

**Wheathampstead Parish Council  
Maintenance Committee  
8 September 2014, 19.30h**

Present	Councillors	T Reason G Clark N Clements L Halford S Haynes P Woodhams	Chairman
		Julia Warren	Clerk
		Press	0
		Public	0

**3747-14 Apologies & Substitutions**

Apologies were received from Councillors A Brewster, and D Johnston (personal reasons).

**3748-14 Public Speaking**

None.

**3749-14 Specific Declarations of Interest and Dispensations**

None.

**3750-14 Minutes of Maintenance Committee meeting of 28 July 2014**

The Chairman proposed, and it was agreed that the Minutes of the meeting held on 28 July 2014 be approved.

**Resolved To confirm the Minutes of the meeting held on 28 July 2014 to be a true and fair account and for these to be signed by the Chairman.**

**3751-14 Report of Maintenance Contractor**

The breakdown of work undertaken by the maintenance contractor had been distributed and was considered. It was agreed that prioritisation of tasks be undertaken monthly by Council and Maintenance Committee chairmen and clerk

**Resolved To note the report and methodology to prioritise tasks.**

**3752-14 Work of rangers**

Mary Cheale had reported the remnants of bonfire and party activities on Melissa Field the previous evening and her

availability to assist with making good the mess.

Christine Field had requested that vegetation be cut back at the Butterfield Local Nature Reserve in various places in the near future.

Water voles had been sighted on the Marford stretch of the River Lea.

The maintenance contractor was to brushcut /strim Rectory Copse and work with Cllr Woodhams to construct new leafmould pens

**Resolved**                      **To note the reports.**

**3753-14**                      **Tree work and Vegetation management**

The Chairman proposed, and it was agreed, that trimming of trees be undertaken at Melissa Field and Cherry Tree Lane, budget £500.

**Resolved**                      **To approve £500 worth of sundry treework**

**3754-14**                      **Play Area Maintenance**

Councillor Halford proposed, seconded by Councillor Woodhams and it was agreed that up to £1,250 be spent on replacement loose-fill topping for the play areas.

Councillor Woodhams proposed, seconded by Councillor Haynes and it was agreed that the Play Inspections Company be engaged to perform annual inspections of all sites at a cost of £250. They had been seen at Saltex.

**Resolved**                      **1 To replenish loose-fill for play sites at a cost up to £1,250.**  
**2 To engage the Play Inspections Company to perform annual inspections.**

**3755-14**                      **Marford Play Area**

It was agreed that the play area 'opening' would take place on 18 September. This would be a fairly low key event to which the press would be invited with balloons, bubbles and bunting. Enquiries were being received in respect of hiring the ATP, Andy Ellis was assisting in scheduling hirers. Initially the facility would be opened in the morning and secured by the last hirer. ATP maintenance training would take place on 18 September including use of the mini tractor to brush the grass matting.

**Resolved**                      **To note the reports**

**3756-14 Butterfield Road Play Area**

Further to Minute 3702-14 the Chairman proposed, and it was agreed that a £200 budget be allocated to the Maintenance contractor to patch and paint the remainder of the leaking roof of the Butterfield pavilion, Morris Gordon to weld and paint over the leaking area – budget £152.

Despite the fact that the football season had begun Persimmon and Hertfordshire County Council had failed in their responsibility to replace the missing portaloo at Butterfield. The assistance of St Albans District Council had been sought and through them Amey had generously agreed to supply facilities this season as part of their Community Engagement project with the District. SADC were also assisting in trying to convene a 4 way meeting between HCC – Persimmon – SADC and WPC.

- Resolved**
- 1 Morris Gordon to patch and weld the leaking pavilion roof.**
  - 2 Maintenance contractor to clean, paint and make good the roof thereafter.**
  - 3 To note the generous support by Amey in providing portaloo facilities.**

**3757-14 Memorial Hall - Maintenance**

It was reported that the mechanism for one set of high level windows in the main hall had been overwound. The window had been secured closed so did not present a security risk. A replacement mechanism would be required. The lock on the west toilet had been replaced and the toilets and vinyl floors had received the annual deep clean (£325). Further consideration had been given to the damaged north side former ramp wall and library steps. Quotes to remove the wall and rebuild the steps were to be sought.

**Resolved**                      **To note the reports**

**3758-14 Charging review for facilities hire**

The Chairman proposed, and it was agreed that Elite Feet be charged £20 per hourly football session on the Marford Playing Fields

**Resolved**                      **To approve the charge for Elite Feet's hourly football sessions on the Marford Playing Fields**

**3759-14 Budget report**

The income and expenditure report had been circulated and was noted.

**Resolved To note the report.**

**3760-14 Exclusion of Press and Public**

The Chairman proposed and it was agreed to exclude the press and public, as publicity would be prejudicial to the public interest due to the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960).

**Resolved To exclude press and public**

**3761-14 Parish Council Asset**

The Chairman proposed, and it was agreed, to take the land agent's advice and offer a new lease at a different level.

**Resolved To take the land agent's advice and offer a new lease at a different level.**

**3762-14 Readmission of Press and Public**

The Chairman proposed, and it was agreed, that the press and public be readmitted.

**Resolved To readmit press and public.**

**The Chairman declared the meeting closed at 21.30h.**

**Dated this day of 2014**

**Chairman**