

Wheathampstead Parish Council

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Clerk to the Council: Julia Warren

10 November 2015

To Members of the Committee **Cllrs G Clark, A Dante, L Halford, S Haynes, D Johnston, T Reason, J Shardlow, P Woodhams**

Other councillors for information
Notice of Meeting

You are hereby summoned to a **Meeting of the Maintenance Committee** to be held in the **Hewitt Room** on **Monday at 16 November 2015 at 7.30pm.**

A handwritten signature in blue ink, which appears to read 'Julia Warren'.

Julia Warren
Clerk to the Council

Agenda

- 1 Apologies**
- 2 Public Speaking**
- 3 Specific Declarations of Interest and Dispensations**
- 4 Minutes of Maintenance Committee meeting of 28 September 2015**
- 5 Friends of Station sidings - proposal**
Consideration of proposals brought as a public item to the July meeting.
Recommendation from friends group – no mowing from 2016 season
- 6 Report from Maintenance Contractor**
Detail of works undertaken, feedback on any issues encountered and ideas
- 7 Work of rangers, open spaces management**
Ranger reports and working groups
- 8 Riverfly monitoring**
To note that this is now taking place along the River Lea on the Meads and East Lane Car Park, as well as various private locations up and downstream
- 9 Treework and vegetation management**
Update on other tree and vegetation works including recommendations for work at Marshalls Heath and The Meads and planned work by HCC on BR105 King Edward Place. Report attached.
- 10 Melissa Field**
Update and recommendations for discouraging unauthorised vehicular access and fishing at Melissa. Report attached.

- 11 Criminal Damage, vandalism etc**
To report that various acts of criminal damage have occurred and obscene graffiti. The Maintenance contractor cleaned the graffiti to the youth shelter and Marford Rd bus shelter. CCTV had not proved helpful.
An insurance claim re vandalism/unauthorised access to Memorial Hall Roof was being pursued
- 12 Memorial Hall**
Update on maintenance works including approval of recommendations for improved locks to north and south doors and curtains in the main hall (stage curtains having been ripped). Report attached
- 14 Notice board at Butterfield Playing Fields**
Recommendation: to approve request by WWFC to install a noticeboard at Butterfield. Report attached.
- 15 Doggie bags**
Consideration of provision of dispensers and doggie poo bags. Report attached.
Recommendation that the WWFC be asked to continue to keep filled the dispenser at Butterfield Road and that packs of dog bags be made available for rangers or sale to the public from the office
- 16 Opens spaces maintenance**
To approve a date and venue for rangers' winter meeting and review of open spaces management plans
- 17 Open Spaces Signage**
Awaiting report from Cllr Shardlow
- 18 Budget Review**