

N.B. All Minutes are deemed as draft until formally approved and signed.

**MINUTES of the MEETING of PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE held on 2 January 2020 at 7.00 pm at Park Hall, Whitwick Park, off North Street, Whitwick**

Present: Councillor A Barker (Chairman)

Cllrs P Moulton, R Woodward

In Attendance:

Mrs. C Tibbles PSLCC, Parish Manager/Responsible Finance Officer

No members of the public

**2058. APOLOGIES FOR ABSENCE**

Ms S Colledge, Cllr J Straw;

The Parish Manager reported that a resignation had been received from Mr T Pulford.

**2059. DECLARATIONS OF INTEREST**

Cllr A Barker declared a disclosable non-pecuniary interest in Walkers Flats Allotment Society as a signatory on some transactions and a non-pecuniary interest in Whitwick Historical Group as a member.

Cllr P Moulton declared a disclosable non-pecuniary interest in matters regarding the Bowls Club as a member and a non-pecuniary interest in matters affecting Whitwick Historical Group as the Link Councillor.

**2060. PUBLIC QUESTIONS AND ANSWER SESSION**

None.

**2061. MINUTES**

**Resolved:** That the minutes of the meeting held on 5 December 2019 be approved and signed as a correct record.

**2062. PARISH PROJECTS – WORKING PARTY/LINK COUNCILLOR REPORTS**

**Resolved:** That the following actions be taken/noted:

- a) **Playground Working Party Report:** with the assistance of financial input by Cllr Straw, members noted the on-going work on prioritising replacement of outdated play equipment that would require imminent removal in accordance with inspection reports.
- b) **Bowls Link Councillor:** No report.
- c) **Allotments Link Councillor – Thornborough Road:** No report.
- d) **Allotments Link Councillor – Walkers Flats:** No report.

The Committee was again disappointed at the absence of reports from Link Councillors and as a consequence there were no decisions or matters to refer to full council at this stage.

**2063. POCKET PARK GRANT FUNDING APPLICATIONS**

Thanks were recorded to Cllr Spence for preparing the draft forms and Cllr Barker for working with the Parish Manager on supplementary design information and costings. In accordance with the delegation by the council to the Parish Manager the Chairman of the Council and the Chairman of this Committee, 3 applications had been submitted on 31 December 2019 and notice of the assessment was now awaited. Two requests

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for local assistance had already been made by the Parish Manager in preparation for the very tight timescales that were known.

## **2064. LAND MATTERS – EXCEPT KGV LAND**

**Resolved: That the following actions be taken/noted:**

### **ALLOTMENTS**

- a) no matters raised other than the plan to review the two current agreements (previously circulated) at the February meeting;

### **RECREATION/OPEN SPACES**

- b) noted that the consultation with local residents adjacent to proposed locations for new benches in the parish was underway, with replies being received; **the Chairman offered to help with follow up letters if required near the end of the consultation period;**
- c) no matters raised from/undertaken by JR Landscaping;
- d) noted the completion of the transfer of covenant on the re-sale of former parish land;
- e) the Parish Manager to continue to investigate and assess the riparian responsibilities borne by the council as a landowner and endeavour to resolve the conflicting information by approaching the Environment Agency;
- f) noted that the licence application for a grit bin at Clarke Close, supported by local residents, had been submitted and if successful the cost of provision would be paid by the parish; an appeal to councillors (or neighbouring residents) to monitor levels of grit in parish bins and/or assist with refilling had not yet been arranged; the Chairman reported all bins (county and parish) that he had checked were currently well topped up;
- g) noted that advice had concluded the S106 query on land obligation;
- h) invitations to seek tree surveys had not yet been issued, tree works were ongoing (as previously agreed) and tree planting was discussed, although appointing voluntary Tree Wardens would potentially be of great assistance in making future provision;
- i) the Parish Manager confirmed one longstanding matter had been completed by providing information to JR Landscaping but others remained outstanding, as detailed on the latest action point list;

### **OTHER MATTERS FOR FUTURE AGENDA**

- j) None.

## **2065. BUILDINGS MANAGEMENT**

**Resolved: That the following actions be taken/noted:**

### **PARK HALL -**

- a) **to purchase a double opening, wall-mounted noticeboard for outside Park Hall entrance to help promote both regular hire groups, one-off public events and hire opportunities;**
- b) no repair or maintenance issues were raised, although a heating problem had occurred prior to the meeting, with temporary heater being used. The Parish Manager undertook to check the next morning to see if the re-set of the boiler had been successful;
- c) no matters raised for external areas;

### **COMMUNITY OFFICE**

- d) A date had been agreed for the repair/replace coping stones and clearance of rubble;
- e) the temporary loan photocopier by Ace Copiers was working satisfactorily;

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### **PAVILION/TOILETS, OUTBUILDINGS AND OTHER BUILDINGS**

f) no matters raised other than accommodation of stored items;

### **OTHER MATTERS FOR FUTURE AGENDA**

g) none.

### **2066. LAND MATTERS – KING GEORGES V FIELD**

**As trustee of the Whitwick Park (King Georges Field) Charity, members resolved that the following actions be taken/noted:**

#### **WHITWICK PARK**

- a) Cllr Moulton, as Link Councillor for improvements to Park grounds, was awaiting initial quotes for the works outlined so that existing budgetary provision could be checked; no objections had been sent by members (as invited via the last minutes);
- b) to note the submission of the planning application to the District Council for works to a lime tree within Whitwick Park; **to accept the quotation of additional cost of £600 +VAT for the felling of the two poplar trees in Whitwick Park so that re-planting of alternative species could be brought forward**; discussions ensued on how to take advantage of free tree/hedging schemes to enhance parish open spaces;
- c) the Parish Manager had requested written permission from a neighbouring property to site new CCTV cameras within Whitwick Park, with appropriate signage; was investigating a scaffold installation within Whitwick Park that had not been authorised.

#### **PARSONWOOD HILL**

d) withdrawal of this item by the Parish Manager;

### **OTHER MATTERS FOR FUTURE AGENDA**

e) no other matters for a future agenda.

**Full signature of Chairman: ..... Date: .....**

The meeting terminated at 7.51 pm.

*Date of the next meeting: Thursday 6 February 2020 at 7 pm*