

**BLABY PARISH COUNCIL
MEETING OF THE ESTATES & COMMUNITY COMMITTEE
Virtual Zoom Meeting Held at 7.00pm on
Tuesday, 27th October 2020**

PRESENT: Mr M Wareham (Chairman),
Ms L Bolton, Mrs M Broomhead, Mr P Muton, Mrs S Skeemer, Mr R Woolley,
Mrs V Jepson (Manager) & 3 x Parishioners.

EC.576 **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Mrs McFadden the reason for which is approved.

EC.577 **2. TO RECEIVE MEMBERS DISCLOSURE OF INTERESTS & REQUESTS FOR DISPENSAIONS IN ACCORDANCE WITH THE CODE OF CONDUCT**

The following disclosures of interests were made:-

Mrs M Broomhead	Burial Rights	Personal
Mr P Muton	Burial Rights	Personal
Mrs S Skeemer	Burial Rights	Personal

EC.578 **3. MANAGERS REPORT**

a) Fly Tipping

Week commencing the 13th July fly tipping occurred at The Crescent. Blaby District Council were informed but after obtaining the evidence they were unable to proceed.

b) Northfield Park

During the weekend of the 26th September approx. 15/20 youths were seen climbing on the roof of the toilet block at Northfield Park. Anti-Vandal paint has been added to the roof to help stop them climbing on it.

EC.579 **4. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

a) Inspections

The last allotment inspection was carried out on Saturday, 17th October 2020. This inspection is the last one until next year when they will begin again in April 2021.

AGREED: No letters are to be sent out.

It is proposed one councillor carries out all of next year's inspections on their own, this will stop any confusion and continuity with all inspections.

AGREED: Cllr Ms Bolton will carry out all the 2021 allotment inspections.

b) Plot Markers

Plot markers were also inspected and there appears to be several markers missing. It clearly state in the Councils Rules & Regulations that plot markers MUST be visible at all times and that 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 the replacement.

AGREED:- Include in this year's rent letters that any plots missing their plot marker will be charged the relevant fee for the missing marker and it will need to be paid with their 2021 rent.

c) Plots

There is currently 1 parishioner and 30 non-parishioners on the allotment waiting list for an allotment plot.

d) Posters

At a recent site visit to the allotments it was noted that the 'No Driving Beyond This Point' posters had yet again been removed from the shed. New posters have been erected on the shed.

e) Rules & Regulations

All members have been issued with a copy of the Allotment Rules & Regulations for consideration.

AGREED: No amendments are required to be made to the allotment rules & regulations.

f) Allotment Rent 2021

All members considered the 2021 allotment rent.

AGREED: Seek and compare rent prices from other parish councils.

AGREED: Calculate the running costs for the allotments.

AGREED: Add this item to the next Estates & Community committee agenda for further consideration.

g) Car Park Quotations

All members considered the following car park refurbishment quotations: -

<u>Quotation 1</u>	<u>Quotation 2</u>	<u>Quotation 3</u>
Up to 20 tonnes axle load in accordance with DIN 1072. Creates surfaces suitable for taking heavy vehicles. Resistant to water, corrosion, and cracking. Withstands frost and UV radiation. Prevents erosion and wear. Does not expand.	ProPave Grass and Gravel Paver Black 470x470x39 4.5 Units per m2 ProPave Marker Cap White E/O Turfex Non Woven Separation Geotextile. 4.5m x 100m To cover 670m2	Excavate to reduce existing surface by 60mm and remove all spoil off site to licensed tip. Compact formation level and lay 'Terram' geotextile membrane. Provide and lay 30mm compacted thickness of MOT T1 Granular subbase to form level surface.

<p>Manufactured from LOW DENSITY 100% recycled polyethylene material. Fully compliant with current Sustainable Urban Drainage (Sud') regulations. Patented interlocking system 10-year manufacture Guarantee. Tough and durable. No additional expansion joints required. Cost effective against other surfaces.</p> <p>Come to site and excavate to a depth of 70mm below the desired finished levels as required, dependent on existing ground depths. Remove spoil to designated waste site. Lay a non-woven geotextile across the site to act as a ground stabilization and separation layer. Install kerbs at entrance to site and exit towards allotment road. Lay a 30mm blinding layer of 2-6mm hard angular stone. Install the Gridforce GF 40 permeable grid system and bed onto bedding layer. Infill whole area with 4-10mm hard angular gravel. Clean project area and leave completed for use.</p> <p><u>£15,960.00 + VAT</u></p>	<p>Turfex Non Woven Separation Geotextile. 2.2m x 100m To cover 670m2</p> <p>Carriage Charge Based on artic delivery with forklift offload on site</p> <p>SUPPLY ONLY – The manager may know a company that could install.</p> <p><u>£5,075.74 + VAT</u></p>	<p>Provide and fix 150mm x 50mm pre cast concrete edgings bedded and haunched in concrete across entrance gates and across access to allotments to retain new car park surfacing.</p> <p>Provide and lay ACO Groundguard tile system and infill with 4mm to 10mm granite chippings.</p> <p><u>£14,916.00 + VAT</u></p>
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RECOMMENDATION TO COUNCIL: Accept quotation number 1 at a cost of £15,960.00 + VAT for the refurbishment of the allotment car park.

RECOMMENDATION TO COUNCIL: Use the remaining £8,722 from the EMR Allotment Savings account towards the car park refurbishment.

AGREED: Add this item to the November Full Council agenda for members consideration as to which savings account the remaining funds can be taken from to complete the car park refurbishments.

h) Allotment Society

All members have been issued with correspondence received from the Secretary of the Blaby & District Allotments & Gardens Society, dated the 12th October 2020, the report is noted, and the following points are confirmed: -

A skip has been requested to be paid for by the Parish Council for the allotment society to dispose of the shed.

AGREED: No skip is to be purchased for the disposal of the shed as it is felt it isn't the Council's responsibility to dispose of personal belongings.

A request has been made for assistance from the ground staff to help with dismantling the shed.

AGREED: it is confirmed that Cllr Mr Wareham has previously offered his assistance which has not been taken up by the allotment society, but he is more than happy to assist if the help is still required.

EC.580

5. TO CONSIDER THE EKO JOE PROJECT

Representatives of Eko-Joe have confirmed that in terms of the compost toilet it will look similar to a small wooden shed which they would be fully responsible for, there is a container that when full is sealed and left for 12 months to use as compost. The compost toilet would be sited in a corner of the allotment car park.

No further action can be taken until we have received written confirmation from the current tenant that they are happy for Eko-Joe to use their plot.

AGREED: Contact the current tenant and ask for their transfer to be put in writing.

EC.581

6. TO REPORT UPDATE ON THE GREEN FLAG AWARD APPLICATION

All members have been issued with a copy of the green flag award assessment feedback document.

There are lots of items to be completed but the Accreditation Development Officer from Keep Britain Tidy has confirmed, having reviewed the feedback report submitted by the judges it is noted they have completed the incorrect feedback form for a community award site and as such should not have critiqued the management plan.

The following key areas to focus on are: -

- The management Plan
- Community Involvement – Operations
- Biodiversity
- Environmental Sustainability

Things the Committee need to think about: -

- Action plan for the work required to continue to keep the award
- Suggest a sub-committee is made up of no more than 3 members plus the manager and assistant manager and 1 ground staff

AREED: As no sub-committee was agreed, add this item to the next Estates & Community committee agenda for further consideration.

AGREED: The flagpole is to be erected near to the gym equipment.

EC.582

7. TO REPORT UPDATE ON VILLAGE CLOCKS

Due to Coronavirus, the 2 village clocks were not installed, the clocks are now ready to be installed but until permission has been received from the owners of the Forge Corner building no work can commence.

The council's electrician has been contacted with regards to the installation of the clocks and Cllr Mr Wareham is happy to assist if required.

EC.583

8. TO RECEIVE & CONSIDER TREE SURVEY REPORTS

All members have been issued with a copy of the tree survey reports for Northfield Park & Latimer Close, these reports show the general tree statement, the tree works, recommendations, appendices and a site map.

Northfield Park

- 61 individual trees and 3 tree type groups spread over the site.
- A recommendation for remedial works has been made for 10 trees.
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Latimer Close

- 40 individual trees where no recommendations for remedial works have been made in the survey.

There are some very minor recommendations for Northfield Park.

AGREED: The ground staff are to carry out the necessary tree works for Northfield Park & Latimer Close.

EC.584

9. TO RECEIVE & CONSIDER CEMETERY NO.3 MEETING NOTES – 28TH SEPTEMBER 2020

All members have been issued with a copy of the Cemetery No.3 meeting notes dated 28th September 2020.

On Monday, 28th September 2020, Cllr Mrs M Broomhead, Cllr Mrs S Skeemer, Cllr Ms L Bolton, Cllr Mr R Wooley, Assistant Manager and the Manager met at the Old Chapel at Mill Lane Cemetery to discuss the renovation.

The Old Chapel houses a lot of old machinery and other disused items. It was discussed that this could be potentially sold or skipped, depending on what works and the condition of the items.

AGREED: The ground staff are given authority to carry out the clearing and cataloguing of the Cemetery chapel contents to facilitate the future project.

AGREED: The groundstaff, manager & assistant manager are given authority to either sell or dispose of the items as they see fit, the assets register is to be amended to reconcile with these decisions.

Members agreed it may be useful to look at other local chapel's that are in use to gain some insight of how best to renovate our chapel.

AGREED: It is evident that the brickwork will need some attention along with the roof and the replacement of the stained-glass windows.

AGREED: The paths between the graves and up to the Old Chapel will need restoring, along with any gates, fences, railings, and pillars around the perimeter.

AGREED: The inside of the chapel will also be restored, to include the entrance doors.

Members are keen to keep and restore as many of the original features as possible. It was discussed that electricity within the chapel will not be an option so other options will need to be considered for lighting options.

AGREED: Members wish for research to be carried out as to whether there are any electricity supplies that could be used.

AGREED: If there is no electricity supply members feel battery LED lighting or candle lanterns would be a good idea.

The aim is to have the Old Chapel fit for use and the Parish Council can look at holding funerals and small services within the chapel.

RESOLVED: The renovation will mostly be funded by money applied for and received in the form of grants. An application will be submitted the National Lottery Heritage Fund but at the moment, all funding is being given to Covid-19 resources.

EC.585

10. TO CONSIDER BLABY CEMETERY

a) Cemetery Fees – Complaint

Members have been issued with correspondence received from a non-parishioner with regards to the fees to inter ashes at Mill Lane Cemetery.

Members had a lengthy discussion about the fees for non-parishioners and although they are sympathetic with the family the request has been declined.

AGREED: Contact the family to explain that their request has been declined and let them know the reasons why.

b) Cremation Plot Query

We have been contacted by a plot owner asking if wooden edging can remain around their cremation plot, but the stones will be removed and replaced with bark.

AGREED: Members are happy for the wooden edging to remain and bark be put down in place of the existing stones.

c) Moles

The first stage of the treatment of the moles at the cemetery has started. The company believe there to be 8-9 moles at present. The company will need to visit on a weekly basis for the next 3 weeks until the problem has been resolved.

EC.586

11. TO CONSIDER WOODLAND TRUST TREE PLANTING SCHEME

At the last committee meeting members were informed we would be receiving 420 saplings from the Woodland Trust between the 2nd and 20th November 2020.

The following planting locations have been suggested: -

- Blaby Golf Course – Around the fence at hole number 8

AGREED: These saplings will be donated to Blaby Golf Course who will do their own planting.

- Areas to try to stem rising water levels, places where we could try to reduce flooding in the village. In addition, they will also reduce air pollution.

AGREED: No specific areas were agreed but anywhere there is flooding, possibly around Mill Lane.

- The rear of Bouskell Park as some of the trees there are currently dying.

AGREED: Seek permission from Blaby District Council before any trees are planted at Bouskell Park.

- Lutterworth Road grass verge between Keswick Road and Heybrook Avenue.

AGREED: Seek permission from Leicestershire County Council.

• On the grassy areas at the bottom of the Southway / Lutterworth Road, to replace the trees that were chopped down in the last couple of years.

AGREED: Seek permission from Leicestershire County Council.

- On Western Drive, to supplement the trees already in this area.

AGREED: Seek permission from Leicestershire County Council.

- Northfield Park along the Cricket club fence line.

AGREED: Cllr Mr Wareham is to speak to the cricket club to enquire if any trees would be beneficial.

EC.587

12. TO CONSIDER THE WILDFLOWER VERGE SCHEME

At a previous meeting members were issued with correspondence received from Leicestershire County Council with regards to Wildflower Verge Scheme where it was agreed that members wished to seek further information on the scheme but as yet no information has been received.

AGREED: Add this item to a future Estates and Community committee agenda for further consideration once information has been received.

EC.588

13. TO CONSIDER SUMMER HOLIDAY SPORTS CLUB

Finding Fitness has proposed the following dates for next year's Sports Holiday Club on Oakfield Park.

- Monday 29th March - Thursday 1st April
- Monday 26th July - Friday 30th July
- Monday 9th August - Friday 13th August

This year's clubs were cancelled due to the Covid-19 pandemic and the new dates are a provisional booking, depending on the pandemic circumstances next year.

AGREED: Members are happy with the proposed 2021 sports holiday club dates.

EC.589

14. TO CONSIDER CHRISTMAS 2020

Christmas Lights

We have received authorisation from Iceland for the Christmas Decorators to be connected to their power supply, the Christmas lights will be put up over the next few weeks in time for the switch on which is at 6.30pm on Friday, 27th November 2020.

Light Switch On

As we are unable to run our usual Christmas light switch on event this year, a recording of the light switch on will take place and added to the councils Facebook and website.

EC.590

15. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA

a) Lamppost Poppies

This year's lamppost poppies will be put up week commencing the 2nd November 2020.

EC.591

16. CHAIRMAN'S TIME

Thank you all for attending.

MEETING CLOSED: 8.43PM