

**EARL SHILTON TOWN COUNCIL  
MINUTES OF A PLANNING COMMITTEE MEETING**

Held at **6:45 p.m.** on  
**Tuesday 11 August 2020**

Vide remote/virtual means on the *Zoom.us* information systems (IS) platform.

**MEMBERS PRESENT:**

Councillors: R Allen, Chairman, Mrs C Allen, Ms J Duplock,  
B Granger and K Lapsley.

In attendance: Town Clerk: Mr ME Jackson.  
Office Clerk: Mrs C Houghton  
Members of public: Nil.

**20/007** The Chairman greeted colleagues, apologised being late to join the meeting due to pressure of work and proceeded to the agenda.  
***Noted and received.***

**20/008** *To receive apologies for member absence.*

Cllr Mrs C Coe gave advance notice of apologies for absence in writing with a good reason as recorded by the Town Clerk.  
***Resolved: to accept the Cllr Coe's apology as tabled and recorded.***

**20/009** *Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.*

Cllrs R Allen and Mrs C Allen declared an interest regarding agenda items 20/011 c. and d as follows:

20/011 c. Both Cllrs Allen have a strong non-pecuniary personal relationship with the owner of the property/business as applicant.

20/011 d. A non-pecuniary interest regarding the potential development land insofar they have grazed livestock on this land, secondly they have a personal relationship with one or more of the 3 land owners of this site. Finally, Cllr R Allen is advising at least one of the 3 land owners about the possible sale of land to the developer so may also in the future or vicariously advise the other 2 land owners in question.

***Resolved: to allow the Chairman and Cllr Mrs C Allen to remain in the meeting for agenda items 20/011 c. and d but only to conduct the meeting and to facilitate exchanges of relevant factual information. Both Cllrs Allen will not be allowed to express an opinion or vote on any motion if put forward.***

**20/010** *To receive and approve as a true record the minutes of the Planning Cttee meeting held on 23 June 2020.*

***Resolved: to accept as a true record, the minutes of the meeting of the 23 June 2020 except to amend part of a sentence of minute 20/006 b. which was suggested by the Chairman ahead of the meeting plus as tabled and***

**circulated to members prior to the meeting. The amendment called for 'due diligence' and 'risk assessments in any approach' for any target property.**

**20/011**

*Planning applications/correspondence received as a Town Council 'statutory consultee' from HBBC, adjacent Districts and or LCC as Local or County Planning Authorities (LPAs) respectively or relevant source, for the following:*

a. 20/00673/HOU – 2, Oakdale Rd – single storey rear extn & adjoining side garage.

**No material Consultee Comments.**

b. 20/00699/HOU – 6, Burgess Dve – addition of front & rear loft dormer bedrooms.

**'Neutral' Consultee comments submitted to the Borough Council:** The front dormer windows appear to be incongruous with the contemporary street scene.

c. 20/00582/FUL – 52, High St – Playgroup extn – re-consultation.

**'Neutral' Consultee comments submitted to the Borough Council: ES Town Council Planning Cttee (meeting 11 Aug 20) have no further material Consultee comments other than to re-iterate it is not desirable to encourage such extensive flat roof extensions.**

d. 20/0239/OUT – Late item -major development 190 dwellings – Gladman Developments Leicester Rd.

Members discussed the article which appeared in local editions of the *Leicester Mercury* Newspaper on Sat 08 Aug 20. Members have received questioning feedback from both other members and residents. All Cttee members consider some of the article's claims as exaggeration for the sake of effect. For example, this is old news as the application has been fully in the public domain since the middle of March 2020. The Chairman suggested to Cttee members that Borough Cllrs for Earl Shilton such as himself will be willing to field any subsequent media questions about this developer application or other major developments.

**Noted and received.**

**Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into Private Session.**

**Point of order: Resolved: members decided to endorse the Cttee Chairman's proposal that the meeting remain in open (public) session despite the Clerk advising that this may curtail discussion of certain aspects of agenda item 20/012.**

**20/012**

*Possible updates from the Chairman/Town Clerk regarding the:*

a. *The Premises projects – update re new Library Office facility and public toilet.*

The Town Clerk informed members that, thanks in no small part to the efforts of County Cllr Mrs Janice Richards; progress towards the finalisation of building works and signing of back to back leases (HBBC/ESTC/LCC) has been revitalised as lockdown measures are being re-evaluated. ESTC's current office

- Overview of discussions with Avant Homes regarding provision of a purpose built facility as part of the Shelstone Village development.
- Alternatives – is there somewhere else that a purpose built facility could be provided or something existing converted? (HBBC owned land behind the Scout hall on Alexander Avenue, ESTC owned pocket park, potentially vacant commercial properties around the town, as examples)
- The above as a starting point; Town Cllrs and other external agencies (e.g. Head of HBBC Estates & Assets and LCC Estates) would be able to suggest other measures that should be taken initially to ensure full due diligence.

***Resolved: to recommend to Full Council that all of the above steps are undertaken and reported to members to ensure that the Town Council is fully compliant with its obligations before any tentative bid is made for any target property.***

c. *Dalebrook Farm (DBF) – ESTC strategy for the medium and long term of this site.*

The Chairman informed Cttee members there were no known further improper occupations of the site and that he was aware that the new owners of DBF were 'attending to certain legal processes' that hopefully will in the medium term be a beneficial outcome for Townsfolk.

***Noted and received.***

d. *Late relevant confidential items received since this agenda was set.*

***None.***

#### **End of Private Session & Last Item**

**The Chairman closed the meeting at 7.17 p.m. thanking members for their attendance and contributions.**

location will be retained past the 26 Aug 20 on a rolling one month notice basis thanks to the kindness of ES Methodist Church officials agreeing to this arrangement.

**Noted and received.**

b. *The Premises projects – update re the search for a new Groundcare Team facility and further consideration of the Sturgis Report taking into consideration Full Council's resolution at minute 20/042 of 14 July 2020 and HBBC officer information about possible future s.106 developer contribution monies amongst other information.*

1. The Chairman reminded Cttee members that they were in open session and that no details of any target property were to be minuted or mentioned.
2. The *Sturgis Report* and supporting documentation was not referred to.
3. The Chairman referred members to extant ESTC *Financial Regulation 14.4* as follows:

**14.4.** *'No real property (interests in land) shall be purchased or acquired without the authority of the Full Council. In each case a report in writing shall be provided to Council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate).'*

4. Planning advice on likely permissions should be sought in advance from the Borough Council, as the local planning authority, and circulated to members.
5. The following points be noted as a structure for 'due diligence' and 'risk assessment(s)':

Reports for Council.

- Outline Concept with ideal specifications.  
What does the Council need / want: machinery storage how big, specific security and risk containment measures required? workshop – how big, do we need a ramp or an inspection pit, security and risk containment measures?, staff change and shower facilities – to cater for how many, male & female, disabled?, Staff Rest Room – how big, with kitchen?  
The Boxing Club / Hall / Meeting Room – minimum size requirements (height for the boxing club in particular), change and shower facilities – how many, shared provision with groundcare staff?  
What would we like: Office Space / flats / other / combination?
- Quotes to undertake a full structural survey.
- Quotes/estimates to draw up plans and carry out feasibility study.
- Estimates to provide an indication of conversion costs.
- Assessment of potential ongoing running and upkeep costs.