

## LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall and Events Committee Meeting held on Tuesday 10<sup>th</sup> September 2019 in the Reg Neal Committee Room, Parish Hall, Kings Drive, Leicester Forest East, commencing at 8.05pm.

**Present:** P. Linnett (Vice-Chairman) D. Di Palma R. Darlison  
L. Dracup C. Lawrence P. Fox

Mrs H E Mann – Clerk to the parish council

- PH&E 19.58 To receive apologies for absence** – Councillors Deacon and Kitchen sent their apologies. Accepted.
- PH&E 19.59 To receive disclosures of interest in accordance with the code of conduct** – None.
- PH&E 19.60 To adjourn the meeting to receive questions from members of the public** – None.
- PH&E 19.61 To confirm the minutes of the Parks, Hall and Events Committee Meeting held on 9<sup>th</sup> July as a true record** – Councillor Linnett proposed, Councillor Lawrence seconded. Carried.
- PH&E 19.62 Matters arising from those minutes:**
- (a) Leicester Huntsmen and Epworth Football Club** – The Clerk informed the council that Phil, treasurer of Epworth football club, came to the parish office to discuss Leicester Huntsmen's proposed use of the field. He had agreed to the Clerk passing his phone number to Neil Wymer of Leicester Huntsmen for the two clubs to liaise and ensure they were both happy with the arrangements. The committee unanimously agreed to let the Leicester Huntsmen use the field free of charge as they are not accessing the hall.
  - (b) New surfacing Boyers Park and quotes for other pieces of play equipment** – The Clerk explained that she has one existing quote for resurfacing at Boyers park. However, she is awaiting two further quotes. *Therefore, Clerk to add this item to next PH&E Committee Meeting agenda.*
  - (c) Goal Module** – The Clerk explained that three play equipment companies have attended to quote for a Goal Module. However, no quotes have yet been received. *Clerk to add this item to the next PH&E Committee Agenda.*
  - (d) Ratby band** – The Clerk gave tickets to the Councillors for the Ratby Band concert. Councillor Fox offered to buy tea, coffee, biscuits and paper cups to provide refreshments at the concert. Councillor Dracup offered to serve tea and coffee at the concert. Councillor Linnett mentioned an email he had received from the Clerk regarding a local boy who had shaved his head recently in aid of Macmillan. His grandfather had contacted the council to see if they wished to add the donations received from the concert to the boy's fund. However, the committee decided they would donate separately, in their own name to avoid favouritism. *Clerk to action.*
  - (e) Kings Walk Park – hedge Trimming** – Councillor Fox stated that we are now moving onto the time of year when hedge trimming can be completed.
  - (f) Forest East Park – Fly Tipping** – Councillor Linnett explained that letters have now been sent out to residents regarding this.
  - (g) Quiz Night** – Councillor Fox said he would give the Clerk the contact details of the lady who provides the quiz in order to book a date for the quiz. *Clerk to action.*

(h) **Leicester Comedy Festival** – The Clerk reported to the Committee that she had telephoned and emailed the Leicester Comedy Festival offering the parish hall as a potential venue but had not heard anything back yet.

**PH&E 19.63** **To discuss the quotes received for the ladies' toilet floor** – The Clerk showed the committee the two quotes received. Councillor Linnett proposed accepting the cheaper of the two quotes, Councillor Dracup seconded. Carried. *Clerk to order.*

**PH&E 19.64** **Capital Projects:**

(a) **To discuss the quote for replacement bins in Forest East Park** – The Clerk explained that Blaby District had quoted to replace the bins and that their quote also included removal of the old bins and installation of the new ones. Councillor Linnett proposed accepting the quote and Councillor Fox seconded. Carried. *Clerk to order.*

(b) **Allocation of Reserves – purchase of play equipment/3G Pitch/MUGA/Hall Extension** –

Councillor Lawrence suggested that the Council consider formally transferring a proportion of general reserves to earmarked reserves in line with Council's current policy. Council then discussed a number of possible capital projects relating to the Parish Hall development:

- Building of an additional function room
- Canopy to cover the entrance to the Hall
- Enlarge the window in the Reg Neal room and add an external shutter
- Conversion of the Reg Neal room to further storage and build a Council Chamber next to the clerk's office.
- Built in storage in the store room, replacing the current freestanding cabinets

It was then unanimously agreed to recommend a transfer of £100,000 to earmarked reserves to be used for Parish Hall development.

Councillor Lawrence explained that there is currently £20,000 in the earmarked reserves of the budget, for Community Development. Councillor Linnett asked if that could be used to purchase play equipment. Councillor Lawrence stated that there is £15,000 set aside in the budget to cover the purchase of new surfacing at Boyers Park but that reserves would need to be specifically set aside to cover the purchase of any play equipment. However, the cost of purchasing the new surfacing is likely to exceed £15,000.

Councillor Darlison asked whether s.106 money could be used to purchase play equipment? Councillor Fox explained that s. 106 money needs to be spent within a specific time frame and that there is a Clerk at Blaby District Council who deals solely with s. 106 monies. The s.106 Clerk keeps a list of what Leicester Forest East parish council have requested and then if a developer wants to build houses, they are told that they can but that they have to provide sufficient funds to complete one of those projects. The Clerk confirmed that she has been in contact with the s.106 Clerk is arranging training on the subject of s.106 monies.

The Clerk then brought the committee's attention an email from resident Katy Mann (no relation) suggesting there would be support for the installation of a Multi-use Games Area. Councillor Darlison explained that there is a very good one in Thornton and asked the Clerk to get Wicksteed to quote for one. The Clerk then showed the Council examples of MUGAs which came with approximate costings. The council unanimously decided to set aside another £100,000 towards parks development e.g. new play equipment and development of recreational areas. *Clerk to action.*

Councillor asked whether reserves should have been earmarked at the Planning, Trees and Highways Committee Meeting, for example for new benches on the highways. Councillor Lawrence stated that all reserves recommendations are still to be confirmed at the next full council meeting and, therefore, this can be added then. *Clerk to add to agenda.*

Councillor Fox asked whether reserves could be used to purchase additional Christmas decorations and commented on how good Kirby Muxloe's are. Councillor Lawrence explained that reserves could be used to purchase Christmas decorations but that it would need to be approved at the full council meeting if the expense exceeds the current budget.

*Clerk to add 'agreement of levels of earmarked reserves' to the next full council agenda.*

**PH&E 19.65 Action List** – according to the action list, the ditch in Forest East parks needs to be cleared. Councillor Fox asked the Clerk to keep the existing action list and add items to it when they are needed. He also asked the Clerk to ensure the action list is added to every Parks, Hall and Events Committee Meeting agenda. *Clerk to action.*

**PH&E 19.66 Events**

**(a) Live & Local – Clerk to meet with Michele Clerc from Live & Local to discuss upcoming events on Tuesday 17<sup>th</sup> September** – the Clerk informed the Committee that she is meeting with Michele Clerc from Live & Local on Tuesday 17<sup>th</sup> September to introduce herself and discuss any upcoming events. Councillor Fox stated that as so many tickets have already gone for Ratby Band, perhaps subsidising further events at the parish hall would mean they would be more popular than previous event. Councillor Dracup stated that there is money in the budget to subsidise future events. Councillor Fox confirmed there is still £4,000 in the budget for events so this could be used to subsidise future events. Councillor Darlison said that other types of entertainment, for example rock and roll nights, might be popular with residents.

**PH&E 19.67 Forest East Park, Kings Walk Park and Spinney matters**

- (a) Anti-social behaviour on Kings Walk Park** - the council asked the Clerk to advise the resident to contact the Police as this is beyond the powers of the parish council.
- (b) Ransom Strip** – the Clerk explained that she had received an email from David Wilson explaining that the ransom strip had been sold on to another company, Drummonds Estates. The committee asked the clerk to clarify it has definitely been sold. Councillor Linnett explained that two residents had queried the parish council's letter in which they had been advised they could not have gates from their properties onto the ransom strip. Councillor Fox asked the Clerk to check with Drummonds Estates on why they don't want the gate to onto their ransom strip and then reply to these people querying. *Clerk to action.*
- (c) Anti-social behaviour and trees on Somerfield Way Car Park** – The Clerk explained to the Committee that she had received complaints from a resident regarding anti-social behaviour from people in cars on the Somerfield Way car park.

The Clerk has contacted the local Police and Safety Officer at Blaby District Council who had advised the bollard on the car park should be raised every evening and lowered each morning to prevent vehicles accessing the car park late at night. The Safety Office is going to arrange for a s. 59 warning notice to be

placed at the entrance to the car park which allows police to seize any vehicle being used in anti-social behaviour.

The Clerk also obtained a quote for TD Security solutions to raise and lower the bollard each evening. The yearly cost would be £5,800. Councillors Lawrence and Darlison asked the Clerk to obtain large boulders to place at the entrance to the car park to ensure vehicles cannot access it once the bollard is raised.

The committee also asked the Clerk to speak to the resident concerned and feedback more information at the next full council meeting.

*Clerk to obtain quotes for boulders, feed back to the resident concerned and feed back to the full council meeting.*

**(d) M&BG have advised the following large, remedial measures (all smaller health and safety issues have been passed on to Nick Hurst to action as a priority):**

- 1. To replace wooden posts around Kings Walk Park with 'knee rail'**, the committee unanimously agreed that they want to remove the old wooden posts and replace with large boulders. *Clerk to obtain quotes.*
- 2. To replace the tarmac of the Paths due to large cracks on Kings Walk Park** – Councillor Darlison suggested topping the tarmac to fill in the cracks which the committee unanimously agreed with. *Clerk to obtain quotes.*
- 3. To lay a tarmac path in Forest East Park from the main path to the gym equipment** sssThe committee decided they would each inspect the area concerned before the next meeting and asked the Clerk to keep this point on the next agenda. *Clerk to action.*

**PH&E 19.68 Hall Bookings Update** – The Clerk informed the committee that there is a new booking in the hall each Friday between 11.30am and 12.30pm, it is an exercise class for adults with disabilities, run by Leicester City in the Community. There is also the possibility of a cookery class for pre-school age children on a Wednesday morning.

**PH&E 19.69 Date of next Meeting** – Tuesday 8<sup>th</sup> October 2019 and 7.30pm.

The meeting closed at 9.33pm