

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

MINUTES of the MEETING of PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE held VIRTUALLY ONLINE (via Zoom) on 7 January 2021 at 7.00 pm under Local Authorities (Coronavirus) Flexibility of Local Authority Meetings (England) Regulation effective 04.04.2020

Present: Councillor A Barker (Chairman)

Cllrs P Moulton, R Woodward and

Mrs. A Barker, Ms S Colledge

In Attendance:

Mrs. C Tibbles PSLCC, Parish Manager/Responsible Finance Officer

The Chairman welcomed everyone to the meeting, which was being held virtually due to the coronavirus pandemic. This was a public meeting and there was a statutory right for anyone to record it (as detailed on the agenda with other important information). For the benefit of the attendance register, members verbally confirmed their attendance and the Parish Manager signed the register on their behalf.

2362. APOLOGIES FOR ABSENCE

Cllr J Straw.

2363. DECLARATIONS OF INTEREST

Mrs A Barker declared a disclosable non-pecuniary interest as a member of Whitwick Historical Group.

Ms S Colledge declared a disclosable non-pecuniary interest as a member of Whitwick Historical Group and in any planning matter that affected the Green Wedge as a member of Whitwick Action Group; a non-pecuniary interest in any matter concerning the Leisure Centre.

Cllr P Moulton declared a disclosable non-pecuniary interest in matters affecting Belton and Whitwick Royal British Legion as the Link Councillor and a member; a non-pecuniary interest in matters affecting Whitwick Historical Group as the Link Councillor and a member; a non-pecuniary interest in matters regarding the Bowls Club as a member and Link Councillor; a Link Councillor for Thornborough Road Allotment Society and as a Link Councillor on Leisure Centre Steering Group.

Cllr A Barker declared a disclosable non-pecuniary interest in Whitwick Historical Group as a member and a non-pecuniary interest in Walkers Flats Allotment Society as a signatory on some transactions.

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2364. PUBLIC QUESTIONS AND ANSWER SESSION

None.

2365. MINUTES

Resolved that the minutes of the meeting held on 3 December 2020 be approved and would be signed as a correct record when a date could be arranged at the Office.

2366. PARISH PROJECTS – WORKING PARTY/LINK COUNCILLOR REPORTS

Resolved: That the following **actions be taken**/noted:

- a) Playground Working Party Report:** Cllr Moulton reported on the site meeting held that morning at Hilary Crescent with a play equipment manufacturer; a plan was being prepared with options for the working party to consider, utilising the existing foundations where possible. Equipment with improved inclusivity was requested and the good accessibility at this site was a cost-saving benefit; when a design was agreed then comparative quotes would be sought;
- b) Bowls Link Councillor:** Cllr Moulton reported there were no new matters;
- c) Allotments Link Councillor – Thornborough Road:** Cllr Moulton reported the thanks of the group for the recent grant funding;
- d) Allotments Link Councillor – Walkers Flats:** no report received;

PROJECTS

1. Whitwick Park Gates – security improvements agreed and provisional installation date agreed;
2. Whitwick Park Entrance improvements – date awaited for works to start;
3. Park Hall Fire Exit disabled access improvement: **a delegated decision made by the Parish Manager to accept the additional cost of £1000 + VAT from RSA Contractors to widen the slabbed path to 1.2m for easier wheelchair use, with soil and hardcore base;** date awaited for works to start; decision deferred on grass repairs;
4. New Signage for the Pavilion/Green/Parking/Tennis Courts – no progress by the Parish Manager;
5. Installation of Benches throughout the Village – licences awaiting progress by the County Council legal services;
6. Repairs to the Old Station Building – one chimney had been repaired and one more remained outstanding, awaiting dry weather;
7. Installation of the Miners Memorial Seat in front of the Wheel – County Council legal services had acknowledged receipt of the licence application, which would be commenced soon; an order had therefore been placed for the bench for provisional delivery in mid-February, funded by a generous donation;
8. Park Hall Heating – the engineer had ordered the essential parts and advised the future replacement of the system was required, potentially explaining why the previous company had unexpectedly terminated the service arrangements;

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9. Grit Bins –the consultation for a new grit bin in Holly Hayes Road had been successfully completed, with the installation being quickly completed by JR Landscaping and filled from existing stock; 3 pallets of rock salt had been delivered that afternoon (although the driver had been most unhelpful) and the council was ready to refill parish grit bins; the last bin would be set up by the mid-way gates at Whitwick Park for use by caretakers/Rangers when needed; new bins would now be ordered from the remaining budget; keys would be provided to the caretakers and Rangers;
10. Flag Pole – part two of the project would now be initiated by the Parish Manager, following review **it was resolved to return to the initial supplier of the seasonal decorations;** the Parish Manager would check when the flag was due to be changed for the first time; the flagpole key was available at the Community Office in the event of any gales; the wording for the signage had been produced and when suitable fittings were available it would be displayed on the gate;
11. Memorial Garden in Whitwick Park – Cllr Moulton had met with members of the Royal British Legion and ideas put forward which the Legion would fund (a memorial bench) and provide skilled assistance (brick pillars to support an arched entrance); a mural would be welcomed if the necessary permission was granted; the project would continue to be planned by Cllr Moulton meeting with the designer; **resolved to utilise up to £7500 from existing grounds maintenance budget to facilitate this project 4737/430;**
12. Fencing for Car Hill Rock – arrangements were in hand and provisional date for installation was awaited; changes to remove the surplus gate and level the surface was confirmed and the fencing potentially installed in two phases when the safety improvements were arranged;

2367. LAND MATTERS – KING GEORGES V FIELD

It was noted the action list is awaiting updating. As trustee of the Whitwick Park (King Georges Field) Charity, members **resolved** that the following **actions be taken/noted**:

WHITWICK PARK

- a) **until more normal conditions returned, it was agreed to suspend plans for future events and promotions– this would affect Why I Love My Park promotion and the Park Brew coffee events;**
- b) **until more normal conditions returned, it was agreed to suspend plans for the Street Art project on the skatepark;**
- c) that the tennis courts had been signed as a dog free area although since the latest lockdown they now had to be closed again; a resident had requested the decision be reviewed in 6 months;
- d) **that the preferred design for new rubbish bins was the Maelor Trafflex 90L round bin (green) at a provisional cost of £129;** this was a substantially cheaper price than the alternative designs offered and orders could now be placed;
- e) a dog incident had occurred in the park and had been reported to the

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police; the air ambulance recycling bank was full again and needed emptying.

PARSONWOOD HILL (part)

f) no other new matters for consideration.

2368. LAND MATTERS – EXCEPT KGV LAND

It was noted the action list is awaiting updating. **Resolved: That the following actions be taken/noted:**

ALLOTMENTS

a) that no matters had been submitted that required attention/action by the Committee;

RECREATION/OPEN SPACES;

b) that the solicitor had not yet responded to their instruction to take enforcement action over the boundary infringement at one open space and this would be followed up;

c) the arrangements for monitoring of water quality in Grace Dieu Brook for the next 12 months were explained;

d) that an enquiry had been sent for professional advice on how to prepare the council on fulfilling riparian responsibility with some open spaces;

e) the fire bin had been removed from parish land after writing to a resident; chains were needed for some gates.

2369. BUILDINGS MANAGEMENT

It was noted the action list is awaiting updating. **Resolved: That the following actions be taken/noted:**

PARK HALL:

a) that a new company had nearly completed the periodic electrical inspections (on all 4 buildings – minor access problem in one location with a faulty lock); remedial work would be quickly actioned;

b) that the new external notice board had been installed and would be used to jointly promote the building and the hirer activities;

c) **that the replacement heating be investigated and that budgetary provision of £10,000 should be set aside, with a professional view included in the quotations on systems that matched the currently successful green emissions** [Parish Manager's note: an earmarked reserve of £2746 was potentially available towards this cost so she would need to add £7254 to the next version of the draft budget for 21/22]; that options for wi-fi service be explored and costed;

d) that external installation of solar panels was unlikely to be feasible on a community building like Park Hall – the cost of likely vandalism would outweigh any savings, which were also reduced since tariffs had been cut;

COMMUNITY OFFICE:

e) that the Parish Manager would revert to working mostly from home

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during the new lockdown; the Community Office would again suspend offering appointments to visitors; PPE shields were now being worn when visitors had been admitted;

f) that no new building repairs or maintenance issues were raised;

PAVILION/TOILETS, OUTBUILDINGS and OLD RAILWAY STATION:

g) that the wooden doors on the outbuildings had been painted;

2370. OTHER MATTERS FOR FUTURE AGENDA

The Chairman encouraged members to put ideas forward for consideration.

Full signature of Chairman: Date:

The meeting terminated at 8.57 pm.

Date of the next meeting: Thursday 4 February 2021 at 7 pm