

**LOUGHBOROUGH AREA COMMITTEE**  
**14TH JUNE 2023**

PRESENT:

Councillors Ashcroft, Campsall, Cory-Lowsley,  
S. Forrest, Goode, A. Gray, B. Gray, Hamilton,  
Jadeja, Miah, Monk, Smidowicz, N. Taylor,  
Tillotson and Worrall

Head of Contracts, Leisure, Waste and  
Environment  
Head of Planning and Growth  
Head of Economic Development and  
Regeneration  
Head of Finance  
Democratic Services Officer (SW)

APOLOGIES: Councillors Bradshaw, Jones and Maynard

The Democratic Services Officer stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. She also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

1. APPOINTMENT OF CHAIR

**RESOLVED** that Councillor Hamilton be appointed as Chair of the Committee for the 2023/24 Council year.

2. APPOINTMENT OF VICE-CHAIR

**RESOLVED** that Councillor Tillotson be appointed as Vice-chair of the Committee for the 2023/24 Council year.

*Following the appointment of Vice-Chair, the appointed Chair, Councillor Hamilton, took over the meeting.*

3. APOLOGIES

Apologies for absence were received from Councillors Bradshaw, Jones and Maynard.

4. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of the Committee held on 7th December 2022 were confirmed as a correct record and signed.

5. DISCLOSURES OF PECUNIARY INTERESTS AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

The following disclosures were made:

Councillor Goode – a pecuniary interest in item 8 on the agenda (Loughborough Area Committee – Annual Update Report 2023) as a Director of Love Loughborough and as a Director of a CIC which is involved in a funding application from Charnwood Borough Council.

Councillor Goode - a pecuniary interest in item 8 on the agenda (Loughborough Area Committee – Annual Update Report 2023) as her husband works on the Loughborough University Science Park.

Councillor Miah – a registrable interest in item 8 on the agenda (Loughborough Area Committee – Annual Update Report 2023) as a Director of the Loughborough BID.

Councillor Tillotson – a registrable interest in item 8 on the agenda (Loughborough Area Committee – Annual Update Report 2023) as a Director of the Loughborough BID.

*Post meeting note: It was highlighted following the meeting Councillors Miah and Tillotson were members of the Loughborough Town Deal Board, not Directors of the Loughborough BID as stated at the meeting.*

6. DECLARATIONS OF THE PARTY WHIP

No disclosures were made.

7. QUESTIONS UNDER COMMITTEE PROCEDURE 12.8

No questions were submitted.

8. LOUGHBOROUGH AREA COMMITTEE - ANNUAL UPDATE REPORT 2023

A report of the Heads of Contracts (Leisure, Waste and Environment), Economic Development and Regeneration, Planning and Growth and Finance, providing information and updates on significant matters relating to the town of Loughborough, was submitted (item 8 on the agenda filed with these minutes).

The Heads of Contracts (Leisure, Waste and Environment), Economic Development and Regeneration, Planning and Growth and Finance attended the meeting and assisted with the consideration of this item. The following summarises the discussion:

- i. The works on the Bedford Square Gateway Project had been completed in August 2022 and the project had entered the defects and snagging stage. The Contractors, the Borough Council and Leicestershire County Council were in the process of identifying and resolving any remaining issues. A programme of works to address the defects and snags was being prepared and Contractors

would be required to revisit the site to undertake any remaining works. These works would be undertaken with as little disruption to local businesses as possible. Following a Road Safety Audit, there would be a formal handover in which Leicestershire County Council Highways would adopt the scheme.

- ii. Ward Councillors were able to email the Head of Planning and Growth or the Regeneration and Economic Development Project Officer with any issues reported by residents.
- iii. The Carillon Court had been receiving an income from the Council for the CCTV cameras installed in the area. The contractor had not extended the arrangement and the relevant Head of Service was looking at ways to mitigate the loss of income associated with this. It was stated that the Council continued to service and operate the cameras at the Carillon Court.

*Post meeting note: Following the meeting, it was confirmed that Charnwood Borough Council no longer operated or monitored the CCTV systems at Carillon Court, and that responsibility was with the owners of the building.*

- iv. The toilets at Charnwood Water had been continually repaired following consistent vandalism and it was not considered to be a viable option to reopen the toilets. The council was considering either repurposing or demolishing the building. The disabled toilets were used by a model boating club that held a lease at Charnwood Water. Any council decisions made regarding the facilities at Charnwood Water would have to consider the requirements of this group.
- v. The Council was in regular liaison with HSBC regarding the refurbishment of the fire-damaged building. The fenced-off area of Market Place would soon be reduced and a compound area for workers would be set up at the rear of the building. There would continue to be a fenced off area for a significant amount of time and it was anticipated that this would impact the Loughborough Fair. Preparation for the Fair was underway and officers had been liaising with Leicestershire Fire and Rescue Service and other emergency services, in the planning process. Council officers were looking at potential adjusted layouts for the Fair and it was likely that the area around the Granby Street car park would be utilised more for additional space. It was possible that the Fair would be slightly smaller scale than usual, as it was inevitable that the fenced-off area of Market Place would have an impact.
- vi. Crowd control was always carefully considered during the planning phase of the Loughborough Fair. The Council included emergency services in the planning process and would ensure there was appropriate access routes for emergency vehicles if required. There would also be stewards stationed around the area and CCTV monitoring throughout the event.
- vii. The Council used bench-marking against other towns to set the market trading fees. It was recognised that a balance in applying fees was important, so that fees were affordable, but covered the costs incurred by the Council.

- viii. The Living Loughborough Project was utilising money from the Loughborough Town Deal fund. It was anticipated that Loughborough Town Deal projects, such as Living Loughborough, would improve the town centre area, and the area around the market, improving the overall environment and potentially attracting more market traders into the area.
- ix. Enquiries had been made about using the fencing around the Town Hall area to promote events and activities. The Council's Communications team used various channels to promote events and activities, including social media, the Council's website and the 'Discover Charnwood' website. There would be further opportunities for promotion through the Living Loughborough project.
- x. There were a number of bike stands around the town for residents to use. There was also a number of businesses in the town that provides bike storage, bookable through an app, for a small charge.
- xi. Information on the CCTV monitoring of the number of e-bikes in Loughborough was not known at the meeting as the Head of Community Safety and Regulatory was not present at the meeting. The Head of Contracts (Leisure, Waste and Environment) agreed to liaise with the relevant Head of Service to provide a response.
- xii. There had been no signage installed at Nanpantan Cemetery regarding parking and access. The Head of Contracts (Leisure, Waste and Environment) stated that he would look into this issue.

## **RESOLVED**

1. That the information be noted.
2. That the Head of Community Service and Regulatory provide a response regarding the CCTV monitoring of the number of e-bikes in Loughborough.
3. That the Head of Contracts (Leisure, Waste and Environment) would look at the signage requirements at the Nanpantan Cemetery.

## Reason

1. To ensure that members of the Committee are kept up to date on significant matters relating to the town of Loughborough.
2. To ensure members are informed about whether the number of e-bikes in Loughborough was monitored using CCTV.
3. To ensure that appropriate signage was installed if required.

*Post meeting note: It was confirmed that the Council did not use CCTV to monitor the use of e-bikes in Loughborough.*

9. WORK PROGRAMME

A report of the Head of Contracts (Leisure, Waste and Environment) to enable the Committee to review its own work programme, was submitted (item 9 on the agenda filed with these minutes).

**RESOLVED** that the information be noted.

Reason

To ensure the committee is updated on their work programme.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 4th September 2023 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Loughborough Area Committee.

