

**BLABY PARISH COUNCIL
MEETING OF THE ESTATES & COMMUNITY COMMITTEE
To Be Held in the Oakfield Room, Blaby Civic Centre
at 7.00pm on Tuesday, 23rd August 2022**

PRESENT: Mr M Wareham (Chairman),
Mr Akroyd, Ms L Bolton, Mrs M Broomhead, Mrs S McFadden, Mrs S Skeemer,
Mrs S Clifton (Deputy Manager), Mrs V Jepson (Manager) & 6 x Parishioners.

EC.826 **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Ms Grant the reason for which is approved.

EC.827 **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
Mr M Wareham	Agenda Item 4b	Personal & Prejudicial.
Mr M Wareham	Agenda Item 5	Personal & Prejudicial.

EC.828 **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

a) Allotment Inspections – August 2022

The fourth allotment inspection was carried out on Friday, 12th August 2022, 9 letters in total were sent. 5 missing plot signs, 1 first letter, 1 polite letter regarding the use of pellets, 1 polite letter requesting an update and 1 eviction letter.

b) Over Hanging Tree

At the last committee meeting members were informed that a resident neighbouring the allotments had reported a Laburnum tree from the allotment is pushing onto their fence panel damaging the panels. The ground staff carried out the work to remove the branches which were damaging the fence.

c) Blaby & District Allotment & Garden Society

Members of the Estates and Community committee along with representatives of the Blaby and District Allotments and Gardens Society met to discuss the management of plot inspections at the Enderby Road allotments, the meeting was to discuss our offer that the Society take over the function of plot inspections, commencing January 2023.

The Blaby and District Allotments and Gardens Society have arranged a meeting to be held on Tuesday, 30th August to discuss the plans further with all allotment tenants.

d) Allotment Competition

The judging of the allotment competition will take place at the end of August and the presentation of prizes will be held at the full council meeting, on Tuesday, 13th September 2022.

e) Bonfires

Members have been issued with correspondence from a resident close to the allotments regarding bonfires and smoke fire blowing in all directions.

The resident was reminded that allotment tenants are allowed to have a bonfire on Wednesdays and Sundays, and we can only implement a bonfire ban if they are banned officially.

f) Ex-Allotment Tenant

All members have been issued with a letter from an ex-allotment tenant requesting compensation from the council for the loss of his produce.

The ex-allotment tenant has threatened to take the Parish Council to the small claims court if he doesn't receive appropriate compensation for his loss of produce. .

AGREED: Write to the tenant to confirm he has signed the Councils rules & regulations which clearly states: -

- *The Council will not reimburse for crops that remain on the plot after the eviction period has ended*

g) Plot 7 West – August Allotment Inspection

All members have been issued with an email received from a friend of the tenant of allotment plot 7 West.

False allegations have been made in the email and members confirmed the correct protocol and procedure has been followed at all times and the decision for the tenant of plot 7 west to be evicted from his plot as of the 13th September 2022 still stands.

AGREED: No correspondence is to be sent to the friend of allotment plot 7 west due to data protection.

AGREED: Confirm in writing again to the tenant of allotment plot 7 west that his eviction still stands, and he must vacate his plot by the 13th September 2022.

EC.829

4. TO RECEIVED MANAGERS REPORT

a) Oakfield Park

The new litter and dog waste bin has been installed at Oakfield Park near to the walkway at Blaby Oaks.

b) Oakfield Park – Oaks Community Room

The lighting in the Oaks Community Room toilets are broken. A quotation has been received for all lighting to be checked at the Oaks Community building and any repairs required are to be carried out.

Quotation 1
Check and repair lighting in the Oaks Community building
Total = £283.65 (No VAT)

RESOLVED: Accept the quotation received to check and repair any faulty lighting in the Oaks Community building priced at £283.65.

c) To Consider Park Repairs – Northfield Park

Members considered the quotation to weld both handrails on the climbing frame, touch up the welded paintwork with primer, cut away the two damaged feet to the slide and replace with new feet and concrete into the ground total cost for the repairs are £420.00 + VAT.

RESOLVED: Accept the welding and repair quotation for Northfield Park priced at £420.00 + VAT.

d) Oakfield Park – Perimeter Fence

Correspondence has been received from a resident of Saville Road regarding the rear fence having a hole in the wire.

It is confirmed the ground staff have visited the site and fixed the hole.

EC.830

5. TO REPORT UPDATE ON THE CRESCENT PLAY AREA

Week commencing the 7th August a post was added to the 'All Things Blaby' Facebook site where a local resident stated, "Just had to threaten these kids with the police as they were lighting fires on the crescent park!!".

These photographs have been passed onto Blaby District Council's Community Safety Team and the police for further investigation.

It is reported our current CCTV camera view is for the top end of the park and it is proposed two additional cameras are purchased to gain clearer views on the entrance and approx. thirty meters up on the park.

Quotation 1 – Cameras
To supply and install two extra cameras to view the entrance and first thirty meters of the Crescent Park area.
£540.00 + VAT

RESOLVED: Accept the quotation to purchase and install two additional cameras to view the entrance and the first thirty meters of the Crescent play area priced at £540.00 + VAT.

Quotation 1 – Anti-Vandal Proof Box
To supply and install 1 x anti-vandal metal fireproof CCTV box to store the hard drive.
£618.87 (NO VAT)

RESOLVED: Accept the quotation to purchase and instal one anti-vandal fireproof CCTV box for the Crescent play area at a total price of £618.87.

EC.831

6. TO CONSIDER THE HIRE OF NORTHFIELD PARK – FOOTBALL PITCH

We currently hire out Northfield Park football pitch to a charity team called ‘Baby Loss Support LLR’, which provide various methods of support for families that have lost their babies. It was agreed back in September 2020 that no fee was to be charged to this team for the use of the Northfield Park football pitch.

We have been approached by AC Urchins (Division 4 Alliance Sunday League) for the hire of the football pitch on Northfield Park.

RESOLVED: Allow AC Urchins (Division 4 Alliance Sunday League) to pitch share Northfield Park football pitch for the 2022/23 season priced at £250 per season and £30 + VAT for any friendly matches.

EC.832

7. TO CONSIDER PARISH COUNCIL EVENTS

a) Debrief of the 2022 Summer Funday

More than 5,000 people attended the event, we received some excellent feedback from the stall holders some of whom sold out and all would like to return again next year and also take part in the Christmas Light Switch on event.

Independent fair rides thanked us for allowing them to attend, after two hard years this was the best ran and attended event they had been too.

One stall holder reported another stall holder’s gazebo had blown away and hit the bonnet of his car causing damage to the paintwork. The stall holder had provided a

gazebo risk assessment and public liability insurance, therefore covering the Parish Council of any blame.

Due to the volume of cars and the car parking issues, the event layout could be changed keeping the stalls, rides, food and dog show on the one field this would allow the smaller park to be used as a parking area, a one-way entrance from Hospital Lane and exiting via the barrier onto Oaks Drive could be considered.

The lack of toilet issue and the shortage of toilet facilities was not only due to the amount of people who attended but the toilet provider supplied only 2 ladies' toilets instead of the 4 which was requested, the provider has been notified of this error and we are awaiting a reply.

The resident's feedback to the music and stage position caused some of the houses to vibrate. Blaby District Council received one complaint that the music did not finish until 10.00pm, this has been disputed via an email to District Council as the stage music finished at 8.59pm.

Some local residents attended the meeting to complain about the stage and its location, a discussion was held with all parishioners and councillors present and it was confirmed expert advice had been taken regarding the stage location, but it is agreed the stage location would be considered for future events.

All parishioners were thanked for attending the meeting and their comments would be taken on board for any future events.

Fair Ground

A meeting has been held with the supplier of our usual fair rides where he has asked for a condition of let document to be issued to anybody wishing to stand at our events, this document states that Blaby Parish Council and Terry Such reserves the right to only allow the fair or stall to stand for one year only.

DECLINE: Members do not feel the need to enter into an agreement with Mr Such as all Parish Council events are run and managed by Blaby Parish Council only.

Income & Expenditure

The cost to the Parish Council for the 2022 Summer Funday is £9,090.15.

In total the event cost the Parish Council £9,090.15.

Feedback

All members have been issued with a copy of all positive and negative feedback received from the Summer Funday.

b) Summer 2023

The following is **AGREED** for the 2023 Summer Funday: -

- Location – Oakfield Park
- Confirmed Date - Saturday, 5th August 2023
- Theme – as 2022 – Summer Funday
- Reposition the stage further away from the houses
- Source quotations for a stage, sound and lighting
- Blaby Parish Council to source live music and a DJ
- Increase the stall rent for everybody attending
- A bigger bar or maybe two bars are required
- More fair rides are required and to hopefully include the dodgems
- Bin bags are to be handed out at the start of the event; it is suggested to offer a bag to every car entering the car park
- More litter bins are required
- More portable toilets are required
- As there were a lot more cars than expected the following options need to be considered
 - Appoint a traffic warden for Hospital Lane
 - Apply for a Traffic Regulation Order – there would be a charge from LCC for this
 - Purchase our own yellow cones and cone off Hospital Lane and Oaks Drive but this would not be enforceable, but it may stop some on-street parking
- Write to residents around Oakfield Park informing them of the event and apologies in advance for any noise or inconvenience which may be caused on the day
- Put the whole event on the one field and use the field where the dog show took place as the car park, making it a one-way system, in from Hospital Lane and out onto Oaks Drive/Oakfield Crescent.
- If we use the right-hand field as a car park, then additional bollards will need to be purchased to make entering the car park safer and easier.

c) Christmas 2022

The following is **AGREED** for Christmas 2022: -

- Stage to be erected in the precinct
- DJ / Music
- Social media promotor
- Apply for an events licence
- Apply for a music licence
- Apply for a road closure which is to be extended along Enderby Road to past the Iceland car park entrance, this will allow for the fair rides to go further up

Enderby Road so people will be more directed to enter the Savers car park where the stalls will be located

- Santa is to switch on the Christmas lights but there will be no meet and greet with Santa this year as this takes up a lot of time and not every child gets to meet him
- The following fees are to be charged for fair rides and stalls: -
 - £75 children's rides
 - £275 adult rides
 - £35 market stall holders
 - £100 large food vendors (fast food etc.)
 - £75 sweet food vendors (candy floss & Do-nuts etc.)
- Erect the Christmas gazebos in the front Civic Centre car park
- Purchase hook a ducks and plastic sand pits which can be used in the gazebo's free of charge
- Purchase prizes for the free hook a duck games.
- Request a sponsorship from a local business for the free hook a duck games.

EC.833

8. TO CONSIDER BLABY CEMETERY

a) To Consider Burial Fees & Payment

All members have been issued with a copy of the proposed cemetery burial fees and payments and the rules and regulations.

AGREED: Members approved the amendments and price increases.

AGREED: These amendments are to take affect immediately.

b) Memorial Bench Requests

Two requests have been received for memorial benches to be installed at the Cemetery.

One near to plot number CR.44R and the second is near to plot number A.106.

AGREED: The two suggested bench locations are approved.

c) To Consider Cemetery Fees

A non-parishioner has requested to intern her parent's ashes which are in a shared casket, but she only wishes to be charged for one interment and digging fee.

RESOLVED: All interment and digging fees will be applied per named person and not per casket.

d) Peace Meadow Memorial Tree

Quotations are to be sourced for the groundwork for the installation of the new peace meadow memorial tree.

RESOLVED: The manager is given delegated powers to accept the best quotation for the peace meadow memorial tree ground works.

EC.834

9. CORRESPONDENCE

a) Green Flag Award Winners Ceremony

On Tuesday, 26th July on behalf of the Parish Council the senior grounds man, Mr Michael Scriven & the full-time grounds man, Mr Connor Hetherington both attended the green flag award winner's ceremony which was held at the National Memorial Arboretum.

b) Mission - Foodbank

All members have been issued with a letter and a summary of what the mission – foodbank have been able to achieve over the past 3 years.

The mission foodbank is asking if the Parish Council would be willing to make a donation to help support households across Blaby District?

DECLINE: Members wish to decline the request to donate to the Mission Foodbank.

AGREED: To Consider a Blaby Foodbank is to be added to the September 2022 full council agenda for further consideration.

c) National Federation of Cemetery Friends

Members have been issued with a copy of the latest annual report from the National Federation of Cemetery Friends. This contains reports from the officers and the statement of accounts, as well as the minutes of the Annual General Meeting.

EC.835

10. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA

a) BLABY TOWN CENTRE IMPROVEMENT UPDATE

Noticeboards

At the August full Council meeting members were informed that the new notice/information boards have been replaced and installed in the village centre.

The noticeboard outside the Butchers and the one situated in Bouskall Park have both been damaged due to a couple of members of the public trying to use the original key to open the new boards, Blaby District Council are trying to resolve this matter.

Blaby District Council have issued the Parish Council with 2 new noticeboard keys which is clearly not enough as the ground staff will need to have one on them at all times, Blaby District Council are enquiring as to whether any additional keys can be purchased.

AGREED: The new noticeboard key is not to be given out to any member of the public until additional keys are received from Blaby District Council.

AGREED: If members of the public wish for a notice to be added to the board next to the butchers this will be done by the Parish Council at the time when our own notices are put in.

New Noticeboard

Blaby District Council had confirmed that through the Public Realm money they are able to purchase 1 x additional noticeboard to replace the ones they have removed but this would have to be sited within Blaby Town Centre. It is confirmed Blaby District Council would not be able to support the Parish Council with any installation costs or any ongoing support it would purely be the purchase of a new board.

This new board would have to be ordered by the end of August to fall in line with funding requirements.

AGREED: A new double door noticeboard is required to be ordered by Blaby District Council using the Public Realm money and it is to be situated on the left-hand piece of grass of the Lutterworth Road War Memorial as this land is owned by the Parish Council.

Banners

All members have been issued with a design for the banners that will go up on the lampposts heading into Blaby Town Centre.

b) Poppy Pilgrimage

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 during November 2022.

EC.836

11. CHAIRMAN'S TIME

Thank you all for attending.

MEETING CLOSED: 8.30PM