

**MINUTES OF THE GROBY PARISH COUNCIL ESTATES COMMITTEE MEETING
HELD 22ND FEBRUARY 2024 HELD AT THE COUNCIL OFFICES COMMENCING AT 2 PM**

Members Present: Cllr L Emmerson (Chair) Cllr G Baker Cllr S Beck Cllr K Griffiths
Cllr C Lincoln Cllr L Trivett Cllr C York

Also, Present: Parish Clerk Deputy Clerk
Estates Manager
Members of the Public - 2

EC/097/23-24 To receive apologies for absence and to record absences
Apologies were received from Cllr N Clarke.

EC/098/23-24 To receive any disclosure of interests from members to any matter pertaining to the agenda
Cllr York declared an interest in the allotments and Ratby Road.
Cllr Griffiths declared an interest in the allotments.
Cllr Emmerson declared an interest in the allotments.
Cllr Lincoln declared an interest in the allotments.

EC/099/23-24 Minutes
i. **To approve the minutes of the Meeting of the Estates Committee held on 18th January 2024**
It was **RESOLVED** that the minutes of the Meeting of the Estates Committee held on 18th January 2024 be signed as a true and accurate record.

ii. **To approve the minutes of the Extraordinary Meeting of the Committee held on 20th February 2024.**
This item was deferred to the next meeting.

EC/100/23-24 Public Participation
Members of the public present raised concerns regarding two trees to the rear of their property and asked if consideration could be given to remove both trees. This has been an ongoing issue for many years and the residents stressed that the situation was now having an impact on their ability to obtain insurance for the property. They raised concern that if only one of the trees is felled the remaining tree will be able to grow without the competition of the other and will cause problems in the future. The residents stressed that they would be willing to contribute to any costs including the cost of replacement trees.

The Chair re-ordered the agenda

EC/105/23-24 To receive, note and consider Correspondence received:

EC/105/23-24 iv. Local Resident	Tree concerns – To review the recommendation in the Tree Survey Report	The committee considered the recommendations contained in the Tree Survey report concerning the trees to the rear of the residents property. The arboriculturist advised the removal of one of the trees at this location due to its close proximity with the adjacent property and to remove the risk of building damage. It was RESOLVED for the Norway Maple tree (T19) to be felled and to seek further advice from the arboriculturist regarding possible future problems with the remaining tree. It was further RESOLVED that in line with Council’s Tree Policy any trees felled would be replaced with a tree of a more suitable species and planted further away from the boundary.
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EC/101/23-24 Estate Manager's Report

The Estate Manager read out his report which detailed:

- i. The gate at Marina Park had been repaired.
- ii. A damaged knee rail at Bluebell Drive had been replaced. Tree works and pruning had also been carried out within this area.
- iii. Plaques and tags had been placed within the Queen Elizabeth II Rose Garden.
- iv. Rails adjacent to the car park on Stamford Drive have been lowered and installed to knee height, (as per minute reference **EC/077/23-24**). This was in line with advice received from the Health & Safety consultant regarding existing laws/requirements as to the height of a rail adjacent to a ditch on a park.
- v. Tree works recommend in the Tree Survey are continuing where possible, and quotes obtained.
- vi. Works to hedges are continuing and further reductions on Queen Eliabeth II Park & Laundon Way are scheduled.
- vii. The Estates Manager advised that the knee rails at the bottom of Laundon Way needed replacement and it was **AGREED** to obtain quotations for these to be replaced with posts.

EC/102/23-24 Matters Arising – To provide an update on:

Cllr York declared an interest as a resident of Ratby Road.

- i. **Expenditure of LCC's Highway Improvement Grant Funding**
Structures licences have been granted for the bench on Ratby Road and the planters at Field Head. The bench and planters would now be ordered. It was advised that the placement of bollards on Ratby Road was still outstanding with Leicestershire County Council.

EC/103/23-24 Clerk's Report

- i. **Update on the release of Section 106 maintenance money for QEII Rose Garden**
Members were advised that the documentation to release Section S106 maintenance money for the QEII Rose Garden had been completed and submitted to Hinckley & Bosworth Borough Council. The documentation now had to be sent to HBBC's S106 Electronic Forum and providing there were no issues maintenance to the value of £3,174.86 would be released.
- ii. **To consider a Policy for the use of Body Worn Cameras**
It was **RESOLVED** to defer consideration of a Body Worn Camera policy to the Staffing Committee.
- iii. **Completion of the HBBC Climate Change Survey (referred to Estates Committee by Full Council)**
It was **RESOLVED** for Cllrs Baker, Lincoln, York and Beck to complete the HBBC Climate Change Survey and for the Clerk to arrange a suitable date for the survey to be completed online.
- iv. **Severn Trent Correspondence**
Correspondence had been received from Severn Trent advising that an order for the tree planting on Leicester Road had been raised with one of their ecology providers Severn Trent further advised that once Phase 1 of the Flood Alleviation Project has been completed planting times and availability of additional tree planting would be discussed.
- v. **Bio-Diversity Net Gain Event**
Members were advised of a Bio-Diversity Net Gain event being run by Leicestershire County Council on Tuesday 9th April 2024. It was **AGREED** for details to be forwarded to all members.

EC/104/23-24 Councillors Report

- i. **To discuss the state of the grass on Ratby Road Amenity Area**
Further to discussion it was **AGREED** that the state of the grass at Ratby Road Amenity area would be monitored from the start of the grass cutting season to assess whether re-seeding is required.

EC/105/23-24 To receive, note and consider Correspondence received:

<p>EC/105/23-24 i. Local Resident</p>	<p>Further Flooding and water drainage issues on Queen Elizabeth II Park</p>	<p>It was RESOLVED to plant additional, suitable, trees within the area using the Woodland Trust saplings which would be arriving at the beginning of March; to escalate the issues to Leicestershire County Council as the Local Lead Flood Authority and to respond to the resident accordingly.</p>
<p>EC/105/23-24 ii. Groby Allotment Society</p>	<p>Installation of Fencing at Ratby Road Allotments</p>	<p>Members were advised that, following grant funding, the paling fencing on the pathway between Chapel Hill and Ratby Road will be replaced with metal fencing. This was NOTED.</p>
<p>EC/105/23-24 iii. Local Resident</p>	<p>Issue with parking at the Cemetery</p>	<p>Due to misuse of the Cemetery car park, it was RESOLVED to close the gates between 8.30am - 9.00am and 2.45pm - 3.30pm Monday to Friday for a one-month trial period and to write to Brookvale Groby Learning Campus regarding the situation.</p>
<p>EC/105/23-24 v. Local Resident</p>	<p>Resurfacing of Mineral Line pathway</p>	<p>Following a discussion and agreement that the Mineral Line pathway is a woodland field path, it was RESOLVED to continue mulching this area with organic material and to respond to the resident accordingly.</p>

EC/106/23-24 Environment Projects

Cllr York declared an interest as a member of the Village Hall Committee.

- i. To discuss installing solar power at the Parish Council Office and to consider Grant Funding**
A discussion ensued as to whether this could be a joint venture with the Village Hall. Concerns were raised as to the viability of solar power purely for the Parish Council Office due to the office not having its own separate electricity supply but a feed from the Village Hall.

It was **AGREED** to formally write to the Chairman of the Village Hall regarding a joint venture and to contact a solar power company to investigate further the viability of installing solar power at the Parish Council Office due to the electricity supply situation and available roof space.
- ii. To discuss and consider the Sensory Garden project**
A plan of the proposed Sensory Garden for Marina Park was included in members' packs. The proposed location of the Sensory Garden was discussed and **AGREED** that the most suitable location was the area next to the car park (for accessibility) and existing wildflower meadow (which would form part of the sensory experience).

It was **AGREED TO RECOMMEND to Full Council** to approve the formation of a Sensory Garden on Marina Park in principle, with funding being achieved through use of Section 106 monies, grant funding, donations/sponsorship.
- iii. To consider the Schedule of Fees for the QEII Rose Garden with effect from 1st April 2024**
It was **AGREED TO RECOMMEND to Full Council** a 5% increase on the Schedule of Fees for the QEII Rose Garden with effect from 1st April 2024.

EC/107/23-24 Parks and Open Spaces

i. Quotations received for Tree Works detailed in the Tree Survey Report

Quotations to carry out the tree works identified in the Tree Survey Report were included in members' packs for consideration.

It was **AGREED** to defer approval of the tree work quotations to Full Council due to the high value of the aggregated costs.

ii. Groby Allotment Society Grass Cutting Agreement and Charges

This item was deferred to Full Council.

iii. Lamp post locations for the Summer 2024 Hanging Baskets

A map detailing the lamp post locations for Summer 2023 was included in members' packs. Consideration was given to Field Head however due to the unsuitability of telegraph poles which were dominant on the main roads in Field Head it was **AGREED** to look to provide additional floral displays in the area.

It was **RESOLVED** that the hanging basket locations for Summer 2024 would remain unchanged from 2023.

iv. Quotations received to carry out Structural Lamp Post Testing

Three quotations were included in members packs for consideration.

It was **AGREED TO RECOMMEND TO Full Council** to approve Company A's quotation to carry out the Structural Lamp Post testing at a cost of £1495.00

v. Quotation received for resurfacing of the BMX track

It was **AGREED** to obtain further information regarding the resurfacing and possible extension/addition to the BMX track at Marina Park.

vi. Future projects and utilisation of Section 106 monies

A copy of the available Section 106 monies was included in members' packs and a discussion ensued regarding potential utilisation of these monies.

With regard the S106 money available for 'Equipped Children's Play Space Provision' it was **AGREED** to contact playground equipment providers and obtain quotations for a variety of different options for additional playground equipment on Marina Park for future consideration and consultation.

EC/108/23-24 Cemetery Matters

i. To discuss and consider the Cemetery Schedule of Fees with effect from 1st April 2024

It was **AGREED TO RECOMMEND to Full Council** that with effect from 1st April 2024:

- (i) a 5% increase be applied to all charges on the Cemetery Schedule of Fees; and
- (ii) the Administration Fee be charged for an Additional Inscription to a Memorial headstone.

Cllr Trivett abstained

ii. To discuss and consider the Cemetery Rules and Regulations

It was **AGREED** to carry out research in relation to Muslim burials in order to assess whether a designated area could be provided at the Cemetery and further discussion deferred to a future meeting.

EC/109/23-24 Date of next meeting

The date of the next meeting is Thursday 21st March 2024 at 2pm.

The meeting closed at 4.50pm.

Signed:

Chairman

Date: