

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 5th March 2024, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.32pm.

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

Mrs H. E. Mann – Clerk to the Council

PH&E 24.19 To receive apologies for absence
None.

PH&E 24.20 To receive disclosures of interest in accordance with the code of conduct
None.

PH&E 24.21 To adjourn the meeting to receive questions from members of the public
None.

PH&E 24.22 To confirm the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Wednesday 7th February 2024 as a true and accurate record
Resolution: The Committee resolved to accept the minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting held on Wednesday 7th February 2024 as a true and accurate record.

Clerk to remove the word draft from the February 2024 Parks Committee minutes.

PH&E 24.23 To discuss matters arising from those minutes:

(a) To consider potential revised plans for Parish Office alterations

Due to a change in circumstances, the Clerk recommended that the Parish office only now needs:

1. The CCTV monitor be moved onto the wall so Council staff can see who is at the door when at their desks.
2. An air conditioning and heating cassette be added to the office and radiators removed. This will stop the office being stifling in the summer and will allow the office to be separate from the main heating of the building. This will save money as we will not have to heat the whole building just to keep the office warm.
3. A bank of cupboards along the whole side wall be built to house all the files etc. this would be instead of knocking through to create a new storeroom.
4. Two new tub chairs (or similar) and a coffee table be added to the office so that when members of the public, Cllrs etc come into the office they have a proper place to sit and a proper place for the Clerk to receive them.
5. The office would then need a repaint and new carpet.

Resolution: The Committee resolved not to go ahead with the Parish Office Alterations tenders due to a change in circumstances.

Resolution: The Committee resolved to accept to have two new CCTV cameras installed, to move the CCTV unit box and to move the CCTV monitor up onto the wall. One new camera will overlook the new orchard and one will overlook the playing fields.

Resolution: The Committee resolved to move the printer into the Reg Neal room and back into the Parish Office when necessary.

Clerk to:

- *Make those who tendered, plus the Architects and Quantity Surveyor, aware of the Committee's decision not to go ahead with the Parish Office Alterations tenders.*
- *Update the contracts finder website now that the Parish office alterations are not going ahead.*
- *Ask in Round Robin if any PCs know of good air conditioning installers.*
- *Get quotes for bank of cupboards, air-conditioning & heating unit, tub chairs and table, redecoration, new desks & under-desk storage and new carpeting.*

(b) Update on flagpole order and to decide exactly where flagpole will go

Flagpole due to be installed w/c 8.04.2024.

An exact location for the flagpole was decided by the Committee and an image sent to the Clerk for her to forward on to the flagpole company.

PH&E 24.24

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

Resolution: The Committee resolved to accept the quote from The Play Inspection Company for HIC surface testing (received via email 14.02.2024) as recommended by play inspection, at a cost of £395.00 plus VAT.

Please note this will put to full Council as it will need to be paid from general reserves.

(b) To consider adding markers to the paths on the parks to aid visually impaired people

After being contacted by a resident the Clerk had contacted Vista, the charity for people with visual impairments, to see if markers should be placed around the Parish Council's parks path to aid guide dogs. Vista advised that this was not necessary as guide dogs are able to learn the layout of park paths etc. The Clerk has contacted the resident to explain Vista's advice.

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

Noted.

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

Resolution: The Committee resolved to order an 800kg bag of Breedon at a cost of £185.00 plus VAT from Breedon Special Aggregates (quote received via email 01.02.2024). This will then be used to infill any gaps in the paths. The order should be made from the 24-25 budget, so after 31.03.2024.

Clerk to:

- *Bring quotes for hire of a whacker plate to the March Council agenda so one can be ordered from the 24-25 budget to smooth down the Breedon once it is used to re-fill the paths.*
- *Complete a risk assessment for the use, by Cllrs, of a whacker plate to the March Council agenda for approval.*
- *Contact the insurance company to see if Cllrs are insured to use a whacker plate.*

(e) To consider likelihood of S. 106 funding for a solar panel battery

To summarise the email received from BDC, it is unlikely that a solar panel battery would be suitable for s. 106 grant funding because it is unlikely the Parish Council would be able to show it would be necessary to make a development acceptable in terms of planning and it would not be directly related to the development.

Clerk to add to Plan of Work to bring back 'To consider adding solar panel battery to the Parish Hall' once the Parish Office refurbishment is completed.

PH&E 24.25

To discuss other Parks and Hall Matters

The Clerk gave updates on several play inspection matters:

- NoMow are due to come and replace the grass carpeting under the large climbing frame on Boyers Park (and make good the ground) this week.
- The small roundabout on Kings Walk Park is due to be fixed at the start of April.
- The gym equipment inspection visit is due at the start of April.

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

Concerns were raised over football being played when pitches were waterlogged on Sunday 03.03.2024 and Sunday 25.02.2024.

(b) To discuss a resident's concerns regarding the size of the bin at the cut through between the playing fields and Lancelot Close

Noted but the bin size change was necessitated by continued fly tipping.

(c) To discuss making good the pole left behind when the bin was changed at the cut through from Lancelot Close to the playing fields

The Committee decided that when the Breedon is purchased (see agenda item PH&E 24.24 (d)) some of this will be used to fill the hole and make good.

(d) To receive Gym Equipment Maintenance Inspection and Report

Report awaited.

(e) To begin to look into tarmacking the slabbed path around the Parish Hall from Paths Around the Parish Hall earmarked reserve

There is currently £25,000 in an earmarked reserves for this project.

Clerk to

- *Obtain quotes to have the slabbed path around the Parish Hall re-laid in thicker concrete. Also, to extend the path in places with extra slabs. However, this is not a priority, it can be done once the redecoration of the Parish office is completed.*
- *Also, once the Parish Office redecoration is completed, Clerk to obtain quotes to reseal the Parish Hall floor and redecorate the main hall.*

PH&E 24.26

Events

(a) To discuss Picnic in the Park (31.08.2024) and Clerk to provide appropriate updates

The Clerk gave the following updates:

- Anyone selling alcohol would need their own licence and temporary event notice which would need to be supplied to the Parish Council for its records.
- High Pressure – the group suggested by Peter Kitchen could play 7.30pm - 9pm and have their own lighting. Cost £400.
- QUO can play again. They have no lights. They are free.
- Ratby Band can play for 1 ¾ hours at a cost of £625 plus VAT. They have no lights.
- Lubbifest use Ben Steer.
- Glenfield PC have used: Ratby Band, Salvation Army Band, 60s Sounds, Musical Village, U3A.

Clerk to look into:

- *Soul man of Burbage. – cost and availability, what equipment does he have or need?*
- *hello@bigbashevents.co.uk – 0116 403 0058 – cost and availability.*
- *Two large marquees, one with a stage and one without a stage but with no sides – what is the cost?*
- *Ask High Pressure what size stage would they need?*
- *Try and get a bhangra band – cost and availability?*

(b) To consider issues for the March 2024 litter-pick including to consider which quote to accept for bacon cobs

Resolution: The Committee resolved to accept the quote from The Little Wooden Box for bacon cobs and teas/coffees at a cost of £100.00.

PH&E 24.27

Date of next Meeting

Tuesday 9th April 2024 at 7.30pm.

The meeting closed at 8.59pm.