



#### TO COUNCILLOR:

E R Barr  
L A Bentley  
G A Boulter (Chair)  
Mrs L M Broadley

F S Broadley  
Mrs K M Chalk  
Miss M V Chamberlain  
M H Charlesworth

R F Eaton  
Mrs L Eaton JP  
Mrs H E Loydall  
K J Loydall JP

Dear Sir or Madam

I hereby **INVITE** you to attend a meeting of the **WIGSTON RESIDENTS' FORUM** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **WEDNESDAY, 27 JUNE 2018** at **7.00 PM** for the consideration of the items set out in the Agenda below.

If residents wish to discuss in confidence other issues that affect them and, or, the locality there is a surgery session with Councillors, Council Officers and the Police between **6:30 PM** and **7.00 PM**.

Yours faithfully

Council Offices  
Wigston  
**19 June 2018**

**Mrs Anne E Court**  
Chief Executive (Interim)

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**Council Offices:** Station Road, Wigston, Leicestershire LE18 2DR  
**Tel:** (0116) 288 8961 **Fax:** (0116) 288 7828



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## 9. Date of the Next Meeting

**For more information, please contact:**

**Community Engagement Officer**

Oadby and Wigston Borough Council  
Council Offices  
Station Road, Wigston  
Leicestershire  
LE18 2DR

**t:** (0116) 257 2648

**e:** [veronika.quintyne@oadby-wigston.gov.uk](mailto:veronika.quintyne@oadby-wigston.gov.uk)

**MINUTES OF THE MEETING OF THE WIGSTON RESIDENTS' FORUM HELD AT THE  
COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 14 MARCH 2018  
COMMENCING AT 7.00 PM**

**PRESENT**

Councillor G A Boulter (Chair)

**COUNCILLORS**

Mrs L M Broadley  
F S Broadley  
M H Charlesworth  
R F Eaton  
Mrs L Eaton JP

**OFFICERS IN ATTENDANCE**

S J Ball (Senior Democratic Services Officer / Legal Officer)  
D M Gill (Head of Law & Governance / Monitoring Officer)  
M Hone (Interim Director of Services)  
Ms V Quintyne (Community Engagement Officer)

**OTHERS IN ATTENDANCE**

1 Police Representative  
40 Residents (38 signed the attendance sheet)

**29. LOCAL POLICING ISSUES**

PC Carl Sutherley, the current Beat Officer introduced himself to residents. He provided a verbal update on crime issues in the Wigston area covering the past four months. This was in relation to crime and burglary. He commented that other crimes generally were on the decline.

The Beat Teams are working together. The Wigston Police Inspector is pushing Neighbourhood Watch. He emphasised Neighbourhood Watch is teamwork and requested residents consider starting up such a scheme.

Neighbourhood Alert links into the Neighbourhood Watch idea. Joining the scheme is via the insertion of an email address. Residents were encouraged to sign up to it. Residents interested were directed to send their emails to the Community Engagement Officer who would then pass them, as a list to PC Carl Sutherley. A person can state an area of interest for example, walkers.

The Officer confirmed that the Neighbourhood Watch information being promoted is that signed off by Ali Haq.

Residents were informed of traffic problems at the start and end of the day around Little Hill School. Comment was made that the area becomes a car park either side of the school day and this raises dangers as people let children out of the cars. It was suggested that a Police Officer attend at the start and end of the day to give out parking tickets. Residents were reminded badge holders can park on double yellow lines.

The County Council has written to all schools to address parking issues. The County has bought a Camera Car to take around schools. The camera car addresses bad parking on

double yellow lines.

Issues with Youth behaviour were said to be reducing but occur sporadically. Work is progressing with McDonalds top management and other Wigston businesses re engagement with Youth. CCTV will be covered at another time.

Current crime issues are being investigated where Wigston borders Knighton. The Officer noted as more people are accessing the internet, information accessed was not always helpfully shared with others in the community.

Prior to leaving the meeting PC Carl Sutherley was thanked for providing the update and for his attendance.

**Action 1:** Any resident who wish their name, address and email address sent to PC Sutherley to, be registered on to the Neighbourhood Watch scheme, please send the details to the Council's Community Engagement Officer: [veronika.quintyne@oadby-wigston.gov.uk](mailto:veronika.quintyne@oadby-wigston.gov.uk)

### **30. MINUTES OF THE PREVIOUS MEETING HELD ON 29 NOVEMBER 2017**

Minutes of the previous meeting held on 29 November 2017 were agreed as a true and correct record.

#### **Torrington Close Bungalow Grass Area**

Following a request for some grassed areas around the Torrington bungalows to be cut, it was reported that the bit of grass on Torrington Close is in the possession of the County Council. The County Council has agreed to include the area in this year's programme for cutting.

#### **Street Calming on Boulter Crescent**

The County Council will not do any traffic calming in Boulter Crescent, the reason being, it is on a hill and traffic calming on a hill can cause issues with road safety. The other reason is it has a very low ranking when compared to other road safety schemes in Leicestershire.

#### **Traffic Lights Sequencing at two Junctions in Wigston.**

The traffic lights at the two junctions have been identified as having problems with the light sequences. There were some detector faults at the Wakes Island and this has been reported to the traffic signals maintenance contractor to investigate/replace. Both junctions will be dealt with.

The Moat Street/Newton Lane site has a number of faulty loops due to re-surfacing works. This has been sent to the traffic signals maintenance contractor who will arrange for the loops to be recut.

At both the above sites ATC (Area Traffic Control ) has been asked to monitor and make adjustments as required.

### **31. DRAFT ARTICLES AND TERMS OF REFERENCE FOR THE RESIDENTS' FORUMS**

The Council's Monitoring Officer, Mr Dave Gill introduced himself. He spoke on this agenda item. The Officer informed residents that he joined the Council in November 2017 and had previously worked for North West District Council.

It was explained that one of his first tasks was to address the Forums Terms of Reference on the back of the consultation carried out in 2017 on how grants were made, address the

terms of reference and place a more robust structure around the way the Resident Forum process worked.

Two papers attached for sharing with residents covered this agenda item. Part 1, Article 7 – Residents Forums, Appendix 1 and Appendix 2 – Draft Terms of Reference, Residents Forums. The papers covered the following:

Current and future role of the resident forums, their funding including proposed changes to the terms of reference, membership and participation, chairing, meeting format, voting, standards of conduct, conflicts of interest, frequency, duration, meeting venues, agenda setting, minute taking and reporting arrangements.

Residents were encouraged to raise questions on the paper and pose any recommendations on the changes. The Monitoring Officer informed residents he will report back their views and recommendations in a report to Members on 24 April 2018. Members will then take a view on the comments and recommendations received to inform decision making.

**The following comments relating to the Terms of Reference were made on behalf of the Wigston Civic Society**

*2.2 The wording indicates a one way meeting from the Council to residents, but it is appreciated that 2.2 of the proposed Key Aims allows the process for residents to express their views to the Council. Only 2.5 and 2.6 of the proposed terms of reference seem to indicate that residents can express their views to the council. These clauses could be combined into one to indicate the two way process.*

*3.1 It is noted that the original wording has been amended following the consideration of the document by the full council. But the amended wording does not include representatives of properly constituted groups of residents within the Borough, such as the Civic Society (Oadby and Wigston), the Lions Club and the Pride of the Borough. Can this be amended please?*

*4.3/4.4 There needs to be a definition of who can vote, presumably a reference back to 3.1 as amended above.*

*6.3 This is rather abrupt, it is appreciated that usually participants in a meeting would not wish it to last longer than two hours but can this item but less dictatorial.*

*7.1 Can there be a timescale included regarding the issue of draft minutes?*

*7.2 Can there be a reference to the order of items on the agenda being agreed by the chair but that he can vary the order at the meeting in response to requests by residents present?*

*7.3 There needs to be a full and accurate record of the meeting and therefore the inclusion of the word 'brief' could invite the exclusion of some discussion and therefore the word should be deleted.*

*7.4 My point in 7.3 above links to this reference that that the consideration of the minutes can only relate to 'factual or typographical inaccuracies within the text as written only'. I think that this means that if residents consider that a point raised at a meeting has been omitted from the text of the minutes it cannot be included when considering accuracy at the next meeting. This is not correct as an item that a resident feels is important and needs to be brought to the attention of the full council will be lost forever if the minutes cannot be corrected. There needs to be a 'matters arising' item on each agenda.*

Residents were referred to page 8, appendix 1, part 1 regarding the role of the Residents' Forum and the reference to delegated powers. It was emphasised that the Forums allow for an exchange of views between the public and the Council, which then feed into Council Decision-making.

The draft Terms of Reference regulate how the Forums are to run. It was noted Oadby

Residents Forum raised the issue of membership. They expressed the view that only people from their area, not influenced externally should be members. They held the view that Council Members should have no right to vote.

Some of South Wigston residents expressed the view that the current terms of reference be left unchanged.

A view was expressed that section 2.2 of the draft terms of reference seemed one sided. This was with regards to information coming from the Council to the public. It was requested that it be redrafted to make it explicitly twoway.

The Head of Law & Governance/Monitoring Officer read part 2 aloud. He confirmed that it will be within the Council`s constitution. It will form part of the articles of the Forum.

Residents can place items on the agenda.

The Terms of reference can be tweaked and any suggested change to the current form of wording to be included can be sent to the Community Engagement Officer. The Council will then make a decision on this.

It was agreed that a constituted community group in its own right, for example, the Wigston Civic Society, as a member, could take a proposal to the Forum. The Officer stated he was happy to accept this amendment.

On point 4.4 concerning voting rights, the Officer stated this point was considered at Oadby Residents Forum. There, it was agreed there that, only people who live in Oadby should be allowed to vote. It was suggested that this might lead to people`s identity having to be checked. The statement "primarily intended for people who live and work" was suggested at Oadby Forum to be added to the draft Terms of Reference.

There was some resistance at this meeting to having businesses be given voting rights. The Head of Law & Governance/Monitoring Officer, suggested it would be advantageous for business associations to be allowed a vote, especially as they had potential accessible resources.

On point 6.3, the duration of meetings being for no more than two hours. A suggestion was made that it should be at the discretion the Chair to extend the meeting duration.

## **32. CHARGING FOR THE COLLECTION OF GARDEN WASTE**

An update was provided by the Council`s Interim Head of Services on this agenda item. Residents were invited to ask questions. The Officer provided the background as to why the charging was introduced. Communications and publicity has been distributed across the Borough.

From 1 April 2018 the Council is to charge for garden waste collection. The Council has decided to charge £35.00 a year for garden waste. This is because funding is being reduced from Central Government on a yearly basis. This requires the Council to find additional revenue.

In order to generate additional income the Council consulted the residents about their views on the following:

- Charging for car parking
- Charging for bin collections

- Charging for collection of the recyclables
- Charging for collection of garden waste
- Public conveniences and
- Selling off Brockhill Centre

The result of consultation showed that residents preferred to pay for the collection of garden waste. The Council looked at what the other Leicestershire Local Authorities are doing and noted the average charge was £35.00. From 1 April the garden waste will be collected fortnightly, 12 months a year. The new bins will have stickers to show the people who have joined the scheme.

The monies for generating garden waste will be substantial. Income from garden waste could reach £500,000 annually. This would mean not making a charge for services such as car parking.

The Chair stated the Council was looking at introducing a hardship scheme through Customer Services.

Green waste is composted down and used for land filling. This reduces the amount of money for the landfill tax, which goes up a percentage year on year.

It was confirmed that garden waste will be collected from 1 April 2018. The cost will be £35.00 a year. Currently 4,550 households have signed up for this service. The refuse tips owned by the County Council will remain open.

### **Recyclables**

The Council used to sell our recyclables but the company who bought them has gone out of business. This is a loss of £700,000 to £899,000. The Council was instructed by the County Council to take our recyclables to CasePak.

The collections will be made on a fortnightly basis and collection will be made in a single clear plastic sack. No contaminated waste will be taken. A leaflet will state what can and cannot be taken and a sticker placed on the sack as to why it has not been taken, if it is contaminated.

The Council could be fined if too many bags contain contaminated materials. General concern was expressed as to broken glass being placed in the sacks, which residents were informed are extremely strong.

A review will take place on the method of collection. Feedback will be received by the Council in June 2018.

A resident requested white bags are not placed in the gardens where snow fall might cover them.

From 1 April coloured bags can either be kept or returned to Customer Services, on Bell Street.

### **General Domestic Waste**

Bin collection for general domestic waste was noted to be a separate issue. Council Members intend to keep the general waste collection on a weekly basis but no decision has been made so far. A working group is to report to the Council Members in June on the general waste issue. The residents will be consulted on the outcome before the Council makes a final decision.

### **33. BUDGET IMPLICATIONS FOR 2018/19 AND 2019/20**

The following points flowed from discussion and questions received on Budget Implications covering the period 2018 to 2019 and 2019 to 2020.

By 2020 Central Government grant to Councils will cease. The Council has therefore had to find other ways of generating income. The Council has tried to make significant cuts without affecting services. It is moving to channel shifting. This means the reduction of staff, reduced by the number of residents going online. SLM (Service Leisure Management) managing Brockhill and the investment in Parklands lease facility is an example of this. The future will see fewer but better trained staff. Brockhill car park is being expanded to cater for 150 spaces.

The biggest portion of the grant received from Government goes to the County Council to pay for: education, social services, highways, Police and Fire Services.

Central Government set the bands for council tax and the average charge is set around a Band D. The Band D charge for this financial year is made up of the following:

Leicestershire County Council - £1,242.60 (+5.99%)

Police - £199.23 (+6.41%)

Fire - £64.71 (+2.98%)

Oadby & Wigston Borough Council - £217.97 (+2.99%)

It was clarified that changes were to be introduced on the setting of bands for Houses in Multiple Occupancy (HMO). A number of such houses will be paying a licence fee of £900 per property.

### **34. AIR QUALITY ASR 2018 UPDATE (BRIEFING PAPER)**

A briefing update paper on Air Quality was brought to the meeting. The Government figure of forty parts per million is the measure used to decide when action is to be taken. All Wigston areas are less than this. The measurement is taken from the edge of a property. Residents were assured there was no need for concern regarding the measure of air quality pollution. The Chair shared with residents that, in Leicester city bus emissions were being addressed and vehicles were being charged. The Chair stated that in South Wigston the measuring tubes were being stolen and requested residents report anyone seen tampering with them.

### **35. OADBY & WIGSTON LIONS**

A brief verbal update was provided by a representative of the Oadby & Wigston Lions Group. They are working with and have met Mark Hryniw the Council Officer responsible for working with the Town's traders. A second meeting in April is planned with Mark to follow up with developments. The dull stretch of icicle Christmas lights will be updated. The Forum was not requested to spend any money on the icicle lights.

The Christmas lights Switch-on will take place on 24 November 2018. The event will start at 12 Noon. The following amenities have been booked.

- The Venue
- Billy Bates Fun Fair



- Security
- Leicester Sound
- First Aid
- Santa Claus

Other entertainment was being booked. Traders will support the cost of distributing the cost of leaflets.

### **36. CHAIR'S UPDATES**

#### **36a. CAPITAL PROJECTS UPDATE**

Full Payment for the customising of Peace Park Gazeboes, loaned to Oadby & Wigston Lions Group has been made.

#### **36b FORUM BUDGET UPDATE**

The Wigston Residents Forum to date has a budget of £51,310.

#### **36c. SPENDING REQUESTS**

##### **Extra funding request received for the purchase of a Defibrillator for Wigston.**

An extra £300 was requested from the Forum to assist the purchase of a defibrillator. The defibrillator was requested in 2017. The Residents` Forum members agreed to the release of the £300 to purchase the Defibrillator.

##### **Spending request for a litterbin off Durnford Rd.**

A litter bin was requested to be purchased at a cost of £450. The request was tabled because the alleyway over the railway bridge, towards the county side was seen to have some 28 bags of dog poo deposited. The residents unanimously voted to have the bin purchased and installed.

**Action 2:-** Once the funding form is filled in by Officers, the Council will investigate the appropriate place to site the bin.

### **37. ITEMS RAISED BY RESIDENTS AND SUGGESTIONS FOR FUTURE ITEMS**

#### **Pinfold Project**

The Pinfold Project obtained planning approval in late January 2018. The Group is currently working on the wording and images for the information panel. Previously residents had been requested to send the project any photos of how the Pinfold looked in the past. Two very dark looking photos from the 1930`s were received. They show the front wall of the Pinfold when it was in use. The Information Panel will contain wording about Wigston Pinfold and Pinfolds in general. They were once used to contain stray animals.

A local artist has created some sketches to give an interpretation of what a Pinfold would have looked like, when it was in use. These are near completion. This will replace the interpretation panel and it is similar to the World War one commemorative set backing. Installation will take place by late May to early June. It will be planted up to be part of judging for Wigston in Bloom.

#### **Pride of the Borough**

The number of membership card holders has risen since last year. There are 50 businesses

offering discounts and benefits. The cards may be purchased at Customer Services on Bell Street, Brocks Hill Centre and Oadby Library. The floral display competition forms are available from Customer Services on Bell Street, the library in Oadby and the library in Wigston and from Brocks Hill Centre.

The Litter picking working group is to meet this Saturday on Chartwell Drive at 10am at the Chartwell Arms. A request was made to residents that if they are aware of anyone who has been picking litter from their own street for the past years could they let Pride of the Borough know. This is because it is looking to build on this to show the County judges the depth of local involvement. The working groups will look at doing weeding and pruning public spaces not done by Council Staff.

### **Britain in Bloom**

Wigston has been a finalist with Britain in Bloom in the years 2002, 2006 and 2011. It was a silver guilt finalist in 2011. East Midlands in Bloom received a gold award every year since 2010.

### **Horse and Trumpet**

The issue of a diversion order on a historical footpath was now in County Council hands. A Diversion Order would be entered in this New Year. The Chair stated the order had not yet been issued. The County Council has written to the brewery to state how they should define the foot path. The landlord will be speaking to the brewery again. Without a physical barrier the County Council will not issue the diversion order.

### **Holmden Avenue Trees**

There are no Section 106 monies to fund the trees. The County Council will not allow trees to be planted on the verges. If the trees are wanted they must be put in situ in tubs. The County will not pay for the tubs.

Wigston Civic Society received a letter from residents making the observation that, if trees are planted this will stop people parking on the grass verges.

### **Grass Cutting on the Welford Road Observed**

It was shared that cutting of the verges was taking place on Welford Road. The Chair commented this might be because the County Council was taking away the large white painted stones.

### **Switch – On of Street Lighting**

It was observed that the street lighting in a part of Oadby was still left switched on after midnight. It was questioned whether new lighting would be more economic. The Chair confirmed this. The County Council agreed for street lights to be turned off at important junctions from midnight until 5am. Oadby street lights were left on for a trial period only.

### **Sale of Council Housing**

Sale of Council Housing puts pressure on Council housing stock. Council house bathrooms and kitchens taking into account their condition are replaced approximately every 25 to 30 years.

### **Seniors Citizens Concert on Saturday 17 March 2018**

The date of the forthcoming Seniors Citizens Concert is Saturday 17 March 2018. Entry is free of charge. A choir and Wigston Band are to provide the entertainment. Early attendance may receive a free Easter egg.

### **Defibrillators**

The Borough has defibrillators located by The Co-op Funeral Parlour in Wigston. One on Oadby Parade, one outside the Methodist Church South Wigston and one on Little Hill

Estate , Wigston.

### **Oadby and Wigston - Public Space Protection Orders (PSPO)**

The Council has adopted and approved Public Space Protection Orders (PSPO). PSPO's deal with a particular nuisance in a defined public space where this is having a negative impact on the quality of life for those in that public space. The arrival of the signs is awaited. Dogs in such areas will be required to be placed on a lead. Dog fouling may mean enforcement of the orders could be issued by a patrol officer.

PSPO's may be applied to other issues. There must be evidence of breach and the requirement for Police agreement. The Council lead officer is Mrs Paulette Samuels.

**Action 3:** - If residents have questions about the PSPO's, send them to the Community Engagement Officer, who will forward them to the Council Lead Officer.

### **Bell Street Store Trolleys**

A Council Officer served a Community Protection Order on the shop, which placed very large goods trolleys on the pavement. This behaviour has ceased. A Community Protection Notice will be served if the retailer breaches the Order. This could lead to a fine of £1000. The Council will continue to monitor this issue.

### **World War One Commemorative Seat**

A photo of the seat design was shown on the laptop and a printed copy made available to residents. One seat each has been ordered for South Wigston, Wigston Magna Peace Park. Each is to be fitted, inclusive of a bin. Three are being purchased. They are guaranteed to last for 25 years.

There will be a shop front competition with a prize for the best shop front.

A remembrance parade is to take place. However it clashes with a big parade taking place in Leicester City in the afternoon which includes the Army. However, the Yeomanry will be taking part in the Wigston Parade. The service starts at 10.45am. The Army, Civilian Forest Cadets, Brownies and Scouts are to take part. The muster will be at Bell Street to All Saints Church.

### **Council Building Council Housing**

Oadby & Wigston Council has formed a Housing Company. The company will manage provision of accommodation for the future.

The right to buy property with altered discount means the Council can only use 30 percent of its money to invest in new property. It is necessary to sell three or four properties to buy one. The Housing Company is buying the first property this year.

With a Housing Company there is no Right to Buy. The Council is unable make money like a private company. The Government frowns on Councils buying houses to make a profit.

The building of housing will provide for vulnerable people. There is a homeless budget to cover 18 families in temporary accommodation.

The Council has accommodation in the City. People cannot be kept in Bed and Breakfast accommodation for more than 6 weeks. The Council has a property next door which will be used as temporary accommodation.

Residents were informed there were 3 rough sleepers in the area. One in Oadby, one in Wigston and one in South Wigston. They are regularly visited by the Housing Team.

The Chair clarified that with Universal Credit coming in, things are likely to get worse. This is due to the fact that the credit may be paid to a renter who mismanages it and becomes at risk of homelessness. The Council then has no duty to house an evicted homeless person. New Housing legislation means Councils are only liable to house people for 20 to 50 days.

On the matter of Council Tax, the Chair stated that over the next few years other Councils may go the way of Northamptonshire (over spending). Oadby & Wigston Council however, were in a robust position for the next three to four years. This Council has a balanced budget for next year.

Central Government grants are to be withdrawn from all Local Authorities by 2020. It was questioned whether the Council had a scheme for charity shops to pay lower business charges. The Chair explained that it was Central Government which set the business charge.

### **Peace Memorial Park**

The Chair informed residents that the park sculpture was damaged. To repair it a request was made to have the park closed for one day.

### **Dustbin Collection**

In light of the extreme weather, it was requested whether residents could be asked not to put out their bins, if it snows. The Chair explained that the Council was looking at an email so it could send a message regarding not putting out garden waste.

## **38. DATE OF THE NEXT MEETING**

The Chair informed residents that tonight's meeting was the last in the Council's meeting schedule until the next financial year begins. Residents were thanked for their attendance.

### **Action 4:**

The date of the next Resident's Forum meeting will be communicated to residents as soon as it is officially set.

## **THE MEETING CLOSED AT 8.57 PM**



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**Chair**  
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**TBC**  
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## **Matters Arising from the previous meeting of Wigston Residents` Forum held on 14 March 2018.**

### **Page 2**

**Action:-1.** Any resident who wish their name , address and email address sent to PC Sutherley to, be registered onto the Neighbourhood Watch Scheme, please send the details to the Council's Community Engagement Officer:- [veronika.quintyne@oadby-wigston.gov.uk](mailto:veronika.quintyne@oadby-wigston.gov.uk)

No details were received from residents.

### **Draft Articles and terms of reference for the Residents` Forums**

A Council endorsed copy of the draft articles and terms of reference will be circulated at all the Residents` Forums in the current meeting quarter, for information.

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#### **Spending Requests**

#### **An extra £300 allocated to the purchase and fitting of a Defibrillator at Sainsbury Store, Wigston.**

Extra funds totalling £300 was requested to support the purchase of the defibrillator. The defibrillator has been ordered. It will be fitted to the exterior wall of Sainsbury Superstore, Bell Street. The Defibrillator will be fitted shortly.

#### **Purchase and fit a litterbin for Barford Close, in the vicinity of Durnford Road.**

**Action 2:-** Once the funding form is completed by officers, the Council will investigate the most appropriate place to site the litterbin.

A litterbin costing £450 was ordered for Barford Close, which adjoins Durnford Road. The base has been fitted and the arrival of the litterbin bin is shortly awaited for fitting.

#### **The Pinfold Project.**

The drawdown of the second and final instalment to the Pinfold project was requested. The request was sent to Finance for the sum of £488.00.

### **Page 9**

#### **Public Space Protection Orders (PSPOs) and resident comment.**

**Action 3:-** If residents have questions about the PSPOs they are invited to send them to the Community Engagement Officer, who will forward them to the Council's Lead Officer for PSPO'S. No comments have been received.

### **Page 10:**

#### **Action:-4.Communicate the date of the next residents forum meeting.**

The date of the next resident's forum meeting was communicated via; posters circulated to individuals, shops, the local library and Council Noticeboards.