

**Wheathampstead Parish Council
Maintenance Committee
18 January 2016, 19.30h**

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

4454-16 Apologies & Substitutions

Apologies were received from Councillor A Dante (personal reasons).

4455-16 Public Speaking

None.

4456-16 Specific Declarations of Interest and Dispensations

None.

4457-16 Minutes of Maintenance Committee meeting of 16 November 2015

Councillor Woodhams proposed, seconded by Councillor Johnston, and it was agreed that the Minutes of the meeting held on 16 November 2015 be approved.

Resolved To confirm the Minutes of the meeting held on 16 November 2015 to be a true and fair account and for these to be signed by the Chairman.

4458-16 St George's School consultation on proposed admission arrangements for Sept 2017

Councillor Johnston proposed, seconded by Councillor Woodhams, and it was agreed, that the consultation response as circulated with minor amendments be submitted.

Resolved To submit the consultation response.

4459-16 Report of Maintenance Contractor

The Maintenance Contractor's written report was tabled and considered. It was noted that the tennis club gate post had

been reset, wood chip laid at Ash Grove, and the vandalised broken gutter at the Memorial Hall replaced. Councillors recommended further clamps to hold the gutter & down pipe in place.

- Resolved**
- 1 To note the report.**
 - 2 Maintenance contractor (Village Maintenance) to be asked to install additional clips/ clamps to deter vandals.**

4460-16 Work of rangers and open space management

The report of the Rangers' meeting of 12 January was taken. The recommendation for additional strimming at Rectory Copse, Butterfield, Marshalls Heath and the Meads was noted.

Consideration to fell the large goat willow on Glebe allotments was to be taken to Community Involvement Committee.

It was noted that Gustard Wood Common had featured on BBC Countryfile. They had focussed on the common land in ownership of the Mid Herts Golf Club rather than the Parish Council owned east side.

Concerns had been raised about sewage discharge and foul smelling river water, the Environment Agency had investigated and were not unhappy.

Sewage had also been discharged from Old Rectory Gardens and flowing to Rectory Copse.

- Resolved**
- 1 To note the reports.**
 - 2 Community Involvement Committee to consider the issue of the large goat willow tree on Glebe Allotments.**

4461-16 Riverwork proposals

It was reported that work to the banks of the River Lea at the Meads had been undertaken approximately ten years previously. Bank erosion (particularly the south bank) had subsequently occurred, as had erosion to the access platforms then created. The Chairman, Clerk and River Warden had met with representatives of the Environment Agency and Herts and Middlesex Wildlife Trust to discuss possible mitigation and improvement works which would also improve diversity of river flow and reduce silting. In outline the plan included:

- Installation of posts and spilling at points where bank erosion was most severe.
- Improving public access points including reshaping and timber toe protectors.
- Extending the existing buffer strips to discourage public access at unsuitable locations.
- Installation of in-river deflectors to create diversity of

flow and scouring in order to reduce silt and expose the sandy/gravel river bed.

- Possibly install in-river brash build outs to create diversity of flow.

The Chairman proposed, and it was agreed, that an application for project approval be submitted to the Environment Agency. Once approved this would remain valid for 3 years. The plan should then become part of the Herts and Middlesex Wildlife Trust's Upper Lea Catchment Management Plan.

Councillor Woodhams proposed, seconded by Councillor Haynes, and it was agreed, that Mr McNeill be thanked for his work in the Meads.

The interpretation board by the River Lea in East Lane Car Park had become weatherworn and illegible. Councillor Woodhams proposed, seconded by Councillor Halford, and it was agreed, that this be replaced.

- Resolved**
- 1 To note the report.**
 - 2 To submit a project application to the Environment Agency for improvements to bank erosion, public access and flow diversity.**
 - 3 That this project, once approved, become part of the Herts and Middlesex Wildlife Trust's Upper Lea Catchment Management Plan.**
 - 4 To thank Mr McNeill for his work on the Meads.**
 - 5 To replace the weatherworn interpretation board in East Lane Car Park.**

4462-16 Tree work and vegetation management

Councillor Halford proposed, seconded by Councillor Johnston, and it was agreed that up to £3000 be spent on professional treework as discussed with the rangers (see also Minute 4460-16).

- Resolved** **That up to £3000 be spent on professional treework as discussed with the rangers (see also Minute 4460-16).**

4463-16 Melissa Field

Further to Minute 4388-15 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**

4464-16 Open Spaces signage and review of Council noticeboards

Consideration was given to signage for Council owned open spaces. Wooden boards with site map/interpretation on one side and a lockable 'news' section were agreed as most suitable.

The Chairman proposed and it was agreed that five 'Samlesbury Hall' designtype boards be obtained for Bower Heath, Butterfield, Gustard Wood, Marshalls Heath and the Meads.

Councillor Johnston proposed, seconded by Councillor Halford, and it was agreed that Cityscape be approached for a design cost for maps (to match the Heritage Trail style).

Councillor Halford proposed, seconded by Councillor Haynes, and it was agreed, that WDPS be approached to work with the Parish Council on signage.

That a new noticeboard outside the Memorial Hall be purchased, possibly similar to the community board in the High Street. The necessity for all current noticeboards was questioned. Agreed: Noticeboards to be referred to Council.

Concerns had been raised regarding parking on Parish Council owned land at Folly Fields particularly at weekends. At times the access barrier to the field (for grass cutting and grazing field access) was blocked and there was no parking space for users of the recreation facilities – football, archery, play area.

Councillor Haynes proposed, seconded by Councillor Woodhams and it was agreed that two metal A3 signs be purchased stating that the area was not a public car park, it was provided for users of the recreation facilities. Please park considerately, plus WPC contact information. A standard (not bespoke) no parking/access required sign to be purchased for the barrier. The Folly Fields Residents Association was also to be approached to advise that this area was for recreational users' use rather than residents' parking provided by the Parish Council as some individuals appeared unclear.

- Resolved**
- 1 To note the report.**
 - 2 To purchase 5 noticeboards for Bower Heath, Butterfield, Gustard Wood, Marshalls Heath, and the Meads.**
 - 3 To ask the WDPS if they wished to work with WPC on signage.**
 - 4 To approach Cityscape for a design cost for maps.**
 - 5 To refer the need for all public noticeboards, and for their possible replacement/refurbishment to Council.**
 - 6 Council to consider replacing the noticeboard outside the Memorial Hall with one similar to the community board**

in the High Street.

- 7 To purchase 2 bespoke and one non bespoke sign for Folly Fields.**
- 8 To contact the Residents' Association regarding parking at the recreation area.**

4464-16 Commemorative Bench policy

This to be deferred but to be robust and include guidelines for discussion with donator, durability, installation, indicative costs

Resolved To defer to a later meeting

4465-16 Budget Review

The report of income and expenditure against budget was reviewed and noted.

In relation to Christmas lights and Lights Up it was agreed that a working group was needed. The lights contract was due for renewal.

Resolved

- 1 To note the report.**
- 2 To recommend a working group look at the Christmas Lights contract and lights up event**

4466-16 Additional time

The Chairman proposed and it was agreed that the meeting be extended beyond 22.30hours so that business may be concluded. Standing Order 1z to be suspended.

Resolved To suspend Standing Order 1z and continue the meeting beyond 22.30h.

4467-16 Exclusion of Press and Public

The Chairman proposed, and it was agreed, that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

Resolved To exclude press and public

4468-16 Grounds maintenance tender

The 'new' position of maintenance contractor was two years on and the contract being reviewed. Further to Council Minute 4406-15 this would be reviewed and tendered effective from 1 April 2016. The draft tender specification had been circulated. It was agreed this cover essentially 'outdoor' jobs rather than

