

**BLABY PARISH COUNCIL
MEETING OF THE ESTATES & COMMUNITY COMMITTEE
To Be Held in the Oakfield Room, Blaby Civic Centre
at 7.00pm on Tuesday, 25th January 2022**

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

EC.740 **1. APOLOGIES FOR ABSENCE**

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

EC.741 **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
Mrs S Skeemer	Burial Rights	Personal

EC.742 **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

Allotment Rent Renewals

In December 2021, a total of 96 renewal invites were posted to existing tenants, allowing 6 weeks to renew their tenancy.

Update as of Monday, 24th January 2021:

86 X Tenancy Agreements have been returned and I.D. checked

1 x tenant has paid their rental but failed to complete and sign the agreements they will be charged the £25.00 admin surcharge to chase the outstanding paperwork.

8 X plots have now become vacant, due to ill health, become a new mother, retirement, 1 tenant did not agree with the £3.00 insurance cost and 2 tenants were unable to provide proof of their postal address.

As of today, 3 vacant plots have been reallocated to 2 Blaby residents and 1 non-Blaby resident.

There are 35 non-Blaby residents still on the waiting list.

A tenant provided the Council with false information regarding their address over a period of 4 years.

The tenant attended the office to discuss the 2022 renewal, when asked for proof of postal I.D. accused a previous member of the office staff of making a clerical error regarding their address, this member of staff was not working for the Council at the time.

During the four-year period, the tenant received 4 renewal tenancy agreements, two inspection letters and additional rules & regulations requesting them to confirm the information held was correct. The tenant called the office in July 2021 confirming the information was correct.

The tenant has had plenty of opportunities during the 4-year period to notify the Council that their address was incorrect, they also attended several committee meetings in April & May 2021.

RESOLVED: The tenant is to pay the backpay surcharge which totals £60.00.

RESOLVED: If the tenant refuses to pay the surcharge backpay their plot is to be relinquished as of the 31st January 2022.

a) A request has been made for the Council to provide a community shed for allotment tenants.

AGREED: The community shed was always provided by the Blaby Allotment Society.

b) Tenants asked if the Council would be providing skips at the allotments this year.

AGREED: No budget has been set to supply skips at the allotments during 2022.

c) Tenants asked if the allotment competition will take place this year.

AGREED: Members have agreed to carry out an allotment competition during 2022.

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

d) Tenants have asked what plans are in place for the renovation of the car park, there is no water drainage which at times makes the car park unusable to use.

AGREED: At present no car park renovation works are to be carried out, due to no permission being received from the landowners and until clarification has been received regarding a long-term lease on the land, currently the Parish Council has 2 ½ years left on the land lease.

e) Tenants have asked the Council for information regarding the Allotment Society.

AGREED: Write to the secretary of the allotment society asking the following questions: -

- Who is on the Allotment Society Committee?
- What is their position on the Committee?
- Are the committee members all Enderby Road named allotment tenants?
- What does the allotment society £3.00 membership fee cover?
- Does the £3.00 membership fee include named individual Public Liability?
- What are the subscriptions fees being used?
- Why is there no communal shed?
- Could skips be provided by the allotment society?

f) A tenant has asked for permission to erect a poly tunnel frame only near to their shed allowing climbers to grow around the frame.

AGREED: Members are happy for the frame to be used as a growing frame and not a poly tunnel.

The Parish Council has received lots of positive feedback from tenants regarding the introduction of the Public Liability insurance scheme, it is peace of mind whilst working or visiting the allotments for themselves and their families.

Eco Toilet

The eco toilet is on hold due to the lack of information received from Trinity College but all funds are in place for when Trinity College provide the information required.

Encroaching on Allotment Land

It has been brought to our attention that a games room and a brick wall has been built on a property situated on The Avenue, but it has extended over their boundary onto the allotment land by 1.2 metres wide and 30 metres in length.

AGREED: Write to Blaby District Council planning department and enquire if they had given the builders permission to build over the boundary line and was the works officially signed off for completion by Blaby District Council.

AGREED: Enquires are to be made as to who owns the allotments near to the golf course and The Southway.

EC.743

4. TO REPORT UPDATE ON THE NATIONAL LOTTERY COMMUNITY GRANT APPLICATION

We have successfully secured £4,972 from the National Lottery Awards for All funding scheme for the Blaby Playscheme being held on Oakfield Park.

The Methodist Church Hall has also been booked as a backup if the weather should turn.

14 days have been booked with Finding Fitness on the following dates with the activities running each day from 9.30am – 3.30pm.

- Monday 11th April - Thursday 14th April
- Monday 18th July - Friday 22nd July
- Monday 8th August - Friday 12th August

EC.744

5. TO CONSIDER BLABY CEMETERY

a) Cemetery Fees

An enquiry has been made regarding the fee for an interment of cremated remains for a gentleman who's last known address in 2005 was Blaby but the death certificate states no fixed abode.

RESOLVED: Non-parishioner fees are to be charged for this interment.

b) Cemetery Land

AGREED: Add cemetery land to the February Estates & Community committee agenda.

c) Rules & Regulations

AGREED: Add cemetery rules & regulations to a future committee agenda to consider the parishioner and non-parishioner fees and if fees should be charged for the scattering of ashes in Peace Meadow.

d) Interment of Ashes Fees – Alberto Costa MP

Members have been issued with a letter from Alberto Costa MP Constituency Assistant with regards to our burial fees for parishioners and non-parishioners, where a family who have lived in Blaby since 2017 are querying the fees. The deceased only lived in the family home for 6 months, but the family are requesting parishioner fees.

RESOLVED: Members have confirmed that the plot can be purchased at Blaby resident fees but the interment and digging costs will be non-resident fees.

e) Cremation Plot – Path Access

All members have been issued with a letter regarding our cremation paths. A complaint has been received stating the cremation path is too narrow to get a scooter on and this makes it difficult and un-friendly.

The width of the paths are wide enough and are accessible for pushchairs and mobility scooters.

EC.745

6. TO CONSIDER THE HIRE OF OAKFIELD PARK – FUNFAIR

Barker Funfair have enquired if they could hire Oakfield Park and use the car park area for their funfair this year.

They would like to set up on Wednesday, 30th March operating from Thursday, 31st March 2022 – Sunday, 3rd April 2022

AGREED: Only the car park area can be used for the fair rides, caravans and vehicles can be situated on the grassed area.

AGREED: Enquire how many rides will be attending.

RESOLVED: The following fees are to be charged: -

- Key Bond - £100.00
- Bond - £500.00
- No use of electricity is permitted.
- Charge £200.00 per day, totalling £1,000.00 for this year's fun fair.

EC.746

7. TO CONSIDER OAKFIELD PARK

An enquiry has been received regarding installing matting or a similar product to the entrance where Blaby Oaks footpath meets Oakfield Park.

DECLINE: The area is muddy due to the time of the year; no further action is required.

EC.747

8. TO CONSIDER THE CCTV GROUNDWORK QUOTATIONS

At the December 2021 committee meeting members agreed to accept the quotation to install 4 IP cameras at Northfield Park which will be transmitted back to the Parish Council office.

A quotation was required to be sourced for a trench to be dug from the toilet block to the old paddling pool at Northfield Park and the Cemetery.

Members are asked to consider the following quotation: -

QUOTATION RE: TRENCHING WORKS

To carry out trenching works, Northfield Park 60 metres and Cemetery 20 metres. 60mm ducting and tape, to include making good and seeding and 2 x 300mm x 1.5 metre deep sleeves all concreted in.

Total Cost of labour, materials, and plant hire = £4,100.00 + VAT

RESOLVED: Accept the quotation to carry out trenching works, Northfield Park 60 metres and Cemetery 20 metres. 60mm ducting and tape, to include making good and seeding and 2 x 300mm x 1.5-metre-deep sleeves all concreted in, labour, materials and plant hire priced at £4,100.00 + VAT.

EC.748

9. TO CONSIDER 2022 EVENTS

Minutes from the meeting held at 6pm on Tuesday, 25th January 2022 will be added to the February Estates & Community committee agenda for members consideration and approval.

EC.749

10. TO CONSIDER SUBSCRIPTIONS: -

a) National Federation of Cemetery Friends

The annual subscription for the National Federation of Cemetery Friends is due for renewal priced at £10.00.

RESOLVED: Accept the annual fee priced at £10.00 for the annual subscription of the National Federation of Cemetery Friends.

b) The National Allotment Society

The annual subscription for the National Allotment Society is due for renewal priced at £55.00 + VAT.

RESOLVED: Accept the renewal fee priced at £55.00 + VAT for the annual subscription of the National Allotment Society.

EC.750

11. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA

a) To Consider Quotation to Purchase Additional Road Safety Signs

Members are asked to consider the following quotations for additional road barrier signs which are required to be purchased for the road closure for the annual Christmas Light Switch on events.

<u>Quotation 1</u>	<u>Quotation 2</u>	<u>Quotation 3</u>
10 x Metal free standing stanchion road safety signs	10 x Metal free standing road safety signs	10 x Metal free standing Zintec road safety signs
Including VAT + Delivery £501.65	Including VAT + Delivery £362.40	Including VAT + Delivery £428.17

RESOLVED: Accept quotation number 2 for the purchase and delivery of 10 x metal free standing road safety signs priced at £362.40 (Inc. VAT).

EC.751

12. CHAIRMAN'S TIME

Thank you all for attending.

MEETING CLOSED: 8.00PM