

**Wheathampstead Parish Council
Community Involvement Committee
1 June 2015, 19.30h**

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

4144-15 Apologies & Substitutions

Apologies were received and accepted from Councillors A Brewster (SADC commitment) and J Shardlow (personal reasons).

4145-15 Public Speaking

None.

4146-15 Specific Declarations of Interest and Dispensations

Cllr S Haynes – tenant on two allotments on Hitchens.
Cllr L Halford – member of WDPS.

4147-15 Minutes of meeting of 27 April 2015

The Chairman proposed and it was agreed that the Minutes of the meeting held on 27 April 2015 be approved.

Resolved To approve the minutes of the Community Involvement Meeting on 27 April 2015

4148-15 Allotment Matters

It was reported that late payment reminders had been issued and a number of tenancy payments received.

Clearance had begun of the unauthorised dumping on Glebe Field for which a deadline of 1 June had been given (Minute 4102-15). The Clerk and Allotment Committee Chairman had met with the transgressor, the area would be re-inspected and cleared by the time the Allotments Committee met on 8 June. (Proposed by Councillor Woodhams, seconded by Councillor Reason and agreed).

The request from the Glebe south grazing tenant to rent as

additional an unoccupied area of grass between the allotments and the grazing field was agreed. Clerk and Chairman to meet with the grazing tenant to agree demarcation of land. Proposed by Councillor Haynes, seconded by Councillor Johnston.

- Resolved**
- 1 To note the reports.**
 - 2 To re-inspect the Glebe allotment to confirm clearance of unauthorised items prior to the Allotments Committee on 8 June and report back.**
 - 3 To approve the request for additional grazing land.**

4148-15 Bury Green Garden Update

It was reported that Borrás Construction were undertaking much of the clearance and hard landscaping. The Clerk would write to Rae Borrás thanking him for all his support for the project. A revised indicative plan was circulated to show the proposed design of the garden. Councillor Haynes proposed, seconded by Councillor Woodhams, and it was agreed that the design be approved, subject to ratification by the working group including members of the WDPS. It was noted that once built it was anticipated that the garden would be maintained by the WDPS.

- Resolved**
- 1 A letter of thanks be sent from WPC office to Rae Borrás.**
 - 2 To approve the design of the Bury Green Garden, subject to ratification by the working group including members of the WDPS.**

4149-15 Village Weekend update

Councillor Woodhams and the Clerk had attended the Safety Advisory Group meeting the previous week where they were advised that WPC should check the licensing of all catering providers. All stall holders to be advised of the need for training, supervision and licencing. Following a change in the law WPC was now deemed a trusted authorised body, a TENS was not required for entertainment. Councillor Woodhams would also deliver a formal safety briefing, to stewards and public at the event. Additional stewarding would be required for the firework event concluding Music on the Meads.

Councillor Johnston reminded councillors that the Village Weekend budget was £7,000 expenditure and £2,000 income. Anticipated spend was close to budget whereas there was currently a shortfall on expected income. It was suggested that WPC run a soft drinks stall at Picnic on the Meads in order to generate more income and supplement donations obtained on entry.

There was not currently surplus budget provision for Heras fencing, be it to hire or buy. If purchased it was unclear where

any volume of fencing and footings could be stored. The Working Group was to consider obtaining sponsorship for this.

The Working Group had further recommended some crown lifting of horse chestnut trees prior to Village Weekend. It was agreed that the specifics would be referred to the Maintenance Committee for determination.

It was agreed that the area on the North Meads to be used as a firework display area be strimmed prior to Village Weekend. Portaloos were to be hired as recommended and budgeted for.

Arena events on Village Day included a birds of prey demonstration and an arena event from Top Hat. Wheathampstead on Wheels had agreed to include a number of classic vehicles in the parade.

- Resolved**
- 1 To note the reports.**
 - 2 Stall holders to be advised of food safety and licencing requirements**
 - 3 Cllr Woodhams to organise stewards and safety briefing**
 - 4 WPC to consider running a soft drinks stall at Picnic on the Meads/ Talent Show.**
 - 5 Village Weekend WG to look for sponsorship if Heras fencing were required.**
 - 6 Consideration of treework to be referred to Maintenance committee.**
 - 7 Firework display area to be strimmed prior to Village Weekend.**

4150-50 Crinkle Crankle Garden update

It was reported that the Heritage Hub grant of £1,000 had been received. A mockup of a possible interpretation board had been put together. Its location had yet to be agreed. Councillors Woodhams and Brewster had spoken to Kate Brown at the Heritage Lottery Fund regarding a potential application. It was agreed that the details of the application be finalised prior to submission. Lead times for HLF consideration were short so the advice was there was no rush to submit.

- Resolved** **To note the reports and delay submission to the HLF until project details finalised.**

4151-50 Artificial Turf Pitch

The recommendations of the Facilities Management Working Group were considered.

A motion to revisit the decision regarding charges for holiday camp sessions on the ATP per Standing Order 7(a) in relation to Minute 4084-15 had been signed by Councillors Clark, Dante, Davies, Halford, Haynes, Johnston, Reason and Woodhams had

been received and agreed in order.

The Chairman proposed, and it was agreed, to approve charges for weekday holiday camp structured events as £60 per day plus a returnable £50 deposit for 10am – 3pm use of Marford Pavilion, ATP and grass.

It was further agreed:

1. To replace ATP signs with nylock screws
2. To investigate potential holiday camp course providers

Further to Minute 4084-15, and following a month trial of leaving the facility unlocked 24/7, consideration was given to the opening and locking of the ATP. Councillors considered public feedback, reports of litter, including over the bank holiday weekend and Whitsun half term holiday; and providing electromagnetic locks which though costly would provide an alternative locking system to manually opening and closing. It was agreed to install closers to physically close the gates after each entry. Despite notices and advising regular hirers it seemed few people kept the gates closed, thus allowing animals to enter.

Councillor Reason proposed, seconded by Councillor Johnston, and it was agreed, that closers be fitted to the gates and Council continue to monitor the situation. The gates would remain unlocked until further notice.

- Resolved**
- 1 To approve charges until further notice for weekday holiday camp structured events as £60 per day (10am-3pm) plus returnable deposit of £50, for the use of ATP, Marford Pavilion and grass.**
 - 2 To replace ATP signs screws with nylock nuts.**
 - 3 To investigate potential holiday camp course providers.**
 - 4 That closers be fitted to the ATP gates.**
 - 5 That Council continue to monitor the use of the ATP .**
 - 6 That gates would remain unlocked until further notice.**

4152-15 Other recommendations from Facilities Management Working Group

Football pitches

The Chairman proposed, and it was agreed that no additional clubs/teams be permitted to regularly use the grass football pitches. Pitches would be regularly used in 2015-16 by the W89 and Wheathampstead Wanderers FC including its adult team.

The Chairman further proposed, and it was agreed, that additional maintenance work to the grass pitches, as recommended by the FA to the WWFC, be undertaken for which the WWFC would be

charged additional rent.

Tyre storage

Following a request from Regiment Fitness, the Chairman proposed, and it was agreed not to permit the storage of tractor tyres on/adjacent to the Marford Field.

4153-15 Youth Report

The Chairman commented on Robert Brown's encouraging report to the previous meeting and her visit to the Youth Project. There had been a noticeable improvement in the Club in recent months. Young people had actively participated in the recent search for the lost elderly gentleman, assisting in delivery of leaflets and posters to local shops, businesses and buses; positive responses to their involvement had been received.

She was pleased to note participation of Top Hat attendees in the Village Day parade and arena event.

Resolved To note the report.

4154-15 HAPTC nomination

Councillor Reason, seconded by Councillor Woodhams, proposed, and it was agreed, that Councillor Haynes be nominated for appointment to the Hertfordshire Association of Parish and Town Councils (HAPTC) Executive Committee

Resolved To nominate Councillor Haynes for appointment to the HAPTC Executive Committee.

The Chairman declared the meeting closed at 21.30h.

Dated this day of 2015

Chairman