

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Wednesday 7th February 2024, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.00pm.

Present: D. Di Palma (Chair) D. Dawes (Vice-Chair) P. Kitchen C. Wells
R. Darlison

Mrs H. E. Mann – Clerk to the Council

PH&E 24.10 **To receive apologies for absence**
Resolution: The Committee accepted Cllr Bozzoni's apologies for absence.

PH&E 24.11 **To receive disclosures of interest in accordance with the code of conduct**
None.

PH&E 24.12 **To adjourn the meeting to receive questions from members of the public**
None.

PH&E 24.13 **To confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 9th January 2024 as a true and accurate record**
Resolution: The Committee resolved to confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 9th January 2024 as a true and accurate record.

Clerk to remove the word 'draft' from the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 9th January 2024.

PH&E 24.14 **To discuss matters arising from those minutes:**
(a) To open, in the presence of the Parks Committee and Clerk, all tenders received for the parish office alterations
The four tenders received for the parish office alterations were opened in the presence of the Clerk and the Parks Committee; a handwritten note detailing the companies who tendered and their tender prices was made contemporaneously and signed and dated by the Clerk and signed by the Chair of the Parks Committee as per Financial Regulation 11.1 (f).

PH&E 24.15 **To discuss Forest East Park, Kings Walk Park and Spinney matters:**
(a) To consider quotes for HIC testing on pieces of play equipment where it was recommended on annual play inspection

The Clerk has asked for recommendations for HIC testers in the LRALC Round Robin.

(b) To consider TCV quotes for works in financial year 2024-2025
Resolution: The Committee resolved to accept the quotes for various conservation works both Forest East Park and Kings Walk Park & spinney during autumn 2024, at a total cost of £5,600.00 plus VAT.

Clerk to inform TCV that the Parks Committee has resolved to accept its quotes for works during autumn 2024.

(c) To consider sanding down and re-staining Sue Keating memorial bench
Resolution: The Committee resolved to get the two wooden memorial benches fixed and re-stained, as appropriate, in the financial year 2024-2025.

Clerk to get the two wooden memorial benches fixed and re-stained, as appropriate, in the financial year 2024-2025.

(d) To consider adding markers to the paths on the parks to aid visually impaired people
Clerk to:

- Contact Vista to see if they advise adding any pathway markers etc to aid visually impaired people, who are assistance dog users, to use the paths on the Parish Council's parks.
- Contact resident who raised the issue of possible way markers for visually impaired people to say the Council is going to liaise with Vista for advice.

(e) To consider BDC's 'Branching Out' tree planting initiative

Clerk to contact BDC regarding the 'branching out' initiative and suggest they contact the schools in LFE. Also mention the grassed area on Kings Drive (close to junction with Queens Drive) to suggest three cherry trees are planted there. Additionally, ask for more information on what the scheme involves, explaining that LFEPC has planted many trees (donated from LCC and the Kings Living Heritage Fund) on it's Forest East Park recently.

(f) To consider path by MUGA which has been partly washed away by flooding

Clerk to leave 'To consider path by MUGA which has been partly washed away by flooding' on the Parks agenda for March as the weather may deteriorate between now and then making the paths worse and need to consider longevity.

(g) To discuss recent issues with flooding in Parish Hall garage and around Forest East Park

See agenda item PH&E 24.15 (h) below:

(h) To consider exactly which ditches need to be cleared on Forest East Park

The Committee resolved to deal with agenda items PH&E 24.15 (g) and (h) together as they are so closely linked.

Clerk to add 'To consider exactly which ditches need to be cleared on Forest East Park' to February Council agenda.

PH&E 24.16

To discuss other Parks and Hall Matters

(a) To discuss any issues raised by Epworth Football Club

Resolution: Clerk to send an email to Epworth to explain a lot of football cars were parking on and around Lancelot Close last Sunday and concerns have been raised that if there had been a fire on Lancelot Close, fire engines may not have been able to get easy access to the road. The Committee is not putting the blame for the parking on Epworth (it was opposition teams parking there) but ask that Epworth make it clear to opposition teams to park at Stafford Leys car park or Somerfield Way car park please.

PH&E 24.17

Events

(a) To discuss Picnic in the Park (30.08.2024)

The Clerk emailed the insurance company 02.02.2024 to ask if alcohol sales covered under current insurance but there has been no reply yet. Additionally, the Clerk spoke to BDC licensing department 06.02.2024 who explained that for the sale of alcohol, there would need to be a temporary event notice (TEN). (There would not need to be a TEN for the music as there will be fewer than 499 people in attendance). Either: 1. the Council applies for the TEN and then has the responsibility for ensuring the sale of the alcohol complied with the licence (e.g. challenge 25 etc.) which the Clerk thinks would be too onerous for the Council; or 2. the alcohol vendors apply for a TEN (one per vendor) and provide proof to the Council they have done this. The vendors then have the responsibility to ensure the terms of the licence are adhered to.

Resolution: The Committee resolved that if alcohol vendors are invited to attend the Picnic in the Park, then they will have to obtain a temporary event notice from BDC, for alcohol sales from BDC and provide evidence of this to the Clerk and Council well in advance.

Resolution: The Committee resolved that Picnic in the Park will be between the hours of 2pm and 9pm.

Clerk to:

- Chase the insurance company to see if the sale of alcohol is permitted at Picnic in the Park.

- *Contact the group on the card given to the Clerk, QUO and Ratby Brass Band to see if they are available to play at Picnic in the Park and whether they provide lighting (event will finish at 9pm), what else they supply and their costs.*
- *Contact Glenfield PC and Lubbfest to see which acts they have had at their events.*

(b) To consider a March 2024 litter-pick

There is £128 still left in budget for parish events.

Resolution: The Committee resolved to hold a community litter-pick on Saturday 16th March between 10am and 12 noon. Thirty posters will be ordered from Norwood Press and The Grange bakery, the Royal Oak and The Little Wooden Box will be contacted to ask for bacon cob prices and availability.

Clerk to:

- *Order 30 litter pick posters from Norwood press.*
- *Inform Premises Officer and security guard of details of litter-pick and ask Premises Officer to check what litter-picking equipment we have in the cupboards.*
- *Obtain tea, coffee, milk, cups, spoons, napkins etc for litter pick, if needed.*
- *Add litter-pick to March Your Local magazine article, website and Facebook pages.*
- *The Grange bakery, the Royal Oak and The Little Wooden Box need to be contacted to ask for bacon cob prices and availability.*

PH&E 24.18

Date of next Meeting

Tuesday 5th March 2024 at 7.30pm.

Meeting closed 7.53pm.