

**Avenue Primary School, Avenue
Road Extension, Clarendon Park
On Wednesday, 3 December
2008**

Starting at 6:30 pm

The meeting will be in two parts

6.30pm – 7.45pm

**Get involved in your area and
planning for the future.**

**Discussion and presentations
on:**

- **Residents Parking**
- **Avenue School Traffic
Calming Scheme**
- **Adult Education**
- **City Wardens**
- **Community Meeting
Budget**

7.45pm – 8.30pm

**Meet your Councillors and
local service providers
dealing with:-**

- **City Wardens**
- **Residents Parking**
- **Domestic Violence**
- **Customer Services**
- **Avenue School Traffic
Calming Scheme**

YOUR community. YOUR voice.

Your Ward Councillors are:

**Councillor Matt Follett
Councillor Phil Gordon
Councillor Patrick Kitterick**

Formal Session

1. ELECTION OF CHAIR

Councillors will elect a Chair for the meeting.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

The first main item on the programme is Declaration of Interest where Councillors have to say if there is anything in the programme they have a personal interest in. For example if a meeting wanted to talk about digging up a road and one of the Councillors lived on that road, he or she would have to say they have a personal interest in that.

Councillors are asked to declare any interest they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

4. MINUTES OF THE PREVIOUS MEETING

[Appendix A](#)

The Minutes of the previous meeting, held on 9 September 2008, are attached to this agenda.

You can raise issues at the meeting with regard to the minutes.

Councillors will confirm the minutes as a correct record of the previous meeting, subject to any changes if requested.

5. RESIDENTS PARKING

Adrian Friend, Traffic Engineer (Leicester City Council) and Kim Lampitt (Social Research Associates) will give brief presentation and feedback on the results of the recent consultation exercise.

6. ADULT EDUCATION

Chris Minter, Interim Service Director, Safer & Stronger Communities will be in attendance to give a brief presentation on Adult Education facilities in the local area and will take questions from residents.

7. AVENUE ROAD TRAFFIC CALMING SCHEME

Mark Korczak, School Travel Plans Officer, will give a brief presentation on the proposals for the Avenue School Traffic Calming Scheme.

8. CITY WARDENS AND 10,000 TREES UPDATE

Representatives from the City Wardens team will be in attendance and give a brief overview of the role of a City Warden and take questions from residents.

There will also be feedback on the results of the 10,000 Trees consultation.

9. COMMUNITY MEETING BUDGET

Appendix B

Councillors are reminded that they will need to declare any interest they have in relation to budget applications, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

The Member Support Officer will briefly update on the current position on the Community Meeting Budget.

The following applications have been submitted to the Community Meeting:

1. Queens Road Christmas Lighting (Appendix B1)
2. Theatre Visit by the Children and Young People of the St Andrews Play Association (Appendix B2)

10. FUTURE MEETINGS

The date of the next meeting will be announced.

11. ANY OTHER BUSINESS

INFORMATION FAIR

PLEASE SEE BELOW FOR DETAILS OF SERVICE REPRESENTATIVES YOU CAN TALK TO AT THIS MEETING.

- You can raise matters of concern, give any opinions and find out information that may be of use.

- Ward Councillors and General Information

Talk to your local Councillors or raise general queries.

City Warden

Meet your local City Warden and find out what they do.

Residents Parking

Talk to Officers about residents parking in your area.

Domestic Violence

To promote awareness about Domestic Violence.

Customer Services

Raise general queries with Customer Services Officers.

Avenue School Traffic Calming Scheme

Come and talk with Officers about the scheme planned for Avenue Road.

Help us to make improvements!

Please help us to improve Community Meetings by filling in an **Evaluation sheet** to let us know what you thought of the meeting.
Thank you.

For further information contact

Matthew Reeves/Kate Owen, Committee Services Section, Resources Department,
Leicester City Council, Town Hall, Town Hall Square, LEICESTER LE1 9BG

Phone 0116 229 8811 / 8822

Fax 0116 229 8819

Matthew.Reeves@leicester.gov.uk (or) Kate.Owen@leicester.gov.uk

www.leicester.gov.uk/communitymeetings

Making Meetings Accessible to All

WHEELCHAIR

Meetings are held in a variety of community venues. We will only hold meetings in venues where there is suitable access for wheelchairs. If you have any concerns about accessing a venue by wheelchair, please contact the Committee Services Officer on the above number.

BRAILLE / AUDIO TAPE – CD / TRANSLATION

If you require this agenda or a particular part of it to be translated or provided on audio tape, the Committee Services Officer can organise this for you (production times will depend on equipment facility availability). In certain cases, subject to the agreement of the local Councillors, translation facilities can be provided at the meeting.

INDUCTION LOOPS – HEARING AT MEETINGS

We provide a loop system at every meeting for people with hearing aids. If you have a hearing aid, please speak to the Committee Services Officer at the meeting for further assistance if you think you won't be able to hear what's being discussed. There is also a facility which can help people hear better if you don't have a hearing aid but are hard of hearing, again please speak to the Committee Services Officer about this.

Castle Community Meeting

Your Community, Your Voice

Record of Meeting and Actions

6:30 pm, Tuesday, 9 September 2008

Held at: Leicester Football Club (Tiger's Stadium), Welford Road

Who was there:

Councillor Matt Follett

Councillor Phil Gordon

Councillor Patrick Kitterick

FORMAL SESSION

22. ELECTION OF CHAIR

Councillor Follett was elected as Chair for the meeting. However it was also agreed to hold the meeting in an informal style to allow all people to engage fully in the proceedings.

23. WELCOME AND INTRODUCTIONS

Councillor Kitterick welcomed all those in attendance and outlined how the agenda would proceed.

He asked if people had any questions.

A query was raised about the Adult Education College, in particular the loss of the art room in the basement, which had been moved to New Walk Museum. This had led to the loss of associated businesses, which were also based in the basement. An employment unit had been set up in the basement in place of the art room. Councillor Kitterick stated that Chris Minter, the Interim Service Director, Safer and Stronger Communities would be invited to attend the next meeting to discuss the matter.

Further queries were raised about the way in which Community Meetings could address issues which arose in a community, were the meetings often enough? Was there enough opportunity for people to raise issues and for them to be informed of things which the Council needed to announce? Councillor Kitterick stated that whilst it wasn't perfect that the meetings were quarterly, Councillors held surgeries regularly and they could be contacted at any time where issues could be raised.

The issues of bins being left on the street was raised, it was noted that this was still a problem in the Grasmere and surrounding streets area. However other residents felt that planning issues were more of a problem. Councillor Follett commented that the ward was large and there would be different issues in different areas.

Action	Officer Identified	Deadline
Invite Chris Minter, Interim Service Director, Safer and Stronger Communities to the next meeting	Kate Owen, Member Support Officer	Next meeting, 8 December 2008

24. APOLOGIES FOR ABSENCE

There were no apologies for absence.

25. DECLARATIONS OF INTEREST

Councillors were asked to declare any interests they might have in the business on the agenda, and/or indicate that Section 106 of the Local Government Act applied to them.

No such declarations were made at this time.

26. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Castle Community Meeting dated 22 July 2008 were circulated and members were asked to approve them as a correct record.

Councillor Kitterick gave people the opportunity to consider the minutes further and make comments if they wished.

27. WARD PRIORITIES

Councillor Follett gave the meeting a briefing presentation about the Community Meetings. In it, he outlined the following:-

- Who would be involved? - Councillors, Local People, local organisations, key agencies, Council Officers etc.
- How they would work? – eg. be open and accessible, focus on local needs and interests, take place four times a year with a formal and informal part of the meeting etc.
- What they would do? – eg. develop a ward action plan of priorities identified by residents.
- What would be achieved by them? – eg. give local people a chance to identify environmental improvements, bring service providers together to improve the service.

Then he detailed the process of developing a ward action plan. This was about identifying priorities, mainly from suggestions by residents. The meeting would then hold informal discussions identifying issues which they felt needed addressing and these could be included in the plan and action would be taken on them. (This exercise had already been undertaken in the Clarendon Park side of the ward, but it was being undertaken at this meeting to give this side of the ward the opportunity to contribute.)

Following the discussions held in groups the following priority issues reported to the meeting:-

- Planning enforcement relating to signs.
- Lack of variety of Adult Learning courses.
- Absentee landlords, rubbish left in gardens / communal areas, population balance / lack of family housing, issues with 'studentification'.

- Planning application for housing at the cricket ground / general lack of youth facilities.
- St Andrews Estate – people parking in assigned parking bays – lack of enforcement – request for residents parking.
- Street cleaning and bin collection not being undertaken in the logical order – suggestion that street cleaning should take place 24hours after bin collection.
- Further work required on ensuring that bins were not left on the street – City Wardens to consider.

There was some detailed discussion regarding the issue of Houses of Multiple Occupation (HMO's). Mike Richardson, Head of Planning Management and Delivery commented that the laws surrounding HMOs were based on national government guidance and were complex and difficult to enforce. For example a 6 person house of unrelated people, legally could still be considered a 'family' house and not a HMO. To separate a house into individual flats would however require a planning application. He also noted that the new planning framework was currently being consulted on. He urged people to look on the Council's website and take part in this consultation. Both Councillors, Follett and Kitterick commented that the only real way in which the Council could refuse undesirable planning applications was for the Council to develop a policy in that area, which needed public support and evidence of a problem.

Action	Officer Identified	Deadline
Develop a list of priorities for action	Kate Owen, Member Support Officer	December 8 2008

28. ENVIRONMENTAL SERVICES

The meeting received a presentation from Malcolm Grange, Head of Street Scene Enforcement about the Environmental Services which were provided in the Castle Ward.

He gave details on the following areas of work undertaken in the ward:-

- Waste and Recycling – There was still a weekly collection of waste in Leicester, also free collection of 5 bulky items and the city achieved a 33% recycling rate.
- Street Cleaning – the Council undertook area based street cleaning. As part of this matters such as fly tipping, abandoned vehicles, discarded needles and graffiti were also dealt with. The Castle ward had higher than average incidents of flytipping, discarded needles and graffiti, however this was due to the inclusion of the city centre in the ward. The ward did however perform well when it was inspected for cleanliness.

- Other Street Scene Matters – these included cleaning of chewing gum in the city centre, graffiti removal from Virgin Media equipment boxes and the bins on streets pilot initiative, where efforts were made to get residents to remove their bins from the street outside their houses.
- City Wardens - Malcolm informed the meeting that the Castle Ward would be having three City Wardens working in the ward from October, looking to tackle a range of environmental crime issues and improve the local environment.
- Pest Control Services - it was noted that there were high levels of call outs to deal with mice problems in the ward, which it was felt were probably due to the high levels of fast food outlets and the nature of the housing.
- Dog Control Orders – A range of new powers were being introduced. For example, dogs would be restricted from certain areas such as children’s play areas and fixed penalty notices could be levied against irresponsible owners for not cleaning up mess.
- Noisy Neighbours – information was provided on the services provided by the Noise Control Team, who provided a call-out service until 2.00am seven days a week. This team had been dealing particularly with loud music being played in domestic settings.
- SmileSafe Scheme – this was where businesses selling food and drink were inspected and given a rating for their food hygiene. He outlined businesses which were rated good eg, Greggs on Market Street, McIndians and Jack’s Potato Bar and those that were rated bad, Temptations on Churchgate, Olive Tree on Belgrave Gate and Shanghai Moon on High Street. He also noted that some businesses had been closed as a result of mice infestations such as Flame on Granby Street.
- Licensing – the Licensing Team was responsible for granting of alcohol licenses. They had taken action at three premises where it was felt that they had contravened their license. One of these venues had their license suspended for three months. They also oversaw the ‘Best Bar None’ scheme which promoted good practice amongst the city’s licensees.
- Building Control – Officers had been responsible for checking the safety of major recent building projects in the city such as the Curve theatre and the Highcross centre. Officers had also undertaken a great deal of work checking buildings in the aftermath of the earth tremor in February.
- 10,000 Trees Project – Malcolm provided details of this project which intended to plant 10,000 trees in the city over the next three years. There was a stall as part of the Carousel and people were welcome to give suggestions as to where they should be planted.

The Chair thanked Malcolm for the presentation, he then invited the meeting to put forward any points or ask questions.

Trees - A resident suggested that mature trees around the city be felled, so they could be replaced and a profit could be generated.

Chewing Gum – whilst cleaning was welcomed, it was recommended that preventive action was better, for example were there going to be signs at the Highcross Centre. Malcolm commented that businesses were being consulted on enhanced cleaning services. Councillor Kitterick also commented that a form of 'City Centre Management' was being looked at where retailers were brought together to make improvements.

Aggressive Begging – A resident felt that this was a problem in the city centre. The Police Community Support Officer and Councillor Kitterick both strongly recommended that this should be reported as it couldn't be addressed if it wasn't.

Recycling – Councillor Follett felt that there should be more recycling points.

Ward Monitoring of Environmental Incidents – Councillor Follett commented that the city centre skewed the figures for the castle ward. It was queried whether the city centre could be monitored separately? Malcolm undertook to look into whether this was possible.

Graffiti Monitoring – Councillor Follett queried how this was undertaken as he felt 100% satisfaction as mentioned in the presentation was unrealistic. Malcolm commented that levels of cleanliness were monitored in line with national guidelines.

Overpainting of Virgin Media Equipment Boxes – Councillor Follett felt that this should be paid entirely by Virgin Media and queried whether it was. Malcolm responded by saying that this was being monitored but it was expected that the funding wouldn't cover the costs of painting.

Dog Exclusion Zone – Councillor Follett expressed concern that these rules would be enforced too harshly. Malcolm explained that it was intended to be pragmatic, parks officers would be doing the enforcement but would apply common sense.

Adverts on lampposts and fly posting – A resident queried what could be done about this. Malcolm explained that officers could remove this and prosecute where appropriate. Another view was however expressed, claiming that there was nowhere for up and coming bands to advertise themselves without flyposting.

29. ANY OTHER BUSINESS

Special Olympics

The Chair welcomed Angela Sansome to the meeting to give a brief presentation on volunteering opportunities at the Special Olympics being held in Leicester in July 2009.

Angela noted that the Special Olympics would be held from 25 July to 31 July in 2009. Volunteers would be required for a range of areas, ie first aid or tea makers. This would be the second time the Special Olympics has been held in Leicester.

The events would be held in a range of venues across the city such as Braunstone Leisure Centre and Aylestone Leisure Centre.

There would be opportunities to volunteer for specific events. There would also be more management level opportunities as well.

There were however some requirements for volunteers, they need to be over 16 and be willing to go through an enhanced criminal records bureau check. Certain, more serious offences would bar people from taking part.

Angela noted that the current Lord Mayor's appeal was fundraising for the Special Olympics, therefore this was another good reason to get involved.

Angela urged as many people as possible to get involved.

Road Signs

A resident noted that a letter had been sent to the Council about out of date road signs in Clarendon Park. She was pleased to note that five had been replaced.

INFORMATION FAIR

The following information stands were sited in the room. Members of the public visited the stands and were given an opportunity to meet Councillors, Council staff and the local Police to bring enquiries and raise issues.

TABLE 1 - Ward Councillors and General Enquiries

Members of the public were given an opportunity to talk to Ward Councillors or raise any general enquiries.

TABLE 2 Special Olympics

Angela Sansome from Voluntary Action Leicester was in attendance to provide details about the Special Olympics which will be held in Leicester in 2009, including opportunities to get involved in volunteering.

TABLE 3 Environmental Services

Malcolm Grange, Head of Street Scene Enforcement was available at the meeting to discuss local environmental issues, ie litter, graffiti. He also provided information about the Council's 10,000 trees programme.

TABLE 4 Planning Management and Delivery

Mike Richardson, Head of Planning Management and Delivery was able to provide information about planning matters which affected the local area and planning applications which had been submitted in the locality.

TABLE 5
Highways and Transportation

Adrian Friend, Traffic Engineer, was present to discuss matters relating to Highways and Transport such as parking.

30. CLOSE OF MEETING

The meeting closed at 9pm.

Received 11/11/08

Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the Guide to the Ward Community Fund.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

CASTLE WARD

2. Title of proposal

Theatre Visit, by the children and young people of St Andrews Play Association.

3. Name of group or person making the proposal

Lisa Palmer, Play Leader in Charge.

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

Building on the success of the last two years taking the children to the theatre, we would like to apply to the Area Committee to fund this years trip. We are proposing to take 40 children aged between 5 and 13yrs old to see 'Aladdin' at Loughborough Town Hall on January 2nd 2009.

The production in Loughborough is, we have found the cheapest and best value for money. We propose to travel by coach to the production.

This trip is an opportunity for the children and young people of St Andrews to see a 'live' production. Something which the vast majority of our users might otherwise not experience, due to financial difficulties and no transport. St Andrews Play Association serves a deprived area of the city, which has little or no opportunities to experience a trip to a theatre.

From our past trips, we recognise that the children who are able to come to

the trip, find it a fantastic afternoon out and have a very exciting and enjoyable time. Hence this year, we would like to take more children than we have done before.

We have built on past theatre trips by introducing 'Drama workshops' to our summer playscheme timetable and also at half term. These have proved very popular at St Andrews and are always full to capacity. We think that this demonstrates that there are other forms of entertainment apart from, DVD's, computer games, and soap operas, which seem to be a big part of the young peoples lives these days.

St Andrews Play Association provides year round free inclusive play opportunities for children aged 5 to 13yrs. We are a registered charity, with our main funder being The Leicester City Council, but our budget only covers core costs i.e. necessary bills and wages. We need to fundraise for any extra activities which we would like to provide, hence the application to The Area Committee.

5. Have you provided supporting information?

Have provided publicity leaflet.

Tick if yes

6. What is the total cost to the Community Meeting?

£586.90

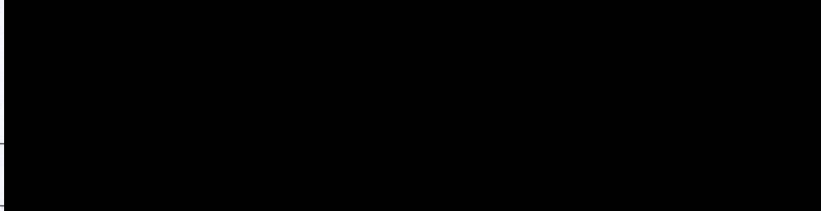
7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
X48 Theatre tickets (40 children, 8 Staff)	446.90	Actual
Coach Hire, Ausden Clarke	140.00	Actual
Total	586.90	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

We have applied to various trust funds but have been unsuccessful at present.

9. Who proposed the project? Please provide contact details.

Name of contact person	Lisa Palmer
Your position in organisation or group	Play Leader in Charge
Name of organisation or group	St Andrews Play Association
Address	

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	As above
Your position in organisation or group	As above
Name of organisation or group	
Address	As above.
Phone number	Email

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have

given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Lisa Palmer
Signature	<i>L.M. Palmer</i>
Date	7 th November 08

Please send this completed form back to:

Bhawna Arya, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

URGENT ATTENTION

Community Fund Proposal Form

Please read the Guide to the Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the Guide to the Community Fund.

Continue on separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

MAY WE DRAW YOUR ATTENTION TO 8,
Section 1: Budget Proposal

1. Name of Ward

CASTLE

2. Title of proposal

QUEENS ROAD XMAS LIGHTING

3. Name of group or person making the proposal

QUEENS ROAD TRADERS ASSOCIATION – C. HAWKINS (MR)

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

INSTALLATION OF XMAS TREES AND DECORATIVE LIGHTING OVER THE FESTIVE SEASON FOR THE BENEFIT OF THE COMMUNITY (SHOPKEEPERS AND RESIDENTS). TO RAISE THE 'FEELGOOD' FACTOR AND TO INCREASE AND ENCOURAGE MORE PEOPLE TO VISIT THE AREA.

5. Have you provided supporting information?



Tick if yes

6. What is the total cost to the Community Meeting?

£2676

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
40 Xmas Trees @ £20		800
REPLACEMENT LIGHT BULBS		376
REPLACEMENT ELECTRICAL ITEMS		150
LABOUR FOR :- PROCUREMENT, INSTALLATION, REMOVAL & DISPOSAL		1350
Total		2676

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

NO
IN ORDER FOR WORK TO COMMENCE FUNDS ARE NEEDED TO PURCHASE MATERIALS. WORK IS PLANNED FOR LAST WEEK IN NOVEMBER THEREFORE CAN FUNDS PLEASE BE AVAILABLE FOR THAT WEEK OR AS SOON AS POSSIBLE BUT NOT AFTER 5/12/08

9. Who proposed the project? Please provide contact details.

Name of contact person	C. HAWKINS
Your position in organisation or group	TREASURER
Name of organisation or group	QUEENS ROAD TRADERS ASSOC.
Address	c/o [REDACTED]
Phone number	[REDACTED]
Email	

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	C. HAWKINS
Your position in organisation or group	TREASURER
Name of organisation or group	QUEENS ROAD TRADERS ASSOCN.
Address	c/o [REDACTED]
Phone number	[REDACTED]
Email	[REDACTED]

11. Declaration

I have read the *Guide to the Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	C. HAWKINS
Signature	[Handwritten Signature]
Date	17/11/08

Please send this completed form back to:

Bhawna Arya
Member Support Team
2nd Floor
Town Hall
Leicester City Council
LEICESTER
LE1 9BG

