



Website: www.whitwickpc.org.uk

6 September 2018

To: The Chairman and Members of the Property Management and General Purposes Committee

(Cllrs Barker, Howe, Moulton and Woodward)

(copied to all parish councillors for information)

Dear Councillor

I hereby summon you to attend a Meeting of the **Property Management and General Purposes Committee** to be held at **10.00 am on Thursday, 13 September 2018** at **Park Hall, North Street, Whitwick**, for the purpose of transacting the following items of business.

Yours faithfully

A handwritten signature in black ink that reads "Cathy Tibbles". The signature is written in a cursive style.

Cathy Tibbles
Parish Manager

Members of the public are welcome to attend and observe the meeting. Questions may be asked under the appropriate item if matters fall within the remit of the Committee.

AGENDA

705. APOLOGIES FOR ABSENCE

706. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of items on the agenda. Members are reminded that they must declare whether the interest is a 'disclosable pecuniary interest' (in which case you must leave the meeting while that item is under discussion) or a 'disclosable non-pecuniary interest' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).

707. PUBLIC QUESTION AND ANSWER SESSION

708. MINUTES

To approve the minutes of the previous meeting held on 12 July 2018 (copy previously circulated).

709. REVIEW OF WHITWICK PARK MANAGEMENT

Following the adoption of the measures in the Discussion Paper (circulated in September 2017), members to review any recent incidents as reported by staff,

NWLDC or members of the public and explore potential solutions. Emergency fencing extension has been requested by the Parish Manager following destruction of a section of holly hedge to enable protection of buildings to be maintained. Update from the Parish Manager regarding long-standing request for volunteers to help repair the existing boundary fencing.

Members' instructions are requested.

710. BUILDINGS MANAGEMENT

Members to consider:

PARK HALL:

- a) review of building repairs and maintenance issues – minor damage to roof needs attention;
- b) review of external areas;
- c) members to note 20 faulty chairs are still awaiting collection and replacement of the whole order (20 chairs) due to supplier error;
- d) provisional dates agreed for Park Hall to host a mobile heritage display from Wednesday 24 October until Friday 26 October, with local volunteers needed to open/occupy the building once confirmed;
- e) Members to consider report on changes to regular hire groups and note hire patterns and availability (see attached);
- f) update on action taken and outstanding items from the H&S review visit and the action points detailed for Park Hall/Community Office;

COMMUNITY OFFICE:

- g) door repair has been undertaken and a ceiling light replaced but the door seems to require further attention and another ceiling light needs attention;

PAVILION/TOILETS, OUTBUILDINGS and OTHER BUILDINGS:

- h) review of building repairs and maintenance issues;
- i) members to note quote not available for repair to exterior of Railway Station and update on other matters;

OTHER MATTERS FOR FUTURE AGENDA

- j) members to suggest other building matters for consideration at the next meeting

Members' instructions are requested.

711. LAND MATTERS

Members to consider:

WHITWICK PARK

- a) At the request of the Chairman, members to consider boundary issue(s) with neighbours – holly hedge problem for resident at North Street; overhanging tree problem adjacent to business unit (quote being sought);
- b) To note the repairs to the worn out safety surfacing under two items of play equipment (agreed at last meeting) is scheduled for this month but actual date has not yet been set.
- c) to note that replacement water tank previously agreed by the parish council, has been deemed unsuitable by the District Council. Following a site meeting on 2 August alternative construction options were agreed at the same cost but installation date is still awaited. Once confirmed the financial contribution from the

- Bowls Club is to be requested;
- d) to consider quotations (previously circulated) for alternative access to the tennis courts (£600) and fencing improvements (£4,700) - NB meeting may be adjourned for a site meeting with NWLDC staff at approximately 11.15 am;
 - e) to consider potential request for charity fundraising event to be hosted in Whitwick Park in July 2019 (information awaited).
 - f) to consider request from the Air Ambulance Service to provide space for a textile bank at Whitwick Park (see attached)

ALLOTMENTS

- g) additional income received from Walkers Flats Allotments for previously vacant plots
- h) update by any Link Councillors who represent the parish on the management committees for Thornborough Road and Walkers Flats Allotments;

OTHER LAND

- i) notification that Fields In Trust membership gives entitlement to discounts with some suppliers;
- j) under confidential terms, members to note meeting held with Parish Manager at the request of licence holder to discuss their notification of recent council decision;
- k) update from solicitor engaged for transfer of Covenant condition on former parish land;
- l) members to consider request from resident for purchase of small piece of land to extend garden at WPC .011 (confidential information enclosed – map to follow);
- m) update on valuation required on piece of land requested for purchase (as previously agreed)
- n) members to note Parish Manager completed consent to Land Registry B95 for alteration of a registered title at WPC011;
- o) rectification of displaying missing signage on some sites to identify parish ownership is underway;
- p) date for commencement of overdue tree inspections by NWLDC is awaited;
- q) quotation for pruning, crown raising and clearance of debris at Hermitage Road play area at rear of Weavers Close has been withdrawn (£450) and tree work will be undertaken as part of the existing service;
- r) clarification of licence agreement at Parsonwood Hill Recreation Ground;
- s) consideration of request for improvement to access at Parsonwood Hill Recreation Ground and repair to boundary fence after reports of antisocial behaviour (information previously circulated);
- t) any other grounds maintenance matters undertaken by NWLDC Grounds Maintenance Team;
- u) progress update by the Parish Manager on land matters previously agreed for action;

OTHER MATTERS FOR FUTURE AGENDA

- s) Members to suggest other land matters for consideration at the next meeting

Members' instructions are requested.

Date of next meeting: 10.00 am on Thursday 8 November 2018 at Park Hall