

EARL SHILTON TOWN COUNCIL
MINUTES of the
LEISURE, PARKS, CEMETERY & OPEN SPACES (LPCOS) COMMITTEE MEETING

Held at 7 p.m. on
Tuesday 05 December 2023
At the Public Library, Wood Street, Earl Shilton, LE9 7NE.

MEMBERS PRESENT:

Councillors: Cllr A Bates (Chairman), Cllr M Tebbett (Deputy Chairman), Cllr D Almey and Cllr M Leman, Cllr C Wells, Cllr G Granger

In attendance: Deputy Clerk: Miss Cally-Ann Higham.
Members of the Public: Nil

23/089 Chairman's welcome and opening remarks.

The Chairman welcomed all Members and the new Deputy Clerk to the meeting.

Noted & received.

23/090 To receive apologies for Member absence.

Resolved: to accept the reasoned apology from Cllr C Ladkin and, Cllr J O'Neil as tabled and recorded.

23/091 Declarations of interests. To receive disclosures of Member's interests, i.e., the existence and the nature of those interests in respect of items on this agenda.

Resolved: to allow Cllr D Almey to remain in the room whilst this item is discussed but will not be involved in any discussion (unless asked by Members to provide information).

23/092 To receive and approve as a true record the minutes of the LPCOS Cttee meeting held on 07 November 2023.

Resolved: that the minutes of the LPCOS Cttee meeting of the 07 November 2023, as tabled, to be amended and presented to members at the next LPCOS meeting in January 2024.

23/093 Public Participation:

- a. public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address/relate. **None.**
- b. That the meeting may be adjourned to allow members of the public to make representation about items that are not on the agenda (Electors' Time). **N/A**

23/094

To receive a written monthly report from the Deputy Clerk.

Members received a written report from the Deputy Clerk detailing listing income received, unscheduled outgoing expense, works that have been completed since the last meeting, scheduled works for the month ahead and general updates such as.

- i) ***Isuzu Vehicle has been repaired and collected. Discussion on how long the vehicle was off the road dated from 27th October until 1st December, collected by the Groundcare team Monday 4th December am. Members discussed that the vehicle could have been used whilst awaiting parts. This was noted and the Deputy Clerk shall take on board for the next instance, depending on the severity of vehicle damage and mechanical opinion.***
- ii) ***Weekly meetings are taking place with Deputy Clerk and Groundcare team to speak about current and following weeks works, these are around 30 minutes long.***
- iii) ***Twenty-eight trees at Hall field Park have had works completed on them. Which no tree's were felled from the committee's decision. The trees have just had maintenance conducted on them and thinned out to promote better growth.***
- iv) ***RAAC Survey on the Pavilion has been completed and came back negative for RAAC. Awaiting full survey report.***
- v) ***John Dierre Mower has had the works completed on it and repaired; this has been delivered back to ESTC.***
- vi) ***Electrician has suggested to replace the lamps at Hall field with LED lamps instead of the ones being used now. The committee have decided for the electrician to swap the existing lamps to LED lamps as and when required.***
- vii) ***Damage to manhole covers outside of Maple Way Park have been reported to Severn Trent and rectified by Severn Trent.***
- viii) ***Hedge cutting by our contractor has been conducted, however the Deputy clerk needs to speak to them regarding the damage caused by the Tractor. In the future the Groundcare team will need to assess the grounds before any work is conducted.***
- ix) ***Waiting for harder ground for the 40 Lime trees at Hall Field Park to be completed. The Deputy Clerk shall continue communicating with the contractor to see when these will be completed.***
- x) ***Manhole drain cover in Maple way Park has been completed.***
- xi) ***Deputy Clerk is to speak to the Groundcare team regarding the Weaver Springs Football pitches, as going forward the committee would like the Groundcare team to assess the grounds Friday afternoon as to whether they should be used over the weekend by the Football team. This information will be fed back to the Deputy Clerk, who will then advise the Football Club.***



- 23/095 Correspondence received:
- a. Late correspondence received since this agenda was set.
None.

- 23/096 To update members on suggested location for the Waterloo memorial trees.
at Mill Lane Cemetery.

Resolved: The committee have agreed to place the memorial trees at Mill Lane Cemetery. Deputy Clerk is to contact the supplier to reserve the tree's, also to get a quote for professional installation on the trees. Also it was discussed for the Deputy Clerk to get quotes for a new bench and for a path to be placed down to allow access to the memorial benches. This shall be reported back in the LPCOS meeting in January 2024.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will decide as necessary to resolve to go into Private Session. So, resolved.

- 23/097 To review quotes to have the annual professional ROSPA inspection conducted on all ESTC owned play equipment.
Resolved: Deputy clerk made the committee aware that this has become a bespoke quote due to lack of companies providing this service and that one company has taken over a number of the same businesses. The committee have agreed to go with [REDACTED] at a cost of £572+VAT under budget code 4540.

- 23/098 To review quotes on Hand arm Vibration equipment testing, used by the Groundcare team.
Resolved: Member shave agreed to use [REDACTED] as the company to conduct the HAV testing after the Deputy Clerk has checked to ensure the Quote includes Full Body Vibration testing as well. The Deputy Clerk shall report to the Committee once this has been clarified.

- 23/099 To discuss implementing a Tree policy and Procedure.

Resolved: Committee have agreed to the Tree policy to be published once the Tree survey has been done in January, this is so the Deputy Clerk can add a detailed chart of the Tree's and Hedges ESTC Manage and Maintain.

23/100 To consider Quotes for Hurst Road Park refurb, then to apply for match funding.

Resolved: The committee have made the decision to go ahead with applying for match funding from the Parish Community Initiative Fund 2024. This funding will cover half of the cost provided from agreed supplier Playdale playgrounds LTD quote of £7819.62 ex VAT.

23/101 To review bespoke quotes for the annual LOLER (Lifting Operations and Lifting Equipment Regulations) test required on Earl Shilton Town Council Owned Vehicle.

Resolved: Committee member found information from The Health and Safety website, that ESTC Truck does not require a LOLER test as this is exempt. However, it was asked for the Deputy Clerk to supply the Groundcare team with Risk Assessment for unloading and loading of the vehicle.

Last Item

The meeting closed at 19:48pm with the Chairman thanking members for their attendance and contributions.

