

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parks, Hall, Events and LiFE Magazine Committee Meeting on Tuesday 1st April 2025, held in the Parish Hall, Kings Drive, Leicester Forest East commencing at 7.30pm.

Present: D. Dawes (Chair) R. Darlison D. Di Palma S. Garner P. Kitchen
C. Wells

One representative of the Daman Icons Cricket Club
Mrs H. E. Mann – Clerk to the Council

PH&E 25.32 To receive apologies for absence
None.

PH&E 25.33 To receive disclosures of interest in accordance with the code of conduct
None.

PH&E 25.34 To adjourn the meeting to receive questions from members of the public
Resolution: To discuss agenda item PH&E 25.36 here.

A member of the Daman Icons cricket club attended the meeting to discuss potential plans for the club to start using the parish council's facilities. The following information was given:

- The club now has two teams so they will be playing every Saturday during the season, one game at home and one away.
- A representative from the Leicestershire Cricket Board was hoping to attend the meeting but were unable to at short notice.
- The club is hoping to enter into a contract with the parish council soon so it can make future plans, including obtaining funding.
- The club has signed up for coaching sessions in order to be able to teach children cricket, as well as adults.
- In future the club hopes to start up a ladies' cricket club.
- Club membership is now at 75+ members so it has grown a lot, even since the last meeting with the parish council.
- Next year, the club is hoping to increase to four teams, with two teams continuing to play at Western Park and two teams, hopefully, playing on the playing fields in L.F.E.
- It has been suggested to the cricket club that the side screen and cover have a fenced off area (with fencing similar to the MUGA) to secure them. This will only take a small amount of space.
- There will need to be approximately 55-60 yards either side of the square so the pitches would be in the middle of the playing fields, roughly.

It was noted that the previous cricket pitches were in this approximate location and the committee stated that cricket balls would not affect any hirer who wanted to have a bouncy castle outside on the playing field.

- There will be one square and three pitches.
- The club would hire a third party to maintain the square, at the club's expense.
- Games usually run from 1pm-7pm.
- Every ground has a grading with Leicester County Cricket Club and if the cricket clubs want to be able to play in the premier division it needs to have access to the necessary facilities. If not, it can still play in the champions league.
- According to the current draft contract the rent will be reviewed every three years.
- A ten-year contract is the minimum term needed in order for a cricket club to be able to gain funding to develop a clubhouse.
- The cricket club is hoping to get training on coaching children's teams and it won't pay for use of the facilities for this as it is voluntary work.

The following questions were asked of the cricket club:

Q) The playing fields are part of a public open space but the contract reads as though the cricket club may take it over completely. The parish council doesn't want the cricket club to have the use of it to the detriment of the public.

A) The cricket club assured the parish council that there is a plethora of parish councils whose grounds are used by cricket clubs and these grounds are still fully accessible to the public. Also, the cricket club only plan to use half of the playing fields. Plus, there are only so many days in a year that a club can play cricket on so this limits the time the whole field is not available to the public.

Q) If the changing rooms were developed, would the cricket club want exclusive use of them?

A) No, it would be accessible by others and the parish council could decide who it would be accessible to.

Q) If the changing rooms were developed, who would be responsible for cleaning and maintaining them? Who would bear this cost?

A) If the changing rooms were only being used by the cricket club or just once or twice a week by another group then the cricket club would be happy to be responsible for cleaning and maintenance. However, if there was more use than this, by parish council groups, then probably the cost and responsibility would be half the cricket club and half the parish council.

Q) How far in the future would be any changing room development likely occur?

A) Probably two to three years' time.

Q) If a club house was developed, in future, what would it need to have and what size would it be?

A) A meeting space, changing areas, toilets, storage area and a small, integrated, scoring box and the club is unsure of the size at present as it has not secured funding.

The parish council mentioned that there is a potential space already within the parish hall that could be utilised.

Q) How many cars do you get at each match?

A) Roughly 15-20 people, 30-35 at most so the parish hall car park is plenty big enough.

Q) Is it normal practice for cricket clubs to pay per game, as shown in the draft contract?

A) Yes, the cricket club submit the rota to the parish council by the end of February and they invoice us for the year. If a game is cancelled, this charge is deducted from the next year's invoice etc. however, the cricket club is happy to vary these terms if the parish council requires.

Q) Does the cricket club want to hire the hall as well at the playing field?

A) No

Q) What do you mean by the term local cricket club – can any one join?

A) Yes

Resolution: To email the Daman Icons Cricket Club to explain that the parish council agrees, in principle, to entering into a contract with the club, subject to satisfactory terms being agreed on by both parties.

The cricket club asked the following questions of the parish council:

Q) We had hoped to liaise with the football club – is that possible?

A) The parish council explained they believe the football club has left the premises and has attempted communication with them, to no avail.

Clerk to:

- *Inform the parish council's insurance company that a cricket club is likely to be using the playing fields from next year and that a third party will be maintaining the square.*
- *Keep the cricket club contract on April council and then May Parks and council agenda.*
- *Email the cricket club to say the parish council is planning to go ahead and sign a contract with them, the parties are in the process of agreeing terms.*
- *Ensure she obtains a copy of the PL insurance certificate and risk assessment(s) of any third party involved, i.e. the company who will maintain the square and the PL insurance certificate and risk assessment(s) of the cricket club. Also, any other risk assessments etc. needed as advised by the parish council's insurance company.*
- *Inform the current grounds maintenance contractor that from 2026 there will likely be a cricket club using the playing fields and a third party maintaining the square.*
- *Send the word version of the draft contract out to the parish council a.s.a.p. with a view to any amendments being made a.s.a.p. and sent to LRALC for advice from Wellers Law group and, potential, signing by both parties in May. LRALC to be contacted to ask for speedy advice on this.*

The Daman Icons Cricket Club representative left at 8.02pm.

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**

Resolution: 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

Discussed at agenda item PH&E 25.34 above.

(b) To discuss potential change of city boundaries for Leicester city

463 residents responded to say they do not want 'Leicester Forest East to be subsumed within the city boundaries when the unitary council plans come into force. County Cllr Nick Chapman will collect these responses and pass them on to Leicester Forest East's MP, Peter Bedford.

(c) To consider planning permission application in relation to internal garage store room. Also to consider potential new quote if planning control is needed.

Planning permission has been submitted.

(d) To decide on exact wording for new car park sign and to decide whether or not to purchase the car park sign

Awaiting proof with new wording for car park opening times.

(e) To discuss replanting a small section of hedgerow on the Somerfield Way car park area

Clerk to keep 'To discuss replanting a small section of hedgerow on the Somerfield Way car park area' On the Parks committee agenda and await future hedgerow schemes from LCC, after promising email from LCC regarding this.

(f) To discuss whether the wooden benches need refurbishing and purchasing metal benches as replacements

The premises officer will check to see if the plaques are screwed on at the next parks inspection, if so, Blueton can add them to a new bench. If not, new plaques will be needed, subject to approval of the families whose loved ones the benches are in memory of. The clerk will contact the families once both families contact details are established.

(g) To discuss progress on putting tarmacking of perimeter path out to tender

The clerk is awaiting the path measurements and will then put the path project out to tender.

- (h) **Update on memorial plaque for a resident to be placed on a tree in the park**
No update, clerk to chase.
- (i) **To discuss whether the fire exits to the parish hall are compliant as there are steps down and not ramps**
BDC were booked in to attend the parish hall and inspect 31.03.2025 so the clerk is awaiting their report.
- (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**
The sign has been ordered.
- (k) **To consider scarifying small patch of grass at side of parish hall, close to the Tommy silhouettes**
Resolution: To pay £120.00 to Greensleeves to scarify the area between the two Tommys for wildflower seed to be planted there.

Power to spend: Open Spaces Act 1906, s. 10.

Resolution: To purchase wildflower seed to cover the 70m' between the two Tommys – two boxes of wildflower seed and four boxes of poppy seeds (total £44.68 including delivery).

Power to spend: Open Spaces Act 1906, s. 10.

- (l) **Update on purchasing bags of gravel to lay next to new re-slabbed path**
Gravel and sand ordered and will arrive shortly. These can be laid once the council approves the relevant risk assessment.
- (m) **To discuss Epworth Football Club going forward**
Resolution: Clerk to contact Leicestershire Football Association to explain the ongoing issue with Epworth Football Club to see if they can help with redress.

PH&E 25.37

To discuss Forest East Park, Kings Walk Park and Spinney matters:

Blaby District Council resumes litter picking across the parish from today. This parish is split into five zones and will be picked Monday-Friday on a flexible rota.

- (a) **To provide update on new grounds maintenance contract**
The new company have started today and have already mown the grass.
- (b) **To discuss a door bell that could be heard all over the hall**
Clerk to ask Mark Leonard if he could re-wire the existing doorbell to be heard all over the parish hall.

PH&E 25.38

To discuss other Parks and Hall Matters:

- (a) **To discuss vandalism to boulder on Kings Walk Park**
Resolution: To get the handyman to remove boulder debris from Kings Walk Park a.s.a.p. In future, the clerk can deal with and health and safety matters, such as this, a.s.a.p. and incur cost if necessary.

Power to spend: Open Spaces Act 1906, s. 10.

- (b) **To consider using WD40 on the lock of the bin at the cut through to Lancelot Close**
Resolution: Handyman to use WD40, or whatever is necessary, to get the bin lock to work properly at the bin located at the cut through from Forest East Park to Lancelot Close.

Power to spend: Open Spaces Act 1906, s. 10.

- (c) **To discuss purchasing a new flag for the flagpole**
Resolution: To purchase a Leicester Forest East logo flag, for the flagpole, from Temu.

Power to spend: Local Government (Miscellaneous Provisions) Act 1976, s. 19.

- (d) **To consider CCTV for the entrance to the Parish Hall**
Clerk to get a quote for CCTV cameras to cover the foyer.

PH&E 25.39

Events - Picnic in the Park 2025

- (a) **To consider marquee(s)/stage and requirements of the ABBA tribute band**

- The band have their own PA but for the sound to really carry outside they recommend a company to do lighting, PA and sound.
- They will provide a quote from the PA company by council meeting – likely to be £700-£850.
- They will also recommend a stage company.
- The stage must be 6m x 5m but they are happy to perform on the floor as long as they are covered overhead.

Resolution: To hire same marquee as last year for the brass band.

- (b) **To receive revised quote for bouncy castle, hook-a-duck/face painting and generator**

Resolution: To get the fun experts to provide a generator at £250.00 plus VAT and to accept the higher quote of £1,675.00 plus VAT for the hook-a-duck, bouncy castle and face painting. This will include a Test of Strength and inflatable darts pod.

Power to spend: Local Government (Miscellaneous Provisions) Act 1976, s. 145.

- (c) **To discuss booking of children's entertainer to start the show, a one-hour slot**

Resolution: To pay £189.00 for Non-Stop Kids to provide an hours stage entertainment to start off Picnic on the Park 2025.

Power to spend: Local Government (Miscellaneous Provisions) Act 1976, s. 145.

- (d) **To consider booking a children's mascot(s)**

Resolution: Not to book a children's mascot.

- (e) **To consider booking a DJ**

Clerk to see if there's a DJ who will do intermittent music between acts over the eight-hour period of Picnic in the Park 2025.

- (f) **To consider whether the event will need more than one steward**

Resolution: To book two security stewards for Picnic in the Park 2025.

Power to spend: Local Government (Miscellaneous Provisions) Act 1976, s. 145.

- (g) **To consider renting extra bins from Blaby District Council**

BDC need more info which the clerk will provide.

- (h) **To consider whether to get a digital poster for Facebook and other social media platforms**

Clerk to use banner image as digital poster and add to social media and add underneath, not on the poster, the timings and acts, more specific info.

- (i) **To consider design of large banner**

Clerk to tell Norwood Press the council is happy with the banner design and to order four copies.

Power to spend: Local Government (Miscellaneous Provisions) Act 1976, s. 145.

PH&E 25.40

To consider adding a memorial wall to the parish hall for residents

Clerk to ask in the May issue of the Your Local magazine article if residents would be interested in a memorial wall on the side of the parish hall.

PH&E 25.41

Date of next Meeting

Tuesday 13th May 2025 at 7.30pm.

The meeting closed at 9.20pm.