

~~C Houghton~~
Deputy Clerk.

EARL SHILTON TOWN COUNCIL

MINUTES of the

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

Held at 7 p.m. on

Tuesday 06 June 2023

At the Public Library, Wood Street, Earl Shilton, LE9 7NE.

MEMBERS PRESENT:

Councillors: Cllr A Bates (Chairman), Cllr S Roper (Deputy Chairman), Cllr D Almey and Cllr C Ladkin.

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

23/001 Deputy Clerk's welcome, followed by the election of the Earl Shilton Town Council LPCOS Cttee Chairman for the Civic Year 2023/24.

As this was the first Cttee meeting of the new electoral term and civic year, the Deputy Clerk asked for members to propose the election of a Chairman to direct the business of the agenda.

Resolved: Cllr A Bates is elected to be the LPCOS Cttee Chairman.

Members congratulated Cllr A Bates on being appointed.

23/002 Election of the Earl Shilton Town Council LPCOS Committee Deputy Chairman for the Civic Year 2023/24.

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

23/003 To receive apologies for member absence.
None.

23/004 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.

23/005 To receive and approve as a true record the minutes of the LPCOS Cttee meeting held on 25 April 2023.

Resolved: that the minutes of the LPCOS Cttee meeting of the 25 April 2023, as tabled, be accepted as a true record of proceedings.

23/006 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. **Nil.**



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.*

23/007

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;

- i) the new cemetery mapping system is in the final process of being produced.
- ii) the 4 x salt bin applications have been submitted to LCC.
- iii) the nest swing for QEII Hall Filed Park play area has been ordered and is due for delivery mid July 2023.
- iv) the row of 40 lime trees at QEII Hall Filed Park are scheduled for works to reduce the height by 4m and raise the crown in September 2023.
- v) the birch tree located at Jubilee Drive, which was dead due to being vandalised, has now been removed safely by a professional tree surgeon.

Noted and received.

23/008

Correspondence received:

a. Late correspondence received since this agenda was set.

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

The resident has raised concerns that the care of the cemetery has lapsed recently and also that strimming maintenance carried out by an ESTC Groundcare member has damaged a flower memorial surrounding a family plot.

Resolved: the Deputy Clerk provided an email from the resident with the concerns for Members to review, along with photos of the grave plot that the Deputy Clerk had taken when visiting the cemetery. Members agreed that the cemetery maintenance has been affected recently due to unforeseen staffing issues, but the ESTC Groundcare staff are doing everything possible within their working day to get the cemetery back to its high standards. As for the minor damage caused to the artificial flower border, the Deputy Clerk met with the staff member concerned and the ESTC Head of Groundcare at the cemetery 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 strim without obstruction. In this case, the artificial flower border was placed along the grass line attached to the outside of a small fence which has been installed, without consent from ESTC and also which is against the regulations (all deed holders do have a copy of the regulations

when the deed is taken out). Due to the grave plot being in an extremely sensitive section of the cemetery, ESTC have not requested that the flower memorial/fence 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 but as a gesture of goodwill, ESTC will place flowers for 2 months at the grave side. The Deputy Clerk will contact the resident.

- 23/009 To consider re-siting the planters that are located at the front of the HBBC owned carpark at QEII Hall Field Park due to being damaged.

The planters have become loose and are not able to be fixed to the wall. They are not causing any health and safety risk.

Resolved: Members agreed to leave the planters as they are but will review the matter if they become unsafe.

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.

- 23/010 To provide Members with an update and quotes for works required which have been advised in the recent ROSPA inspections on ESTC owned play equipment.

The Deputy Clerk provided 3 quotes for the re-surfacing works on the BMX track located in Wood Street Park.

Resolved: after reviewing all quotes, Members agreed to accept the quote from Redacted at a cost of £5250.00 +vat as it was the best value. The quote is to repair the tarmac track where needed and also to carry out additional landscaping to the surrounding area of the track. Member recommend to Full Council to allow this spend to come from the LPCOS Earmarked Reserves.

- 23/011 To review quotes to purchase new plant machinery for the ESTC Groundcare team.

The Deputy Clerk provided 3 quotes and a written statement from the ESTC Head of Groundcare on the preferred option for a new mower to replace a mower which has recently been condemned.

Resolved: after reviewing the 3 quotes, Members agreed to purchase 1 x Stiga Combi 753s mower from Redacted at a cost of £415.00 +vat. The Deputy Clerk will place the order. The funds for this order will be taken from the account code 4535 (plant & machinery maintenance).

The meeting closed at 7.36 pm with the Chairman thanking members for their attendance and contributions.



