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27<sup>th</sup> March 2024

Dear Councillor,

### **NOTICE OF MEETING – PROPERTY MAINTENANCE AND GENERAL PURPOSES COMMITTEE**

I hereby give notice that the next meeting of Whitwick Parish Council Property Maintenance and General Purposes Committee will be held at Whitwick Park Hall, North Street, Whitwick, LE67 5HB on **Thursday 4<sup>th</sup> April 2024 at 7.00pm**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The public and press are welcome to attend meetings of the Parish Council.

In accordance with The Openness of Local Government Bodies Regulations 2014 the meeting may be recorded by any form of audio, visual or electronic means.

Yours faithfully,

Sharon Kaye  
Parish Manager

### **AGENDA**

**1. APOLOGIES**

To receive apologies for absence.

**2. DECLARATIONS OF INTEREST**

To receive any declarations of interest in regard to any agenda items.

**3. MINUTES**

To approve and sign the minutes of the Property Maintenance and General Purposes Committee meeting held on Thursday 7<sup>th</sup> March 2024. **Annex 1**

**4. PUBLIC PARTICIPATION SESSION**

To receive representation and questions from the public in respect of items of business on the agenda.

**5. USE OF WHITWICK PARK BOWLING CLUB**

To receive and comment on use of the bowling club as a community asset by members of the public.

**6. CHARGE FOR RELOCATION OF VAS CAMERAS**

To receive and comment on the charge incurred from the grounds maintenance contractors for relocating the VAS cameras.

**7. CHAIR'S REPORT**

To receive a Chair's report, if any.

**8. LINK COUNCILLOR REPORTS**

To receive reports from Parish Council representatives to outside bodies, if any.

a) Allotments Link Councillor – Thornborough Road

b) Allotments Link Councillor – Walkers Flats

**9. WORKING PARTY REPORTS**

To receive reports, if any.

**10. TREE MAINTENANCE UPDATE**

To receive and note the Parish Manager's report for items below:

**Annex 2**

- a) WPC.012 Provision of trees
- b) WPC.002 Robinson Road tree

**11. LAND MATTERS UPDATE – King George's Field**

*N.B. When acting as a charity trustee, it must always put the interest of the charity before the interests of the Parish Council*

To receive and note the Parish Manager's report for items below:

**Annex 3**

**WHITWICK PARK**

- a) Crumbling bricks on mural wall
- b) Bowls green – irrigation system
- c) Bowls green – sign for gate leading to bowls
- d) Bowls green – servicing irrigation system
- e) Damaged barriers near to skate park
- f) Damaged wire fence next to memorial wall
- g) Playground annual inspection October 2024
- h) Jubilee clips suggested for railings in park
- i) Lights on park driveway
- j) Pathway surface at Whitwick Park

**PARSONWOOD HILL RECREATION GROUND**

- k) Mowing of field at Parsonwood Hill

**12. LAND MATTERS UPDATE – Except King George V Land**

To receive and note the Parish Manager's report for items below:

**Annex 4**

**ALLOTMENTS**

- a) Thornborough Road Allotments – Overhanging tree on allotment plot

**RECREATION/OPEN SPACES**

- b) Footpath behind Tressall Road – Standing Water

**13. BUILDINGS MANAGEMENT UPDATE – All Owned Buildings**

To receive and note the Parish Manager's report for items below:

**Annex 5**

**PARK HALL**

- a) PAT Testing
- b) Installation of SMART meters
- c) Electrics tripping
- d) Boiler service
- e) Lights not working

**PAVILION, TOILETS, OUTBUILDINGS AT WHITWICK PARK**

- f) Repairs to toilet doors

**COMMUNITY OFFICE**

- g) Damp problem in office
- h) Repairs required to emergency office light
- i) Pests in roof space

**OLD RAILWAY STATION**

- j) Damp problems/ongoing work
- k) Bracket on guttering to be replaced

**14. PROJECTS UPDATE**

To receive and note the Parish Manager's report for items below:

**Annex 6**

- a) Provision of CCTV in conjunction with NWLDC
- b) Car parking signs for Whitwick Park
- c) Memorial arch
- d) Provision of memorial tree in memorial garden
- e) Members Highway Funding - LCC grit bin provision
- f) Members Highway Funding – Benches
- g) Members Highway Funding - VAS
- h) Alteration to corner of Church Lane pathway

**15. PARISH MANAGER'S REPORT**

To receive a Parish Manager's report, if any.

**Annex 7**

**N.B. THIS IS A COUNCIL MEETING HELD IN PUBLIC AND THERE IS A STATUTORY RIGHT FOR ANYONE TO RECORD IT. Please can everyone read this advice and important information.**

Standing Order 5.8 states: Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted.” The Council asks to be notified prior to the start of the meeting so that councillors and members of the public are aware. Please note the Chairman has the right to ask the recording be stopped if the Chairman reasonably believed that the meeting is being disrupted because of the recording, if the recording is preventing the public participating or is inhibiting community involvement or if the meeting moves into confidential session. If you object to being recorded, please notify the Chairman or Parish Manager. We will endeavour to ensure that your objections are respected. However, we are not able to guarantee this. This is a meeting held in public and there is a statutory right for anyone to record it. Anyone at the meeting may use Twitter, Facebook or similar social media provided that the Chairman does not consider their actions are disrupting the proceedings of the meeting.