

## LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 4<sup>th</sup> July 2023, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.30pm.

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

Mrs H. E. Mann – Clerk to the Council

**PH&E 23.48** To receive apologies for absence  
None.

**PH&E 23.49** To receive disclosures of interest in accordance with the code of conduct  
None.

**PH&E 23.50** To adjourn the meeting to receive questions from members of the public  
None.

**PH&E 23.51** To confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Tuesday 6<sup>th</sup> June 2023 as a true and accurate record  
**Resolution:** The Committee resolved to accept the June 2023 Parks Committee meeting minutes as a true and accurate record.

*Clerk to remove the word 'draft' from the June 2023 Parks Committee minutes.*

**PH&E 23.52** To discuss matters arising from those minutes:

**(a) To discuss alterations to the Parish Office**

The architects have suggested changing the position of the external door and window to avoid damaging the 'LFEPC' in the brickwork, the Clerk has agreed to this and the technical drawings are awaited.

**(b) To discuss Possible new audio-visual equipment for Film Evening**

*Clerk to ask company who quoted, how potential new AV system will be mounted.*

**(c) To discuss issue with edging of surfacing, large activity centre on Boyers Park & related quote**

NoMow were chased again 30.06.2023 and the Clerk sent the original emails again. It is hoped a second quote is received soon.

**(d) To consider issues raised by Epworth Football Club and consider another football club's request to be able to use the pitches also**

A football club has asked if they can use the playing field pitches for the next few weeks whilst their usual pitches are re-seeded.

**Resolution:** The Parks Committee resolved that a football club (not Epworth) who wish to use the pitches on the playing field Tuesday evenings to practice only, until the end of August only.

*Clerk to:*

- *Inform the football club that they can use the pitches on the playing field Tuesday evenings to practice only, until the end of August only.*
- *Send a courtesy letter to Epworth informing them that the Council is allowing one Football Club to use the pitches on the playing field Tuesday evenings to practice only, until the end of August only.*

**(e) To consider who should cut back trees/bushes etc on one park which borders a resident's property who wants to install a new fence**

Several residents have asked for vegetation not be cut back etc. One Councillor agreed to investigate further. The Chair has contacted another resident who says they are happy to wait until the autumn for works to start.

- (f) To consider residents responses from life magazine asking if a remembrance garden is desired**  
*Clerk to leave 'To consider residents responses from life magazine asking if a remembrance garden is desired' on the Parks Committee agenda.*

- (g) To consider whether to replace broken trees**

**Resolution:** The Parks Committee resolved to buy up to 12 saplings, stakes, ties, compost, mulch and any sundries needed from parks maintenance and planting budget headings. Further details to be given to Clerk (in terms of tree species, locations for planting etc.) at later date.

*Clerk to add an article to LiFE magazine about broken trees.*

- (h) To consider clearing the culvert and grate close to the Parish Hall car park**

This is included in TCV quote.

- (i) To consider quotes for adding thermostatic valves to the Parish Hall's radiators and to consider temporarily suspending Financial Regulation 11.1**

The Clerk had provided the Committee with three quotes for this project.

Clerk to:

- *Ask installers of solar panels if retro-fitting of a battery is available.*
- *Ask one company who quoted what their experience is with solar panel batteries.*

- (j) To consider re-painting the lines in the car park**

Clerk still to action.

- (k) To consider a quote to maintain the verges either side of the Parish Hall gates**

One Councillor agreed to cut the verges either side of the Parish Hall gates once the grass is more established. They have already cut back some of the brambles.

- (l) To consider quotes to paint the fences either side of the Parish Hall gates**

Clerk to remove from agenda.

- (m) To consider whether to apply for a Community Grant from Blaby District Council**

*Clerk to see if improvements to the heating system, including switching to electric, rather than gas, or adding a battery to the solar panels would be suitable for a Community Grant from BDC.*

## PH&E 23.53

**To discuss Forest East Park, Kings Walk Park and Spinney matters:**

- (a) To discuss graffiti on large climbing frame - Boyers Park**

**Resolution:** The Committee resolved to ask the handyman to remove the new graffiti from the large climbing frame on Boyers Park.

Clerk to:

- *Ask handyman to remove the new graffiti from the large climbing frame on Boyers Park.*
- *Add to LiFE Magazine an article listing all of the vandalism that has occurred over the last 12 months and the cost it has incurred to taxpayers, including Parish Office staff time to sort the issues, plus handyman's time, parts costs etc.*
- *Add to next Parks Committee agenda to consider adding a sign to the teen shelter to say, 'Do Not Climb'.*

- (b) To consider quote for parks management works and to consider temporarily suspending Financial Regulation 11.1**

**Resolution:** The Committee resolved to accept the two quotes from TCV (£800 for Kings Walk Spinney and £4,940 for Forest East Park works – a total of 12 days work) for parks management works. These works are unique in nature in that volunteers are used and also the company's method of dead

heading, therefore, other quotes are not available. This will be paid from the tree and hedge maintenance budget heading.

*Clerk to:*

- *Inform Assistant Clerk that the TCV quotes will be paid for from the tree and hedge maintenance budget heading.*
- *Clerk to print TCV quotes plus this minute and add to quotations file.*
- *Accept TCV quotes.*

**(c) Annual review of tarmac paths to see if any repairs are needed**

No repairs needed.

**(d) To consider hire price for 2023-2024 season for Epworth Football Club**

The Parks Committee considered charging £875 per large pitch (of which there are two) and £600 per small pitch (of which there are five) for the 2023-2024 season. This would not include line marking chalk. However, the Committee does not have delegated authority to decide of hire fees so this will be sent as a recommendation to Council.

*Clerk to:*

- *Add to July Council agenda Epworth hire fee.*

**(e) To consider two other residents' requests for bushes/trees etc to be cut back**

Considered at PH&E 23.52 (e) above.

**(f) To consider removing the wooden posts from the Wildflower Garden area**

**Resolution:** The Committee resolved that one Councillor will remove the wooden posts from the Wildflower Garden Area.

*Clerk to remove 'To consider removing the wooden posts from the Wildflower Garden area' from the agenda.*

**(g) To consider planting whole of Wildflower Garden with wildflower seeds and having a wavy path mown through the area**

*Clerk to take 'To consider planting whole of Wildflower Garden with wildflower seeds and having a wavy path mown through the area' off agenda.*

**(h) To consider a resident's request to donate a bench to be placed in Forest East Park**

**Resolution:** The Committee resolved to allow a resident to donate a bench in memory of a loved one, to be placed next to Boyers park and facing into the park. The Council will pay for installation. The resident should pay for the bench direct to Blueton, if not the Council will pay and invoice the resident.

*Clerk to:*

- *Inform the resident who would like to donate a bench of the Committee's decision.*
- *Ask the handyman to install the new bench (to be donated by resident) once delivered.*

**PH&E 23.54**

**To discuss other Parks and Hall Matters**

**(a) To consider quotes for septic tank emptying**

**Resolution:** The Committee resolved to accept the quote from Euroloo to empty the septic tank at a cost of £180.00

*Clerk to:*

- *Accept quote from Euroloo to empty septic tank at cost of £180.*
- *Add to quotations this minute and quotes for septic tank emptying.*

**(b) To review the Film Evening**

*Clerk to write to the Film Evening and explain there will be no change to the financing of the Film Evening for the foreseeable future.*

**(c) To consider Parish Hall hire price ahead of 2024-2025 budget**

Clerk to:

- *Add 'To consider Parish Hall hire price ahead of 2024-2025 budget' to July council agenda.*
- *List out current hall hire prices and detail what other Councils are doing regarding hall hire price increases for future years.*

**PH&E 23.55**

**Events**

**(a) Quiz Night – October 2023**

No update.

**(b) Picnic in the Park 2023**

Bradgate events have confirmed they will supply the marquee again this year.

*Clerk to chase food vans for Picnic in the Park, ensure Neighbourhood Watch can attend, have posters printed a.s.a.p., add as agenda item to August Council meeting in case of last minute issues, confirm with QUO and Enderby Brass Band.*

**PH&E 23.56**

**Date of next Meeting**

Tuesday 5<sup>th</sup> September at 7.30pm.

*Meeting closed 9.15pm.*