



Website: www.whitwickpc.org.uk

5 July 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, 12 July 2018** at the **Park Hall, North Street, Whitwick**, for the purpose of transacting the following items of business.

Yours faithfully

Cathy Tibbles
Parish Manager

Members of the public are welcome to attend and observe the meeting.

AGENDA

674. APOLOGIES FOR ABSENCE

675. 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).

676. PUBLIC QUESTION AND ANSWER SESSION

677. MINUTES

To approve the minutes of the previous meeting held on 11 May 2018 (copy previously circulated).

678. REVIEW OF WHITWICK PARK MANAGEMENT

Following the adoption of the measures in the Discussion Paper (circulated in September 2017), members to be review any recent incidents as reported by staff, NWLDC or members of the public and explore potential solutions.

Members' instructions are requested.

679. BUILDINGS MANAGEMENT

Members to consider:

PARK HALL:

- a) review of building repairs and maintenance issues;
- b) review of external areas;
- c) to note that a hire customer was unable to access the Hall due to an oversight when a late booking was accepted. Compensatory refund and apologies have been made and measures are being introduced to the process that aim to prevent any reoccurrence (update from Parish Manager).
- d) members to note the changes to the renewal and reassessment of the PRS/PPL licence for music to be played at Park Hall (invoice to be considered by council at the next meeting);
- e) members to note problem with 4 faulty chairs that are awaiting collection and replacement of the whole order (20 chairs) due to supplier error;
- f) provisional request for Park Hall to host a mobile heritage display in the autumn, with local volunteers needed to open/occupy the building;
- g) 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:

- h) door repair has been undertaken and a ceiling light replaced;

PAVILION/TOILETS, OUTBUILDINGS and OTHER BUILDINGS:

- i) review of building repairs and maintenance issues;
- j) update on Railway Station repairs and other matters;

OTHER MATTERS FOR FUTURE AGENDA

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

Members' instructions are requested.

680. LAND MATTERS

Members to consider:

WHITWICK PARK

- a) approval of repairs to the worn out safety surfacing under two items – spinning Supanova and Spica equipment, with alternative surface options being given (5 quotations enclosed for members);
- b) to note quotations received/action taken for replacement water tank, in accordance with the threshold previously agreed by the parish council, taken in the light of the financial contribution by the Bowls Club;
- c) additional security fence improvements to protect Bowling Green;
- d) request for charity fundraising event to be hosted in Whitwick Park during the August bank holiday (see enclosed).

ALLOTMENTS

- e) no vacant plots available on either site and waiting list will be introduced at Walker Flats site, as already in operation at Thornborough Road;
- f) gate has been delivered by NWLDC to the Walkers Flats site and is being installed by volunteers from amongst the tenants,
- g) update by any Link Councillors who represent the parish on the management committees for Thornborough Road and Walkers Flats Allotments;

OTHER LAND

- h) under confidential terms, members to receive legal advice regarding several land matters and instruct the Parish Manager accordingly on action to be taken on:
 - i) NALC confidential legal advice on Licence conditions and future recommendations (see also NALC LTN43 and LTN48);
 - ii) solicitor engaged for transfer of Covenant condition on former parish land;
 - iii) confidential advice from council solicitor regarding historically maintained land (see also NALC LTN55);
 - iv) valuation required on piece of land requested for purchase (see solicitor advice to Parish Manager);
 - v) response to Land Registry B95 notice for alteration of a registered title at WPC011;
- i) consideration of creation of new byelaws for all parish land and open spaces following decision by NWLDC to rescind their byelaws (historical information from 2015 enclosed/ more information to follow or to be tabled);
- j) need for signage to be displayed on all sites identifying ownership by parish council;
- k) consequential need for future signage on all sites to additionally reflect the existence of byelaws.
- l) bench installation – date awaited from NWLDC following delay to order being placed in November 2012;
- m) tree inspections has not yet been undertaken by NWLDC and is to be scheduled for the autumn;
- n) future arrangements for tree inspections and maintenance;
- o) consideration of any other grounds maintenance matters undertaken by NWLDC Grounds Maintenance Team;
- p) progress update by the Parish Manager on land matters previously agreed for action;

OTHER MATTERS FOR FUTURE AGENDA

- q) 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 13 September 2018 at Park Hall