

**BLABY PARISH COUNCIL
MEETING OF THE ESTATES & COMMUNITY COMMITTEE
To Be Held in the Oakfield Room, Blaby Civic Centre
at 7.00pm on Tuesday, 4th October 2022**

PRESENT: Mr M Wareham (Chairman),
Mr Akroyd, Ms L Bolton, Mrs M Broomhead, Mrs S McFadden, Ms M Grant,
Mrs S Skeemer, Mrs S Clifton (Deputy Manager) Mrs V Jepson (Manager) & 2 x
Parishioners.

EC.837 **1. APOLOGIES FOR ABSENCE – None.**

EC.838 **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.839 **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

Update Plot 7W

It appears the evicted tenant from plot 7W had entered the allotments on Saturday, 23rd September. Members have been issued with photographs of the work that was carried out by the ex-tenant at this visit. The ex-tenant had previously been sent two letters, explaining he was not to enter the allotments after the 13th September as he would be trespassing.

On Monday, 26th September three barriers were placed at the start of plot 7W with notices attached to each barrier notifying that no one should enter plot 7W without prior permission from Blaby Parish Council.

As the shed wasn't removed by the ex tenant this task is to be carried out by the Goundstaff.

RESOLVED: Pay the tip fee to dispose of the shed from plot 7W. Funds are to be allocated against the allotment maintenance budget.

Bonfires

On Wednesday, 24th August we received a complaint from a resident who lives close to the allotments regarding a tenant who had had a bonfire. The manager and deputy manager visited the site to check the bonfire but when they arrived it had gone out.

The bonfire was held on a Wednesday which tenants are allowed to do.

AGREED: No further action is to be taken regarding this matter at this time.

Blaby Allotment Society

Members of the Blaby Allotment Society have met and confirmed they will happily take on the inspections of Blaby Allotment plots from January 2023.

Their plan is:

- To use our inspection guidance
- To inspect monthly between April and October in the first week of the month
- The society will inform the Parish Council of plots not up to standard within the following few days and why, so we are able to send letters accordingly
- They anticipate a warning, a not up to standard and then an eviction letter
- They will communicate the inspection dates and times with tenants and the Parish Council

AGREED: Members approved the above and are happy to work with members of the Blaby Allotment and Garden Society on this matter.

AGREED: The Blaby Allotment & Garden Society have confirmed they will continue to do the allotment competition and they will also continue to use the Jack Churchard shield in the competition.

1 parishioner left the meeting at this point.

EC.840

4. TO RECEIVED MANAGERS REPORT

a) Oakfield Park Bollards

On the evening of Monday, 12th September youths were seen removing bollards from around the park.

As the top barrier was still damaged after a vehicle had drove into it the manager decided to close off the car park as a precaution.

On Thursday, 15th September the mobile welder attended Oakfield Park and fixed the top barrier, whilst he was on site it appeared vehicles were hanging around the park entrance.

The car park remained closed until a more secure padlock and chain had been purchased.

b) Blaby Issues

Members have been issued with the following email from a local resident:-

I am writing to you as a Blaby resident and to express my feelings over the deteriorating of the area. I have contacted Blaby District Council on several occasions due to lots of different issues and it seems I'm not getting anywhere.

Blaby seems to be deteriorating rapidly over the past few years... an increased amount of ASB, rubbish and graffiti seem to be around every corner and it's heart breaking that a once vibrant village is going downhill at such a rate.

AGREED: The rubbish and graffiti is to be reported to the District Council and Leicestershire County Council, with regards to the ASB this would need to be reported to the local Police at the time.

The amount of rubbish being left along Church Street in Blaby and dog poo bags thrown onto the street and around the pathways around the corn fields / Old Blaby due to a lack of bins. The District Council's response is there is nowhere for bins to go... surely this cannot be the case?

AGREED: Street cleaning is a District Council's duty, report this matter to them and enquire if a bin could be installed around Church Street.

The graffiti which greets people arriving into the village on the bridges and roundabout is out of control... have you any ideas when this will be cleaned away? Is there a strategy in place going forward to tackle this?

AGREED: The graffiti on the road signs are the responsibility of Leicestershire County Council highways department, they are aware of the issue and are currently in the process of arranging replacement signs but have given no time scale of when this will happen.

The hedgerows are overgrown and look uncared for... I have also been contacting the council only to be passed from pillar to post with regards to reinstating a natural hedgerow along the path in the cornfields where the fence for the new Hall Farm development is.

AGREED: The hedgerow is the responsibility of Leicestershire County Council.

AGREED: The hedgerow Z.49 from Mill Lane to Glen Parva is very overgrown, report this matter to Leicestershire County Council.

There seems to be a CCTV camera which has gone up in Northfield Park over the play area... is there any provision for another one to cover the other parts of the park where ASB has been an issue?

AGREED: The CCTV and Northfield Park is the responsibility of the Parish Council, and it is confirmed that additional CCTV will hopefully be installed on Northfield Park in due course.

I would also be interested to know if there is provision for a CCTV camera in Bouskell Park... with the numerous new events which have been taking place in the park I think if we are installing cameras in the area this park would benefit from them too.

AGREED: Bouskell Park is owned by Blaby District Council and not the Parish Council, report this request to the District Council.

Whilst the chaps who work the area in the parks and church yards are doing a great job, super friendly and approachable there is clearly a need for additional staff in these areas.

AGREED: The Parish Council do not have any plans to employ additional members of staff at this moment in time.

I am keen to know if you are liaising with the council on ways to improve the area and if you can direct me to a plan to have a read through?

AGREED: The District Council have completed their Town Centre Improvement project, with the installation of new benches, planters and noticeboards, the Parish Council do not have any other Town centre improvement plans in place.

It's such a shame when the village has such potential. I'm sure you are aware of these issues, and it is frequently mentioned on social media how the area is going downhill along with the distinct lack of alternative independent shops and restaurants. The centre now just seems a Mecca of cheap takeaways, hairdressers and charity shops. Where is the heart of the village?

AGREED: All planning decisions are made by Blaby District Council.

AGREED: Write to the parishioner with the answers to the questions raised and report these matters to the relevant Council.

1 parishioner arrived at 7.16pm.

EC.841

5. TO CONSIDER BLABY CEMETERY

Update on Cemetery Memorial Tree

The base work for the memorial tree is now complete, with a confirmed tree installation date of week commencing the 24th October 2022.

AGREED: Once the tree has been installed the base will have a cobble decorative border infilled with a black ice decorative stone.

Leaf Option

As previously agreed the leaf and inscription is to be charged at £95.00 + VAT. There is an extra option available to have an image of either a Heart, Ladybirds, Acorn, Butterfly, Cross or Four-Leaf Clover at the base of the leaf, for the image there is an additional cost of £30.00 + VAT which is to be added to the £95.00 + VAT.

RESOLVED: Members are happy for the additional image cost to be charged to the inscription leaf.

AGREED: Members wish for an unveiling of the memorial tree to be carried out.

AGREED: Members wish for the tree to be named.

AGREED: Add this item to the next committee agenda for members to produce suggested memorial tree names, a date for the unveiling of the tree and a suggestion of who could do the unveiling of the memorial tree.

To Consider the "Forget You Not" Garden & Post Box

The objective for the "Forget You Not Garden & Post Box" is for anyone who hasn't been able to say goodbye to their loved ones or who would like to commemorate an Anniversary, Birthday, Mother's Day, Father's Day Christmas etc. The "Forget You Not Garden" could be strategically placed in an area within Peace Meadow near to the Memorial Tree where wildflowers can be planted giving a peaceful setting.

A biodegradable envelope containing a card and a small packet of wildflower seeds will be available to purchase from the Civic Centre at a small cost making it accessible for anyone who is unable to afford a memorial leaf.

Thoughts and memories can be put in writing and posted in the special “For Get You Not” post box positioned in the Peace Meadow near to the wildflower garden area. The seeds provided with the envelopes can be scattered in the wildflower area or taken home by the purchaser to be used at home this will also help the wildlife preservation especially the Bees and Butterflies.

The posted letters will be collected at regular intervals by the ground staff stored securely and buried into the garden eventually becoming mulch.

The Parish Council already has a wooden Owl that could be utilised to form the post, we would only need to purchase the letter box separately, these are priced around £70.

AGREED: Members think the ‘Forget You Not Garden’, wooden post and post box is a wonderful idea.

RESOLVED: Purchase a letter box which is to be fixed to the Owl wooden post.

RESOLVED: The biodegradable envelope containing a card and a small packet of wildflower seeds is to be charged at £3.00 per packet.

To Consider Bench Request

A request has been received from a Blaby family who would not only like to purchase a memorial leaf but has also requested to have a bench in the Peace Meadow Garden positioned close to the memorial tree.

Their father who has recently passed moved into Blaby when he was 6 months old in 1937 living at Chapel Street and Church Street. He attended School in Blaby and spent his childhood playing in the fields and lanes of Blaby.

At 7 years he helped the farmers deliver milk to the homes in and around Blaby and was only 8 years old when he saw the plane performing aerobatics over the village nosedive and crash into a field in Blaby in 1945.

He stayed in Blaby and brought and raised his family in Blaby. Both his wife and daughter still live in Blaby. The family would very much appreciate if the Committee would consider their bench request.

AGREED: Approval is given for the family to purchase a recyclable plastic bench which is to be situated to the right hand side of the new memorial tree.

The Family would also like their family surname “Allsopp” to be considered as a suggestion for the Memorial Tree name.

To Approve the Groundwork Quotations

The following quotations have been received for the base for the memorial tree.

Quotation 1	Quotation 2	Quotation 3	Quotation 4
<p>Part 1. Excavate 1.200 x 1.200 x 400mm area fill with concrete 2 layers of mesh A393 trowel finish concrete base remove waste</p> <p>Part 2 Cobble paving border and Weed control membrane fitted stone infill</p>	<p>Part 1. Excavate 1.200 x 1.200 x 400mm area fill with concrete 2 layers of mesh A393 trowel finish concrete base remove waste</p> <p>Part 2 2 rows buff edging stone Weed control membrane Cotswold buff decorative stone infill</p>	<p>Part 1. Excavate 1.200 x 1.200 x 400mm area fill with concrete 2 layers of mesh A393 trowel finish concrete base remove waste</p> <p>Part 2 Lay buff edging stones Weed control membrane Cotswold buff decorative stone infill</p>	<p>Part 1. Excavate 1.2 x 1.2 x 400mm area fill with concrete 2 layers of mesh A393 trowel finish concrete base remove waste</p> <p>Part 2 3 deep angler stone Weed control membrane stone infi</p>
£1730.50 + VAT	£2176.86 + VAT	£1570.00 + VAT	£3878.00 + VAT

RESOLVED: Quotation number 1 was accepted by the manger under delegated powers for the memorial tree ground works.

EC.842

6. TO REPORT UPDATE ON CHRISTMAS 2022

• **Stage**

At the last meeting it was agreed the stage would be erected in the precinct but since then the new benches and litter bins have been installed.

It is felt as the 20ft Cone Christmas Tree is going to be erected at the front of the precinct the stage wouldn't be seen.

AGREED: Relocate the stage so it is situated on the road near to the Aldi roundabout, just beyond the zebra crossing this way the precinct will be kept clear and the stage will be in view the whole way down Lutterworth Road.

Members considered the stage quotations below:

Quotation 1	Quotation 2	Quotation 3
6m X 4m Apex covered stage, PA system including microphones and LED stage lighting, 21 Kva generator flue and cables. Delivery & collection	8m X 6m Mobile stage, PA system including microphones and LED stage lighting, 21 Kva generator flue and cables. Delivery & collection	6.5m X 6m Mobile stage, PA system including microphones and LED stage lighting, 21 Kva generator flue and cables. Delivery & collection
£ 1,629.00+ VAT	£2,529.00 + VAT	£5,000.00 + VAT

RESOLVED: Accept quotation number 1 for the hire of a 6m X 4m Apex covered stage, PA system including microphones and LED stage lighting, 21 Kva generator flue and cables. Delivery & collection priced at £1,629.00 + VAT.

At the last committee meeting it was agreed that Santa was to switch the Christmas lights on and that there would be no meet and greet with Santa as it takes up a lot of time and not every child gets to meet him.

AGREED: Santa will sit on his sledge on the stage which will be decorated with Christmas backdrops, Christmas presents and Christmas trees.

There will be an opportunity for photographs to be taken with Santa whilst he is on the stage, this will hopefully enable more children to see Santa and it won't be too tiring for him as it has been in past years.

- **DJ / Music**

AGREED: Currently there is no DJ, this task will be carried out by a staff member or volunteer who will compare and assist Santa with the countdown for the light switch on.

AGREED: Background music will be played via the stage PA System, this will be by either a CD or downloaded music from a phone or a memory stick.

- **Social Media Promotor**

We are currently working on quotations for a social media provider.

- **Apply for an Events Licence**

An application for an events licence has been submitted to Blaby District Council, as yet no approval has been received.

- **Apply for a music licence**

We do not require a music licence for this event.

- **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**

A road closure application has been submitted but as yet no approval has been received from Leicestershire County Council, even though they have confirmed they have received it and they are working through it.

Since the last committee meeting the road closure lay out has been changed due to the fact, the Fox & Tiger Public House has informed us they will no longer be allowing us to use their car park as we have in the past for our stall holders because this year they're planning on holding their own stall and catering vans in their car park.

All businesses have been issued with a letter explain there will be a complete road closure from 8am – 10pm on Friday, 18th November 2022 this will include no vehicular access between these hours other than the ones we have informed the Councils insurance company of.

- **Light Switch On**

Santa is to switch on this year's Christmas lights.

- **Attractions**

The following attractions are booked:-

- 6 x children's rides (Swinging chairs, Formular car ride, Bungees, Toy set, Mini Miami, Mini Paratrooper)
- 2 x adult rides (Sky flyer & Miami)
- 1 x adult and child's (Funhouse)
- 13 x assorted market stall holders
- 4 x large food vendors (German Sausages, Real Belgian Fries, Burgers & Hot Dogs and Pie & Mash)
- 3 x sweet food vendors (Popping Popcorn, Candy Floss & Do-nuts)
- 1 x Mixed games stall
- 1 x Hook a Duck stall

- **Blaby Civic Centre**

AGREED: This year the information and first aid gazebo will be situated in the front car park of the Civic Centre.

- **Hook a Duck**

AGREED: It was previously agreed to purchase hook a duck and plastic sand pits but one of the fairgrounds attractions is a hook a duck stall so this has been retracted.

- **Public Convenience Quotations**

All members have been issued with public convenience quotations as follows, these will be situated in the Enderby Road car park as they were last year: -

Quotation 1	Quotation 2	Quotation 3
Hire of 3 ladies,2 men's and 1 disabled toilet delivered and collected on the same day	Hire of 3 ladies,2 men's and 1 disabled toilet delivered and collected on the same day	Hire of 3 ladies,2 men's and 1 disabled toilet delivered and collected on the same day
£745.00 + VAT	£710.00+ VAT	£405.00 + VAT

RESOLVED: Accept quotation number 3 for the hire of public conveniences for the Christmas light switch on priced at £405.00 + VAT.

- **First Responder Quotations**

All members have been issued with first aider quotations as follows: -

Quotation 1	Quotation 2	Quotation 3
2 x first Responders in attendance for 3 hours	2 x first Responders in attendance for 3 hours	2 x first Responders in attendance for 3 hours
£108.00 + VAT	£154.00	£200.00

RESOLVED: Accept quotation number 1 for the hire of first aid responders priced at £108.00 + VAT.

- **Volunteers**

Road Closure

- 10am – 12noon (6 people required) - Cllr Mrs Skeemer, Cllr Mrs McFadden & Cllr Mr Akroyd
- 12noon – 2pm (6 people required) – Cllr Ms Grant, Cllr Mr Akroyd & Cllr Mrs Broomhead
- 2pm – 4pm (6 people required) – Cllr Mrs Skeemer, Cllr Mrs McFadden & Cllr Mr Wareham
- Cllr Mrs Broomhead & Cllr Ms Bolton are available anytime during the day and evening

Decorating the Stage

- 2 people on the afternoon of the light switch on (Backdrop, lights, putting presents out etc....) – Cllr Mrs McFadden & Cllr Mrs Skeemer

Present Wrapping (this can be done before the day)

- At least 2 people required – Cllr Mrs Broomhead, Cllr Mrs McFadden & Cllr Mrs Skeemer

Santa's Helpers

We need volunteers to assist the crowd when lining up to have a photo taken with Santa and to give out sweets to the children in the queue

- 5.30pm – 7pm (3 or 4 volunteers) – Cllr Ms Grant, Cllr Mrs Skeemer, Cllr Mrs McFadden & Cllr Mrs Broomhead

AGREED: Add volunteers to the October Full Council agenda for members who are not present at tonight's meeting.

- **Shop Window Competition**

All businesses have been informed of this year's shop window competition, where they have been asked to make their shop window as Christmassy as possible and judging will take place on the morning of Friday, 18th November.

The winner of this competition will be announced, and the certificate and the shield will be presented by Santa on the evening of the light switch on, before the lights are switched on at 7pm.

AGREED: Cllr Mrs Skeemer & Cllr Mrs Broomhead are to judge the best dressed shop window competition.

- **Christmas Promotional Banners**

The 6 promotional banners purchased last year are not suitable to be used for this year's Christmas Light Switch on, as they have last year's light switch on date printed on them.

RESOLVED: Rather than purchasing new banners the banners could be reused by purchasing clear plastic wallets which can be added to the existing banners and the dates can be changed yearly.

EC.843

7. TO REPORT UPDATE OF THE SUMMER HOLIDAY CLUB

The final free holiday Sports Coaching took place on Oakfield Park between the 18th & 22nd July & 8th & 12th August 2022.

In total 67 different children attended across the two weeks. The parents sent some nice comments, and all seemed to have a great time. They would like to thank Michael and Connor for the support with the clubs.

- The club was fantastic he loved it. I wish he could have attended more days. Such a shame he only got to do the one session because of its popularity.
- Thank you for the summer club. My son and daughter really enjoyed themselves and loved the staff. They normally find it difficult to go to clubs, but the staff made them feel welcome and comfortable.

Finding Fitness would love to do a similar thing in Blaby again next year.

AGREED: Apply for funding with Finding Fitness for a Summer Holiday Club during 2023.

National Lottery Funding Officer Update

I'm pleased to let you know that we have now closed your project on our system and the grant monitoring. We will keep information about your project for seven years from the date of your last monitoring task and we will use this information in line with our Data Protection statement. Under the terms and conditions of the grant agreement you are also obliged to keep accounts and records which show how the grant was spent, for at least seven years after the grant agreement ends.

We hope the process of applying for this funding has been ok for the organisation, and we're glad to have been able to support the organisation in providing these activities for your community throughout this time.

We wish you every success in your future work. I hope this information is helpful and do let me or the grant management team know if you have any other queries.

EC.844

8. TO RECEIVE & CONSIDER ANNUAL INDEPENDENT PLAYGROUND INSPECTION REPORT

All members have been issued with a copy of the independent playground inspection sheets for the following play areas:-

- Northfield Park
- Oakfield Park
- The Crescent Play Area
- Scouting Way

AGREED: Add this item to the next committee agenda for further consideration once a full report has been received from the Senior Groundsman.

EC.845

9. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA

a) Retro Fit Court Games

All members have been issued with correspondence regarding mobile games which can be attached to existing MUGA's or fenced play areas.

DECLINE: Members are not interested in the Retro Fit Court Games.

b) Alice Martha Walker

We have been contacted by a local resident with the following request:-

I wondered if you could help – I think the land that now forms at least part of Oakfield Park may have been donated to the Parish Council by Alice Martha Walker who later became Viscountess Hall.

I am currently researching a book which will include a chapter about Miss Walker, who had an incredible life. If you are able to confirm whether this was the case and if so when it occurred, I would be most grateful.

Attached is a sales plan from when the land, shown as Lot 2, was sold in 1960 and bought by Miss Walker. I believe she then donated it to the Parish Council, as she did with Glen Parva Parish Council and the Dorothy Avenue playing fields.

AGREED: Cllr Mrs Broomhead is to research this matter and report back at a future committee meeting.

EC.846

10. CHAIRMAN'S TIME

Thank you all for attending.

MEETING CLOSED: 7.46PM