

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 4th June 2024, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.30pm.

Present: D. Dawes (Acting Chair) P. Kitchen C. Wells D. Di Palma

One member of the public
Mrs H. E. Mann – Clerk to the Council

- PH&E 24.46** **To receive apologies for absence**
Resolution: Cllrs Darlison and Bozzoni sent their apologies prior to the meeting which the committee duly resolved to accept.
- PH&E 24.47** **To receive disclosures of interest in accordance with the code of conduct**
None.
- PH&E 24.48** **To adjourn the meeting to receive questions from members of the public**
None.
- PH&E 24.49** **To confirm the minutes for the Parks, Hall, Events and LiFE Committee meeting of 05.05.2024 as a true and accurate record**
Resolution: The committee resolved to confirm the minutes of the Parks, Hall, Events and LiFE Committee meeting on 05.05.2024 as a true and accurate record.

Clerk to remove the word 'draft' from the May 2024 Parks committee minutes.
- PH&E 24.50** **To discuss matters arising from previous minutes:**
- (a) **To begin to look into re-slabbing the slabbed path around the Parish Hall from Paths Around the Parish Hall earmarked reserve**
The Chair of the Parks committee has started work on a diagram of where slabs need to be laid/re-laid and work continues with input from various Cllrs.
- (b) **To receive quotation to make recommended gym equipment repairs**
Resolution: The committee resolved to accept the quote from Caloo (the gym equipment manufacturer and installer) of £1,390.80 (inc. VAT) to carry out the repairs needed on the gym equipment across both parks.

Clerk to contact Caloo and accept quote for gym equipment repairs to be completed.
- PH&E 24.51** **To discuss Forest East Park, Kings Walk Park and Spinney matters:**
- (a) **To consider removal of several trees after an insurance claim and quote for this work**
The committee noted the email from the insurance company.

Clerk to chase the quote urgently to have the five trees removed in relation to the insurance claim.
- (b) **To consider quote to fix Boyers Park gate and alternate gates**
Clerk to leave 'To consider quote to fix Boyers Park gate and alternate gates' on the agenda and obtain a third quote for the July parks committee meeting.
- PH&E 24.52** **To discuss other Parks and Hall Matters**
The clerk gave the following updates:
- The priority 1 and priority 2 tree survey works will be completed w/c 24.06.2024 but the priority 3 works may be delayed due to bird nesting season.
 - The air conditioning unit is due to be installed on Monday 10th June.
 - The new CCTV cameras and equipment were fitted 31.05.2024.

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

None.

(b) To consider gate advice and quotes

Repetition of agenda item PH&E 24.51 (b) above.

PH&E 24.53

Events – To consider:

(a) What food vans are wanted for Picnic in the Park

Clerk to contact Metal Monocle Bar, Little wooden Box, a burger van and Dabbs on Wheels to see if they would be willing to attend Picnic in the Park. There will be no charge for them to attend. They will need to provide the clerk with their PL insurance certificates and TEN if they are going to sell alcohol, prior to the event.

(b) Timings for acts for Picnic in the Park

Clerk to:

- *Ask Ratby Brass Band to perform between 2.30pm and 4pm, Quron Ukulele Orchestra to perform between 4.30pm and 6pm and High Pressure to perform between 6.30pm and 8pm.*
- *Once bands and food vans are confirmed order posters from Norwood Press a.s.a.p. to include bands, timings and food vans (twenty A3 posters and 30 A4 posters).*
- *As soon as the bands and food vans are confirmed add details to the website and Facebook pages – even if posters are not yet ready.*
- *Add Picnic in the Park posters to the website and Facebook pages.*

(c) Does the committee wish to make a charitable donation to the QUO chosen charities

This item was discussed and will remain on the agenda.

(d) Marquee quote

Resolution: The committee resolved to rent the same marquee, or marquees, as it rented for last year's Picnic in the Park event.

Clerk to:

- *Leave all Picnic in the Park agenda items on the July Parks committee agenda.*
- *Add to July Parks committee agenda to receive a quote for a floor for the marquee/marquees, this does not need to be a dancefloor.*
- *Contact the marquee company for a quote for a marquee floor.*

(e) To consider another community litter pick

Clerk to leave 'To consider another community litter pick' on agenda for July.

PH&E 24.54

To consider quotes for parish office cupboard

The third quote is awaited and the plan is to bring all three quotes to the July Parks committee meeting.

PH&E 24.55

To consider purchasing a female version of the Tommy silhouette

Resolution: The committee resolved to purchase an 'Unknown Women in War Statue' from the Royal British Legion at a cost of £175.00 from the parish hall maintenance and repairs budget. The statue should, ideally, have the LFEP logo on the bottom and it will be mounted next to the Tommy silhouette on the outside of the parish hall. The handyman will be asked to fit the new statue and to move the existing Tommy silhouette slightly to one side so they both fit on the wall next to each other.

PH&E 24.56

To consider quote to empty septic tank

Resolution: The committee resolved to accept the quote of £180.00 plus VAT from Euroloo to empty and clean the septic tank.

PH&E 24.57

To receive Annual Play Inspection Report

As advised by the monthly play inspector, the medium risk items are being actioned by the handyman.

PH&E 25.58 **To consider where to publish new flagpole pictures**
Clerk to publish the flagpole pictures on the website and Facebook pages after the general election.

PH&E 25.59 **Date of next Meeting**
Tuesday 2nd July 20245 at 7.30pm.

Meeting closed at 8.34pm.