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 ME Jackson  
Town Clerk  
LPCOS Cttee 2018/19

EARL SHILTON TOWN COUNCIL

MINUTES of the

LEISURE, PARKS, CEMETERY & OPEN SPACES (LPCOS) COMMITTEE MEETING

Held at 7:00 p.m. on  
Tuesday 05 March 2019

At The Stute, Station Rd., Earl Shilton, LE9 7GA.

MEMBERS PRESENT:

Councillors: K Lapsley, Deputy Chairman, Ms D Almey, Mrs C  
Coe and P Statham.

In attendance: Office Clerk: Mrs C Houghton  
Town Clerk: Mr ME Jackson

18/084 Deputy Chairman's welcome and opening remarks.

The Chairman opened the meeting welcoming all Cllrs.  
**Noted and received.**

18/085 To receive apologies for member absence.  
**Resolved: to accept the apologies from Cllr C Newlyn, Cllr  
A Williams, Cllr B Hutt and Cllr M Tebbett as tabled and  
recorded.**

18/086 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.  
**None.**

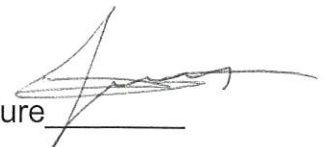
18/087 To receive and approve as a true record the minutes of the  
LPCOS Cttee meeting held on 05 February 2019.  
**Resolved: that the minutes of the LPCOS Cttee meeting  
of the 05 February 2019, as tabled, be accepted as a  
true record of proceedings.**

18/088 To receive a verbal and or written report from the  
Groundcare Supervisor.

A written report was presented to Cttee members from the  
Groundcare Supervisor, who was unable to attend the  
meeting.

The report expressed thanks to Cllr C Newlyn for his help in  
assisting the Groundcare Supervisor, carrying out daily  
tasks and enabling ESTC grounds to be maintained to a  
high standard.

The main jobs that have been completed this month are:



- 1) Painting gates/railings/benches and bins around the Town.
- 2) Cleaning play equipment so they are free of algae and safe.
- 3) Fixing the leaking tap in the grazing land at Mill Lane Cemetery.
- 4) Levelling off earth on grave plots to enable future memorials to be erected.
- 5) Market stalls have been labelled, providing clear and detailed instructions of how they are to be erected.

The Groundcare Supervisor will aim to 'Smartwater' all ESTC tools and equipment and invest in new litter picking equipment this coming month. The report ended with his noted concern over increased anti-social behaviour at Wood Street Park, with broken glass being found in grassed areas which is popular with dog walkers.

***Noted and received: the Deputy Chairman felt this report was informative and expressed that a written report from the Groundcare Supervisor will be more than sufficient for future routine LPCOS Cttee meetings.***

18/089

*Correspondence received since this agenda was set.*

- a. A local resident reported anti-social behaviour at Wood Street Park to the Town Council Office on 01 March 19. ESTC will report this to the local police beat team and neighbourhood watch coordinator.  
***Noted and received.***
- b. Mill Lane Cemetery Grazing Land is currently rented by a local businessman. To date no funds have been received to ESTC, which were due 30 Sep 18. If funds have not been received by 31 March 19 then ESTC will look to advertise the land for rent.  
***Noted and action agreed.***
- c. A request from a local resident has been made to have a wooden bench situated at Mill Lane Cemetery in memory of their late parents.  
***Resolved: Cllrs agreed for the bench to be situated at the chosen location (opposite plot MD17). All costs for the bench, including purchasing/installation/concrete base and reasonable maintenance of the bench will fall to the local resident.***
- d. An invoice has been received from <sup>Redacted</sup> for works carried out to the tractor hydraulics back in Oct 18. Works should have been covered under warranty. The invoice is being contested before any payment is made.  
***Noted and received.***



- e. A funding application to improve Oaklands Pocket Park has been denied by MHCLG. ESTC are still awaiting the outcome of a conjoint funding application, this outcome will be announced in May 2019.

Anti-social behaviour has been reported at **Redacted** **Redacted** A local resident has took to parking **Redacted** car on **Redacted** Council's grassed area, directly outside of **Redacted** home **Redacted** address. This has caused some damage to the open space grassed area already.

**Resolved: contact will be made to the local housing association, responsible for the home owner's actions.**

- 18/090** To inform members of the yearly *ROSPA inspection* to be carried out in May 2019 on all ESTC play equipment.

Cllrs reviewed the quote provided from the previous year's inspection.

**Resolved: to gain a further quote to compare costs.**

- 18/091** To confirm *Wood St Park play area* spend – additional funding required.

The Deputy Chairman covered the costs ESTC already have secured for the new play area. Cllrs discussed the options of where to gain the outstanding amount of £1911.29 which is required to fulfil the new play area works.

**Resolved: to recommend to Full Council to increase the original agreed £16k to £17911.29 to allow the play area works to be carried out.**

- 18/092** To review the quote on *Weaver Springs Park Pavilion* works.

The Deputy Chairman reviewed the quote for the agreed works on the Pavilion at Weaver Springs Park. Cllrs felt further quotes would be beneficial to compare costs.

**Resolved: to gain further quotes from property management companies.**

- 18/093** To discuss the *Great British Spring Clean*.

Cllrs discussed available dates to involve ESTC with the Great British Spring Clean. Due to the elections taking place in May 19, Cllrs are aware of the 'Purdah' rules which will limit the time scale ESTC Cllrs have to take part in the event.

**Resolved: to recommend to Full Council the dates available being Saturday 23 March or Sunday 24<sup>th</sup> March**

**2019 and decide if ESTC are to take part in the Great British Spring Clean.**

- 18/094** To discuss getting a local contractor to erect the new *Information Board* at Mill Lane Cemetery and then relocate the existing board to Weaver Springs Park.

**Within this agenda item, Cllrs also discussed agenda item 18/096.**

The 3 quotes were discussed for the Heritage Board installation and options to have the Mill Lane Cemetery and Weaver Springs Park information boards installed.

**Resolved: Cllrs agreed to go ahead with the quotation from Redacted for the Heritage Board installation but to also ask them to quote to install the Mill Lane Cemetery and Weaver Springs Park information boards.**

- 18/095** To provide an update on *Birch Close/Maple Way Park* works to relocate an existing item of play equipment.

The Deputy Chairman informed members that the contractors carrying out the works at Maple Way Park are still awaiting quotes to relocate the zip wire within the park grounds. The relocation of the play equipment has been requested due to a clear access being needed to enable pipe works to be installed.

**Noted and received.**

- 18/096** To review the 3 quotes obtained to have the *Heritage Board* installed on Wood Street.

**Resolved: this agenda item was covered under 18/094.**

- 18/097** To update Cttee Members on action points from the last meeting held on February 05 2019.

The Office Clerk covered the previous LPCOS Cttee meeting minutes, advising members of the action taken to complete each agenda item.

**Noted and received.**

**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 resolve to go into Private Session. So Resolved.**

**18/098** To discuss the options for *s106 Informal & Formal Provision* spend.

Cllrs discussed the options available for both s106 Informal and Formal Provision available to be spent on Wood Street Park. Ideas included a bench in the meadow area, outdoor table tennis tables, hedgerow to go along the park boundary behind teen area, new picnic benches with hard surface underneath and to possibly have new flowers and shrubbery planted to re vamp the area near Age UK.

***Resolved: the office clerk to gain quotes for the ideas put forward. Also to liaise with the Groundcare Supervisor regarding this year's planting schemes.***

**18/099** To discuss *staff training* courses including COSHH training.

The Deputy Chairman expressed his reasons for having ESTC staff COSHH trained. Also to ensure that ESTC are covered under Health & Safety regulations.

***Resolved: the Office Clerk is to be booked on to the online course at the next available opportunity. The Groundcare Supervisor is to also be booked onto the course when the time is suitable. The cost of this online training is £25 + VAT per person.***

The meeting closed at 7.59 p.m. with the Deputy Chairman thanking members for their attendance and contributions.

