



Lutterworth Town Council

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Carol Mobbs

Town Clerk

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25th January 2022

EXTRAORDINARY OPEN SPACES COMMITTEE

Councillors: T Hirons (Chairman)
 J Ackerley
 D Gair
 Simon Hill
 B Howes
 D Jones
 B Poulter
 G Robinson
 T Shrimpton

Dear Councillors,

You are requested to attend a meeting of the Open Space Committee meeting to be held on **Thursday 3rd February 2022** commencing at **7.30pm** at the **Town Council Offices**.

Members are reminded that apologies for absence for all council meetings should be reported to the Town Council Office to ensure that they are correctly recorded.

The purpose of the meeting is to consider the enclosed report.

Yours sincerely

Carol Mobbs
Town Clerk

**OPEN SPACES COMMITTEE MEETING
CLERKS REPORT – 8th December 2021.**

1. APOLOGIES FOR ABSENCE.

2. TO RECEIVE ANY DECLARATIONS OF INTEREST AND TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST.

3. TREE QUOTES FOR ROUTINE 1, 2 & 3 FOR ALL AREAS

We have received a quote from Leicestershire County Council and Totally Trees in respect of the tree works for all areas for priority 1, 2 & 3.

Please see attached quotes:

The Town Clerk has requested a further quote from Marston Tree Care of North Kilworth and Shed Grounds Maintenance. (To follow if received before the meeting)

4. WORKS TO MAKE THE TOWN COUNCIL OFFICE CAR PARK SECURE

We have had a quote for the reconfiguration of the Town Council office car park as follows: The removal and re-installation of the secure fencing and gate to the Town Council Car Park. It has been requested that the fencing be moved and re-installed halfway down the drive-way entrance rather than just at the far back of the Town Council offices.

This will allow the whole area to become secure as the current set up is causing limitation on use. It would include making the back of the yard fully secure with the erection of new fencing which would cut off the access to the George Street, Car Park. This access is currently kept padlocked and only used once per day Monday to Friday to allow access to George Street Public Toilets for cleaning.

Total cost £2580

5. COVENTRY ROAD RECREATION GROUND

REPLACEMENT OF THE WOODEN BOLLARDS.

We have received a quote for removal and replacement of 60 bollards at the Coventry Road Recreation Ground in the sum of £1640.00 for fitting from Adam Masters & Sons.

We have received a quote from JCA Agricultural for the supply of galvanised replacement bollards as follows:

Square posts £3795 plus VAT.

Round Posts £4152 Plus VAT.

FRESH AIR FITNESS.

The adult fitness equipment is showing signs of wear and tear and it has been suggested that the equipment is serviced by the company. We have received a quote in the sum of £619.72 for the service. This should pick up any malfunctions.

6. POPPY PLAY AREA

Please find the attached emails in respect of Poppy Play Area. It would appear that the maintenance strip has not been adopted by LCC and David Wilson are saying it is part of section 38 agreement for LCC to adopt the area.

The Town Clerk has confirmed with Matt Bills of HDC that the area has not been adopted and the Town Council would not be able to place an item on the maintenance strip without becoming responsible for any hazard or injury which could prejudice the adoption.

The enforcement officer from HDC has also been to look at the area and has confirmed that no planning enforcement rules have been broken and as this is not a planning enforcement issue as there is no planning breach.

7. INTERMENTS

The Town Clerk can confirm she has had a conversation with the grave contractor for Leaders Farm Cemetery to advise that any re-opening of a grave or second burial the soil removed should be placed on an area not in use. Once the burial has been completed the remaining soil is to be removed from site. The cost of the extra works will be £80 per burial.

The Town Clerk advises that the cost of a burial should increase from 2022 and the cost of interments be investigated.

8. LEADERS FARM CEMETERY

The Town Clerk can confirm that there has no more than the normal amount of anti-social behaviour at the cemetery over the last 3 months although there has been reports of people using the cemetery and one issue with someone using it as a toilet, which we have from time to time.

9. ROSPA REPORTS

Please see the updated report for the ROSPA issues. The maintenance team have been working their way through the issues raised starting with the priority jobs and the excel form has been updated to confirm completion. See attached A3 spreadsheet.

10. BIN SURVEY

The Town Clerk, Chairman of Open Spaces and the Deputy Clerk have completed the bin survey on Friday 14th January 2022.

On the new bin survey maps any red flags with a number against them are current bins that will be left in place. If there is a red flag with no number these will be new blue bins. Any remaining blue flags are bins that are being removed.

11. BLOOMING LUTTERWORTH PROPOSALS 2022-23

Please find the attached presentation for the planters for Lutterworth prepared by Blooming Lutterworth.

Summer planting	£1372.35
Winter Planting	£899.70
Consumables	£1010.87
Long lasting plants	£188.99
Total	£3471.91

12. NEW TREES PLANTED AT SAXON MEADOWS

The Town Clerk can confirm that the Town Council were given 20 new trees from a local resident and it was decided they should be placed at Saxon Meadow Open Spaces to replace the trees that had died.

The trees are medium size trees growing up to 50ft with the exception of the Crab Apple, that reaches about 30ft.

The Field Maple has a good colour display in the Autumn and the Hazel colourful catkins in the very early Spring. The Crab Apple, Rowan and Hazel are all good food sources for wildlife, and the latter develops an exceptional ecosystem.

13. MEMORIAL GARDENS FLOORING

Memorial Gardens block paving is starting to move in places and needs some areas re-laying to make sure there are no trip hazards. The Christmas lighting company used an electric crane within the garden's and this has possible assisted the movement of the blocks. It is requested that the maintenance team look at relaying some of the blocks.

14. DATE OF NEXT MEETING

The next meeting should be Thursday 21st April 2022 at 7.30 pm.



Carol Mobbs
Town Clerk

Dated 19/01/2022