

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 5th April 2022, held at the Parish Hall, Kings Drive, Leicester Forest East, commencing at 7.45pm.

Present: R. Darlison P. Kitchen P. Linnett
C. Lawrence D. Di Palma

Mrs H. E. Mann – Clerk to the Parish Council

PH&E 22.36 To receive apologies for absence
Councillor Dawes sent his apologies prior to the meeting which the Committee duly accepted.

PH&E 22.37 To receive disclosures of interest in accordance with the code of conduct
None.

PH&E 22.38 To adjourn the meeting to receive questions from members of the public
None.

PH&E 22.39 To confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 1st March 2022 as a true record
Resolved: subject to deletion of an 's' at 22.28 (e), the Committee unanimously agreed to accept the March Parks Committee minutes as a true and accurate record.

Clerk to amend March Parks minutes, bring to next meeting for signing and amend version on website.

PH&E 22.40 To discuss matters arising from those minutes:

(a) **Purchase of a bench with the money donated to the Parish Council from the Bowls Club update**
Fitted.

(b) **To discuss quotes for linking path with existing DW path & MUGA paths & pad Boyers Park gate**
Clerk to:

- *Look into BDC's Landscaping Framework – can the PC use it and would it negate the need for three quotes.*

(c) **Free tree and hedge packs from Leicestershire County Council update**
Many have been planted, unfortunately some have been broken. The last 15 are due shortly and will be planted soon.

(d) **To discuss Spring edition of LiFE Magazine and quotes for printing**
Deadline for articles is Thursday 14.04.2022.

Resolution: The Committee unanimously resolved to accept the quote from Norwood Press to print and deliver LiFE magazine for the next three years. This is because their printing costs were cheapest and they are the only company who will also deliver to all households in Leicester Forest East.

Resolution: The Committee unanimously agreed to offer local businesses a free advert in the May 2022 edition of LiFE magazine (one edition only) to support them after the pandemic.

Clerk to:

- *contact all companies who quoted and let them know which quotation the Committee accepted for the printing of LiFE magazine, inform Norwood Press the PC will use them for the next three years provided their costs do not significantly increase and that they can deliver to all homes in Leicester Forest East.*
- *Contact local businesses (including hall hires) and offer them a free advert in the May 2022 edition of LiFE magazine. Also add to the Parish Council's Facebook page, other*

Facebook pages and the website (note that messages cannot be received via Facebook and to email the Clerk, give 14.04.2022 deadline).

- *Review printing and distribution contract for LiFE magazine in 3 years.*
- *Contact Vista for article on new development.*

The Parish Council has the power to spend money on the printing of its Parish Magazine under the Local Government Act 1972, s. 142.

(e) To discuss security guard's recommendation to change internal door between Parish Hall and changing room to a fire door

TBC – Handyman has a lot of work on so prioritising parks equipment maintenance before this.

(f) To discuss a new path around the wildflower area

Seeds have been purchased and it will be grass seeded soon.

BDC landscaping framework may cover this.

Clerk:

- *Look into BDC community grant for the path, before the path works is started, after benches and planters have been installed.*
- *Add purchase of planters, 1 plain bench and 2 decorative benches and Tommy tubs plus Tommy silhouette to Council agenda.*

(g) To discuss remedial works to left side of Parish Hall entrance gates

Two quotes have been received.

Resolved: The Committee unanimously resolved to get three quotes for both sides of the Parish Hall car park gates to have remedial works completed, including the felling of both conifer trees, the ash tree, installation of a new fence with concrete posts to the left side. Both sides to be tured/grass seeded so they can be included in grounds maintenance contract schedule of works (and, therefore, adequately maintained going forward). Also, to ask for ideas from those quoting for ideas on how to hide the fence etc on the right-hand side. Additionally, to include remedial works to area on right-hand side at corner of car park including stump grinding or similar and to tarmac that area and have extra car parking spaces marked out on it.

Clerk to get three quotes.

(h) To discuss quote for redecoration of Parish Hall

Taking place Good Friday.

Clerk to remove quote for redecoration of Parish Hall from agenda.

(i) To consider replacing wooden bollards at edge of playing fields for boulders

- Boulders are £35 per ton plus VAT (approx. 0.5 ton each boulder, 25 needed)
- Installation is £280 plus VAT
- Total - £717.50 plus VAT approx.
- Approx. £350 plus VAT to remove rotten wooden bollards and make good.

Resolved: The Council unanimously resolved to purchase the boulders for the edge of the Parish hall car park, have them delivered and to get the handyman to remove the rotten wooden bollards and make good the ground.

Clerk to inform boulder company and handyman and ensure removal of bollards in coincided with delivery of boulders to avoid unwanted access to the playing fields.

The Parish Council has the power to spend money on maintaining its parks under the Open Spaces Act 1906, s. 10.

(j) Great British Spring Clean 2022 – litter pick update

Turnout was disappointing.

Clerk to keep on agenda.

(k) To discuss slabs outside Parish Hall

Clerk to:

- *Keep on agenda*
- *Ask insurance company (Aviva) for advice, i.e. can the Parish Council carry out any works to slabs?*

(l) Reg Neal Room Internet Booster update

Installed.

(m) To consider purchasing WW1/WW2 remembrance benches

Clerk to keep consider purchasing WW1/WW2 remembrance benches on agenda.

(n) To consider Blaby District Council Community Grants

BDC community grant will not fund retrospectively.

Clerk to keep on agenda.

PH&E 22.41 Forest East Park, Kings Walk Park and Spinney matters
None.

PH&E 22.42 To discuss other Parks and Halls Matters

(a) To discuss possibly extending the Parish Hall Car Park to include more spaces

Extra spaces to be added in corner when area cleared.

(b) To consider Tree Surveys and possible issues with some existing trees

Resolved: The Committee unanimously resolved to have tree surveys carried out on both parks (including the spinney) every three years. The next one will be due 2023.

(c) To discuss issues with hedge and trees on Birchwood Close

Hedge

The email received from a resident and Clerk's response were noted.

Fallen Tree branch/Damaged Fence and Trellis

Decision: The Committee decided that the Clerk should contact the insurance company and ask them to deny liability on the Parish Council's behalf.

Leaning Tree/Ivy growing up fence

The ivy on the tree has been ringed so it will die off.

Clerk to:

- *Tell resident the ivy has been ringed and Council is obtaining quotes to prune tree and remove ivy.*
- *Obtain quote from Arboreco to prune whole tree and remove ivy from back of that resident's house.*

(d) To discuss planting 2,000 bulbs in Forest East Park

Resolution – Clerk to purchase 2,000 spring flowering bulbs (daffodils, crocuses etc) to be planted by two Councillors in Forest East Park.

The Parish Council has the power to spend money on maintaining its parks under the Open Spaces Act 1906, s. 10.

(e) To discuss Leicester Huntsmen marking an American Football Pitch on the playing field

Clerk to ask Leicester Huntsmen for more information; how many matches will they play? When are matches played? Also, to inform them there may now be a charge as initial agreement was for them to be able to use the field for practise but it now appears they may use it for matches too.

(f) To discuss Council-specific email address for Premises Officer to start taking bookings

Resolution: The Council unanimously agreed to get the Premises Officer a council-specific email address at a cost of £35 per year plus VAT now that she will be taking over occasional hire bookings.

The Parish Council has the power to spend money on an email address for the Premises Officer under the Local Government (Miscellaneous Provisions) Act 1976, s. 112.

(g) To discuss removing the side panels from the teen shelter

The Committee decided to keep the sides on the Teen Shelter.

(h) To discuss continuing smell in Parish Hall and possible need for vermin removal

Resolution – The Committee unanimously resolved for the Clerk to get pest control/drain cleaner company, or whatever is needed just to get rid of the smell at the Parish Hall.

The Parish Council has the power to spend money maintaining the Parish Hall under the Local Government (Miscellaneous Provisions) Act 1976, s. 19.

(i) To discuss purchase of photocell to remove need for external Parish Hall lights timer

Resolution: The Committee unanimously resolved to purchase a photocell (approximately £100 plus installation), and to have it installed, to stop the need for the timer on the outside lights of the Parish Hall to be changed twice a year.

The Parish Council has the power to spend money maintaining the Parish Hall under the Local Government (Miscellaneous Provisions) Act 1976, s. 19.

PH&E 22.43

Events

(a) Quiz Night

Saturday 22 October 2022.

(b) Ratby Brass Band performance in 2022

Resolved: The Committee unanimously resolved to have a Ratby Brass Band outdoor performance on Sunday 31.08.2022 at 3pm.

Clerk to:

- Contact Ratby Brass Band.
- Organise Marquee/gazebo (open sided).
- Advertise for Food Vans in May LiFE Magazine.

The Parish Council has the power to spend money on a brass band concert under the Local Government (Miscellaneous Provisions) Act 1976, s. 145.

(c) Live and Local 2022

Clerk to keep on agenda.

PH&E 22.44

Grange Close works update

Clerk to remove from agenda now works completed.

PH&E 22.45

To discuss littering on the Parks

Complaints have been received from residents.

The Committee noted it was unfortunate people did not attend the litter-pick.

PH&E 22.46

To discuss putting regular articles into Your Local magazine

Decision: The Clerk was asked to write an article for Your Locale magazine every month, except months where LiFE is published.

PH&E 22.47 **Date of next Meeting**
Tuesday 3rd May 2022 at 7.45pm.

The meeting closed at 9.36pm.

DRAFT