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Cally-Ann Higham
DEPUTY CLERK

LPCOS Cttee 2023/24

EARL SHILTON TOWN COUNCIL

MINUTES of the

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

Held at 7 p.m. on

Tuesday 07 November 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.

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

23/072 Chairman's welcome and opening remarks.

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

Noted & Received.

23/073 To receive apologies for Member absence.

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

It is noted that no apologies were received from Cllr G Granger.


23/074 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.

Cllr D Almey – agenda item 23/080, due to being a member of the Waterloo Memorial group.

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).

23/075 To receive and approve as a true record the minutes of the LPCOS Cttee meeting held on 03 October 2023.

Resolved: that the minutes of the LPCOS Cttee meeting of the 03 October 2023, as tabled, be accepted as a true record of proceedings.



23/076 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**

23/077 To receive a verbal monthly report from the Deputy Clerk.

Members received a verbal 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;

- 1) Application for work on the 27 Lime trees at Hall field Park has been granted by HBBC. Further meeting to be held to identify the potential 6 Lime tree's to be felled. Works are scheduled to commence 20th Nov 23.
- 2) Groundcare team are going into winter works and planting. Due to weather and the vehicle being off the road they are a bit more behind than expected.
- 3) Scheduled hedge cutting at Weavers park to take place 13th Nov 23.
- 4) Awaiting date from contractor for the Manhole cover at Maple way to be replaced.
- 5) £600 received from HBBC to fund for new tables that will be used at events and markets.

Noted & Received.

23/078 Correspondence received:

- a. Late correspondence received since this agenda was set.
None.

23/079 To confirm the location to have the new defibrillator fitted within the Town.

Minister of the local Parish hall was contacted and has agreed to house the defib unit to provide 24 hour service for the surrounding community.

Resolved: Members have agreed to have the Defib located at the Parish Hall. Deputy Clerk will now proceed with getting this installed.

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.



- 23/080 To review quotes to replace the Waterloo Memorial trees which were planted at Wood Street Park in the wild meadow area but damaged through ASB, and consider a new location for the trees.
Resolved: Members to meet at Mill Lane Cemetery 17th November to discuss location of the tree's.
- 23/081 To consider quotes to have new metal fencing installed to replace a gate that surrounds the toddler play area at Wood Street Park.
Resolved: Decision made to go ahead with the works by ~~REDACTED~~ cost of £1125+VAT under budget code 4485 General Maintenance. Deputy Clerk to arrange works to commence.
- 23/082 To discuss the ESTC plant machinery requirements following on from a site visit with Ground staff and Cllrs to review all equipment.
Resolved: Members given a print out of current equipment owned by ESTC. Members agreed to purchase the below under budget code 4535 Plant & Machinery Maintenance :
- 1) **Flymo for the BMX track – to be ordered for the start of Spring 2024.**
 - 2) **Spray line marker – Deputy Clerk to organise demonstrations of the preferred spray line marker.**
 - 3) **Stihl Vacuum Attachments for the leaf blower.**
 - 4) **John Deere Gator Doors – Members have deemed this not essential and shall not be authorising purchase of the doors.**
 - 5) **John Deere Gator is to only be used by one person and no passengers actioned by the Committee Members.**
- 23/083 To consider quotes for Hall field toddler park flooring repairs.
Due to the Third quote not being received in time, Deputy Clerk suggested to members to await RoSPA inspection that is due early 2024. This would give them a clear view of what work is required. Noted & Received.
- 23/084 To consider quotes for Groundsman Staff Training.
Deputy Clerk has looked into all Groundsman current certifications on required Health & Safety training and information at work. Resolved: Agreed to book courses through ~~REDACTED~~ for Groundsman to complete over the Winter period under budget code 4545.
- 23/085 To review advised Reinforced Autoclaved Aerated Concrete Survey to Earl Shilton Town Council owned property.
This is a requirement from Leicester County Council for owned buildings to be inspected for RAAC. Resolved: Quotes discussed and decision made for ~~REDACTED~~ to complete the Survey at the Pavilion cost of £750+VAT under budget code 4430.
- 23/086 To review quote for the John Deere Ride on Mower engine replacement.
Resolved: Members have agreed for the Mowers engine replacement at the reduced estimated cost of £1485.69+VAT under budget code EMR365 due to a Fault found by the Supplier John Deere ~~REDACTED~~

guaranteed an extension on the warranty by 6 months to ensure the cost would be covered. This would have been another £10000 for an engine replacement if the warranty was not extended.

23/087 To consider Funding for Hurst Road Park.
Resolved: Deputy Clerk to receive three quotes from suppliers for the Funding application, this will be on Decembers agenda for members to review.

23/088 To consider the bespoke quote from Leicestershire county council, to renew the tree survey carried out on all ESTC owned trees.
This survey will be valid for 3 years to ensure ESTC owned trees fall within the national requirements.
Resolved: Members agreed to put forward the Quote to Full Council on 13th November.

Last Item

The meeting closed at 20:58 pm with the Chairman thanking members for their attendance and contributions.

