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EARL SHILTON TOWN COUNCIL

MINUTES of the

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

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

MEMBERS PRESENT:

Councillors: A Bates (Chairman), M Tebbett (Deputy Chairman), C Ladkin, M Leman and Ms C Wells.

In attendance: Deputy Clerk: Mrs C Houghton.
Members of the Public: Nil

23/038 Chairman's welcome and opening remarks.

The Chairman welcomed all Members to the meeting.
Noted & Received.

23/039 Election of the Earl Shilton Town Council LPCOS Committee Deputy Chairman for the Civic Year 2023/24.

Resolved: Cllr M Tebbett is elected to be the LPCOS Cttee Deputy Chairman. Members congratulated Cllr M Tebbett on being appointed.

23/040 To receive apologies for Member absence.

Resolved: to accept the apologies from Cllr D Almey and Cllr J O'Neil as tabled and recorded.

23/041 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.

23/042 To receive and approve as a true record the minutes of the LPCOS Cttee meeting held on 01 August 2023.

Resolved: that the minutes of the LPCOS Cttee meeting of the 01 August 2023, as tabled, be accepted as a true record of proceedings.

23/043 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). **Nil.**

Chairman's Signature 

23/044

To receive a written monthly report from the Deputy Clerk.

Members received in their agenda pack a detailed report from the Deputy Clerk 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) damage to a litter bin located at Weaver Spring's Park – resolved.
- 2) report of potential a 'hate crime' to residents close to Weavers park – no further action to be taken.
- 3) offensive graffiti at QEII Hall Field Park – has now been removed.
- 4) s106 contributions updated list.
- 5) the new cemetery mapping system is live on the ESTC website.
- 6) tree works for the 40 lime trees at Hall Field park are scheduled for Oct 2023.

23/045

Correspondence received:

a. Late correspondence received since this agenda was set.


i) request for an extra dog waste bin to be located in the Masefield Drive estate.

Resolved: the Deputy Clerk will contact the Neighbourhood watch Co-ordinator who made the request to advise that ESTC shall monitor this before an extra bin is considered, as the Town Council office has not received any complaints regarding the matter.

ii) Correspondence received from a resident regarding a grave plot located at Mill Lane Cemetery.

The resident issued a complaint that strimming maintenance carried out by an ESTC Groundcare member has damaged a flower memorial surrounding a family plot.

Resolved: minor damage caused to the artificial flower base, the Deputy Clerk spoke with the staff member concerned to discuss this matter. It was made clear that extra care needs to be taken when working around the grave plots and that all areas should be left tidy and respectable. Members were reminded by the Deputy Clerk that the cemetery is a lawn cemetery meaning that all memorials should be kept within the memorial/headstone area allowing the groundcare team to mow and trim without obstruction. In this case, the artificial flower memorial was placed along the grass line. It has been made clear to the staff member that if needed they are to trim around memorials if they are causing an obstruction to the grave maintenance. ESTC have not requested that the flower memorial be removed but ESTC cannot be liable for any damaged caused to memorials if they are outside of the grave plot boundary, as stated in the regulations. Members agreed that the regulations have not been adhered to. The Deputy Clerk will contact the deed holder.



23/046 To update Members on the potential works to the Lime trees located at QEII Hall Field Park.

Following on from a site visit with a HBBC tree officer and Borough Cllrs, a report was issued, along with quotes to have work carried out on the lime trees for Members to consider.

Resolved: Members were extremely pleased to have the report and to get this work carried out over the winter months.

This Cttee recommends to Full Council for *Redacted* to do the works at a cost of £6300.00 + vat.

The Deputy Clerk will arrange this if agreed by Full Council and also arrange a site visit before works are carried out to confirm which 6 trees are deemed as the weaker ones to fell. The Deputy Clerk will also explore options to have the felled trees sculptured and report back to the Cttee.

23/047 To discuss options to make a storm drain secure which is located at Maple Way Park.

Members discussed all options to ensure that the storm drain is kept well maintained and secure.

Resolved: The Deputy Clerk is to gain quotes to have a heavy duty cover and surround installed.

23/048 To update Members on the recent BMX works at Wood Street Park.

The works carried out to the BMX track have not been done to a standard that Council expected, with some areas still in need of repair.

Resolved: The Deputy Clerk has spoken to the company who carried out the works and a site visit is to be arranged, hopefully by the end of September 2023 to discuss in person what work still needs to be done. The Deputy Clerk will keep Members informed.

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.

23/049 To consider quotes to have a *Letter to Heaven* post box installed at Mill Lane Cemetery.

The Chairman of this Cttee shared with Members advise he had gained from a local reverend and a local bereavement councillor to get their views on the idea. It was seen overall as a positive idea for the whole community.

Resolved: Members agreed to order an officially white ER post box with a stand from *Redacted* at a cost of £330.00 + vat. The location will be agreed once delivered.



23/050 To consider quotes to replace the Waterloo Memorial trees which were planted at Wood Street Park in the wild meadow area.

Members discussed the quotes and the location of the trees to be planted. Due to ASB and also the major housing development that will potentially impact the wild meadow area at Wood Street Park, a suggestion was put forward to relocate the new 6 trees, along with the bench and plaque that lays within the wild meadow, to Mill Lane Cemetery.

Resolved: Members decided to refer this to the October meeting for further discussion.

Cllr C Ladkin left the meeting at this point.

23/051 To consider a bespoke quote to have new metal fencing installed to replace a gate that surrounds the toddler play area at Wood Street Park.

A bespoke quote was presented to Members to replace the gate with a new fence.

Resolved: Members would like two further quotes gaining to compare the cost to. The Deputy Clerk will gain these and report back to the Cttee at the next meeting.

23/052 To consider quotes and the location for a defibrillator to be installed within the Town.

Quotes were provided to Members for different packages and specifications of defibrillators. And also the location of the defibrillator was discussed in detail.

Resolved: Members agreed to purchase one defibrillator from *Redacted*, at a cost of £1695.00+vat. This packages offers a top of the range defib that works both on adults and children and also has a LED screen to show the user exactly what to do as well as telling you, which members felt was a great asset. The Deputy Clerk will place the order. The Deputy Clerk will also contact another local business to see if they would be interested in housing the unit. The funds for this defib are to come from the EMR Community Grant budget.

23/053 To consider quotes to have tree works carried out on an open space located off King's Richards Hill.

Quotes to have work carried out on a number of trees were presented to Members to consider.

Resolved: Members agreed for *Redacted* to do the works at a cost of £575.00 + vat. The Deputy Clerk will arrange this.

The meeting closed at 8.45 pm with the Chairman thanking members for their attendance and contributions.

