse consent, the applicant may well seek a claim for compensation in respect of the cost of additional works for the remediation of the building affected: however, any claim was said to be limited given that, first, the extent of the damage attribute to the tree in question was, on a balance of probabilities, negligible and, second, limited to the net additional loss or damage that may occur after the application was made or occurring within 12-months of the date of decision.</p> <p>Councillor G A Boulter identified the non-permeable macadam ground surfacing as the most probable reason of desiccation in the clay soils and, therefore, the main attributable cause of movement of, and subsequent damage to, the building. He stated that the evidence before Members did not warrant the removal of the tree at the present time and that the most prudent course of action was to re-saturate the clay soils' moisture/water levels so to militate against the risks of further damage.</p> <p>Councillor Mrs S Z Haq enquired as to how any claim for compensation was to be quantified, whether the claim could be contested by the Council and if a claim could be brought after the 12-months of the date of decision.</p> <p>The Interim Planning Control Manager advised that there was no definitive formula in quantifying the sum of any claim and that any such claim was nevertheless limited to a net additional loss or damage within a proceeding 12-month period. He reported that the engineers' reports of January 2014 and December 2015 documented the damage to the building as "very slight" and "slight", respectively, and that any claim for subsequent damage, albeit a small sum, was to be proven on a balance of probabilities. He further advised that although a claim could be brought after the 12-month period, such a claim was not considered to be persuasive at the present time.</p> <p>Councillor R E R Morris hypothetically enquired as to whether the supplanting of the tree, and its network of roots, would contribute to any resulting ground subsidence.</p> <p>The Interim Planning Control Manager advised that any replacement tree planting would impose its own effects in relation to the building and that, to avoid a permanent detraction of amenity within the area, a like-for-like replacement would be sought.</p> <p>Councillor R E R Morris moved for the refusal of consent to remove the tree.</p> <p>Councillor M L Darr enquired as to the potential impact(s) of the tree's removal upon the building, should Members be minded to approve consent, and who was to be responsible for surveying the extent of any subsequent damage thereto.</p> <p>The Interim Planning Control Manager advised that a comprehensive report</p>	
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	<p>would be required from the same engineers detailing the extent of any subsequent damage. It was further stated the clay soils' water-table may contract and cause ground subsistence should the tree be removed and not suitably replaced.</p> <p>Councillor M L Darr seconded Councillor R E R Morris' motion for refusal of consent to remove the tree.</p> <p>Councillor Mrs H E Loydall stated that she was not content with the adequacy of the information provided in neither the report of the Planning Control Manager nor the evidence, or lack thereof, provided by engineers upon which to base an informed and sound decision at the present time. With reference to the proposal's description (at page 10) citing 'the presence of roots [as] (...) the most likely candidate for the cause of desiccation', and the case at common law of Wright v Horsham District Council [2011] UKUT 319 (LC), she warned of the potential of an ongoing "cash" implication borne to this Council should the tree be identified as the sole attributable cause.</p> <p>The Interim Planning Control Manager advised that the minor extent of the damage hitherto sustained to the building was well-documented in two engineers' reports of which neither had established compelling evidence as to the tree being the sole attributable cause. He again reiterated that the extent of any financial liability was limited to the net additional loss or damage within a proceeding 12-month period.</p> <p>The Chair expressed his reservations about the ambiguities contained in the report and was mindful about the potential financial implications that may beset the Council.</p> <p>The Chair moved for the deferment of the application until a subsequent meeting of this Committee pending the instruction of legal advice upon the same.</p> <p>Councillor Mrs H E Loydall seconded the Chair's motion for the deferment of the application.</p> <p>Councillor G S Atwal enquired as to whether a planning condition could be imposed upon the applicant requiring him to underpin the building should Members be minded to approve consent, thus restricting the bringing of any future claim.</p> <p>The Interim Planning Control Manager advised that a planning condition could not be properly used to otherwise or effectively fetter an applicant's rights subsisting at law.</p> <p>Councillor R E R Morris withdrew his motion for refusal of consent to remove the tree.</p> <p>Councillor M L Darr withdrew his seconding of Councillor R E R Morris' motion for refusal of consent to remove the tree.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The application be <b>DEFERRED</b> to a subsequent meeting of the Committee.</p>	
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THE MEETING CLOSED AT 7.49 PM



CHAIR

THURSDAY, 12 MAY 2016

# Agenda Item 11c

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL COMMITTEE HELD AT THE  
COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 12 MAY 2016  
COMMENCING AT 7.00 PM**

<b><u>IN ATTENDANCE:</u></b>		
Chair - Councillor L A Bentley Vice-Chair - Councillor Mrs L M Broadley		
<b>COUNCILLORS (12):</b>		
G S Atwal	B Dave	Mrs S Z Haq
G A Boulter	R F Eaton	J Kaufman
F S Broadley	B Fahey	Dr T K Khong
D M Carter	D A Gamble	R E R Morris
<b>OFFICERS IN ATTENDANCE (5):</b>		
S J Ball	J Carr	A Thorpe
T Boswell	D Gill	
<b>OTHERS IN ATTENDANCE (4):</b>		
Councillor Ms A R Bond	M Crew	
Miss S Gutteridge	F Robson	

Min Ref.	Narrative	Officer Resp.
64.	<b><u>APOLOGIES FOR ABSENCE</u></b>  An apology for absence was received from Councillors T Barr and Mrs H E Loydall.	
65.	<b><u>APPOINTMENT OF SUBSTITUTES</u></b>  Councillor B Fahey substituted for Councillor T Barr.	
66.	<b><u>DECLARATIONS OF INTEREST</u></b>  In respect of planning application number 16/00025/FUL:  (i) The Chair, Councillor L A Bentley, declared a non-pecuniary interest insofar as he was a Governor and the Chair of the Resources Committee at the Birkett House School, Wigston. The Member stated that he would leave the Chamber during consideration of the application by the Committee; (ii) Councillor G A Boulter declared a non-pecuniary interest insofar as he was a Consultee to the application. The Member stated that he would leave the Chamber during consideration of the application by the Committee; and (iii) Councillors J Kaufman and D A Gamble declared a non-pecuniary interest insofar as they had spoken to a Planning Officer at Leicestershire County Council about the application.  In respect planning application number 16/00089/LDO:	

	<p>(i) Councillor D M Carter declared a non-pecuniary interest insofar as number of residents of the Oadby St Peters ward had made representations to him. He stated that he did not express a view to upon the same.</p> <p>(ii) Councillor G A Boulter declared a non-pecuniary interest insofar as he was a parishioner of a Methodist Church located elsewhere in the Borough.</p> <p>All Members confirmed that they attended the meeting without prejudice and with an open mind.</p>	
67.	<p><b><u>MINUTES OF THE PREVIOUS MEETING HELD ON 14 APRIL 2016</u></b></p> <p><b>RESOLVED THAT:</b></p> <p>The minutes of the previous meeting of the Committee held on 14 April 2016 be taken as read, confirmed and signed.</p>	
68.	<p><b><u>PETITIONS AND DEPUTATIONS</u></b></p> <p>One petition was received by the Committee objecting to the Local Development Order at Brooksby Square, Oadby (16/00089/LDO) entitled 'Save our East Street Car Parking Spaces' as set out at agenda item 5a (at pages 5 - 9).</p>	
68a.	<p><b><u>'SAVE OUR EAST STREET CAR PARKING SPACES' E-PETITION</u></b></p> <p>No local government elector of the Borough who was a signatory thereof presented nor spoke upon the Petition.</p> <p>The Chair requested that Members be mindful of the Petition when considering the relevant application.</p>	
69.	<p><b><u>CAPITAL ASSET VALUE FOR AMENITY TREES (CAVAT)</u></b></p> <p>The Committee gave consideration to the report (at pages 10 - 11) as delivered and summarised by the Interim Planning Control Manager which should be read together with these minutes as a composite document.</p> <p>The Interim Planning Control Manager emphasised that the CAVAT method was applied nationally by many local authorities to determine an amenity, as opposed to a commercial, value of any given tree.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The Capital Asset Value for Amenity Trees method be approved for the future use of Planning and Arboricultural Officers as evidence of a tree's assessed amenity value in tree-related disputes and negotiations.</p> <p>In accordance with Rule 7.3 of Part 4 of the Constitution, the Chair moved for the order of business to be altered and taken in the order as reflected in the minutes.</p> <p><b>RESOLVED THAT:</b></p>	

	The order of business be altered, accordingly.	
<b>70.</b>	<p><b><u>LOCAL DEVELOPMENT ORDERS (LDO'S)</u></b></p> <p>The Planning Policy and Regeneration Manager provided a brief introduction to Local Development Orders (LDO's).</p> <p>He stated that an LDO granted a form of conditional outline planning permission for types of development which the Council considered to be suitable on a site. It was said to represent a proactive approach on the part of the Council to take control over the regeneration of the Borough's town centres and secure appropriate development and car parking provision on key sites.</p> <p>He reported that the Council had undertaken two rounds of public consultation between December 2015 and January 2016 which related to test layouts and design principles and a statutory consultation between February and March 2016 on the draft LDO's. It was said this amounted to much more public consultation than would ordinarily be carried out in relation to a standard planning application and provided the community with more of an involvement in deciding what is built on the sites.</p> <p>He stated that in addition to the LDO's themselves, Design Guides had been prepared which set out what is likely to be acceptable on the sites and the design principles that should inform development proposals. It was said that these would assist the Council in the consideration of any submitted proposals for the sites.</p>	
<b>70a.</b>	<p><b><u>STATION STREET, SOUTH WIGSTON</u></b></p> <p>The Committee gave consideration to the report and appendices (at pages 29 - 72) as delivered and summarised by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager reported that the LDO for Station Street, South Wigston permitted use class C3 Dwelling Houses and within use class D1, Clinics and Health Centres only. It was said that comments received during the statutory consultation primarily related to the relationship between the LDO site and neighbouring sites and whether there was a need for a GP surgery in the area. He stated that the Design Guide took account of neighbouring sites and the wider context of the area. The Council's discussions with the NHS was said to confirm the need to replace the existing GP surgery with a modern facility.</p> <p>Councillor G A Boulter advised Members to be mindful about the loss of decision-making powers of this Committee should any of the three LDO's not be approved. In respect of this LDO, he invited future developers to be aware of the potential for increased traffic flow and, or, congestion along Station Street and Kirkdale Avenue.</p> <p>Councillor G S Atwal asked whether the minimum requirement of 10% of the new homes as may be permitted for affordable housing could be increased</p>	



	<p>to 25%.</p> <p>The Planning Policy and Regeneration Manager stated that the proposed 10% was in line with the Council's Core Strategy and calculated upon the results of a viability study.</p> <p>The Member enquired as to whether rear-access to the site could be better achieved via Bennett Way.</p> <p>The Chair stated that such rear-access had previously been raised by Members in earlier meetings of this Committee and remained an aspiration of the Council.</p> <p>The Chair sought further clarification as to Councillor G A Boulter's earlier reference to a loss of Committee decision-making powers.</p> <p>The Planning Policy and Regeneration Manager advised that should the Council not be able to demonstrate or deliver on its five-year housing land supply, the Council may be subject to a legal challenge and, subsequently, ordered to develop land which it has not previously earmarked nor considered to be suitable for development.</p> <p>The Chair moved the recommendation as set out at paragraph 2.1 of the report.</p> <p>Councillor R E R Morris seconded the recommendation.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>The Local Development Order for Station Street, South Wigston (as set out in Appendix 1) be adopted and its related Design Guidance (as set out in Appendix 2) be <b>APPROVED</b>.</p>	
70b.	<p><b><u>LONG LANES, WIGSTON</u></b></p> <p>The Committee gave consideration to the report and appendices (at pages 73 - 122) as delivered and summarised by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager reported that the LDO for Long Lanes, Wigston permitted use classes A2 Financial and Professional Services, B1a Business, C3 Dwelling Houses and within use class D2, Gymnasiums in addition to use classes A1 Shops and A3 Restaurants and Cafes at ground floor level only. It was said that comments received during the statutory consultation primarily related to concerns over loss of car parking spaces, support for two-way traffic at the eastern end of Paddock Street and support for improving Long Lane throughout the site.</p> <p>He stated the LDO was clear at paragraph 2.2.12 that there must be no overall loss of Council-owned car parking spaces and that implementation of the LDO would not result in fewer spaces. He stated that Condition 4 of the LDO had been amended to require a strategy for replacement car parking and a car park management plan to demonstrate how the parking elements of the development would be managed without impacting upon Council-</p>	

	<p>owned car parking spaces.</p> <p>Councillor G A Boulter stated that the Long Lanes pathway should not be diverted given to its historical importance. He further requested that the Council's aspiration for two-way traffic at the eastern end of Paddock Street be realised and that the number of car parking spaces both during and after any construction period be maintained in order to preserve customer/traders' access to town centre amenities, including access to Age Concern on Paddock Street for those residents of limited mobility.</p> <p>The Planning Policy and Regeneration Manager advised that that it was a clear condition of the LDO that submitted proposals must be accompanied by a strategy for parking provision before the Council would issue a Certificate of Compliance to ensure no loss of car parking spaces during and after any construction period.</p> <p>Councillor B Dave enquired as to the Council's responsibility in respect of the management of any strategy for replacement parking provision.</p> <p>The Planning Policy and Regeneration Manager advised that the onus was to be assumed by any prospective developer to prepare and demonstrate the viability of any car park management plan to ensure no loss of car parking provision. He stated that no strategy could be pre-empted until an application(s) was submitted.</p> <p>Councillor G A Boulter enquired as to who the legal proprietor of the site was and whether any prospective development would be completed in a single phase.</p> <p>The Planning Policy and Regeneration Manager advised that the Council was the legal proprietor of the car park on Paddock Street and that the remainder of the site was under the mixed ownership of a number of private individuals and, or, entities.</p> <p>The Chair stated that phasing of any development could not be commented upon until such time as a developer submitted an application to develop the site, or part thereof.</p> <p>The Member further requested that the archaeology of the site be properly surveyed before the commencement of any development thereon.</p> <p>The Planning Policy and Regeneration Manager stated that the appropriate authorities had been contacted who in turn advised that the site was of no archaeological significance within the outline of the LDO plan. He assured the Member that the LDO could be amended to ensure that the necessary surveys were undertaken prior to development.</p> <p>The Chair moved the recommendation as set out at paragraph 2.1 of the report.</p> <p>Councillor Mrs S Z Haq seconded the recommendation.</p> <p><b>RESOLVED THAT:</b></p> <p>The Local Development Order for Long Lanes, Wigston (as set out in</p>	
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	<p>Appendix 1) be adopted and its related Design Guidance (as set out in Appendix 2) be <b>APPROVED</b>.</p> <p><b>Votes For</b> 10  <b>Votes Against</b> 0  <b>Abstentions</b> 4</p>	
70c.	<p><b><u>BROOKSBY SQUARE, OADBY</u></b></p> <p>Mr Frazer Robson, a Town Planning Consultant, spoke upon the application on behalf the Trinity Methodist Church, Oadby and the Oadby Civic Society as an objector.</p> <p>Mr Robson stated that the majority of responses received during the statutory consultation objected to the LDO and that the Committee ought to give weight to the same. It was said that any loss of car parking spaces at East Street would adversely affect the viability of local businesses and community-used facilities and that any replacement parking would not be so conveniently located. With reference to the Council's Core Strategy and the Oadby Town Centre Master Plan Area, he stated that the LDO's 2026 target of 81 new homes had already been met within the boundary area by other schemes and that the Council's latest Residential Land Availability Assessment (April 2015) showed that enough land had been identified to meet its 5-year housing land supply arrangements.</p> <p>Mr Robson further opined that the site was currently in productive use and could not be properly considered as brownfield land for development purposes. It was said that a proposed health centre would place further demand on car parking spaces on East Street. With reference to paragraph 3.9 of the report, he stated that there was no requirement for the Council to follow the Planning Inspector's recommendation(s). It was also stated that the LDO and the Design Guidance did not provide robust enough guidance to allow the Council effective control over any future development, or extent thereof, and alleged that the procedure by which the LDO sought approval represented irregular practice.</p> <p>Miss Samantha Gutteridge, a local business owner, spoke upon the application on behalf of the Oadby Town Centre Retailers' Association as an objector.</p> <p>Miss Gutteridge stated that any loss of car parking spaces at East Street, albeit temporary, would adversely affect the viability of local businesses insofar as it is more easily visible to and accessible by many shoppers originating from outside the Oadby area than the car park on Sandhurst Street, Oadby. She opined that the car park surveys conducted in March 2016 did not typically reflect busy trading periods and that a proposed health centre would require additional car parking provision. She warned that any proposed development ought to be mindful about the consequences as to increased traffic flow to the surrounding site areas.</p> <p>Councillor Ms A R Bond, elected-Member for the Oadby St Peters ward, spoke upon the application.</p> <p>The Member stated that the car park on East Street was ideally-situated to attract passing trade from the A6 and that any proposed development on the</p>	

	<p>site would obscure the car park's high visibility, result in a further loss of trees and green-areas and cause traffic congestion along The Parade, Oadby. The Member invited the Committee to refuse the LDO citing the 1000+ objections lodged by local residents.</p> <p>The Committee gave consideration to the report and appendices (at pages 123 - 180) as delivered and summarised by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager reported that the LDO for Brooksby Square, Oadby permitted use class C3 Dwelling Houses and within use class D1, Clinics and Health Centres only. It was said that comments received during the statutory consultation primarily related to car parking, opposition to the provision of a health centre and housing on the site and suggestions that the Council had already met its housing target in the town centre. It was said that there was also support for improving the appearance of the car park, the redevelopment of a brownfield site and the provision of affordable and appropriate housing for young people in Oadby.</p> <p>He stated the LDO was clear at paragraph 2.2.14 that there must be no overall loss of Council-owned car parking spaces and that the implementation of the LDO would not result in fewer spaces. It was said that Oadby was a compact centre and that both of the Council-owned car parks were conveniently located in order to support all town centre retailers and uses (as illustrated in Appendix 5 at page 180). He stated that need for additional car parking spaces was not borne out by the Council's car parking counts undertaken in March 2016 and that the provision of additional car parking spaces is unrelated to the LDO. He stated that Condition 4 of the LDO had been similarly amended as per the LDO at Long Lanes, Wigston.</p> <p>He reported that the Council had not met its housing target in the town centre. He stated that Figure 3 of the Core Strategy referred to housing opportunities within the town centre master plan area and sought the provision of 81 dwellings. The Town Centre Boundary defined in Policy 5 of the Town Centres Area Action Plan was said to be consistent with and based upon the town centre master plan area to which Area Action Plan Policy 18 related. He reported that presently 36 dwellings were completed or committed within the town centre boundary and that the housing requirement was expressed as a minimum and the delivery of new homes was a core planning principle of the National Planning Policy Framework. It was stated that the Council had an agreed strategy to focus as much new housing in the town centres and urban areas as possible in order to protect greenfield land.</p> <p>The Chair enquired as to whether the LDO set the principle for development on the site.</p> <p>The Planning Policy and Regeneration Manager advised that the site had already been allocated for development in the Town Centres Area Action Plan which was adopted in 2013 and that a developer could apply for planning permission to develop the site at any time regardless of whether or not a LDO was in place.</p>	
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	<p>The Chair enquired as to whether the LDO would result in any loss of Council-owned public car parking spaces.</p> <p>The Planning Policy and Regeneration Manager reiterated that the LDO stated that there must be no overall loss of Council-owned car parking spaces available to the public in the town centre. It was said that it was a condition that submitted proposals must be accompanied by a strategy for replacement parking provision that sets out how this was to be achieved. He added that if the Council was not content with the submitted strategy for replacement parking provision, or if a submitted proposal were to result in an overall loss of Council-owned car parking spaces within the town centre, then the Council would not issue a Certificate of Compliance and development would not be able to take place. It was further said that it was also a condition that submitted proposals must be accompanied by a car park management plan that would demonstrate how the parking elements of the development will be managed to ensure that appropriate arrangements were in place to provide a sufficient number of car parking spaces related to the development itself.</p> <p>Councillor D M Carter stated that there was an overwhelming consensus amongst Oadby residents that the proposed LDO could not maintain and, or, enhance the viability and vitality of Oadby town centre primarily because of the belief as to a loss of car parking provision at East Street. The Member further enquired as: to how many residential units were anticipated to be delivered; how many months land supply this represented and; whether 90 of the Council-owned car-parking spaces sited within the LDO boundary would be lost during any construction period.</p> <p>The Planning Policy and Regeneration Manager advised that 100 residential units were required per annum equating to a land supply of 3.5 months. He further advised that any loss would be mitigated by the submission of a strategy for replacement parking provision by the developer and that the replacement spaces would have to be found within the LDO boundary.</p> <p>The Member enquired as to whether a prospective developer could challenge the decision to not issue a Certificate of Compliance.</p> <p>Ms Mary Crew, a Town Planning Consultant at Peter Brett Associated LLP, advised that no legal challenge had hitherto been brought against a local authority in this respect and therefore the matter was untested.</p> <p>Mr David Gill, the Committee's Legal Advisor, advised that a challenge may be sought via judicial view on the basis of Wednesbury unreasonable: however the prospect of a successful challenge was said to be negligible. He reiterated that as the site had already been allocated for development, a developer could still apply for planning permission subject to ordinary planning procedure. He further noted that the Council's five-year housing supply was a variable aspect which required careful monitoring over time to ensure its continued viability.</p> <p>Councillor J Kaufman echoed the concerns raised by Councillor D M Carter and invited work to be undertaken with all stakeholders to find a common solution. He stated that he was hopeful that Sandhurst Street would be incorporated into any future revision of the LDO to alleviate the pressure on East Street.</p>	
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	<p>The Planning Policy and Regeneration Manager advised that approval of the recommendation would put the Council in the best possible position to take control of development in the Borough in the future. He emphasised that Members had previously agreed the strategy set out in the adopted Core Strategy to focus development in the town centres and urban areas. Accordingly, it was said that the Council had adopted a Town Centres Area Action Plan which allocated suitable sites for development, including the site to which this LDO related and the site at Sandhurst Street. The purpose of the LDO was said to assist in bringing forward development on the allocated site by providing certainty to a prospective developer.</p> <p>Councillor J Kaufman moved for the Local Development Order at Brooksby Square, Oadby and its related Design Guidance to be refused.</p> <p>Councillor D A Gamble seconded Councillor J Kaufman's motion.</p> <p>Councillors Mrs S Z Haq, G S Atwal and B Dave further stated they were not in support of the LDO for the same reasons aforementioned.</p> <p>Councillor G A Boulter warned the Committee that, should Members be minded to refuse the LDO, development may be potentially forthcoming on greenfield sites in Oadby: however, he noted the importance of the view(s) express by the resident of Oadby.</p> <p><b>RESOLVED THAT:</b></p> <p>The Local Development Order at Brooksby Square, Oadby (as set out in Appendix 1) and its related Design Guidance (as set out in Appendix 2) be <b>REFUSED</b>.</p> <table> <tr> <td><b>Votes For</b></td> <td>10</td> </tr> <tr> <td><b>Votes Against</b></td> <td>3</td> </tr> <tr> <td><b>Abstentions</b></td> <td>1</td> </tr> </table> <p>Councillor D A Gamble left the Chamber at 8:44 pm.</p>	<b>Votes For</b>	10	<b>Votes Against</b>	3	<b>Abstentions</b>	1	
<b>Votes For</b>	10							
<b>Votes Against</b>	3							
<b>Abstentions</b>	1							
71.	<p><b><u>REPORT OF THE PLANNING CONTROL MANAGER</u></b></p> <p>The Committee gave consideration to the report (at pages 12 - 28) as delivered and summarised by the Interim Planning Control Manager, together with the supplementary agenda update (at pages 1 - 3) as tabled at the meeting, which should be read together with these minutes as a composite document.</p> <p><b>1. Application No. 16/00025/FUL - Abingdon House, 85 Station Road, Wigston, Leicestershire, LE18 2DP</b></p> <p>Councillor L A Bentley spoke upon the application.</p> <p>The Member said that existing building housing the Birkett House School was in a state of considerable disrepair and that the proposed development, if permitted, would provide a range of improved facilities to the benefit of school community and the wider Little Hill Estate in Wigston. He noted that the anticipated loss of trees from the site was mitigated by the application's</p>							

	<p>commendable landscaping that would otherwise provide pupils with a heightened sensory experience. He stated that the prospect of increased traffic to and from the site would not have a comparatively discernible impact and that the new site accommodated more off-street parking. He praised the work undertaken by the staff and governors at the schools in providing an excellent learning environment for its special educational needs students.</p> <p>Councillor L A Bentley left the Chamber at 8:55 pm.</p> <p>Councillor G A Boulter spoke upon the application.</p> <p>The Member expressed his disappointment about the school's lack of respite care provision which was concern to be addressed by Leicestershire County Council. He raised a concern as to the felling of a number of trees on site before the submission of the application and was hopeful that this application would provide the opportunity for replacement planting. He further suggested that boundary treatment should be applied to site's perimeter security fencing in the interim period whilst foliage grows. A concern was also raised as to the potential access implications on the roads junctures adjoining the site. He stated that he was in support of application provided that the correct decisions were taken to maintain the visual amenity of the surrounding area.</p> <p>Councillor G A Boulter left the Chamber at 9:01 pm.</p> <p>The Interim Planning Control Manager summarised the planning application's site and location, relevant planning history, consultations, representations and planning considerations, identifying the relevant planning policies as detailed in the report (at pages 18 - 23). He summarised the report's conclusion (at page 23), stating that the application was recommended for approval subject to the prescribed conditions.</p> <p>The Interim Planning Control Manager reported that the application had attracted widespread support and commended the high-quality of architecture and landscaping. He further added the Consultee, Sport England, had conditionally withdrawn their objection to the application subject to undertaking of agreement pursuant to the Town and Country Planning Act 1990, section 106 ("section 106 Agreement") as set out in the supplementary agenda update (at page 2) to be finalised.</p> <p>The Vice-Chair, Councillor Mrs L M Broadley, enquired as to possibility of detailing to the perimeter security fence and whether a planning condition could be inserted for replacement planting of trees.</p> <p>The Interim Planning Control Manager advised that details regarding the detailing regarding the fencing would be received in accordance with the planning condition. He stated that a condition regarding replacement planting may present difficulties as the trees previously felled were located beyond the application site.</p> <p>Councillors Mrs S Z Haq and J Kaufman commended the application for approval.</p> <p>Councillor R E R Morris enquired as to what part of the former Guxlaxton</p>	
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	<p>College was to be demolished to accommodate the application.</p> <p>The Interim Planning Control Manager stated that delegated planning permission was granted for the removal of a single-storey block and tennis courts on site as an enabling measure.</p> <p>The Vice-Chair moved the recommendation for approval of planning permission subject to the satisfactory completion of the section 106 Agreement and moved that delegated authority to be granted to the Planning Officer to determine financial contribution payable under the said Agreement.</p> <p>Councillor J Kaufman seconded the recommendation and motion.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <ul style="list-style-type: none"> <li>(i) The application be <b>PERMITTED</b> planning permission subject to the satisfactory completion the section 106 Agreement; and</li> <li>(ii) That delegated authority be granted to Planning Officers to determine financial contribution payable under the section 106 Agreement.</li> </ul> <p>Councillors L A Bentley and G A Boulter returned to the Chamber at 9:15 pm.</p> <p><b>2. Application No. 16/00022/TPO - 16 Knighton Rise, Oadby, Leicester, LE2 2RE</b></p> <p>The Interim Planning Control Manager summarised the planning application's site and location, relevant planning history, consultations, representations and planning considerations, identifying the relevant planning policies as detailed in the report (at pages 13 - 17). He summarised the report's conclusion (at page 17 of the agenda and page 1 of supplementary agenda update) stating that the application was again recommended for refusal of consent to remove the tree, having been previously deferred from the previous meeting of the Committee held on 14 April 2016.</p> <p>The Interim Planning Control Manager further advised that if Members were minded to refuse consent, the extent of any financial liability was limited to the net additional loss or damage within a proceeding 12-month period.</p> <p>The Chair stated that he was not convinced by the further evidence, or lack thereof, provided by applicant's engineers that the tree in question was main attributable cause of movement of, and subsequent damage to, the building.</p> <p>The Chair moved the recommendation for the refusal of consent to remove the tree.</p> <p>Councillor J Kaufman seconded the recommendation.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>That application be <b>REFUSED</b> for consent to remove the tree.</p>	
<b>72.</b>	<b><u>LDO FEES</u></b>	



	<p>The Committee gave consideration to the report (at pages 181 - 183) as delivered and summarised by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Chair moved the recommendations as set out at paragraph 2.1 of the report.</p> <p>The Vice-Chair seconded the recommendations.</p> <p><b>UNANIMOUSLY RESOLVED THAT:</b></p> <p>(i) The principle of charging fees for LDO's be approved;</p> <p>(ii) The scale of charges be approved and set at:</p> <p>(a) 100% of the appropriate pre-application charge as per the Council's existing scale of charges; and</p> <p>(b) 50% of the relevant full planning application fee as per the Council's existing scale of charges for a Certificate of Compliance.</p>	
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**THE MEETING CLOSED AT 9.21 PM**



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**CHAIR**  
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**THURSDAY, 28 JULY 2016**  
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# Agenda Item 11d

**MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLES' FORUM HELD AT  
THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 1 JUNE 2016  
COMMENCING AT 6.30 PM**

<b><u>IN ATTENDANCE:</u></b>		
Chair - Councillor R E R Morris		
<b>COUNCILLORS (3):</b>		
L A Bentley	Ms K Chalk	Mrs S B Morris
<b>OFFICERS IN ATTENDANCE (1):</b>		
M Smith (Young Persons Co-ordinator, OWBC),		
<b>OTHERS IN ATTENDANCE (6):</b>		
D Eckert (Oadby & Wigston Youth Council)		
J Advani (Oadby & Wigston Youth Council)		
J Cooke (The Conservation Volunteers)		
D Cliffe (Voluntary Action Leicestershire)		
A Hill ('Step Out' Working Group)		
PCSO 6194 T McCabe (Leicestershire Police)		

Min Ref.	Narrative	Officer Resp.
1.	<b><u>APOLOGIES FOR ABSENCE</u></b>  Cllr Ms A R Bond, Cllr Miss M V Chamberlain, J Morris (OWBC), G White (Youth Offending Service - IMPACT Team), M Brown (Reality Youth Project), M McAllister (Reality Youth Project).	
2.	<b><u>MINUTES OF THE LAST MEETING</u></b>  <b>RESOLVED THAT:</b>  The minutes of the Forum held on 30 March 2016 be taken as read, confirmed and signed.	
3.	<b><u>POLICE UPDATE</u></b>  PCSO McCabe updated the forum on the current anti-social behaviour (ASB) developing around the Junction Road / McDonald's area; this is a seasonal trend resulting in plans already being in place for managing this area across the summer. The Police are working with one individual in particular who is the apparent 'ringleader' in terms of the reported ASB; it is hoped that this work will curtail the level of ASB experienced before it fully develops.  Members enquired as to any reported ASB in both Oadby and South Wigston in addition to the above; PCSO McCabe stated that South Wigston has remained 'quiet' since the beginning of the Junction Road ASB. Oadby	

	<p>has some low-level ASB but this appears to revolve around one individual who the Police are also working with.</p> <p>Members also queried as to whether the planned approach to ASB in Countesthorpe, namely preventing young people gathering in groups of five or more in the village (bar some excepted locations i.e. parks and bus stops), could have a negative impact on our Borough. The concern is that dispersing groups of young people in Countesthorpe may cause them to congregate in South Wigston instead. PCSO McCabe stated that should the powers of dispersal be implemented in Countesthorpe they are unlikely to impact upon our Borough. Police in our Borough also retain the power to disperse groups of young people is there is an issue.</p>	
4.	<p><b><u>IMPACT TEAM UPDATE</u></b></p> <p>The Chair informed the forum that, since the last update received from the IMPACT Team where it was announced they were now leaving the Borough to work on other referrals, a new referral to the IMPACT Team has been made and they are once again working in the Junction Road / McDonald's area in relation to the ASB developing there.</p> <p>An update on the work of the IMPACT Team since the start of this new referral was expected but, due to apologies sent, it was not possible for this to be provided at this forum.</p> <p>The update provided at Agenda Item 5 does provide some context as to the work of the IMPACT Team.</p>	
5.	<p><b><u>REALITY YOUTH BUS</u></b></p> <p>Due to apologies sent the following written update was submitted to the forum by M McAllister, Bus Manager for the Reality Youth Project;</p> <p>“In contrast to some sessions young people have engaged very positively with the Reality Bus from the outset in Wigston. This quickly dispelled a worry we had around being somewhat hidden away and therefore hard to find. Initially Wednesday's sessions started quieter than Friday but this balanced itself out within the first week or two. Now the average numbers across the last half term have leveled out.</p> <p>On Wednesdays we have ranged from 15 to mid 30's of numbers attending and Friday has been between 17 and low 40's. The averages for the two sessions are 26 for Wednesday and 27 for Friday.</p> <p>We have positive engagement with the DJ mixing decks upstairs and chill out area as well as both the racing games and FIFA on the XBOX and PS4. Laptops have been popular for both internet access to things like Facebook and multi-player games in addition to pre-installed games.</p> <p>Downstairs the nail bar has been very well used as has the facility to have hot and cold drinks. The 'Just Dance' game which is played outside the bus by viewing the TV screen through the window inside had been popular with younger members.</p> <p>The sessions have been supported by members of the Life Church at times,</p>	

	<p>this has been especially useful as they are already known to, and have some sort of relationships with, children and young people attending the bus. This has helped us too in building relationships. Furthermore, we have worked with the IMPACT team when they have been out while we have been operating. This has allowed a more holistic approach to working with children and young people in the area and we can both signpost young people towards times and sessions we are both working.</p> <p>A challenge of the sessions, on both days, has been the wide age range of children and young people attending, some of the younger children being siblings of the young people. We have been working hard to develop a format which works for both groups while still giving the young people much needed time and space away from the younger ones.</p> <p>One addition we are hoping to make soon is some additional board and card games on the bus to offer an alternative to electronic games and give further opportunities to chat to the young people. This would also be of benefit for the children who regularly engage with us. We have also spoken with the IMPACT team about them trying to facilitate some more structured times on the bus around issues affecting young people, for example using the 'drugs awareness box'.</p> <p>One the whole it has been a very positive start to working in the borough.”</p> <p>M Smith expanded on the written update by explaining that the current ten week block of sessions will soon be ending. The Reality Youth Project has already confirmed that the Borough has two additional ten week sessions of the Reality Bus remaining with the second starting in September. The Borough’s ‘Joint Action Group’ meeting will take place on Monday, 6 June as part of which the placement of the Reality Bus from September will be decided.</p> <p>Members enquired as to whether the Reality Bus would be visiting the Wigston Club for Young People on Horsewell Lane as they believe this has previously been mentioned. M Smith is unsure of this but did suggest that it is perhaps one of the other youth bus projects, such as Streetvibe, that has been discussed. Streetvibe offer a smaller, transit van based youth bus that would be more suited to supporting an existing youth centre as opposed to the double-decker Reality Bus that is a mobile youth centre.</p>	
6.	<p><b><u>'STEP OUT' PROJECT, SOUTH WIGSTON</u></b></p> <p>J Cooke discussed with the forum the purpose of the ‘Step Out’ project in South Wigston. The project undertook a consultation with South Wigston residents to highlight areas of development that would be important to them; the main concern raised was a lack of youth provision in the area.</p> <p>A working group focusing on youth provision, comprising local churches, residents and professionals, was developed and on 19 March 2016 a pilot event took place on Blaby Road Park; this event provided various activities for young people to participate in based on information gathered over the year. 200+ young people attended the event and valuable feedback on which activities are preferred was collected.</p> <p>Following on from the pilot event an application for £11,000.00 in funding</p>	

	<p>has been made to the Conservation Volunteers Community Fund. This money would be used to provide a 6 month trial period of youth provision within the South Wigston area.</p> <p>The group has also explored possible venues for the youth provision to take place in including the Bobbin Factory and the Bassett Street Community Hub. St. Thomas' Church has already agreed to host activities in its Church Hall once or twice a week.</p> <p>31 Coffee, on Saffron Road, has also offered the use of their premises to provide youth activities from 6pm onwards; these would take the form of the occasional teenage event or open mic nights. The Chair stated that a similar approach has been taken at El's Cafe in Wigston and would be a good starting point for J Cooke to research the feasibility of such an approach. J Cooke then mentioned that 31 Coffee's current trading licence may prevent these activities taking place; members suggested that the most appropriate course of action would be for the proprietor to inquire about amending the licence terms with OWBC.</p> <p>Members asked if there had been any further consideration given to leasing an empty shop on Blaby Road as a base for youth provision in the area. J Cook stated that this would be a long term idea whilst the current plan is a pilot. That said the South Wigston traders are looking at shop leases for the scheme as an option.</p> <p>D Cliffe finished the 'Step Out' update by inviting members to attend the groups 'Community Picnic' at Crow Mills on Saturday, 6 August. This event is being planned by the South Wigston 'Green Spaces Group' and is linked in to the ongoing conservation work undertaken by Brocks Hill Country Park staff.</p>	
7.	<p><b><u>SOUTH WIGSTON SUMMER ACTIVITIES</u></b></p> <p>Due to apologies sent the following written update was submitted to the forum by J Morris, Community Inclusion Officer for OWBC;</p> <p>"Continuing the success of the Something to Do Project in Wigston, the project has been extended to South Wigston. The aim of the project is simple to give residents of South Wigston especially two targeted areas: Bennett Way and Lansdowne Grove something to do!</p> <p>Kane Radford, Mark Smith and Jane Morris are working together to maximise funding streams, resources and contacts to develop healthy ASB diversionary events open to all. We have consulted with partners and residents in South Wigston such as Jessie Cooke, Dave Cliffe, Police, Food bank and the Step Out group to attain what activities residents want. Some activities are still in the planning stage and will include:</p> <ul style="list-style-type: none"> <li>▪ Skipping Workshop, Tuesday 31st May 1—3 held at Bennett Way = 8 children 2 Adults attended,</li> <li>▪ Body Combat, Thursday 02nd June 1 till 3pm held at Bennett Way,</li> <li>▪ Fun Day 26th July 1 till 5pm Bennett Way (Inflatable climbing wall, exercise activity and publicity launch of activities planned over the summer holidays),</li> <li>▪ Summer Holiday Sessions being planned will be held on Blaby Park and</li> </ul>	

	<p>canal will include: Fishing, Family Rounders, Table Tennis and finish with Supersonic Boom,</p> <ul style="list-style-type: none"> <li>▪ 10 week of Streetdance and also Boxercise are being planned (talks with Parkland school regarding room hire). A nominal fee will be charged to sustain the activities or to buy equipment, and</li> <li>▪ Cooking sessions at The Community Flat, Boulter Crescent linking with South Wigston Foodbank. "Ready Steady Foodbank Cook!"." <p>Members picked up on the fishing project offered as part of the Summer Activity scheme; M Smith explained that a selection of fishing equipment was purchased through some combined OWBC budgets for the purpose of offering a long term fishing project option. The first event in this project, undertaken in partnership with the Wigston Angling Society and the Angling Trust, took place on Friday, 1 April 2016 and 19 young people, plus adults, participated. The idea of the scheme is to get young people into fishing and provide an intergenerational activity where young people and adults alike can share their skills and interests.</p> <p>The Chair added that a member of the Youth Council had participated in the first fishing event and had subsequently spoke passionately about it at the following Youth Council meeting; members agreed that the project is a brilliant one for young people to be involved with.</p> </li></ul>	
8.	<p><b><u>YOUTH COUNCIL UPDATE</u></b></p> <p>D Eckert and J Advani provided members with an update on the current work of the Borough's Youth Council. As part of this they mentioned that, whilst the group is currently looking at Supersonic Boom 2016, the Youth Council is looking quite seriously at recruitment and how it engages with young people in the Borough.</p> <p>The Youth Council is looking to increase its use of social media as a means of raising its profile in the Borough. This will include the use of 'paid for' advertising with a spend of £5.00 allowing for 3 months of 'pushed' advertising; this means that users of Facebook who meet certain chosen criteria, i.e. aged 11-19 and living within Oadby, Wigston or South Wigston, will see advertising for the Youth Council appear in their Facebook timeline.</p> <p>Over the last month 2,000 people have seen the Youth Council's Facebook page with a fair proportion of them then interacting with the page itself. This is a good indication that advertising Youth Council meetings via the Facebook page, as well as the traditional emails, would reach a wider audience and potentially increase the number of young people attending meetings. Similar advertising / promotion will also be undertaken on the Youth Council's Twitter and Instagram pages including the promotion of Supersonic Boom 2016.</p> <p>D Eckert also updated the forum on the UK Youth Parliament's '#DontHateEducate' campaign and how it ties in to their Hate Crime Awareness Project. This project will see the development of resource packs for teachers and youth practitioners aimed at allowing for the delivery of lessons and activities that tackle hate crime.</p> <p>The Chair made it known to the forum that D Eckert is also the Borough's Young Citizen of the Year 2016 for which the forum commended her on her</p>	

	achievement.	
9.	<p><b><u>SUPERSONIC BOOM 2016</u></b></p> <p>M Smith spoke on the progress of organising this year's Supersonic Boom youth festival. As of the evening of the forum it has been agreed that this year's event will be hosted on Blaby Road Park on Wednesday, 17 August from 1pm - 5pm. The park has been booked appropriately to secure this date.</p> <p>The hiring of the stage for the event has also taken place with documents finalising the booking expected to be received within the next week. This year's stage comes from the same company as 2015's but is of a solid design and not an inflatable; this means that should the generator be switched off as per last year that the stage will not come down onto a performer.</p> <p>'Acts Wanted' posters have started to be distributed via social media and email, and will shortly be appearing on the Borough's digital notice boards. Physical copies of the same poster, and the event poster, will soon be placed around the Borough on notice boards, in shop windows and along the frontage of Blaby Road Park. A number of previous year's acts have already come forward wishing to perform again as have a number of stall holders who were recently contacted.</p> <p>M Smith also shared that for the first time in several years that Supersonic Boom will have a dedicated website (<a href="http://www.supersonicboom.co.uk">www.supersonicboom.co.uk</a>) that he is currently building. This should hopefully be live by Friday, 10 June to coincide with the wider release of the event's posters.</p> <p>The forum also heard that the Youth Council has elected the Borough's two Young Leicestershire affiliated clubs, the Oadby Youth Centre and the Wigston Club for Young People, to be the recipients of any monies raised through this year's event. Last year £525.00 was raised for the Air Ambulance despite the event finishing early due to poor weather; it is hoped that this figure will be much larger for 2016.</p> <p>Finally a general request was made to Members to aide in the promotion of Supersonic Boom 2016 and, if they are available to do so, to consider volunteering as a marshal on the day of the event.</p>	
10.	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>None raised.</p>	

**THE MEETING CLOSED AT 7.50 PM**



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**CHAIR**  
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**WEDNESDAY, 13 JULY 2016**  
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