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MINUTES of the MEETING of PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE held on 2 December 2021 at 7.00 pm in Park Hall, Whitwick Park, off North Street, Whitwick.

Present: Councillor A Barker (Chairman)

Cllrs P Moulton, J Straw and R Woodward
Mrs. A Barker, Ms S Colledge, Mr T Gee

In Attendance:

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

No members of the public.

Before the meeting commenced, the Parish Manager read a reminder about civility and respect.

2710. APOLOGIES FOR ABSENCE

None.

2711. DECLARATIONS OF INTEREST

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 non-pecuniary interest as Link Councillor for Thornborough Road Allotment Society and a non-pecuniary interest as a representative member of Leisure Centre Steering Group.

Cllr A Barker declared a disclosable non-pecuniary interest as a Director of Holly Hayes Woods, a member of Whitwick Historical Group and a non-pecuniary interest as a signatory at Walkers Flats Allotment Group.

Cllr J Straw declared a disclosable non-pecuniary interest in any matters in the green wedge as a member of Whitwick Action Group and a disclosable non-pecuniary interest as a member of Whitwick Historical Group.

Cllr R Woodward declared a disclosable non-pecuniary interest as a Director of Friends of Holly Hayes Woods and as a member of Whitwick Historical Group.

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

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

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interest as a member of Woodstock in Whitwick; a non-pecuniary interest in any matter concerning the old Hermitage Leisure Centre site.

Mr. T Gee declared a non-pecuniary interest in Whitwick Historical Group as a member and Woodstock in Whitwick as a Committee member.

2712. MINUTES

The minutes for 7 October and 4 November 2021 had not been circulated and were deferred.

2713. PUBLIC QUESTIONS AND ANSWER SESSION

None.

2714. PARISH PROJECTS - WORKING PARTY/LINK COUNCILLOR REPORTS

Resolved: That the following actions be taken/noted:

- a) Playground Working Party – members considered the quotes from Company A for £14,314.73+£10,913.27; Company B £25,000.00 and Company C £19,546.00+£4,305.50. **Resolved to accept the quotation from Company B due to the range of equipment being supplied which would provide better financial and play value to meet the council's aims for inclusive play at the two sites (Holly Hayes and Hermitage/Green Lane playgrounds) but on the condition that, with delegated authority to the Parish Manager, a slight reduction was agreed to adjust the total charge for provision of swingseat/chains at one site to avoid duplication. The quotes from Company A (requiring a 50% on placing order) and Company C (lower play value) were declined.**
- b) Bowls Link Councillor – Cllr Moulton said there were no matches at the moment.
- c) Allotments Link Councillor – Thornborough Road Cllr Moulton reported on the planned water agreement currently drafted.
- d) Allotments Link Councillor – Walkers Flats: no report received;

PROJECTS

1. The steps aside of Park Hall leading up to the grass area – provisional start date was 6 December (subject to weather and contractor resources) and a site meeting would be called to clarify finer details;
2. New Signage for the Pavilion/Green/Parking/Tennis Courts –action still required by Parish Manager;
3. Installation of the Thomas Moulton Miners Memorial Seat was complete but the memorial plaque for the Wheel was awaiting wording/design;
4. Park Hall Heating installation – although the installation had been completed the lack of handover to staff with operating instructions was an issue; 3 breakdowns had occurred so far (latest on Monday) and a pipe had been changed due to debris in the filter;
5. Memorial Garden in Whitwick Park – update provided by members after their site meeting on 21st November; Ms Colledge to ask Glebe Farm company to provide free transport to move the donated rock from the Quarry to the Garden (colour and shape not disclosed); miners'

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- memorial bench to be stored when it arrived until pathways were completed and siting agreed; following withdrawal of the Royal British Legion from the project, members noted the Branch were appointing new Officers, with an apparent approach to the District Council to organise the March; Cllr Moulton, accompanied by the Parish Manager and Cllr Woodward, would endeavour to attend the next Branch meeting on 7 February 2022 to try and establish a better relationship going forward;
6. Car Hill Rock – members considered the quotes from Company A for £1,850.00 and Company B £560.00. Company C had not provided clear information or details to the Responsible Finance Officer. **Under delegated powers from the council to suspend the financial regulations requiring 3 quotes (due to specialist work restricting the companies who could do this work), resolved to accept Company B at the lower price of £560.00;** dates for the work to be done would now be arranged and free rocks from the quarry utilised;
 7. Seasonal Lighting – further to recent decisions on the business locations of the seasonal lighting this year, the licence application had been submitted to the County Council with a copy of the stress testing report on the brackets; locations had been sent to the supplier but the installation problem with height had now been reduced to 1 location instead of 4; the electrical connection had been completed for the flagpole Christmas lights, with thanks to the neighbour and Whitwick Electrical for assistance; thanks given to Cllr Barker and Mrs. Barker for the solar lights put on the Whitwick Wheel and many expressions of thanks were coming in from the public who 'loved' the new tree lights; consideration of a Christmas Greeting banner from the Parish for this site was supported for 2022;
 8. Tree Survey – Reports were now being received from the surveyor (LCC) as sites were completed but at the request of the Parish Manager, **resolved that the Priority Work 2 for tree numbers 14,15 and 16 at Hermitage Road/Green Lane site should be felled due to identification of disease and decay (Common Pear x2 and a Wild Cherry); other work at this site should be undertaken at the same time to secure best financial value by the councils' tree surgeon (separate contractor to the surveyor) and done as a matter of urgency to allow future path construction to remain on schedule;** works included G1 Mixed broadleaves, G2 Cherry Plum, Tree 1 Norway Maple to crown lift and remove hanging branches, Trees 5 & 19 Wild Cherry section fell, Tree 13 Cherry Plum crown lift, Tree 20 Silver Birch section fell.

2715. LAND MATTERS – KING GEORGES V FIELD

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

WHITWICK PARK

- a) the vandalism to the inclusive roundabout was still awaiting a response

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- from the manufacturer with advice;
- b) the vandalism to a newly installed bin was noted and members suggested longer fixings;
- c) success of Coffee Connect events by RCC in the Park; support and attendance by some councillors agreed for 8 & 15 December (with Cllr Woodward promoting Community Safety items as the Champion); **monthly Park Brew events to restart with volunteers; dates set for 2022 for Friday 7 January, Saturday 5 February, Wednesday 9 March, Saturday 9 April and Monday 9 May, from 10– 11.30 am.**
- d) consideration of CCTV protection and/or installation of system would require a budget to be identified before research by the Parish Manager on suitable systems;
- e) three new benches had been manufactured and were ready for delivery to the park, including one memorial bench donated for the Bowling Green area – Cllr Moulton volunteered to liaise with the donor and the Park Ranger on installation date (location already agreed);
- f) some action points were still outstanding by the Parish Manager and legal advice not yet actioned; gates at the top of the drive did not close easily due to misalignment of posts and JR were to be asked if a repair could be done; minimal parking capacity for any farmers market/community event and members suggested using Parsonwood Hill as an alternative venue; PARSONWOOD HILL (part)
- g) no new matters for consideration.

2716. LAND MATTERS – EXCEPT KGV LAND

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

ALLOTMENTS

- a) A resident had suggested potential funding for a water supply to be installed and water controls measure (push tap) for Walkers Flats – **members declined this option as the environmental approach (being introduced at the Thornborough Road site) was to encourage water butts and use rain water;**

RECREATION/OPEN SPACES;

- b) installation of new bin by JR Landscaping needed at Hilary Crescent playground;**
- c) Site meeting had been held at Hermitage/Green Lane site with the contractor to agree the compound for equipment needed to construct the path; **for safe working, closure would be needed of the Green Lane entrance to the public from the start of groundworks for approximately 3 weeks;** Cllr Straw offered to laminate and put up signs at the site to give public advance notice;
- d) report on potential collapsed drain identified by the County Council to a resident adjacent to WPC.011 on Rosslyn Road could be raised with Severn Trent when the public meeting took place;
- e) to accept the Day of Reflection 2022 offer by NWLDC for a bench and flowering cherry tree to be installed in locations where**

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children could particularly benefit – Parsonwood Hill, Hermitage/Green Lane, Hilary Crescent and Thornborough Road;

- f) update given on other matters: LCC vegetation complaints from a resident who was a neighbour to a Briers Way open space; byelaws had been chased again but still no timescale; a second tree had fallen at the Brook (between Holly Hayes Road and City of Dan) during the weekend storms; debris from upstream had affected the water quality.

2717. BUILDINGS MANAGEMENT

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

PARK HALL:

- a) Two secondhand cupboards had been purchased for storage in the office;
- b) Chairs would now be stored in the main Hall and hirers notified;
- c) no new building repairs or maintenance issues;
- d) regarding external areas a better light should be put on the outside;
- e) members agreed a gigahub (under the LCC scheme) might be explored as the BT survey for the agreed broadband had failed to honour free installation;

COMMUNITY OFFICE:

- f) no new building repairs or maintenance issues but no progress yet on known matters;

PAVILION/TOILETS, OUTBUILDINGS and OLD RAILWAY STATION:

- g) certificates were awaited for the recent inspections on the boiler, electrical installation and fire extinguishers at the Old Railway Station and for PAT testing (in all council buildings);
- h) members were shown a photo of the rear of the garage building and noted there were no issues.

2718. BUDGET RECOMMENDATIONS

In accordance with Standing Order 4.5.2, members noted the opportunity to provide estimates for 22/23 to the Proper Officer in addition for £10,000 for defibrillators in the parish. **Resolved to suggest to the council CCTV schemes, £12,000, Gates £5250, car park lining £3000 and Air Quality Monitor £15000.**

2719. OTHER MATTERS FOR FUTURE AGENDA

None.

Full signature of Chairman: Date:

The meeting terminated at 20.50 pm.

Date of the next meeting: Thursday 6 January 2022 at 7 pm