

**BLABY PARISH COUNCIL  
MEETING OF THE ESTATES & COMMUNITY COMMITTEE  
To Be Held in the Oakfield Room, Blaby Civic Centre  
at 7.00pm on Tuesday, 28<sup>th</sup> June 2022**

**PRESENT:** Mr M Wareham (Chairman),  
Mr P Akroyd, Ms L Bolton, Mrs M Broomhead, Mrs S McFadden, Ms M Grant,  
Mrs S Skeemer, Mrs S Clifton (Admin Assistant) Mrs V Jepson (Manager) & 1 x  
Parishioners.

EC.813            **1. APOLOGIES FOR ABSENCE - None.**

EC.814            **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.815            **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

**a) Allotment Inspections – May 2022**

The third allotment inspection was carried out on Monday, 13<sup>th</sup> June 2022,  
17 letters were sent, 1 shed letter, 3 missing plot signs, 5 polite request letters, 6 first  
letters, 1 eviction letter and 1 plot reduced to half a plot.

One plot marker has been mislaid, the tenant has previously been sent two letters  
requesting the marker to be displayed, the marker has not been found and the tenant  
has been invoiced for a replacement marker.

Plot 26

After the June inspection and no improvement to plot 26, the tenant was informed the  
plot would be reduced to half a plot. The tenant has been asked to select which part  
of the plot he would prefer to keep by Tuesday, 21<sup>st</sup> June.

**AGREED:** As the tenant has not confirmed which plot, he wishes to keep members  
have agreed the existing tenant will keep plot 26 West and the new tenant will have  
plot 26 East as of the 8<sup>th</sup> July 2022.

**b) Over Hanging Tree**

A resident neighbouring the allotments has reported a poisonous Laburnum tree is  
pushing onto their fence panel damaging the panels. They are asking if the tree can  
be removed, or partly removed to stop the branches damaging the fence.

**AGREED:** The ground staff are to cut down and remove the Laburnum tree.

**c) Postal Address.**

A plot has been offered to new tenant, but she was unable to give a permanent postal address.

**AGREED:** No allotment can be offered to a tenant without a fixed postal address.

**d) New Tenant Requesting a Refund**

A new tenant was invited to inspect the allotment plot prior to them agreeing to take on the plot, after the plot was visited by the tenant the agreement was signed on the 13<sup>th</sup> June. An email was received from the tenant on 20<sup>th</sup> June asking the Council to disposal of the items that had been left on the plot from the previous tenant.

It was explained anything left behind on the plot by the previous tenant was now the responsibility of the new tenant to dispose of.

The tenant was informed the first inspected on the plot would not be until April 2023, giving them 10 months to clear the plot. The tenant feels the plot should have been cleared of the waist /rubbish before they took over the plot.

**AGREED:** Members confirmed the tenant can continue with their plot or return it to the Council, but no refund will be given as per the allotment rules & regulations.

**e) MP Correspondence – 7 West**

Members have been issued with correspondence from the Office of Alberto Costa MP with regards to a tenant's complaint about the loss of half of their allotment plot.

The MP's office is asking if the tenant had been treated fairly in this decision-making process.

**AGREED:** Write to the MP's office confirming that the committee followed the correct procedure regarding this matter.

**f) To Consider the Process for 2023**

Members had a lengthy discussion regarding the day to day running of the allotments and felt that as members of the Blaby & District Allotment & Garden Society often offer to assist the allotment inspectors at their inspections this process should be offered to them along with any complaints received and the Parish Council would continue to manage the finance side of the allotments.

**AGREED:** Invite members of the Blaby & District Allotment Society to a meeting to discuss the above matter.

**AGREED:** If members of the Blaby & District Allotment Society do not wish to take over the day to day running of the allotments this is to be offered to some of the allotment tenants who could set up a sub-committee working party.

EC.816            **4. TO CONSIDER REPLACING THE FOOTBALL CONTAINER ON OAKFIELD PARK**

We have been approached by the football teams who hire Oakfield Park who have asked if the Council would consider replacing the metal storage container which is situated on Oakfield Park, this could be done by applying for funding.

- Size would be 30/40ft long x 8ft wide x 10 ft high
- It will be used for the storage of foldaway goal posts and football equipment

To purchase a second hand 40ft container would cost approximately £3,500.00

**AGREED:** Members agreed to apply for funding for a replacement storage container, the application costs need to cover the removal of the old metal container and the delivery of a replacement container.

**AGREED:** No funds are to be taken from the Parish Council for this replacement container as members feel that Council funds shouldn't be used for outside football teams.

EC.817            **5. TO CONSIDER FORGE CORNER POPPY DISPLAY**

At a previous committee meeting members had been issued with a picture of a poppy display which had been suggested could be added to each side of the forge corner clock above McColl's.

The size of the poppy shown in the photograph is 1.9m x 1.5m and is priced at £500.00 ex vat but as the organisation makes everything bespoke, they can make the poppies to fit the space available.

**AGREED:** Members wish to purchase 2 x smaller poppies which are to be erected at the side of the forge corner clock.

EC.818            **6. TO REPORT UPDATE ON THE 2022 EVENTS**

A meeting was held with The Christmas Decorators and the following points were raised:-

1. Additional Icicle Lights along Cross Street and extending along Lutterworth Road (one side only)

Having carried out a physical inspection of the properties to be lit it was agreed to go ahead.

- Lutterworth Road

From Dipali Indian restaurant, past Dixon, Coles & Goddard to BFM (Independent Financial Advisers).

Extend Icicle lights if practicable to BFM. The Christmas Decorators to check with BFM and advise.

- Cross Street

Right hand side from the Natural Beauty Salon down to Zaika Indian Restaurant.

2. Other Decorations

a) 2 x Angels on the side wall of Milners Bakery.

**AGREED:** These are not required for the 2022 – 2024 lighting scheme, this is a saving of £1,000.00 per year.

b) Large format frame and Father Christmas – formerly on Savers side wall.

**AGREED:** This lighting display is not required for the 2022 -2024 scheme, this is a saving of £667 per year.

c) Forge Corner Display

**AGREED:** The three large illuminated parcels are no longer required going forward and will be replaced. The Christmas Decorators are to provide suggested alternatives such as illuminated reindeer and possibly a Santa's sledge.

d) Iceland Central Display

**AGREED:** Scale down the Iceland canopy display due to the addition of the large Cone Christmas tree at the entrance of Johns Court. It is suggested two x 6ft illuminated Christmas trees plus the series of giant snowflakes as a backdrop. The Christmas Decorators are to review the costs.

e) Illuminated Wall Mounted Christmas trees

It was agreed to change the lighting colour scheme from Red and White to Blue and White. The Christmas Decorators are to check on availability of Blue string lights.

### 3. Timing

**AGREED:** The preliminary work (e.g. installation of catenary wires, rewiring trees and ordering the fabrications) is to take place as soon as possible.

#### Budget Impact

**RESOLVED:** The cost impact of the above changes would be to reduce the overall lights budget from £32,561 plus VAT to £28,894 plus VAT, due to the decrease in feature lights.

**RESOLVED:** The Christmas Decorators will submit the first 50% deposit invoice once the changes have been approved. In recognition of prompt payment an early bird discount of 5% will be applied to the deposit invoice.

### 4. Lamppost Design

Members considered if they wish to change the street lighting column design for the 2022 – 2024 lighting scheme, by doing so there would be an additional cost of approx. £100 or more per unit which could mean an additional £1,300 - £1,500 per year.

**RESOLVED:** Members agreed to continue with the existing lamppost lighting scheme which wouldn't incur any additional fees.

#### **Summer Funday – Saturday, 6<sup>th</sup> August**

Members are updated with the progress of booking the fairground rides for the Summer event.

**RESOLVED:** The manager is given delegated powers to finalise any attractions required to attend this year's Summer event.

#### **Rockstar Promotions**

The stage and lighting has been agreed, DJ music and tribute acts are in hand, a list of tribute acts will be available soon.

The Bar has been confirmed.

#### **Dog Show**

The dog show has been confirmed they will be attending.

**Toilet Hire**

| Quotation1  | Quotation 2   |
|---|---|
| 4 x Ladies Toilets<br>2 x Men’s Toilets<br>1 x Disabled Toilet<br>Delivery & Collection | 4 x Ladies Toilets<br>2 x Men’s Toilets<br>1 x Disabled Toilet<br>Delivery & Collection |
| <b>£865.00 + VAT</b>  | <b>£ 490.00 + VAT</b>   |

**RESOLVED:** Accept quotation number 2 for the hire of portable toilets priced at £490.00 + VAT.

**First Aider**

Provision for 2 x First Responders from 2.00pm – 9.00pm

| Quotation1   | Quotation 2  | Quotation 3  |
|--|--|--|
| 2 X First Responders<br>Level 3 FREC trained<br>responders | 2 X First Responders<br>Level 3 FREC trained<br>responders | 2 X First Responders<br>Level 3 FREC trained<br>responders |
| <b>£270.00</b>   | <b>£252.00 + VAT</b>                                       | <b>£350.00</b>   |

**RESOLVED:** Accept quotation number 1 for the hire of 2 x first responders from 2pm – 9pm priced at £270.00.

**Litter & Recycling Bin Quotation**

The hire of 5 x 1100L Bins and 2 x 360L Recycling Bins plus delivery on Friday, 5<sup>th</sup> August and collection on Monday, 8<sup>th</sup> August priced at £211.04 + VAT.

**RESOLVED:** Accept the quotation received for the hire of litter and recycling bins priced at £211.04 + VAT.

EC.819

**7. TO CONSIDER THE BENCH LOCATION ON OAKFIELD PARK**

A resident of Oakfield Crescent is concerned about the park bench located directly at the rear of his property, he has concerns that now the summer months are upon us, he has noticed a notable increase in the number of youths, who sit on this bench in the evening smoking marijuana. The smoke from which blows directly into his house from the wind blowing over the park.

The resident is requesting if it would be possible to relocate the bench to the other side of the park

**DECLINED:** Members do not wish to relocate the bench as it has been in situ for many years. It is advised that if the resident has problems with youths smoking marijuana then he should call the police.

EC.820

**8. TO CONSIDER THE PEACE MEADOW MEMORIAL TREE & BRANCHES**  
 At the May committee meeting the following was agreed:-

**Peace Meadow - Memorial Tree - Option 4 – Willow Tree**

|                    |                                   |                          |  |
|--------------------|-----------------------------------|--------------------------|--|
| Trunk Grey Granite | 8 Steel Branches                  | 300 Green Granite Leaves | £9,495.00 + VAT +<br>£150.00 + VAT<br>Delivery |
| Inscribed Leaf     | Green Granite<br>Silver Lettering |                          | £26.00 + VAT                                   |

**RECOMMENDATION RESOLVED:** Accept the quotation for option number 4 of the peace meadow memorial tree – Willow Tree to include, 8 steel branches and a grey granite trunk to hold 300 leaves priced at £9,495.00 + VAT. Funds are to be taken from the Earmarked Reserve – Cemetery Development account.

**AGREED:** Seek additional information of the leaf shapes and prices.

**AGREED:** Add the tree leaf design to the next committee agenda for further consideration.

Further clarification is required before a final decision can be made regarding the purchase of the peace meadow memorial tree.

**AGREED:** Add this item to the July full Council agenda for further consideration.

EC.821

**9. TO CONSIDER THE CRESCENT PLAY AREA**

**a) CCTV**

Confirmation has now been received from Leicestershire County Council with regards to the necessary works required to be carried out to the lamppost at The Crescent to enable the CCTV to be installed, the work is due to be completed on Thursday, 30<sup>th</sup> June 2022.

**b) Fence**

A resident of The Crescent has cut a hole in his fence which leads onto The Crescent Play area. The ground staff had covered the hole with a piece of wood, but the resident has since removed it.

There was a report from a resident where the tenant’s dog had bit a young child whilst she was playing on the park, but the mother of the child didn’t leave any details otherwise this matter could have been reported to the police.

**AGREED:** Write to the resident of The Crescent requesting that the hole is covered up as their dog is a nuisance to children whilst they are playing on the park, if the fence hole is not covered then a 1.2metre chain fence is to be erected by the ground staff to stop the dog from entering alone onto The Crescent play area by the rear fence.

EC.822

**10. TO CONSIDER FUTURE COMMITTEE DATE**

It is reported that the staff will be on annual leave for the next Estates & Community committee meeting, which is due to be held on Tuesday, 19<sup>th</sup> July 2022.

**AGREED:** The next Estates & Community committee meeting is to be held on Tuesday, 23<sup>rd</sup> August 2022.

**AGREED:** Anything urgent is to be dealt with at the August Full Council meeting.

EC.823

**11. CORRESPONDENCE**

**a) Green Flag Award Winners Ceremony**

We have been invited to attend this year's Green Flag Awards Ceremony which will take place on Tuesday, 26<sup>th</sup> July at the National Memorial Arboretum, Burton-on-Trent.

**AGREED:** All the ground staff are to attend the Green Flag Awards Ceremony on Tuesday, 26<sup>th</sup> July 2022.

EC.824

**12. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA**

**a) Use of Oakfield Park**

Blaby District Council's, Health & Leisure assistant is enquiring about the possibility of using Oakfield Park to run a small activity day through Blaby District Council for approx. 30 children over the school holidays. They are looking to use the park on Thursday, 4<sup>th</sup> August, from 12:30pm until around 2:30pm.

**AGREED:** Blaby District Council are given approval to use Oakfield Park free of charge on Tuesday, 4<sup>th</sup> August 2022 for their activity day.

**b) Oakfield Park Gym Equipment**

Correspondence has been received from a member of the public regarding a piece of gym equipment on Oakfield Park, where the resident's son who is aged 10 years, hurt himself on the apparatus.

It is confirmed there are signs around the gym equipment which states the equipment is not suitable for individuals under the age of 13 unless always accompanied by an adult.

**AGREED:** Amend the sign to read not suitable for under the age of 16 years.

**AGREED:** Purchase stickers which can be added to each piece of gym equipment stating the item is not suitable for under 16-year-olds.



**c) Lamppost Poppies**

The lamppost poppies are looking very tired and new ones are required to be purchased in time for Remembrance Day. There is a suggested donation fee of £3.00 plus postage from the Royal British Legion for these poppies.

**RESOLVED:** Purchase replacement poppies for the lampposts running from Blaby Civic Centre up to the Memorial site on Lutterworth Road, each lamppost will have the poppies doubled up so they can be seen from either side of the road.

**RESOLVED:** Purchase poppies to be erected on the front rails of the Cemetery.

**RESOLVED:** Purchase poppies to be erected on the rails around the memorial on Northfield Park.

EC.825

**13. CHAIRMAN'S TIME**

Thank you all for attending.

**MEETING CLOSED: 8.15PM**