

**BLABY PARISH COUNCIL  
MEETING OF THE ESTATES & COMMUNITY COMMITTEE  
To Be Held in the Oakfield Room, Blaby Civic Centre  
at 7.00pm on Tuesday, 25<sup>th</sup> April 2023**

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

EC.918            **1. APOLOGIES FOR ABSENCE**

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

EC.919            **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 & Agenda 9h	Personal
Mrs S Skeemer	Burial Rights	Personal

EC.920            **3. TO CONSIDER ENDERBY ROAD ALLOTMENTS**

**a) Plot 50 West – Request to Erect a Greenhouse**

The tenant from 50 West has requested to erect a 6 x 6 greenhouse towards the rear of the plot as there is no space at the back of the plot where a shed/greenhouse should go.

**AGREED:** Members approve for a greenhouse to be erected on plot 50 West.

There are items at the side of the shed belong to the tenant of Plot 50 East, the Allotment Society have been asked to address this issue with the tenant during their inspections.

**b) Beehive Request**

A tenant has written in regarding them putting a beehive in Blaby allotment, the tenant has taken up beekeeping and is looking for a location to put her beehive and would like to know if this would be possible. The tenant is a member of Leicestershire & Rutland Beekeepers Association.

**AGREED:** - Members think it is a lovely idea and are happy for the beehive to be located at the allotments.

**c) Allotment Inspections**

The first Allotment Society inspections have been carried with no issues being reported, the next inspections are due to be carried out week commencing the 4<sup>th</sup> May 2023.

**d) Allotment Society – Benches**

Members of the Allotment Society have thanked the Parish Council for the 3 benches which have been donated to the allotment community plot, they have said the benches will be put to good use.

**e) Bonfires**

It has been reported a bonfire was held on an unauthorised day by a new tenant, the allotment society members are to remind all plot holders of when they are allowed to have a bonfire.

EC.921

**4. TO RECEIVE MANAGERS REPORT**

**a) Oakfield Park - Request to Hire Oakfield Park - Dog Activity**

At the last committee meeting members further discussed the hire of Oakfield Park for the UK Mantrailing Dog Activity session on the following dates: -

- Tuesday 6<sup>th</sup> June 13.00 – 15.30pm
- Friday 11<sup>th</sup> August 11.00am – 13.30pm
- Tuesday 2<sup>nd</sup> November 10.00 -12.30pm

Members confirmed at this meeting they still wished to charge the agreed hire fees, but UK Mantrailing Dog Activity have refused to pay so this event has now been cancelled.

**b) Update of the Plaque Request for Mr Tzirki**

Members had a lengthy discussion regarding the recent request from Mrs Tzirki to have a plaque on a bench outside the Fish and Chip shop in memory of her late husband which was declined by the committee, it was reported the Parish Council had no previous knowledge of the plaque request until we received Mrs Tzirki's email even though Cllr Mr Hartshorn has stated in his social media post that he had been working with the District Council for over two years for a plaque to be added to a bench in the precinct.

Blaby District Council have confirmed, no formal application was submitted to the District Council from Cllr Hartshorn, only enquiries were made on behalf of the Tzirki family by Cllr Hartshorn.

It was confirmed it is District Council's policy that memorial plaque requests are only allowed on their dedicated park benches owned by the District Council.

**AGREED:** No further action is to be taken on this matter.

**c) Flower Planters in Bouskell Carpark**

Blaby District Council's Parks & Open Spaces Development Officer has asked if the Parish Council would like to have their 3 planters which are currently situated in Bouskell Park car park as they are the same as the ones in the village.

District Council are happy to transport the planters to our suggested location if we wish to have them.

**AGREED:** Members would like to accept the offer of the 3 free planters and would like them to be delivered to the cemetery where they will be situated near to the car park entrance.

**d) Agito Cyclone – Oakfield Park**

It was agreed at the last Estate & Community committee meeting, due to the high cost to replace the Angito Cyclone equipment at Oakfield Park that members requested for quotations to be sourced for the Agito Cyclone to be replaced using the existing frame but with an alternative piece of play equipment.

The manufacture has confirmed they are unable to use the frame with a different piece of equipment.

**AGREED:** Members wish for the Angito Cyclone to be left as it is until it is deemed unsafe to use.

EC.922

**5. TO REPORT UPDATE ON THE OAKFIELD PARK BARRIER GATE INCIDENT**

At the last committee meeting it was reported that on Saturday, 11<sup>th</sup> March 2023 an incident occurred at Oakfield Park where a visitor got locked in the car park because they hadn't arrived back in time for when the grounds man locked the gate.

Evidence of the incident had been reported to the police and the matter has been investigated. The police have confirmed they have issued the culprit with a Community Resolution Report for the offence of 'suspect cuts the chain on the park gate in order to drive out' and the report states that by the culprit accepts this Community Resolution order.

EC.923

**6. TO CONSIDER OAKFIELD PARK CCTV**

Members have been issued with a CCTV quotation for Oakfield Park to include installation and commissioning of 1 x long lens camera to focus on the entry/exit barrier at Oakfield Park.

The camera is to be mounted onto the existing building where CCTV has previously been installed, the supplier has allowed to increase the height of the camera using a 1 metre up-stand and existing power to be utilised on site for new equipment. A site survey is recommended prior to any works commencing.

Quotation Oakfield Park Vehicle Gate Camera

- Proposed long lens camera (8-32mm) to be mounted on the left corner of existing structure to rear of car park area, (survey to be carried out prior to installation)
- Compatible Network Video Recorder with 4 Terra byte hard-drive and capacity for up to 8 x network cameras for future use. Recorder can also be connected to existing network for remote viewing (if available)
- Network cabling back to existing CCTV equipment location to be advised at site survey
- Option to increase height of camera using 1 metre up-stand to reduce likelihood of vandalism included.
- 1 day labour included.

Total Price = £1,980.00 + VAT

**RESOLVED:** Accept the quotation for an additional CCTV camera for Oakfield Park priced at £1,980.00 + VAT.

**AGREED:** Check sufficient CCTV signage is erected around the park and the barrier gate.

EC.924

**7. TO CONSIDER THE MINISTRY OF JUSTICE COMMUNITY PAYBACK JOB LIST**

At the April full council meeting members were issued with an email from the Ministry of Justice Community Payback regarding the opportunity to discuss and showcase how they can assist the Parish Council with its maintenance requirements.

Members of the Council thought this was a great idea and requested for this to be added to the agenda for further consideration of what jobs the community payback team could assist the Parish Council with.

**AGREED:** The following jobs are agreed:-

- Paint the railings outside the Old Cemetery
- Weeding at the Cemetery (Old & Existing Cemetery)
- Scrape the moss away from the path in the old Cemetery.
- Edge and tidy the pathways in the old Cemetery.
- Paint the park play equipment.
- Paint the Civic Centre front rails.

**AGREED:** The Manager is to arrange a site meeting with the Placement Coordinator so they can establish a suitable site where they feel they could assist with our maintenance requirements and conduct the necessary risk assessments.

**AGREED:** The manager is to agree times and dates with the Placement Coordinator at the site meeting.

EC.925

## 8. TO CONSIDER BLABY CEMETERY

### a) Cemetery of the Year Awards

The Cemetery has been entered into the Cemetery of the year awards, under the category for Parish, Town and Community Councils. Judging will take place in the Summer.

### b) BRAMM (The British Register of Accredited Memorial Masons) Bereaved Community Award

The Cemetery has been entered into the BRAMM Bereaved Community Award for the Peace Meadow Memorial Tree; this is an award for a local initiative that helps the bereaved in anyway by offering a service providing memorials. The winner will receive £1,000 cash prize money.

### c) Old Chapel

Members have been issued with photographs of the old chapel, where the brick work looks in poor condition.

**AGREED:** Seek quotations for work to be carried out to the damaged brickwork. The work required is to make the building safe and secure until a complete renovation project is arranged.

**AGREED:** Cllr. Mr Wareham is to meet with contractors regarding the works required to be carried out.

### a) Cemetery Pathways

The work on the cemetery pathways has begun, it has been noted some small sections within the newly repaired tarmac that were not included in the original quotation now stand out and parts of the path could be a possible trip hazard.

A further quotation of £10,226.00 + VAT has been provided by the contractors to repair all the patches that were not included in the original quotation and to replace any kerbs where required. This additional quotation is still far cheaper than any of the original quotations received and considered by members.

**RESOLVED:** Accept the £10,226.300 + VAT quotation received for the additional Cemetery path work.

### a) Peace Meadow Stones

At the last committee meeting members were informed that due to the recent heavy rain the water does not drain away for days from the newly laid stones in the Peace Meadow area of the Cemetery which is causing the stones to change colour.

It was requested for quotations to be sourced for a soak away to be installed in this area. The contactors on site repairing the paths have offered as a good will gesture to clear the stones in the area where the water collects and incorporate a soak away.

EC.926

**9. TO CONSIDER 2023 EVENTS****a) To Consider Portable Toilet Hire for the Summer Event**

Members have been issued with quotations for the hire of portable toilets for this year's Summer Fun Day.

<b>Quotation1</b>	<b>Quotation 2</b>	<b>Quotation 3</b>
5 x Ladies Toilets 3 x Men's Toilets 1 x Disabled Toilet Delivery & Collection	5x Ladies Toilets 3 x Men's Toilets 1 x Disabled Toilet Delivery & Collection	5 x pink ladies Toilets 3 x blue men's Toilets 1 x disabled Toilet. Delivery & Collection
<b>£535.00 + VAT</b>	<b>£ 890.00 + VAT</b>	<b>£995.00 + VAT</b>

**DECLINE:** Additional quotations are to be sourced for double the amount of portable toilets already quoted for along with quotations for men's portable urinals and privacy fencing.

**b) To Consider First Aid Hire for the Summer Event**

Members have been issued with quotations for 2 x First Responders from 2.00pm – 9.00pm at the Summer Fun Day

<b>Quotation1</b>	<b>Quotation 2</b>	<b>Quotation 3</b>	<b>Quotation 4</b>
2 X Ambulance Responders FREC 5 level  (2 x staff)	1 X Ambulance Responder FREC 5 2 x Ambulance Technicians  (3 x staff)	1 X First Responder Level 3 FREC 1 x First Aid responder  (2 x staff)	2 x First Responder 1 x Technician Level 3  (3 x staff)
<b>£280.00</b>	<b>£399.00</b>	<b>£450.00</b>	<b>£600.00</b>

**RESOLVED:** Accept quotation number 2 for the hire of first aiders for the summer event priced at £399.00.

**c) Fair Ride Pitch Fees**

**RESOLVED:** The following pitch fees are to be charged for the 2023 summer event:-

- Juvenile Rides = £100
- Adult Rides = £250
- Market Stalls = £50

**d) Leicester Sighthounds**

This year the Leicester Sighthounds are unable to attend our Summer Funday as they are already at another event.

**e) To Consider Quotation for Security for the Summer Fun Day**

Due to the increased number of people expected to be attending the event, it has been advised a minimum of 5/6 Security Industry Authority (SIA) badge registered personnel should be working the event.

<b><u>Quotation 1</u></b>	<b><u>Quotation 2</u></b>
6 x SIA badge registered personnel covering the event from 1.30pm - 9.30pm to help with the disperse of people at the end of the event.  A Risk Assessments and method statements will be provided, and a site visit will take place prior to the event.	6 x SIA badge register security staff Covering the event from 1.30pm – 9.30pm  All relevant documentation will be provided.
<b>£1,500.00</b>	<b>£864.00</b>

**RESOLVED:** Accept quotation number 2 for the security hire at the 2023 summer event priced at £864.00.

**f) Event Licence**

The TENS licence for the Summer Fun Day has been withdrawn by Blaby District Council as this licence is only for up to 499 people attending an event at any one time.

A premises licence request has been sent to Blaby District Council the decision will take up to 28 days for the consultation and the cost for the licence is dictated on the rateable value for the premises the event will be held on.

**g) Letter from Glen Parva Parish Council**

All members have been issued with a letter from Glen Parva Parish Council regarding the date our Summer Event is held on as their event is also held on the same day.

**AGREED:** Write to Glen Parva Parish Council and state this is a confirmed date each year and is aimed at Blaby residents so it shouldn't interfere with their event as their event would be aimed at Glen Parva residents.

**h) Kings Coronation – Road Closure**

Enquiries have been received from residents of Cedar Road and Darley Road asking if they are able to borrow signage and cones for their Kings Coronation Street party celebrations.

**AGREED:** Members are happy to lend the signage and cones to the residents of Cedar Road and Darley Road. It is agreed Cllr. Mr Wareham is to deliver and collect the signage for the two street party events.

EC.927

**10. TO REPORT UPDATE OF THE S.106 FUNDING APPLICATION**

As our closing date for the Northfield Park project ended on the 14<sup>th</sup> April it is confirmed there is currently £112,459.87 uncommitted available S.106 funds for Blaby which the Parish Council wish to apply to Blaby District Council for.

All submitted S106 Grant Funding applications must be received by the District Council at least one week prior to their Planning Obligations Group meeting.

The next Planning Obligations Monitoring Group meeting is to be held on Thursday, 8<sup>th</sup> June 2023.

**AGREED:** The S.106 funding application needs to be with Blaby District Council by the 1<sup>st</sup> June 2023.

EC.928

**11. TO CONSIDER THE NORTHFIELD PARK PLAY EQUIPMENT PROJECT**

Members have been issued with 5 suggested projects for Northfield Park which have been on display in the Oakfield Room.

**AGREED:** Approach the 2 primary schools in Blaby and request the suggested displays are taken into their school for the children to vote on their favourite project.

EC.929

**12. TO RE-CONSIDER THE OAKFIELD PARK WELCOME BOARD**

At the last committee meeting members had been issued with sample pictures of recycled plastic 'Welcome to Oakfield Park' entrance signs and agreed to purchase one of the signs.

When trying to purchase the sign the manufacturers have stated they have stopped manufacturing signage.

**AGREED:** Add this item to the next committee agenda for further consideration on different welcome signs.



EC.930

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

**a) AGM Fields in Trust**

The Fields in Trust 2023 Annual General meeting will be held virtually on Tuesday, 13<sup>th</sup> June 2023 at 1.30pm.

**AGREED:** Cllr Mrs Broomhead is to attend the Fields in Trust virtual Annual General meeting on behalf of the Parish Council.

EC.931

**14. CHAIRMAN'S TIME**

Thank you all for attending.

**MEETING CLOSED: 8.03PM**