

**Wheathampstead Parish Council
Maintenance Committee
16 January 2017, 19.30h**

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

4937-17 Apologies & Substitutions

Apologies were received from Councillors A Dante, E Habib, L Halford and J Shardlow (personal reasons) and G Clark (SADC committee).

4938-17 Public Speaking

One.

4939-17 Specific Declarations of Interest and Dispensations

None.

4940-17 Minutes of Maintenance Committee meeting of 14 November 2016

Councillor Woodhams proposed, seconded by Councillor Haynes, and it was agreed that the Minutes of the meeting held on 14 November 2016 be approved.

Resolved To confirm the Minutes of the meeting held on 14 November 2016 to be a true and fair account and for these to be signed by the Chairman.

4941-17 Report of Maintenance Contractor

The Maintenance Contractor had reported that:

- East Lane apple tree branches had been cut off.
- A post had been installed at Bower Heath.
- A fallen tree had been cut up in the Dyke
- Memorial hall leaf clearing was complete
- Tap repaired at Hitchens field allotments
- Grass strimmed in Orchard
- Graffiti painted out on youth shelter

He had yet to remove the obsolete goal posts from Meads Dell, football nets would be replaced, on advice of the Wheathampstead Wanderers FC in the autumn for the new season,

He advised that new bootbrushes and turf mat were required at the entrances to the ATP, the path edges at Cannons field needed cutting back and a broken post at Butterfield car park needed fixing quotes were being obtained.

Councillors asked that the bench removed when the Marford play area was refurbished be taken to the Forge for volunteers to refurbish if feasible.

Resolved

- 1 To note the report.**
- 2 To take the redundant bench to the Forge for refurbishment.**

4942-17 Work of rangers and open space management including river works

The Chairman proposed, and it was agreed, to regularly cut the grassy area opposite the Cross Keys, for 2017-8 this would be £360.

The Meads Ranger's report had been circulated. Willow work and holly management was noted. The Chairman proposed and it was agreed that prior to planting of the new willow setts the willow scrub be cut and chipped by the contractor rather than volunteers overseeing a bonfire on the west North Meads, budget provision allowed.

Resolved

- 1 To regularly cut the grassy area opposite the Cross Keys.**
- 2 Prior to planting of the new willow setts the willow scrub be cut and chipped by the contractor rather than volunteers overseeing a bonfire on the west North Meads.**

4943-17 Tree Policy

Further to Minute 4877-16 the tree strategy was considered. Councillor Woodhams proposed, seconded by Councillor Johnston and it was agreed, that Councillors had looked at and re-examined the tree strategy and agreed to retain it as it stood.

Resolved **That Councillors had looked at and re-examined the tree strategy and agreed to retain it as it stood.**

4944-17 Tree work and vegetation management

Consideration was given to planting some Poplars on the North Meads to 'fill in' the 'gap' south of the houses. Councillor

Johnston wished to donate the trees in memory of his late wife. Councillor Johnston proposed, seconded by Councillor Haynes, and it was agreed, that, subject to the outcome of discussions with the Meads Ranger a holly oak also be purchased. It was further agreed that the Maintenance Contractor be asked to plant the poplars and holly oak, in a position to be agreed in consultation with the Meads Ranger.

The Chairman proposed, and it was agreed, that a replacement gate to the sheep field at Butterfield Local Nature reserve from the B651 be installed, at a cost of £330, and that cutting and clearing of the Nature Reserve be undertaken, budget £550.

- Resolved**
- 1 Councillor Johnston to donate five poplar trees to the North Meads in memory of his late wife.**
 - 2 Holly Oak, subject to discussions with the Meads Ranger, also to be planted on North Meads.**
 - 3 Maintenance Contractor to plant the trees.**
 - 4 Replacement gate to sheep enclosure at Butterfield Local Nature Reserve to be installed, cost £330.**
 - 5 Butterfield Local Nature Reserve to be cut and cleared, budget £550.**

4945-17 Winter work at Marshalls Heath

Councillor Haynes proposed, seconded by Councillor Johnston, and it was agreed to approve winter work / clearing of acid grassland at Marshalls Heath, £1,400.

- Resolved To approve winter work / clearing of acid grassland at Marshalls Heath, £1,400.**

4946-17 East Lane Car Park work and Meads Lane vegetation

Councillor Haynes proposed, seconded by Councillor Woodhams, and it was agreed to approve clearance of gullies at East Lane Car Park £200. Removal of redundant and reinstatement of new kerbs at £220, and removal of overhanging vegetation on Meads Lane near overflow car park foot access £100.

- Resolved**
- 1 Clearance of gullies at East Lane Car Park £200.**
 - 2 Removal of redundant, and reinstatement of new, kerbs at £220.**
 - 3 Removal of overhanging vegetation on Meads Lane near overflow car park foot access £100.**

4947-17 Memorial Hall Car Park potholes

To be deferred pending receipt of further quotes.

Resolved To be deferred pending receipt of further quotes.

4948-17 Butterfield Pavilion

The Chairman proposed and it was agreed that the quote of £750 to replace the leaking roof of Butterfield Pavilion be approved.

Resolved To accept the quotation of £750 to replace the leaking roof of Butterfield Pavilion

4949-17 Play Area signage

The Chairman proposed and it was agreed that the design as discussed be approved, six signs, budget £200. This would identify ownership and management of the Parish Council's play areas.

Resolved To approve the designs and order play area signage.

4950-17 Litterblitz

Councillor Haynes proposed, seconded by Councillor Johnston and it was agreed that, as requested, Litterblitz volunteers' long sleeved high visibility vests be branded with the WPC wheatsheaf (on the front) and 'Wheathampstead Litterblitzers' (on the back). Budget £100.

Resolved To approve the branding of Litterblitz volunteers' long sleeved high visibility vests with the WPC wheatsheaf and 'Wheathampstead Litterblitzers'.

4951-17 Memorial Hall use request for filming purposes

Councillor Johnston proposed, seconded by Councillor Haynes, and it was agreed that the request to use the Hall for an investment video to launch a Crowdfunding campaign, and one where the venue would be positively identified be approved. A hire fee would apply for venue use.

Resolved To permit the use of the hall to film an investment video to launch a Crowdfunding campaign.

4952-17 Memorial Hall curtains

A request had been received to add black out lining to the Memorial Hall curtains. To date one quote had been obtained. Black out blinds were also to be considered. The Chairman proposed, and it was agreed, to approve up to £1,300, choice delegated to the Clerk upon receipt of further quotations.

Resolved To approve up to £1,300 on black out facilities.

4953-17 Memorial Hall maintenance

It was reported that two sets of high level (north facing) windows had been overwound and the mechanism broken, in one instance the brackets also. These had been repaired, cost £170. One fire alarm point was broken (albeit still functional) and needed repairing, cost £226. Three outside lights had broken, repairs were in hand. The caretaker had cleared the gutters of leaves and debris to avert further overflowing.

Resolved To note the report.

4954-17 Budget report

The budget report, and as taken to Finance Committee for 2017-8 budget preparation, was noted.

Resolved To note the report.

4955-17 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.

4956-17 Tennis Club Lease

Lease proposals and requested variations were discussed. The Chairman proposed, and it was agreed that the lease proposal be redrafted to include one free use per month of the mini tractor, by Wheathampstead Parish Council's contractor, as requested by Wheathampstead Lawn Tennis Club.

Resolved Lease proposal be redrafted to include one free use per month of the mini tractor, by Wheathampstead Parish Council's contractor, as requested by

Wheathampstead Lawn Tennis Club.

4957-17 Readmittance of Press and Public.

The Chairman proposed, and it was agreed, to readmit press and public.

Resolved To readmit press and public.

The Chairman declared the meeting closed at 21.15.

Dated this day of 2017

Chairman