

MINUTES OF THE PARISH LIAISON MEETING, THE 1620s HOUSE AND GARDEN, MANOR ROAD, COALVILLE, LE67 2FW, WEDNESDAY 5 JUNE 2019, 5pm – 7pm

Attendance

Attendees

Emma Bird, Appleby Magna Parish Council, Chairperson
Lindsay Swinfield, Appleby Magna Parish Council, Clerk, Oakthorpe Donisthorpe and Acresford Parish Council, Clerk
Jack Fargher, Ashby de la Zouch Town Council, Chairperson
Eddie Shephard, Ashby Woulds Town Council, Councillor
Nicola Burbidge Mullen, Belton Parish Council, Councillor, Chairman
Sam Lockwood, Breedon on the Hill Parish Council, Clerk
Fiona Palmer, Castle Donington Parish Council, Clerk
Maureen Havers, Charley Parish Council, Chairperson
Michael Specht, Coleorton Parish Council, Chairperson
Naomi Jayne, Ellistown and Battleflat Parish Council, Councillor
Maggie Mawby, Ellistown and Battleflat Parish Council, Vice Chairperson
George Norley, Ellistown and Battleflat Parish Council, Councillor
Karen Turrell, Ellistown and Battleflat Parish Council, Clerk
Steve Pettitt, Heather Parish Council, Chairperson
Jan Shepherd, Heather Parish Council, Clerk
Russell Johnson, Hugglescote and Donington le Heath Parish Council, Chairperson
Clark Robinson, Hugglescote and Donington le Heath Parish Council, Councillor
Simon Weaver, Hugglescote and Donington le Heath Parish Council, Clerk
David Wood, Hugglescote and Donington le Heath Parish Council, Councillor
Colin Manifold, Measham Parish Council, Chairperson
Dawn Roach, Measham Parish Council, Clerk
Alain Skelding, Normanton le Heath Parish Meeting, Clerk
Sue McKendrick, Oakthorpe Donisthorpe and Acresford Parish Council, Councillor
Debbie Warren, Oakthorpe Donisthorpe and Acresford Parish Council, Councillor
Mick Warren, Oakthorpe Donisthorpe and Acresford Parish Council, Councillor
Helen Foster, Swannington Parish Council, Councillor
Chris Robinson, Swebstone Parish Council, Chairperson
Cathy Tibbles, Whitwick Parish Council, Parish Manager
Lisa Collins, Whitwick Parish Council, Chairperson

Presenters

Chris Brown, North West Leicestershire District Council (NWLDC), Stronger and Safer Communities Team Manager
Nyasha Nyambuya, Leicestershire County Council (LCC), HS2 Community Liaison Advisor
Jenny Allen, LCC, HS2 Project Manager
Nick Fell, LCC, Forestry Manager
Paul Ashmore, NWLDC, Open Space and Parks Team Leader

Officers

Daphne Robinson, NWLDC, Community Focus Officer (Ashby, Measham and Moira area)
Catherine Ridgway, NWLDC, Community Focus Officer (Coalville area)
Amy Bennett, NWLDC, Stronger and Safer Communities Support Officer

Apologies

Paul Sanders, NWLDC, Head of Community Services
Emma Trahearn, NWLDC, Community Focus Team Leader
Gillian Squires, NWLDC, Community Focus Officer (Northern Parishes)
Bernard Evans, Leicestershire County Council (LCC), HS2 Programme Lead
Andrea Robinson, Ashby Woulds Town Council, Clerk
Brian Duncombe, Charley Parish Council, Clerk, Swannington Parish Council, Clerk
Andrew Hogsden, Coleorton Parish Council, Clerk
Gill Simkiss, Lockington cum Hemington Parish Council, Clerk
Paul Bailey, Normanton le Heath Parish Meeting, Chairperson
Martin Buczkiewicz, Osgathorpe Parish Council, Chairperson

Detail	
1	<p>WELCOME AND INTRODUCTION</p> <ul style="list-style-type: none"> Chris Brown, Stronger and Safer Communities Team Manager, welcomed everyone to the meeting and gave apologies for not hosting the Parish Liaison at the Council Chamber, due to the accommodation of a new committee meeting. CB gave thanks to 1620s House and Gardens for holding the Parish Liaison at such short notice. A brief update on LRALC was given. LRALCs AGM is taking place on 15th June 2019 at County Hall and booked delegates should receive the papers week commencing 3rd June.
2	<p>HS2 UPDATE –Nyasha Nyambuya, LCC, HS2 Community Liaison Advisor and Jenny Allen, LCC, HS2 Project Manager.</p> <ul style="list-style-type: none"> Routes and Impacts LCC explained their role is to ensure that affected residents & businesses are heard, and can access the support they need. The construction will bring disruption and a direct impact on the highway network. LCC will be working on diversion routes and road closures. The construction will also have indirect impacts such as the large transient workforce will bring extra demand on services such as public health and police. LCC and HS2 are working together with NWLDC and parishes to mitigate issues. Programme and Next Step The HS2 programme is very long and is currently in the initial phase in which cases can be argued at committees and mitigations can be put in place. LCC’s position in the programme is that they support infrastructure but if there are issues they will ensure the correct mitigations take place. ACTION: Amy to circulate email hs2@leics.gov.uk. ACTION: LCC reported they would be contacting parishes direct on their work and support. <p>Questions and Answers:</p> <ul style="list-style-type: none"> Measham Parish Council asked if the proposed routes are definite as there are alternatives. LCC responded that these are the proposed routes and official routes will not be published until next summer. Heather Parish Council raised concerns on where workers will live. LCC explained they are investigating this as they want to know what services will be required and how this will affect the community. HS2 may use local people in the construction phase.
3	<p>OPERATION LONDON BRIDGE –Chris Brown, NWLDC, Stronger and Safer Communities Team Manager and Cathy Tibbles, Whitwick Parish Council, Parish Manager.</p> <ul style="list-style-type: none"> Operation London Bridge was raised by Whitwick Parish Council. The district council has been pulling together a detailed plan on what should happen upon the death of a Royal or senior figure. Their guidance for what the district council does has been taken from National Association of Civic Officers (NACO) protocol on how to mark such a death, together with that of LCC based on Operation London Bridge. Within NWLDC’s plan, there is a section of location of Books of Condolences. Each mourning box will contain a book of condolence, supply of paper, black cloth and framed portrait of the person deceased. The district council is currently putting these sundries together. Ashby de la Zouch Town Council suggested loose-leaf pages for the Condolence Book so if any undesirable comments are made they can be removed.

	<ul style="list-style-type: none"> Ashby de la Zouch Town Council also expressed that communications are very quick so response to an event of death needs to be quick as there will be an expectation from the public that the parish council takes lead. <p>ACTION: Parishes asked at the meeting for Operation London Bridge to come to a future meeting and for more information on NWLDC plans.</p> <p>ACTION: Parishes also wanted to know what they are to do in the event operation London Bridge is enabled.</p>	
4	<p>TREE MANAGEMENT – Nick Fell, LCC, Forestry Manager and Paul Ashmore, NWLDC, Open Space and Parks Team Leader</p> <ul style="list-style-type: none"> Nick Fell (NF) highlighted the laws in place including the Occupiers Liability Act and Health and Safety at Work Act, and briefed on the role of The National Tree Safety Group (NTSG), explaining that it is composed of a number of organisations with an interest in tree risk management. The inspection standards produced consist of three tiers and when it comes to tree risk assessment, the tree inspection takes place at certain times dependant on the risk the tree poses. A large tree with noted defects is considered high risk with an inspection every 18 months. With medium risk trees (large to medium size with no noted defects and located in areas of periodic use) inspections are every 3 years. Low risk trees don't pose a risk and have no noted defects. LCC use a different package to NWLDC for the maintenance and inspection history of trees. The package NWLDC uses are for different trees dependent on their stage of life and size. In order for NWLDC to supply a quote, they must first see the tree. LCC offers ongoing advice on tree management to schools and site staff. They have not yet rolled this out to parish councils. <p>ACTION: Amy to circulate Nick Fell and Paul Ashmore contact details to parishes:</p> <ul style="list-style-type: none"> Nick Fell: nick.fell@leics.go.uk, 0116 305 6920. Paul Ashmore: paul.ashmore@nwleicestershire.gov.uk, 01530 454 695. 	
5	COMPLETION OF THE MEETING QUESTIONNAIRES	
6	NETWORKING OPPORTUNITY	
7	<p>FUTURE AGENDA ITEM AND DATES OF FUTURE MEETINGS</p> <p>Suggested Future Agenda Items:</p> <ul style="list-style-type: none"> Town planning (requested by OADPC) Energy conservation (requested by OADPC) <p>Future Parish Liaison Dates:</p> <ul style="list-style-type: none"> Wednesday 4 December 2019 <p>Other Dates:</p> <ul style="list-style-type: none"> Parish Fair – Wednesday 25 September 2019, Moira Village Hall Clerk meeting – October TBC 	