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

**MINUTES of the MEETING OF PROPERTY MANAGEMENT AND GENERAL
PUPOSES held on Thursday 5th Sept 7.00 pm in Park Hall, Whitwick Park,
North Street, Whitwick, Coalville, Leicestershire LE67 5DT**

Councillors Present: Cllrs P Moulton, R Woodward, P Casson, A Barker, A Roach.

Non council members present: Tilly Barker, Jackie Maclean

Officers In Attendance: Sharon Kaye, Parish Clerk, Hollie Seager, Deputy Clerk

Members of the Public: 1

Meeting commenced 19:01pm

3660	APOLOGIES FOR ABSENCE	
	No apologies were received.	
3661	DECLARATIONS OF INTEREST	
	Cllr Casson had nothing to declare.	
	Cllr Woodward declared a registerable interest as a Director of Holly Hayes Woods a registerable interest as a member of Whitwick Historical Group and a registerable interest in the Quarry Liaison Group.	
	Cllr Moulton declared a registerable interest in Whitwick Historical Group as Link Councillor and a member, a registerable interest in Whitwick Bowls Club as a Link Councillor and a member, a registerable interest in Thornborough Road Allotment Society as a Link Councillor, a registerable interest in Walkers Flats Allotments as a Link Councillor, a registerable interest in Whitwick Action Group as a member and all matters relating to North West Leicestershire District Council as a ward member for the Thornborough Ward.	
	Cllr Barker declared a registerable interest in Walkers Flats Allotments as a link councillor.	
	Cllr Roach had nothing to declare.	
3662	PUBLIC QUESTION AND ANSWER SESSION	
	1 member (chairman of Walkers Flats Allotments) attended to request a grant for some additional signage to be erected at the WFA. These were to match the ones situated at Thornborough Road Allotments. The grant application form process was explained and discussed.	

	RESOLVED: The form will be completed and submitted to full council.	
3663	MINUTES	
	RESOLVED: Minutes of the Property Maintenance and General Purposes Committee meeting held on Thursday 4 th April 2024 and Thursday 13 th June 2024 were approved and signed.	
3664	CHAIRS REPORT	
	<p>Carr Hill Rock Treehouse –</p> <p>Action taken – 4 signs posted on the treehouse giving to the 1st of September to remove the item. Rope swings cut down straight away issue was reported on the treehouse and the separate rope swing from the tree.</p> <p>4/5th Sept 2024 – leaflets distributed through the doors of surrounding residents by Cllr Barker to inform it is going to be removed.</p> <p>Preventative action taken for any future occurrences – article to be added to September newsletter to raise awareness for residents.</p> <p>Cllrs are now proceeding with removing the items.</p> <p>Noted and discussed – Byelaws for Carr Hill Rock.</p>	
3665	LINK COUNCILLOR REPORTS	
	None	
3666	LAND MATTERS UPDATE	
	WHITWICK PARK	
	<p>a) Paint peeling off bricks on mural wall – Emailed business owner of the building the on 21/08/2024 with the photos of the wall/roof/guttering on the building that we believe is contributing to the problem, will await a reply.</p> <p>Members would like to get this resolved before Remembrance Day.</p>	
	b&c) Bowls Club Irrigation – It was RESOLVED to agree to Spring and winter services under the contract.	
	d) Damaged wire fencing – new posts had been received. The groundworks contractor will be completing the work 9-10 th Sept 2024 - RESOLVED	
	e) Jubilee clips for railings – no longer in situ, review and monitor the situation. RESOLVED: remove off the agenda for future meetings	
	<p>f) Pathway surface at Whitwick Park – Deputy Clerk obtained 3 quotes and presented them to the committee members.</p> <p>It was requested by Cllr P Moulton that we reach out to one more external LOCAL contractor for a 4th quote. IF the 4th quote was no cheaper, then to go ahead and book the work in with Contractor 1.</p> <p>Members also noted, to double check the budget figures from the precept to ensure we had enough funds in the budget to complete the works.</p>	
	PARSONWOOD HILL RECREATION GROUND	
	<p>g) The line markings have been completed and the committee are happy.</p> <p>Confirmation was emailed to St John Baptist school on 21/08/2024.</p> <p>RESOLVED: Complete and remove from next agenda</p>	
3667	BUILDING MANAGER'S UPDATE	
	PARK HALL	
	a) Decoration of park hall – RESOLVED: the paint has been purchased 08/08/2024 and the caretakers/Parish Warden are going to commence the redecoration in September.	
	PAVILION, TOILETS, OUTBUILDINGS AT WHITWICK PARK	

	b) Toilet door repairs are next priority once office staff recruited – Parish Clerk to investigate what work needs doing.	
	COMMUNITY OFFICE	
	c) Damp problem in Office – Preserva came for a site visit, and confirmed no damp, as we are redecorating the office we are using a special primer to avoid mould/damp as advised by Preserva – RESOLVED d) It was advised and Members agreed to purchasing a canopy to go outside the front door to direct the rain away from the door. e) Office emergency light removed when false ceiling was removed - RESOLVED f) Work nearly completed at the community office; all painting completed. New carpet to be fitted 12/09/2024. – RESOLVED	
	OLD RAILWAY STATION	
	g) Deputy Clerk to contact Preserva to determine whether the issue is a damp issue/a building issue. h) Deputy Clerk to contact the buildings contractor that completed work in the Community Office to review the guttering/brackets.	
3668	PROJECTS UPDATE	
	a) See email from Paul Collett. Must wait until after the election but his application is ready to go for the funding for CCTV. Deputy Clerk to chase up Paul.	
	b) Car Park signs for Whitwick Park - Reflec signs – approved for new timings to be printed and an overlay put onto the existing sign. RESOLVED.	
	c) Memorial arch – a quote from the Groundworks Contractors has been requested to be broken down into labour and materials used. NOTED – the memorial arch needs to be erected into place by Remembrance Day.	
	d) Provision of memorial tree in memorial garden – members discussed getting quotes for a trunk to be erected like the ones in situ at Bradgate Park, however there was a concern of vandalism.	
	e) Members highway funding VAS – we have the budget for two additional cameras. RESOLVED - Contact WESTCOTEC to order 2 x smiley face cameras.	
	f) Church Lane pathway – LCC response was no action required. As per Cllr A Barker we are no longer progressing with this. Due to the position of the kerb/road it is not going to be passed by LCC Highways. RESOLVED and remove from Agenda.	
3669	DATE OF NEXT MEETING	
	Thursday 3 rd October 2024 7pm at Whitwick Park Hall.	
	The Chair terminated the meeting at 20:37pm	
	FULL SIGNATURE OF CHAIR: DATE:	