



Website: www.whitwickpc.org.uk

24 August 2017

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 Monday, 4 September 2017** at the **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.

Parish Manager

AGENDA

430. APOLOGIES FOR ABSENCE

431. 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).

432. PUBLIC QUESTION AND ANSWER SESSION

433. MINUTES

To approve the minutes of the previous meetings held on 18 May and 1 August 2017 (see attached). Members to note the meeting on 3 July 2017 was cancelled.

434. REVIEW OF PARK MANAGEMENT

Guest: PCSO Rose invited to attend for this item (subject to duties).

Further to the increase of vandalism and abuse of park facilities, members to consider measures that may be implemented (confidential discussion paper previously circulated).

435. BUILDINGS MANAGEMENT

Members to consider:

PARK HALL UPDATE-

- a) timescale for re-appointment of second caretaker and interview arrangements;
- b) building repairs and maintenance;
- c) review of external areas, including signage;
- d) consideration of any requests/suggestions for further improvements;
- e) schedule a time for members to review hire regulations and booking protocols for council management of hire bookings;
- f) review of outstanding H&S recommendations;
- g) other matters as highlighted by members for future agenda;

COMMUNITY OFFICE:

- h) review of suggested improvement to security measures for safe working;
- i) review of community usage by police;
- j) discussion of installation of bracket if Christmas Lights Scheme is approved;

PAVILION/TOILETS AND OUTBUILDINGS

- k) review of Premises Log Book for H&S that was issued to Bowls Club prior to start of season;
- l) review of outbuildings (full access now available) and current usage/future possibilities;

Members' instructions are requested.

436. LAND MATTERS

- a) site meeting to take place after this meeting for the Parish Manager to see locations for benches that have previously been recommended (for councillors who are able to attend);
- b) to note instruction by Parish Manager for removal of damaged goal nets from Whitwick Park following witnessing misuse of equipment,
- c) quotations for goal mouth artificial turf and advisory groundworks to alleviate pooling;
- d) request for consideration of tree work on parish land, one involving TPO;
- e) revised quotation for installation of lamp columns on the driveway to Whitwick Park (previously circulated to all councillors) and decision made under delegated authority by the Council – cost to be confirmed and provisional installation date aimed to be by 29 October;
- f) progress update by the Parish Manager on land matters previously agreed for action;
- g) any new land matters requiring future consideration.

Members' instructions are requested.

437. MANAGEMENT OF ALLOTMENTS

- a) **THORNBOROUGH ROAD** Members to note that regular Committee meetings are progressing with minutes being supplied to the Community Office. Cllr Moulton, as the council representative, will update the council accordingly. The Treasurer had confirmed an operating bank account was already in place, contrary to

- b) **WALKERS FLATS** Members to note the inaugural meeting for the officers to be elected is taking place on Tuesday 5 September with the Parish Council providing Park Hall as the initial venue. A site meeting took place on 17 August (notes previously circulated). A draft agreement for self-management has been outlined, will be provided to the tenants for consideration and subject to the views of tenants, may be submitted to Council for approval on 21 September (draft document previously circulated).

Members' instructions are requested.

438. GROUNDS MAINTENANCE WORK

Members to consider format/frequency of review for contracted services;

Members' instructions are requested.

439. DATE OF FUTURE MEETINGS

Members to consider changing future dates due to Hall being required for new regular hirer. Preferences to be considered for Wednesday, Thursday or Friday mornings;

Members' instructions are requested.

Date of next meeting(s): Currently scheduled for 10 am on 6 November 2017
8 January 2018
5 March 2018
7 May 2018