

**BLABY PARISH COUNCIL  
MEETING OF THE ESTATES & COMMUNITY COMMITTEE  
To Be Held in the Oakfield Room, Blaby Civic Centre  
at 7.00pm on Tuesday, 27<sup>th</sup> July 2021**

**PRESENT:** Mr M Wareham (Chairman),  
Mr P Muton, Mrs S McFadden, Mrs S Skeemer, Mrs S Clifton (Admin Assistant),  
Mrs V Jepson (Manager) & 2 x Parishioners.

EC.678            **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Mrs Broomhead & Cllr Ms Bolton the reasons for which are approved.

EC.679            **2. TO RECEIVE MEMBERS DISCLOSURE OF INTERESTS & REQUESTS FOR DISPENSAIONS IN ACCORDANCE WITH THE CODE OF CONDUCT**

The following disclosures of interests were made: -

Mr P Muton	Burial Rights	Personal
Mrs S Skeemer	Burial Rights	Personal
Mr Wareham	Agenda Item 10	Personal

EC.680            **3. TO RECEIVE MANAGERS REPORT**

**a) Oakfield Park**

Vandalism occurred to The Oaks Community Room at Oakfield Park on the evening of Sunday, 27<sup>th</sup> June 2021, where one of the drainpipes was ripped from the building and then used by the culprit to throw around the park and smash against other play equipment.

Photographs and video evidence have been sent to the police.

The police have identified and visited the child who has been requested to pay a fee of £25 to the Parish Council to cover the cost of the damage along with a letter of apology.

**b) IMPACT TEAM**

Due to the anti-social behaviour around the village and on the parks at a previous committee meeting it was agreed that Blaby District Council would instruct the IMPACT Team to attend Oakfield Park on a weekly basis, the sessions are to be held from 5pm – 7pm on the following dates: -

- Thursday, 22<sup>nd</sup> July
- Thursday, 29<sup>th</sup> July
- Thursday, 5<sup>th</sup> August
- Thursday, 12<sup>th</sup> August
- Thursday, 19<sup>th</sup> August

**c) Japanese Knotweed**

It was reported by a parishioner that Mill Lane and Chapel Street is full of Japanese knotweed, this was reported to Leicestershire County Council who said further to their report about Japanese Knotweed along footpath Z54, and along Church Street itself, they can confirm that an inspection has been carried out.

Following this inspection, they can advise that the plant has been identified as Burdock and no further action is necessary.

**d) Northfield Park**

The replacement nets on the climbing frame have been installed at Northfield Park.

EC.681

**4. TO CONSIDER RUNNING A SCARECROW FESTIVAL**

Members considered if to run the Scarecrow Festival for this year and felt that due to the current situation this activity will not go ahead.

**AGREED:** Incorporate the scarecrow festival with the 2022 Summer Funday where the theme for the scarecrows could be the Queens Platinum Jubilee.

EC.682

**5. TO CONSIDER BLABY CEMETERY**

**a) Cemetery Rules, Regulations & Fees**

Members considered the current Cemetery Rules and Regulations.

**AGREED:** No changes are required to be made to the cemetery rules & regulations.

**b) Noticeboard**

The noticeboard in the Cemetery car park is rotten and needs replacing, members have been issued with quotations for consideration.

Quotation 1	Quotation 2	Quotation 3
2-bay, 4 x A4 Man-made Timber noticeboard  Engraved and logo £ 50.00 100mm Post kit (2 x Man made Timber posts 250mm x 100mm x 100) black £204.35 Post fixing kit £72.04 Addition keys £3.56	Lignum Wood Effect Double Door Church & Parish Notice Boards  <ul style="list-style-type: none"> <li>• 10 Year Guarantee</li> <li>• Eco-Friendly – Hardwood is scarce, costly and difficult to recycle</li> <li>• Choice Of 4 Wood Effects With Realistic Grain Effect</li> <li>• No Annual Maintenance (just a squirt of WD40 on the hinges)</li> </ul>	<ul style="list-style-type: none"> <li>• 2 X A1</li> <li>• Brown</li> <li>• <b>Header</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Superior Vandal &amp; Weather Resistance</li> <li>• Air Ducts to Minimise Condensation</li> <li>• Magnetic Or Felt Colour Co-ordinated Inner Panels</li> <li>• Printed Header Panel</li> <li>• Premium High Grade Aluminium Frame</li> </ul>	
<b>£1,410.16 + Postage + VAT</b>	<b>£1,880.00 + Postage + VAT</b>	<b>£1,550.00 + Postage + VAT</b>

**RESOLVED:** Accept quotation number 1 for a recycled plastic noticeboard priced at £1,410.16 plus postage and VAT for the Cemetery.

EC.683

**6. TO REPORT UPDATE ON CHRISTMAS EVENTS 2021**

All members have been issued with a copy of the Christmas event meeting notes dated the 8<sup>th</sup> July 2021.

Present: Mrs Mc Fadden, Mrs Skeemer, Mrs Broomhead, Mr Muton, Mr Wareham, Mrs Clifton, Mrs Jepson Mr Cullen.

**Road Closure**

The manager is to apply for a temporary traffic regulation order for the 2021 Christmas Light Switch on.

**RESOLVED:** The manager has submitted the application form for a temporary road closure for 2021 at a fee of £100.00.

**Virtual Event**

It is confirmed everything is on plan for the virtual event.

With regards to the drone a final decision will need to be made approx. a week before the actual event as it is weather dependent, once the final go ahead has been given there will be a cost implication.

**Physical Event**

Plans are being made to introduce some changes for this year’s physical Christmas light switch on event.

**Fox & Tiger Car Park**

Could the Fox & Tiger car park be used for the fair?

**AGREED:** The manager has sent a request and is still awaiting a reply.

### Food & Drink

We would like to utilise the local businesses rather than bringing in outdoor catering companies.

**AGREED:** Cllr Mrs Skeemer will visit the local businesses and enquire who wishes to be involved in this year's event.

### Hog Roast

**AGREED:** Cllr Mrs Skeemer is to enquire if the local butchers wish to do a hog roast?

The laybys could be used for stalls.

### Switch On

A large stage could be built which can be seen from the precinct down to the traffic lights the exact location is to be confirmed.

### Blaby District Council

Enquire with Blaby District Council if local businesses can stand in the street and show / sell their items. Do they need a street license to do this?

**AGREED:** The manager has sent an enquiry to Blaby District Council who has confirmed the following: -

### **Blaby District Council Licensing**

Do local businesses need a license if they wish to display or sell any of their products including food and drink on the pavement outside their shops?

Blaby District Councils Licensing Officer confirmed: -

There is a statutory fee of £21.00 for a Temporary Event Notice (TEN).

TENs are required for licensable activities as covered by the Licensing Act 2003.

The question of stalls being placed outside premises on the pavement is a different matter.

The following information would need to be submitted to us: -

- We would need to be advised of the areas where it is intended that trading take place,
- the size of the stalls to be used,
- who owns the land on which trading is to take place,
- whether the landowner's permission has been sought and granted
- whether this would impede the flow of pedestrians,
- are the roads concerned to closed to traffic

and whilst it is not currently the case that Covid restrictions are in place, it would be wise to consider their re-introduction before the event is due to take place.

There is also the question of whether pavement licences would be required for trading on the pavements. I have been advised that some legislation relating to this went through parliament last week however, we are not currently aware of what rulings have been put in place.

Please therefore submit as much information as you can to us so that your enquiry can be dealt with.

**AGREED:** Discuss this matter at the breakfast meeting which is due to be held on the 8<sup>th</sup> September 2021.

EC.684

**7. TO CONSIDER REPLACEMENT WET POUR QUOTATION – OAKFIELD PARK**

**a) Quotations for the Inclusive Play Area**

All members have been issued with quotations for the replacement inclusive play surface.

**AGREED:** It is proposed that we leave this item until we have received the independent play inspection report as there may be additional areas which may require attention.

EC.685

**8. TO CONSIDER NORTHFIELD PARK ARTWORK PROJECT**

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

Sample designs submitted by the contractor have been declined by the committee and at the last meeting it was agreed to request that the artwork is similar to the Oaks Community Room situated on Oakfield Park and consists of families, swings, dogs, skate ramp, football, cricket, picnic all in bright colours and to include Northfield Park.

**AGREED:** Members approved the new design layout and give the go ahead for the work to begin.

EC.686

**9. TO CONSIDER LITTER PICKING PROJECTS**

Cllr Mrs Skeemer & Cllr Mrs McFadden have been doing a volunteer litter pick for a few weeks and they have seen a great improvement on Oakfield Park.

Members would like to encourage a litter picking volunteer project which will incorporate children, helping to litter pick the parks and encourage them to think about the environment.

**AGREED:** Cllr Mrs Skeemer, Cllr Mrs McFadden & Cllr Mr Muton will meet on Friday, 30<sup>th</sup> July to discuss ideas for this new project.

It is noted that the concrete litter bin situated on Oakfield Park isn't suitable as a litter bin.

**AGREED:** Arrange for the concrete litter bin to be filled with soil and plant a tree or flowers in it.

**AGREED:** Repaint the concrete bin and remove the word 'Litter' from it.

EC.687

**10. TO CONSIDER OAKFIELD PARK CCTV**

Members considered the following quotations for a replacement CCTV recorder for Oakfield Park.

QUOTATION 1	QUOTATION 2
Suggested items to replaced: -  1 x DS-7208HUHI-K2/P 6TB POC recorder. 1 x DS-2CE72HFT-E 5MP Colour Vu Turret Camera. 1 x DS-1280ZJ-S Mounting Base 20m Coaxial Cable.	Replacement recorder
<b>£665.00 + VAT</b>	<b>£150.00 + Installation + VAT</b>

**RESOLVED:** Accept quotation number 2 for a replacement CCTV recorder priced at £150.00 plus installation and VAT.

EC.688

**11. TO CONSIDER POPPY PILGRIMAGE PROJECT REQUESTS**

The end of the First World War marked the start of our story... the beginnings of a university in Leicester as a living memorial to honour those who made sacrifices during the Great War.

On Remembrance Sunday in 2018, the University of Leicester embarked on a mission to honour those who lost their lives and made sacrifices during the War, with a commitment to lay 100 wreaths across memorial sites in Leicestershire and Rutland. In 2018, eleven current students laid wreaths in the local area, following a dedication service at the University with speeches by Sir David Attenborough and Sir Peter Soulsby. In 2019, a further 15 sites were covered as part of the project.

The pilgrimage will resume this year, as of 30 October to 11 November, and we hope to cover as many sites as possible. We would very much like to lay a wreath at your memorial site, **Blaby WW2 at Northfield Park (LE8 4GQ)**, during this period.

**AGREED:** Members of the committee wish to be involved in the Poppy Pilgrimage Project and would like a wreath to be laid at the memorial on Northfield Park on the Monday 1<sup>st</sup> November.

EC.689

**12. TO REPORT UPDATE ON S.106 FUNDING**

All members have been issued with a copy of the On & Off Site Public Open Space Contribution document from Blaby District Council which shows the S.106 funds available for the Parish Council to apply for.

The officer has confirmed that based on the information provided and dependant on further detail of our project, in principle, the held funds of £112,459.87 may be applied for Play Equipment on Northfield Park.

**AGREED:** A site meeting is to be held on Northfield Park during September 2021 to decide what type of play equipment is required for the park, other suggestions for this project are: -

- CCTV to be installed
- Consider using the paddling pool as a skate ramp
- Consider removing the teen shelter
- Consider looking at play equipment which uses recycled plastic

EC.690

### **13. CORRESPONDENCE**

#### **a) Cemetery - Compliment**

All members have been issued with a compliment letter received about Blaby Cemetery and the Parish Council staff.

EC.691

### **14. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA**

#### **a) Enderby Road Allotment - Agreement**

**RESOLVED:** Members are informed that a further 3-year agreement with Trinity College has been signed for the Enderby Road Allotments at the agreed yearly rent of £880 per annum which is an increase of £60 per annum.

#### **b) Additional Allotment Rules & Regulations**

Under the site rules in our current rules & regulations it states: -

#### **Site Rules**

- These regulations override any previous regulations and the Council reserve the right to make alterations to these regulations from time to time subject to the tenant being sent 28 days prior notice to their last known address.

It is confirmed that all tenants have been issued with additional allotment rules & regulations giving them 28 days' notice as per our agreed allotment rules and regulations.

#### **c) To Consider Best Kept Allotment Competition**

Members considered if a Best Kept Allotment competition should be held and felt that due to the current staff shortages no Best Kept Allotment Competition would be held this year.

Members did suggest that if the allotment tenants wished to hold a competition this year, they could hold their own.

**d) Chickens**

A tenant has asked if she can bring her chicken for a day's outing so it can eat the bulbs and help with the manure, it could either be kept in a large dog crate or she has a chicken jacket and lead, it would only be able to roam on the tenant's plot.

Our current rules state: -

**Animals and Livestock**

- *No livestock of any description shall be kept on the allotment.*
- *Dogs are only allowed on the allotments if kept on a lead at all times and not allowed to foul the paths or other plots.*

**DECLINE:** Members decline the request for the tenant to bring a chicken on to the allotments.

**AGREED:** Consider this matter when the rules & regulations are being considered later in the year.

**e) Alberto Costa – Tree Felling**

All members have been issued with a letter received from Alberto Costa MP with regards to the tree felling which took place at Latimer Close as a resident is not happy that the trees have been removed but the stumps have been left.

**AGREED:** Reply to Mr Alberto Cost MP confirming the decision about removing the trees was considered by the committee due to complaints received from local residents.

EC.692

**15. CHAIRMAN'S TIME**

Thank you all for attending and thank you all for your help whilst we are short staffed.

**MEETING CLOSED: 7.55PM**