

# Leicester Forest East

Parish Council

The Parish Hall, Kings Drive, Leicester Forest East

Leicester LE3 3JE

Tel: 0116 239 0039

Email: [clerk@leicesterforesteast-pc.gov.uk](mailto:clerk@leicesterforesteast-pc.gov.uk)

[www.leicesterforesteast-pc.gov.uk](http://www.leicesterforesteast-pc.gov.uk)

25<sup>th</sup> March 2025

You are summoned to attend a Parks, Hall, Events and LIFE Magazine Committee Meeting to be held on Tuesday 1<sup>st</sup> April 2025 at 7.30pm.

<https://us05web.zoom.us/j/88671245985?pwd=4tUjBkaSrl22dQkKdAaTVNDRYL97k.1>, Meeting ID: 886 7124 5985

Passcode: 1XS0HA

## AGENDA

- PH&E 25.32 To receive apologies for absence
- PH&E 25.33 To receive disclosures of interest in accordance with the code of conduct
- PH&E 25.34 To adjourn the meeting to receive questions from members of the public
- PH&E 25.35 To confirm the minutes for the Parks, Hall, Events and LIFE Committee meeting of 04.03.2025 as a true and accurate record
- PH&E 25.36 To discuss matters arising from previous minutes:
- (a) To discuss potential contractual terms with the cricket club
  - (b) To discuss potential change of city boundaries for Leicester city
  - (c) To consider planning permission application in relation to internal garage store room. Also to consider potential new quote if planning control is needed.
  - (d) To decide on exact wording for new car park sign and to decide whether or not to purchase the car park sign
  - (e) To discuss replanting a small section of hedgerow on the Somerfield Way car park area
  - (f) To discuss whether the wooden benches need refurbishing and purchasing metal benches as replacements
  - (g) To discuss progress on putting tarmacking of perimeter path out to tender
  - (h) Update on memorial plaque for a resident to be placed on a tree in the park
  - (i) To discuss whether the fire exits to the parish hall are complaint as they are steps down and not ramps
  - (j) To discuss potential access issue to wheelchair users when the car park gates are locked and a car parks in front of the gates
  - (k) To consider scarifying small patch of grass at side of parish hall, close to the Tommy silhouettes
  - (l) Update on purchasing bags of gravel to lay next to new re-slabbed path
  - (m) To discuss Epworth Football Club going forward
- PH&E 25.37 To discuss Forest East Park, Kings Walk Park and Spinney matters:
- (a) To provide update on new grounds maintenance contract
  - (b) To discuss a door bell that could be heard all over the hall
- PH&E 25.38 To discuss other Parks and Hall Matters:
- (a) To discuss vandalism to boulder on Kings Walk Park
  - (b) To consider using WD40 on the lock of the bin at the cut through to Lancelot Close
  - (c) To discuss purchasing a new flag for the flagpole
  - (d) To consider CCTV for the entrance to the Parish Hall
- PH&E 25.39 Events - Picnic in the Park 2025
- (a) To consider marquee(s)/stage and requirements of the ABBA tribute band
  - (b) To receive revised quote for bouncy castle, hook-a-duck/face painting and generator
  - (c) To discuss booking of children's entertainer to start the show, a one-hour slot
  - (d) To consider booking a children's mascot(s)
  - (e) To consider booking a DJ
  - (f) To consider whether the event will need more than one steward
  - (g) To consider renting extra bins from Blaby District Council
  - (h) To consider whether to get a digital poster for Facebook and other social media platforms

(i) To consider design of large banner  
PH&E 25.40 To consider adding a memorial wall to the parish hall for residents  
PH&E 25.41 Date of next Meeting



Mrs Holly Mann  
Clerk to Leicester Forest East Parish Council

