

SAFFRON COMMUNITY MEETING

MONDAY, 27 APRIL 2026

Held at: Aylestone Leisure Centre, 2 Knighton Lane East, Leicester, LE2 6LU.

ACTION LOG

Present:

Councillor Cassidy
Councillor Cutkelvin

<u>NO.</u>	<u>ITEM</u>	<u>ACTION REQUESTED AT MEETING</u>
1.	AGENDA	PLEASE SEE THE ATTACHED.
2.	ACTION LOG	PLEASE SEE THE ATTACHED.

Minute Item 2

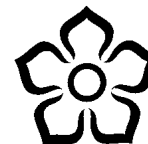
ACTION LOG

Saffron Ward Community Meeting:

Monday 27th April 2026

6:00pm

Aylestone Leisure Centre, 2 Knighton Lane East, Leicester, LE2 6LU



Leicester
City Council

Present

Cllr Ted Cassidy MBE
Cllr Elly Cutkelvin (Chair)
Highways - Michael Byrne
Punum Patel – Ward Community Engagement Officer (WCEO)
Residents - 14

Apologies

Leicestershire Police: PCSO Spencer Clayton, Sgt David Wilson

Item	Action to note	Who
1.	Introductions & Apologies, Declarations	
	<ul style="list-style-type: none">The Chair, Cllr Cutkelvin opened the meeting and welcomed everyone.No declarations were noted.	
2.	Councillors Feedback	
	<ul style="list-style-type: none">The meeting noted an update from Cllrs including the local government reorganisation, new play space on Tick Tock park (Elston Fields), new growing projects, new litter picking group in St Andrews, work undertaken with schools, Saffron Resource Centre, scaffolding on Saffron Lane, upcoming events at Kingfisher Youth Centre and Councillor surgery information,No actions to note.	
3.	Local Policing update	
	<ul style="list-style-type: none">The meeting noted an update from Local Police – Appendix ARequest to look into speeding on Commercial Square.All information relating to the ward including surgery dates and times, can be found at www.leics.police.uk/area/your-area/leicestershire/south-leicester/freemen/about-us/top-reported-crimes-in-this-areaResidents to keep reporting incidents via 101 and online at www.leics.police.uk/reportcrimeResidents to sign up to Neighbourhood Link to stay up to date with Policing issues in the local area (www.neighbourhoodlink.co.uk)	Police Residents Residents Residents
4.	City Warden update	
	<ul style="list-style-type: none">The meeting noted an update from the City Warden – Appendix BRequest for all bins to be stickered with waste disposal information	CW

5.	Highways update	
	<ul style="list-style-type: none"> ▪ The meeting noted an update from Highways including information on the 20mph zone, speed cushions on Milligan Road and Duncan Road, ▪ A general written update was also provided – Appendix C ▪ Request for a comments box to be added to online speed zone consultations. ▪ Request for data on speed monitoring. ▪ Request for information on proposals for Grace Road and Parkhill Drive. ▪ Request for information on introduction of one way systems. ▪ Request for a sheltered bus stop opposite the doctors surgery on Aylestone Road. ▪ Request to look into damaged grass verges in ward. ▪ Request to look into painting kerbs along cycle lane on Aylestone Road. ▪ Request to check visibility at Fayrhurst Road and Saffron Lane. 	Highways Highways Highways Highways Highways Highways Highways

6.	Housing update	
	<ul style="list-style-type: none"> ▪ The meeting noted an update from Housing – Appendix D ▪ Request for Housing Engagement officer to attend future meetings 	Housing

7.	Ward Community Budget	
	<ul style="list-style-type: none"> ▪ The meeting noted a Ward Funding update. Opening balance: £18,206.00 Number of applications supported: 0 Balance remaining: £18, 206 ▪ The meeting noted feedback from St Andrews Play Association and Saffron Litter Wombles 	

The meeting closed at 7.15pm.

Appendix A – Policing Update

The beat team have identified tackling ASB in open spaces, drug use/supply, and vehicle safety as priorities for the second quarter of the year. To address these issues the team will be out conducting visible patrols in hot spot areas, will use stop/search powers where possible and listen to the local community and develop any information or reports we are made aware of.

There are no long-standing issues that we are currently dealing with that will affect the local community. We have been bolstered by a new PCSO; Kayleigh Fuzane has recently joined the team and will spend her initial learning stage with PCSO Spencer Clayton before becoming independent.

As ever if you do have any concerns or issues that you would like to bring to the team's attention then do please get in touch, we are holding regular beat surgeries at key locations and have all the teams' details if you want to reach out.

Upcoming surgeries are always listed in the monthly Neighbourhood Link newsletter (attached) and are often pre-advertised on the South Leicester Police Facebook page. They can also be found on the Leicestershire Police website using the link below.

Freemen | Your area | Leicestershire Police

<https://www.leics.police.uk/area/your-area/leicestershire/south-leicester/freemen/meetings-and-events/top-reported-crimes-in-this-area>



Your Local Team



PS 820 Crowson



PC 546 Wilson



PC 1414 Oliver



PC 3012 McClean-Lee



PCSO 6188 Clayton



PCSO 6588 Holton

What matters to you

From data collated from local surveys, beat knowledge, intelligence and reports made to Leicestershire Police, the following have been highlighted as priorities within the community.

Priority 1: Drugs.

You said: Drug use and supply is ongoing in the Saffron Lane Estate and in other areas of the community.

We did: The team continue to develop any report of drug use/supply in the community and have conducted targeted patrols in hotspot areas. A known individual was recently stopped and searched on Knighton Fields Road West after being sighted by officers, they were found to be in possession of cannabis and given a warning.

Priority 2: Anti-Social Behaviour (ASB) in open spaces.

You said: ASB in open spaces is still occurring in parks, play areas and other areas.

We did: There has been an increase in ASB reports in the open space area at the back of the Kingfisher Youth Centre, the team have been out conducting patrols and we will be speaking to residents nearby to identify and deal with those involved. We continue to patrol open space areas but are happy to report there have been no issues that need further attention.

Priority 3: Vehicle Misuse/Safety.

You said: There has been an increase in the use of E-Scooters and vehicle being found unsafe.

We did: We continue to educate and engage with individuals riding E-Scooters and will act when appropriate, we are seeing a lot of vehicles parked on the public road without tax and being driven without insurance, a vehicle was recently seized on Knighton Lane East for being driven without insurance.

Other Local News

The local team has welcomed the arrival of PCSO Kayleigh Fuzane who has joined the Freeman beat team after completing her initial training at force head quarters. Kayleigh has been out and about on the beat engaging with the community, being visible and getting to grips with her new role. Please if you do see Kayleigh do stop and hello, Kayleigh is looking forward to being a part of the Saffron Community, helping people and being a visible presence for a long time to come.

The latest Saffron Community Ward meeting took place on Monday 27th April at the Aylestone Leisure Centre, sadly on this occasion the local team were not able to attend but we did offer a policing update on how we are tackling the current beat priorities. This is a great opportunity for the community to get together to discuss and address local issues.

PCSO Michelle picture here has been out and about across the beat, she spotted the amazing artwork on Lothair Road.



Crime Prevention

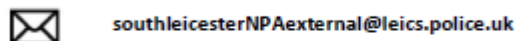
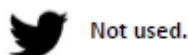
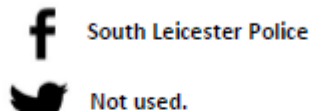
For all our crime prevention advice visit: www.leics.police.uk/cp/crime-prevention

Our advice offers best practice for you to follow alongside practical crime prevention methods: from basic hints and tips to more detailed strategies.

To keep up to date with the latest scams, you can follow Action Fraud on Facebook: www.facebook.com/actionfraud



We rely on feedback and concerns raised by the community. To take part in a short survey regarding confidence in Leicestershire Police, please use the QR code to the left. In turn, we will continue to review and adapt our plans accordingly.



Community engagements

Come and speak to your local beat team about any issues or concerns you may have or to raise any issues effecting you or your local community, officers will be available at the following events:

Beat Surgery, Tuesday 5th May, Saffron Resource Centre, 09:30am/11:00am

Beat Surgery, Wednesday 6th May, Pork Pie Library, 10:00am/11:00am

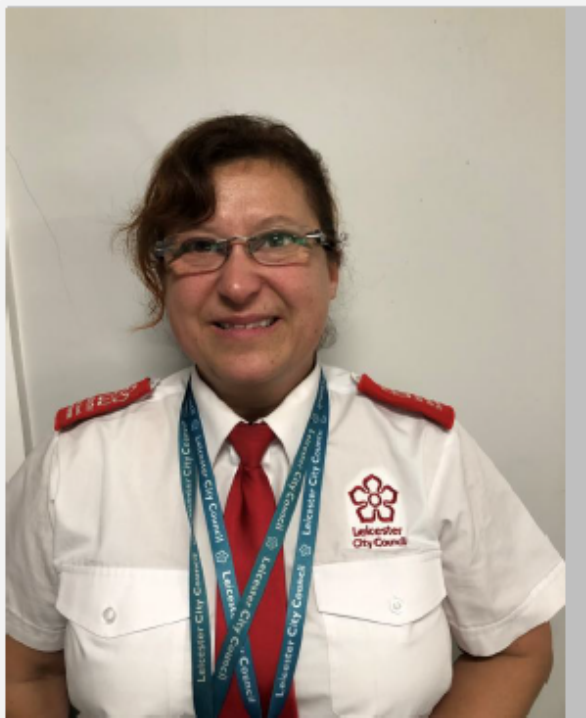
Beat Surgery, Wednesday 13th May, Saffron Resource Centre, 09:30am/11:00am

Beat Surgery, Friday 15th May, Kingfisher Youth Centre, 10:00am/11:00am

Beat Surgery, Saturday 16th May, Aylestone Leisure Centre, 10:00am/11:00am

Beat Surgery, Saturday 23rd May, Aylestone Leisure Centre, 09:30am/11:00am

CITY WARDEN SERVICE



Dawn England
CITY WARDEN
Saffron Ward

Email: city.warden@leicester.gov.uk

Website:

www.leicester.gov.uk/lovecleanstreets

Telephone: 0116 4541001

Facebook: Leicester City Wardens

Twitter: City Wardens

City Wardens,
York House
91 Granby Street
Leicester,
LE1 6FB

**These are the main issues that
the
City Wardens can help with:**

- Educating the public and raising awareness of environmental crimes

ENFORCEMENT ISSUES:

- Littering
- Rubbish on private land
- Small scale fly tipping
- Failure to produce Waste Transfer Documents
 - Pan Spitting
- Dog fouling & Dog Control Orders
 - Skips & Scaffolding
- Bins on the street (Domestic & Commercial)
 - Vehicles for sale on the road
 - Repairing vehicles on the road
 - Bird Feeding
 - Fly posting
 - Graffiti

SAFFRON WARD



Leicester
City Council

CITY WARDENS WORKING WITH YOU TO IMPROVE THE CITY'S ENVIRONMENT

CITY WARDEN UPDATE

I AM THE CITY WARDEN FOR THE AREA DAWN EAGLAND AND LOOK FORWARD TO WORKING WITH YOU ALL TO HELP IMPROVE THE AREA YOU LIVE IN.

SINCE APRIL 2025 THE CITY WARDEN SERVICE HAS BEEN REASSIGNED TO WORK IN THE TOWN CENTRE ON THE PUBLIC SPACE PROTECTION ORDER. JANUARY 2026 NOW BACK ON WARD I HAVE BEEN BUSY WITH THE BACKLOG AND NEW REPORTS FOR ME TO DEAL WITH AND INVESTIGATE ISSUES.

BELOW IS SOME WORK I HAVE DEALT WITH SINCE FEBRUARY 2026

Fly-tipping is a city wide problem. 58 investigations have been conducted throughout the ward and there are a couple more ongoing. I regularly patrol hotspot areas to ensure that they are kept clear and working with other departments to achieve results. Am working hard to educate residents/businesses in how they should dispose of their waste legally.

Information of the Recycling Centres and bulky Waste collections can be found at www.Leicester.gov.uk/your-environment/recycling-and-waste.

COMMUNITY PROTECTION NOTICE WARNING LETTERS - CITY WARDEN HAS ISSUED 14 CPW'S FOR FLYTIPPING ISSUED TO PROPERTIES ACROSS THE SAFFRON WARD AND 1 ISSUED FOR UNTIDY LAND.



If you have any issues that you would like to report then please speak to the City Wardens or contact the service via www.Leicester.gov.uk/lovecleanstreets

Bins on Streets – Residential & Commercial & Recycling Banks

Working with residents and landlords to remove bins from the pavements along with businesses to remove commercial bins once they have been emptied. Abandoned bins are removed as quick as possible from our streets.

Within the Saffron Ward properties leaving bins on the pavement are being stickered.

Also damaged lids requested a new one to be placed. Arranged bin removal of an abandoned bin from a different council.

Please help to keep our streets clean, and ensure your bin is removed from the public highway after collection and not left on the street.

Recycling banks within the ward have been checked, flytips investigated, where evidence found enforcement action is taken only a name no address on this occasion. Aylestone Leisure Centre is still being monitored since the salvation Army Bank was removed less flytipping has occurred.

St Andrews Estate Litter Pick where council officers, local residents, Cllrs, housing estate wardens all gathered together on a Friday afternoon to litter pick around the Martindale Street block:
Some of the waste found:



Flyposters attached to highway structures
5 FPN'S were issued and paid in full



Fly tips and Untidy Land

Investigations completed where evidence is gained enforcement action is taken. Letters are sent to residents and property owners



Obstructions in private alleyways

Public Health Act 1936 Section 78 notices have been issued to properties to remove the waste blocking the alleyway.



Commercial Business premises within Saffron Ward

Inspections have started to check companies to provide documents to ensure business waste is disposed of correctly under Section 34 of The Environmental Protection Act 1990

Red car Knighton Lane and Grace Road

Inspected area nothing found at the above junction still monitoring areas

Pavement Obstructions

Patrolling around Saffron Ward found 2 sets of industrial steps blocking the pavement spoke to the company and they removed within 24hrs



Appendix C – Highways Update

Action Points from previous ward community meeting:

- Request for information on pothole strategy/process, and information on pothole repairs for the ward.
 - The council (acting as the Highway Authority) has a duty under the Highways Act 1980 to maintain the public highway. We have developed a risk-based inspection policy, in line with current best practice, that demonstrates that we are carrying out this duty.
 - The roads in the ward are inspected every 6 months. We inspect both carriageways and footways for defects that meet our intervention criteria:
 - Trip on footway surface – 20mm+
 - Pothole/Defect – 40mm+
 - When we find a defect we order a safety repair and assign a response time to each order:

Category	Response Time
Category 1 Repair	Same Day
Category 2 Repair	4 Working Days
Category 3 Repair	10 Working Days
Category 4 Repair	30 Working Days

- The response times are based on a pre-defined set of criteria, to ensure that our highway inspectors are reacting to safety issues appropriately and consistently.
 - Pothole and footway defects numbers are considered by our highway maintenance team when establishing the programme for wider highway maintenance works at the start of each financial year.
 - Current pothole and footway defect repair numbers can be found in the main body of the report.
- Request to look into painting kerbs along cycle lane on Aylestone Road. Kerbs are slippery and not visible due to bad weather and fallen leaves thus making it dangerous when cycling.
 - The placement of wands to highlight kerbs and visibility at junctions will be considered in discussion with Emergency Service representatives over summer. More regular street sweeping has been scheduled for Aylestone Road to help address issues of ponding and debris on paths.
 - Request to look into placement of cycle lane wands to ensure enough space for emergency vehicles.
 - See above

- Request for parking wardens to patrol the St Andrews area due to ongoing issues with taxi's parking and blocking driveways and access points. Key times are 8.00am, 1.30pm to 2pm and 6pm to 8pm.
 - The area is covered daily on a city centre beat. We have visited and issued PCN's as follows:

Street	Visits	Observations	PCN's
Havelock St	636	90	25
Martindale Cl	141	29	14
Grisdale Cl	117	36	27
Swindale Cl	172	87	71
Farndale Cl	92	10	8
Baysdale Rd	307	85	77

- Request for Saffron Cllrs to be included in consultations on the plans for Knighton Lane parking restrictions.
 - This has been passed onto the officer undertaking the scheme, who will be in contact in due course.

Highways Maintenance Works

We continue to inspect the footways and carriageways around the ward and in the last 6 months have found actionable defects as follows:

- Carriageway – 257 orders
- Footway – 208 orders
- Street Furniture – 5 orders
- Status = 384 completed | 80 in progress | 6 other

Knighton Lane East (Saffron Lane to Aston Hill) carriageway resurfacing is in the 2026/27 highways maintenance programme.

School Streets

Our Parking Enforcement team continues to visit schools in the ward, at drop off and pick up times to enforce parking restrictions. Latest visits are:

- Hazel Primary 04/03/2026 + 16/03/2026
- Marriot Primary 07/10/2025 + 11/02/2026
- Knighton Mead 01/10/2025 + 07/02/2026

Traffic Regulation Orders

Works have taken place in the Hughenden Drive area. The TRO came into effect on 16th February 2026 and introduced:

- No Waiting/No loading on parts of Aylestone Road, Brooksby Street, Hughenden Drive and Lothair Road.
- No waiting at any time, peak time No loading on parts of Aylestone Road, Hughenden Drive, Lothair Road and Saffron Lane.
- No waiting at any time on parts of Batten Street, Dartford Road, Hughenden Drive and Lothair Road
- A loading bay on Greenhithe Road.

Other

Work is currently underway to introduce a new road crossing near to the Aldi on Aylestone Road and to design improved access for pedestrians at side roads between Hampshire Road and Grace Road.

Appendix C – Housing Update

Tenancy sustainment

Tenancy sustainment for the Saffron ward for 2025-2026

Overall, 100%

Pop up housing offices

Pop Up Housing Office sessions commenced on March the 5th 2025 and have been welcomed by those attending, there are six sessions each week across the 3 Tenancy Management Districts (South, East and West). From 1st April 2026 the Pop Up Surgery will start from 10.00am to 2.00pm. There are representatives from Tenancy Management, Repairs, and the Leasehold Team (in St Matthews).

Saffron and Eyres Monsell is part of the South District in which our sessions are held on a Wednesday at the Pork Pie Library. The sessions between January 2026 to March 2026 have so far attracted 49 people, an average of 4 attendees per session, discussing a variety of issues with the Housing Officers.

Engagement Team continue to attend the sessions, the team consists of a Policy and Engagement Manager and three engagement officers, one engagement officer for each Tenancy Management District. The overall focus of the team will be engaging with the tenants at events, facilitate the Pop-Up Housing Office sessions, and oversee the newly created Tenants Scrutiny Panel.

Environmental projects

Future Environmental projects – looking for suggestions ongoing.
Housing Management are looking at areas for improvement and potential projects to be undertaken in the ward to enable the officers to then put forward their proposal for funding from the Environment Budget. If there are any areas that the Councillors would like the team to consider please contact The Saffron and Eyres Monsell Team Leaders.

The void information for the Saffron ward is as follows:

The total void properties across the city currently stand at 510.

This consists of the following: (the voids team are using a different procedure to monitor and manage the voids in which they now are using Stages to monitor where the void is at)

- 47 Stage 1 properties that are with Tenancy Management either chasing keys to be returned or are being used as decants.
- 110 properties at Stage 2 – With voids: Inspection stage.
- 164 properties at Stage 3 – With Technical Services.
- 141 properties at Stage 4 With Voids: Repairs Stage.
- 24 properties at Stage 5 with Property Lettings.
- 0 properties with no stage recorded
- 24 Acquisition properties

Current void properties in the Saffron ward = 14 properties.

This consists of the following.

- 0 Stage 1 properties that are with Tenancy Management.
- 3 properties at Stage 2 – With voids: Inspection stage.

- 1 properties at Stage 3 – With Technical Services.
- 10 properties at Stage 4 With Voids: Repairs Stage.
- 0 properties at Stage 5 with Property Lettings.

