

**Wheathampstead Parish Council
Maintenance Committee
16 November 2015, 19.30h**

Present	Councillors	T Reason G Clark A Dante L Halford S Haynes D Johnston J Shardlow P Woodhams	Chairman
		Julia Warren	Clerk
		Press	0
		Public	1

4379-15 Apologies & Substitutions

Apologies were received from Councillors C Clark (late) and E Habib (personal reasons).

4380-15 Public Speaking

Further to Minutes 4216-15 and 4312-15 Mr Johns outlined the proposals of the Friends Group to develop and maintain the Station Sidings.

4381-15 Specific Declarations of Interest and Dispensations

None.

4382-15 Friends of the Station Sidings proposal

The proposal brought at Minute 4380-15 was considered. The importance of managing expectations within a limited budget was emphasised, as was the need for the Friends group to maintain its momentum should it wish to manage this project in association with the ranger, Eddie Cornell. Lance Johns confirmed that he had consulted his neighbours regarding their desire to plant and maintain the additional vegetation. Notices advising work planned and progress would be posted similar to those for the Meads. Thanks were given to the group.

The Chairman proposed, and it was agreed that the Station Sidings be managed by the Friends Group in association with the ranger

Resolved That the Station Sidings be managed by the Friends Group in association with the ranger.

4383-15 Minutes of Maintenance Committee meeting of 28 September 2015

Councillor Woodhams proposed, seconded by Councillor Haynes, and it was agreed that the Minutes of the meeting held on 28 September 2015 be approved.

Resolved To confirm the Minutes of the meeting held on 28 September 2015 to be a true and fair account and for these to be signed by the Chairman.

4384-15 Report of Maintenance Contractor

The Maintenance Contractor's written report was tabled and considered.

It was agreed that the Clerk approach RJ Dawes regarding delivery of wood chip for the play area and work requiring strimming. A prioritised list of tasks was to be given to the Maintenance Contractor to obtain quotations for work.

Resolved

- 1 To note the report**
- 2 Clerk to approach RJ Dawes regarding delivery of wood chip for the play area and work requiring strimming.**
- 3 Maintenance contractor (Village Maintenance) to be given a prioritised task list from which to prepare quotations.**

4385-15 Work of rangers and open space management

Reports from Cllr Woodhams, ranger for Rectory Copse and Memorial Hall flowerbeds, and Patrick McNeil, Meads ranger, had been circulated.

Work was progressing in the Copse with hazel/hornbeam whips scheduled to be planted later in the autumn. Working with Councillor Clark the flower bed near the library had been weeded and planted up with more Heucheras. Councillor Halford proposed, seconded by Councillor Shardlow, and it was agreed that a budget of £50 be allocated to the purchase of Sarcococca.

In relation to works on the Meads the Chairman proposed, and it was agreed that:

The dead tree on Meads Dell being a fair distance from any pathway and posing no real threat to the public be left as habitat. *(Post meeting note, this tree suffered under the force of Storm Barney, partially collapsed and resembled too much a tempting swing and potential danger. Extraneous limbs were thus felled and left in situ)*

The Meads Ranger remove the weedy cherry inhibiting the growth of the adjacent cherry on the South Meads
In consultation with the Environment Agency the Meads Ranger trim the vegetation- tree branches hanging into the River Lea impeding flow.

Concerns regarding damage to the field and safety of facility users had been raised regarding vehicles driving on open spaces. Of particular note where wheel ruts had caused damage near the edges of the football pitches in the 'run off' area (trip hazard) and between the Meads Dell, Marford Field and South Meads. Here the area had become very muddy and rutted. It was agreed that vehicular access to open spaces should be exceptional and when specifically necessary, for eg grass cutting or moving heavy maintenance equipment.

The newly topped Footpath 73 from Brocket View to Sheepcote Lane was well received. Agreed that a few paving slabs be laid to join this path to the entrance to the Marford Pavilion.

- Resolved**
- 1 To note the reports.**
 - 2 That a budget of £50 be allocated to the purchase of Sarcococca.**
 - 3 To leave the dead tree in Meads Dell as wildlife habitat.**
 - 4 To remove the poorly growing cherry tree on south Meads to enable the adjacent cherry to thrive.**
 - 5 That vehicles drive on parish council open spaces only in exceptional instances when necessary.**
 - 6 To lay a slab path connecting the Marford pavilion to the footpath to Brocket View-Sheepcote Lane.**
 - 7 To manage trees and vegetation hanging into the River Lea in consultation with the Environment Agency.**

4386-15 Riverfly monitoring

It was reported that the Clerk had given permission to the Living Rivers Officer at the Herts and Middlesex Wildlife Trust to extend their monthly riverfly monitoring to an area of river adjacent to East Lane Car Park. A number of locations along the River Lea were monitored within the Parish including downstream from the Forge on the Meads.

Resolved To note the report.

4387-15 Tree work and vegetation management

The Chairman proposed, and it was agreed that the quotation for work on Marshalls Heath for £1,400 be accepted.

It was further agreed that the coppicing and pollarding of goat willows on North Meads be undertaken as discussed with Bartletts in June. Some replanting of more squirrel resistant willows would follow. Mr McNeil as ranger had offered to organise a work group. If volunteer community help from Bartletts did not transpire then costs of chipping / removal of plant material would be borne by WPC.

Work to the trees on The Hill BOAT (bye way open to all traffic) had been approved. HCC had planned their work for early April, it would be preceded by volunteer work. The Chairman proposed and it was agreed that a budget of £300 for disposal of green waste from The Hill and North Meads be set.

The report of vegetation works to Bridleway BR105, King Edward Place, was noted.

- Resolved**
- 1 To agree the work at Marshalls Heath, budget £1,400.**
 - 2 To agree work to willows on North Meads.**
 - 3 To approve a budget of £300 for disposal of green waste from the North Meads and The Hill.**
 - 4 To note work undertaken on BR105.**

4388-15 Melissa Field

Further to Minute 4318-45 consideration of an aesthetic barrier to deter illicit fisherfolk and vehicles was to be deferred to a later meeting.

- Resolved To defer consideration of a more aesthetic barrier to a later meeting**

4389-15 Criminal Damage, vandalism etc

Various items of vandalism and criminal damage were reported, including obscene graffiti (also reported to the police and subsequently quickly removed) to the Marford Road bus shelter and youth shelter. CCTV had not proved of use. An insurance claim re vandalism/unauthorised access to the Memorial Hall roof was being pursued.

- Resolved To note the report.**

4390-15 Memorial Hall

A number of instances of tampering with the north and south doors had occurred and the alarm company called to deal with jammed or open magnetic locks. For security and insurance purposes conventional locks were advised in addition to the alarmed magnetic locks. The bespoke metal fire doors

presented a particular challenge.

Councillor Shardlow proposed, seconded by Councillor Haynes, and it was agreed that two deadlocks be installed to each north and south door with internal thumb turns. This would enable hirers to open the doors from inside the library corridor and without the need for additional keys. Keys would be issued to the police and staff for emergency use, budget £701.

It was noted that the rope for the black stage curtains had been purchased and awaited the Maintenance Contractor to replace.

The stage curtains were found badly ripped on the morning of 11 November. It appeared that persons unknown had attempted to manually draw them. Samples of curtain fabric had been obtained and were circulated. It was agreed that the project to replace stage curtains and window drapes be brought forward. Additional fabric samples had been requested. Of those available the 'venus scarlet' was preferred.

Quotations had been sought and an insurance claim for £1,024 (less excess) filed to repair the damaged 'sarafil' roof.

Quotations were awaited to replace the light fitting in the south porch.

The acoustic baffling had been ordered, felt colour samples were awaited.

- Resolved**
- 1 To note the reports.**
 - 2 To install additional conventional locks to the north-south porch doors, cost £701**
 - 3 To replace stage and hall drapes once quotations and fabric samples had been received.**
 - 4 To repair the sarnafil roof, and make an insurance claim for this damage.**
 - 5 To replace the light fitting in the south porch.**

4391-15 Notice board at Butterfield Playing Fields

The Chairman proposed and it was agreed that in principal the Council supported the Wheathampstead Wanderers ` request to purchase a notice board for installation at Butterfield Road, primarily for WWFC use but overseen and agreed by the Clerk.

- Resolved** **Approval in principal for the WWFC request for a noticeboard. Details to be agreed.**

4392-15 Doggie bags

A report had been circulated. The Chairman proposed and it was

