

**BLABY PARISH COUNCIL
MEETING OF THE ESTATES & COMMUNITY COMMITTEE
To Be Held in the Oakfield Room, Blaby Civic Centre
at 7.00pm on Tuesday, 22nd June 2021**

PRESENT: Mr M Wareham (Chairman),
Ms L Bolton, Mrs M Broomhead, Mrs S McFadden, Mrs S Skeemer,
Mrs S Clifton (Admin Assistant) Mrs V Jepson (Manager) & 8 Parishioners.

EC.665 **1. APOLOGIES FOR ABSENCE**
Apologies for absence are received from Cllr Mr Muton the reasons for which are approved.

EC.666 **2. TO RECEIVE MEMBERS DISCLOSURE OF INTERESTS & REQUESTS FOR
DISPENSATIONS IN ACCORDANCE WITH THE CODE OF CONDUCT**
The following disclosures of interests were made:-

Mrs M Broomhead	Burial Rights	Personal
Mrs S Skeemer	Burial Rights	Personal

EC.667 **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**
The Chairman informed all members that since the last committee meeting complaints had been made about a couple of Councillors and the Council, these have been investigated by Blaby District Council and The National Allotment Society and it is confirmed there is no case to answer, the Parish Council are doing nothing wrong.

a) Car Park

It is confirmed confirmation is still awaiting from the Allotment Landowners and their Solicitors before the car park renovation works can be carried out, until this has been received the car park maintenance works will not begin.

Car Park – Maintenance

The car park was closed on Friday, 18th June 2021 for the ground staff to stin around the area to make additional car parking spaces for the tenants.

b) Allotment Inspections

The third allotment inspection was carried out on the 7th & 8th June 2021 where 32 first letters were sent to tenants.

A parishioner asked why the Parish Council wouldn't work with the Allotment Society.

The Chairman stated that as the society only represents approx. 40 tenants out of approx. 100 tenants it would mean double work for the Parish Council and as the Council has a duty of care to all tenants any decisions made which affects all tenants would be put on Eko-Joe's noticeboard, at least this way all tenants have a chance of receiving the information.

c) Eviction

On Monday, 14th June 2021, 2 barriers were erected around each of the 7 evicted allotment plots.

d) Sheds

The office staff have visited the allotments to clarify which shed or greenhouse belongs to which plot. Tenants have been contacted to confirm this information which has now been added to the allotment register.

AGREED: Erect a sign on the shed asking all tenants with a shed to mark their shed with their plot number.

e) Plot 45 East – Freedom of Information Request

Correspondence has been received from the ex-tenant of allotment plot 45 East who has asked for the following information: -

To the Manager

As a parish council is the lowest level of Government bodies, it still has certain responsibilities and guidelines to adhere to.

Therefore, under the Freedom of Information Act 2000, as a parishioner within your parish I requested the following information.

A full and detailed Report of Accounts regarding the Allotments that you “oversee” within your parish (Enderby Road), which you rent yourself from a third party.

I require a list of income and expenditure, “profit” and any losses, future expected costs for the current calendar year. (Water rates, rents etc)

This information will cover the current year 2021/22.

Once I have this information, I will request all of the above details over the last six years also.

You will be aware that you have a time limit to supply the above request (6 to 20 days) and any costs e.g., Photocopying expenses I will pay for on collection of hard copies of the above.

I do not expect to be referred to the parish councils Report and Accounts on your web site to obtain this information.

Failure to provide the information above, will result in me taking the matter further, which I will not hesitate to do.

AGREED: Gather the information required and raise an invoice for the copying costs at £1 per sheet as per the Councils General policy No: 6 – Information available under the model publication scheme.

Plot 45 East

All members have been issued with correspondence received from the evicted tenant of plot 45 East.

AGREED: Members considered the correspondence received and agreed that the eviction as of the 13th June still stands.

AGREED: Re-let plot 45 East with immediate effect.

f) Bonfires

Correspondence has been received from a local resident with regards to bonfires which were held on the previous day (Wednesday, 9th June).

The resident has been informed that the Parish Council appreciate how inconvenient bonfires are and that the residents are adhering to the Councils rules and regulations of only having bonfires on the agreed days.

g) Future Rules & Regulations

AGREED: When members consider the Allotment Rules & Regulations in future bonfire restrictions need to be considered.

A parishioner present enquired if the Allotment Society could be part of the rules & regulation meeting.

It was confirmed that no separate meeting would need to be held as this item would be discussed at a future Estates & Community committee meeting which is open to the public.

h) Refunds & Compensation

Members are asked if a refund or compensation is to be given to ex-tenants if they have been evicted from their plot.

RESOLVED: No refund or compensation is to be given to an evicted tenant as they have been evicted from their plot due to not adhering to the Councils rules & regulations.

i) Eko-Joe

Eko-Joe would like to know if they can put a little garden in front of their shed?

AGREED: Yes, they can as this area is part of their plot.

Eko-Joe have been putting benches and pots in front of their shed, but these keep being moved.

AGREED: A Parish Council notice is to be erected on the shed informing tenants of the allotment that the area in front of the shed belongs to Eko-Joe.

Eko-Joe have queried if the land at the rear of the shed is theirs or not.

AGREED: No, the land at the rear of the shed is the responsibility of the Parish Council and is used for car parking.

Event

The dates for Eko-Joe's green event are: -

- Wednesday, 21st July 2021
- Wednesday, 11th August 2021.

AGREED: Providing the car park renovations works is not being carried out these dates are approved.

j) Plot Markers

It appears some of the plot markers are not displayed, our rules clearly state:-

- Plot markers **MUST** be visible at all times. All plot markers are the property of Blaby Parish Council and in the event that the plot marker is lost or damaged, it is the responsibility of the tenant to cover the cost of replacement.

AGREED: Cllr Mrs Skeemer & Cllr Mrs Broomhead are to make a note of all plots which do not have their plot markers displayed.

k) Allotment Plot 22 East

Members have been issued with correspondence received from the tenant of Plot 22 East.

AGREED: After reviewing the additional correspondence received the tenant of Plot 22 East has had the eviction revoked and the next inspection will be carried out in August 2021.

l) Blaby District Council – Cllr Mr Hartshorn

Members have been issued with correspondence received from Cllr Mr Hartshorn of Blaby District Council with regards to the evicted tenant of plot number 20 West.

Members had already considered the correspondence received from the tenant of plot 20 West at a previous meeting and the committee had already agreed to continue with the eviction due to reasons stated in his notice letter.

Cllr Mr Hartshorn has been informed of this.

m) Leicestershire County Council Local Area Co-Ordinator (Blaby)

All members have been issued with the following correspondence received from Leicestershire County Council's Local Area Coordinator (Blaby): -

As you know, the community allotment is hoping to install a compost toilet. We feel this will be really beneficial for the community plot to be able to invite more groups and residents, and also to all the site users, who would be welcome to use it. We wanted to share some details with you, as funding for the toilet will need written confirmation from Parish Council that you are happy for plans to proceed and supportive of this project.

The company we would like to order from is Natsol – they have installed the majority of compost toilets across Leicestershire and have an excellent reputation. The site for the compost toilet would be to the right of the carpark as you walk in the gate.

The area needed for the installation would be 4 metres by 3 metres. The toilet building is around 2 metres wide, 1 metre space is needed to the right, plus 1 metre space for an underground 'soak away' to the right of the space.

Members have been issued with photographs and a layout showing this area.

It is estimated the total cost of the project will be £10,000.

- There will be some disruption at the allotment site in terms of parking during the installation period. We would keep both parish council and the allotment society updated on dates and times, which will depend on funding and on local contractors being able to complete the work.
- We will need to do an initial assessment of the site and soil, most importantly we need to establish that the site we have for the toilet is at least 10 metres away from a water course (a stream/drainage ditch) and at least 50 metres away from a borehole/well.

AGREED: Members are happy to approve the request for Eko-Joe and Leicestershire County council to apply for funding for a compost toilet to be situated in the car park of the Enderby Road Allotments as per the photograph and layout received.

AGREED: Write to Leicestershire County Council to confirm the above decision.

n) Allotment Society – Meeting Request

A request has been received for members of the Estates & Community committee to have a meeting with the Allotment Society to talk constructively about allotment matters.

DECLINE: Members felt that as the Parish Council is responsible for providing information to all allotment tenants and not just the allotment society who only have approx. 40 members no meeting is to be held.

AGREED: A notice is to be erected to Eko-Joes shed if there is any information which is required to be passed on to all tenants.

o) Plot 34 East & 34 West

The tenant of allotment plot 34 East has queried the contents of the letter received on the 9th June 2021.

It is confirmed the shed with the green plastic on the roof belongs to Plot 34 East. The white bag and crate belong to plot 34 East, and the crate is used to sit on whilst weeding.

It is confirmed the shed to the left of the one with the green plastic roof belongs to the tenant of plot 34 West.

All items apart from the white bag and crate belong to plot 34 West.

AGREED: The allotment inspector will inspect this area at the July inspection and if the rubbish is still present the tenant of plot 34 West will be written to.

The tenant of Plot 34 East stated rubbish had been left by the previous tenant and it also appears there are a couple of bottles of suspected human urine.

AGREED: The Parish Council will dispose of the suspected human urine.

The tenant confirmed the items in front of Plot 34 East have been removed and the only items left are broken slabs which will be used for the future greenhouse.

There are several items in the front of the corrugated shed which has been confirmed as plot 34 West, these will be inspected at the July inspection.

There is a water butt which currently has oil in which is leaking.

AGREED: Arrange for Environmental Health to dispose of the water butt and oil.

p) Plot 56 East

The tenant of plot 56 East has contacted the Council to query their eviction.

AGREED: Members considered their comments, and it is agreed the eviction is to be revoked as lots of the rubbish on the plot belonged to plot 56 West.

AGREED: Inspect plot 56 West with regards to the discarded rubbish, this needs to be tidied away at the shed area of the plots.

q) Plot 27 East

The tenant would like to have it in writing from the council if carpet can be used on the plots to suppress the weeds.

AGREED: Yes, carpet may be used to suppress the weeds.

r) Plot 24 West

The tenant from plot 24 West has been contacted with regards to items discarded on the plot, this has now been confirmed as items from plot 24 East.

The tenant of plot 24 East will mark the shed with the correct plot number ready for the next inspection.

s) Plot 27A

The tenant from plot 27A has contacted the Parish Council with regards to the overhanging hedge which is infringing onto the plot along the alleyway which border with Stokes Primary School.

AGREED: Stokes Primary School have been contacted and they are arranging for a tree surgeon to cut the hedge back in the Summer holiday.

AGREED: Let the tenant of plot 27A know this when this work will be carried out and access will be required to his plot.

t) Plot 10 East - Correspondence from 1st June 2021

Members have been issued with correspondence received from the tenant of plot 10 East who was evicted from his plot on Sunday, 13th June as he has put in a GDPR request in for all information which is held on file for himself.

AGREED: This information will be available for the tenant to collect on proof of identification and at a cost of £1 per sheet as per the Councils model publication scheme.

u) Plot 44 West

The tenant of Plot 44 West queried if he had until the June or July inspection as the minutes stated June, but he believed it was July.

AGREED: It is confirmed the tenant of plot 44 West would not be inspected until July.

v) Plot 44 East

The tenant of plot 44 East requested clarification about the items where being used for which was highlighted in his letter.

AGREED: The inspector is to meet the tenant of Plot 44 East at the allotments on Saturday, 26th June 2021.

w) Allotment Society

The allotment society members present asked what the criteria would be for this year's allotment competition.

It was confirmed that no discussion had yet taken place about the allotment competition because so much time had been taken up with the number of queries received from tenants about the allotment inspections.

It was confirmed that the allotment competition is usually judged on the following criteria: -

The 'Best Kept Allotment Competition' Categories are:

- Category 1 (150 sq. yards)
- Category 2 (200 sq. yards)
- Category 3 (300 sq. yards)
- Category 4 (400 sq. yards)
- New Plot (1st January).
- Overall Winner – Jack Churchard Shield

AGREED: The competition criteria will be discussed at a future committee meeting.

x) Re-let Plots

The allotment society members present asked why Eko-joe had been issued with a second plot as they are not a Blaby resident.

It is confirmed a Blaby resident who is a volunteer with Eko-Joe will be allocated a plot and this resident will work in partnership with them, but the Blaby resident is the tenant of this plot.

7 members of the public left the meeting at 8.07pm.

EC.668

4. TO RECEIVE MANAGERS REPORT

a) The Crescent Play Area

On the 1st June a complaint was received from a resident of The Crescent with regards to loud noise, swearing and drugs from gangs of children hanging around the playhouse. The resident has called the police on several occasions.

The resident would like the playhouse to be moved away from his fence into the middle of the park.

DECLINE: The playhouse will not be moved but it has been agreed that the ground staff will remove the roof from the unit.

The police have reported they do daily checks of The Crescent and things with the youths have quietened down.

EC.669

5. TO REPORT UPDATE ON THE HALF TERM HOLIDAY CLUB – OAKFIELD PARK

All members have been issued with a report of the June half term holiday club, there has been some fantastic feedback from the families who attended this free event.

EC.670

6. TO CONSIDER CHIPPERFIELD ENTERTAINMENTS REQUEST TO HIRE NORTHFIELD PARK

Members have been issued with correspondence received from Chipperfield Entertainments who would like to hire Northfield Park for their event in September from the 15th – 19th.

DECLINE: Members have declined this request stating that apart from Christmas no other events will be organised by the Parish Council due to the current Covid restrictions.

EC.671

7. TO CONSIDER NORTHFIELD PARK ARTWORK PROJECT

At the April committee meeting members considered and agreed to the quotations received for artwork to be added to the toilet block on Northfield Park.

It was recommended that as the toilet block building was built in 1937 it conjured up visions of Art Deco patterns and typefaces.

Members were not happy with the designs suggested and wished to see more colourful samples.

At the June meeting further samples are considered but again these are not suitable.

AGREED: Request that the artwork is similar to the Oaks Community Room and consists of families, swings, dogs, skate ramp, football, cricket, picnic all in bright colours and also to include Northfield Park.

EC.672

8. TO CONSIDER BLABY CEMETERY

a) Bench Request

A request for a bench at the cemetery has been received, the location for the bench is considered and approved by members.

AGREED: The bench is permitted to be purchased by the family and will be located near to grave number A.427 as per the photographs shown to members.

b) Electrician Quotes

Members considered the quotation received for the Chapel electrical works required for the CCTV and the alarm: -

- Install 1 x un-switched metal clad spur for the alarm at high level by the main doors, protected by its own individual RCBO protected circuit.
- Provide a twin metal clad socket for the CCTV system in the upstairs room.

Total price £360.00

RESOLVED: Accept the quotation received at a total cost of £360.00 for the chapel electrical works for the CCTV and alarm.

c) Old Burial Ground

Correspondence has been received and considered by members with regards to what is happening with the old chapel.

AGREED: Add this item to a future committee agenda for further consideration.

EC.673

9. TO CONSIDER NORTHFIELD PARK PLAY EQUIPMENT QUOTATION

All members have been issued with a quotation to provide replacement ropes/bridge to the multiplay unit situated on Northfield Park.

The quotation received is to supply:-

- Replacement Access Climbing Net and combination rope - £550.00
- Replacement Crossing Bridge Combination rope - £595.00
- Replacement Pull up Combination Rope - £110.00

Total cost = £1,255.00 + VAT.

RESOLVED: Accept the quotation to supply the replacement ropes & bridge at a total cost of £1,255.00 + VAT.

- EC.674 **10. TO CONSIDER REPLACEMENT WET POUR QUOTATION – OAKFIELD PARK**
The revised quotation has not been received in time for the meeting.
AGREED: Add this item to a future committee agenda once the revised quotation has been received.
- EC.675 **11. TO CONSIDER VILLAGE CLOCKS**
The Forge Corner & Northfield Clocks are ready. The manufacturer is unable to install the clocks due to a long illness in the family.
AGREED: Request that the clocks are sent, and Cllr Mr Wareham and the ground staff will install the clocks to Forge Corner and Northfield Park.
- EC.676 **12. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA**
- a) Christmas Light Switch on Meeting**
Members have been issued with suggested dates to meet with Rockstar Marketing to discuss this year’s Christmas Light Switch on Event.
AGREED: Members wish to meet on Thursday, 8th July at 6pm.
- b) Blaby Town Centre Improvements**
All members have been issued with correspondence received from Blaby District Council’s Economic & Community Development Manager with regards to the Blaby Town Centre Improvements.
- Update on Blaby Town Centre Improvements Project**
Work has been done developing the specification to significantly uplift and improve the town centre by enhancing the public realm environment, in readiness for the open contract tender procurement during the Summer.
- £100k of funding has been secured with a split of £60k being set aside for one contractor to deliver the public realm improvements including the supply and installation of new bins, seating benches, planters, way marking signs, green wall, supply and fitting of lamp post structures and necessary testing, repainting bollards and noticeboards as well as moving some of the fixtures.
- The remaining £40k will be used to develop more specialised commissions including a new town centre feature, wall artworks, marketing materials to be used on the lamppost column banners and the car park noticeboards.
- Welcome Back Funding**
Councils across England are to share £56m of European Regional Development Fund (ERDF) to support the return to high streets safely and help build back better from the pandemic.

Blaby District Council would like to know if:-

- The existing catenary wire in the precinct to be used along with the flag poles to decorate the area above your head with stunning installations. (Summer only).

AGREED: Members give permission for Blaby District Council to use the catenary wire and flagpoles as long it doesn't affect our Christmas displays.

- Thoughts on the iconic tomato and rose local theme or a more generic theme of flowers and bees or both?

AGREED: Members would like to see the iconic tomato and rose local theme as well as a more generic theme of flowers and bees.

EC.677

13. CHAIRMAN'S TIME

Thank you all for attending.

MEETING CLOSED: 8.30PM