

Estates Working Party

Report of the Estates Working Party meeting held on 8th June 2026.

Present: Cllrs V Armstrong, M Gillespie, C Ibbotson, S Kinvig, from item 6ai, P Mount, D Shuttleworth, M Smith, A Spooner and J Thacker

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

Head Groundsman: Mr P Clarke

1. Election of Chairman

It was resolved to elect Cllr V Armstrong as chair of the Estates Working Party.

2. To receive apologies for absence, if any

There were no apologies for absence.

3. To receive disclosures of interest

There were no disclosures of interest.

4. To review the Terms of Reference

The terms of reference were reviewed for 2026 with no changes being proposed. These would be recommended to the Parish Council for adoption.

5. Grounds maintenance update

a. To review the projects list

A projects list would be circulated to all members of the Estates Working Party before being brought back to the next meeting for discussion and prioritising. The list also included longer term items and would be revisited by each Committee or Working Party to review priorities.

It was noted that the church pathway had now been repaired.

b. To review the Head Groundsman's report

i. Projects programme update

The Head Groundsman reported that projects were currently on hold with ongoing maintenance taking priority.

ii. Routine maintenance programme

The Head Groundsman provided an update on the routine maintenance, noting the following:

- . Mowing and strimming continues to take precedence
- . The planters had all been replanted and were due to be weeded
- . The weeding of The Square pathways was currently underway
- . Edging of the pathways on Leysland Play Area was ongoing
- . Weeding at the Cemetery remains an ongoing task
- . Additional weeding requested at the entrance of The Paddock would be completed

6. To discuss the Cemetery, including

a. Cemetery (A) and (B)

It was noted that The Commonwealth War Graves Commission had confirmed the headstone for Herbert Swann was still in production but would hopefully be ready for installation shortly.

i. Regarding complaint about the removal of items from plots – current rules for cemetery and for memorial benches etc to be circulated

A complaint regarding items which had been removed from a memorial bench in the cemetery was received and discussed. The Parish Council Cemetery Policy was reviewed with the recommended amendments being circulated for discussion at the Parish Council meeting.

Recommended for approval

For there to be an article included in the next edition of The Herald, following adoption of the Cemetery Policy, advising residents of the revisions.

ii. Discuss items for works that need requiring

This item was discussed under 5bii. Should any future items of works in the cemetery be received from councillors, they will be included on the next agenda for discussion.

iii. Arrange site visit to discuss where trees will need to be removed at bottom of the cemetery

It was noted that the wildflower area would shortly be weedkilled to target the thistles and strimmed again and that the pending site meeting would be scheduled to discuss future works to the bottom of Cemetery A.

b. Cemetery B layout

It was noted that the application submitted to The Woodland Trust for 420 trees for planting in Cemetery B had been successful and they were due to be delivered in November. All approved supporting materials had also been purchased.

7. To consider any maintenance issues

a. To receive a list of any items raised by the public or councillors for including on the next agenda

It was reported that canisters of nitrous oxide had been found on Shetland Way and would be reported to the Youth Workers.

A recent article posted on facebook regarding the strimming down of the bluebells on The Spinney was discussed with it being resolved to review the planned action for next year once feedback, if any, is received to The Herald article scheduled for publication.

Two private hedges were reported as encroaching the pathway and would be reported to Leicestershire County Council.

8. To receive any correspondence

a. Resident request to install signage regarding the use of e-bikes and e-scooters in Leysland Play Area

Recommended for approval

To not proceed with installing signage regarding e-bikes and e-scooters in Leysland Play Area due to the fact that they are illegal but to report to the police and youth workers.

9. To consider matters raised to the attention of the Estates Working Party by non-member Councillors

Leicestershire County Councillor, Graham Cooke, had enquired as to the land ownership of an area of land next to the substation on Laurel Drive however it was noted that he was now progressing with a land search.

10. To receive matters arising for information purposes

There were no matters arising.

11. Date of next meeting

The date of the next meeting is scheduled for Monday 6th July 2026 at 10am.