



Wheathampstead Parish Council

The Memorial Hall
Marford Road, Wheathampstead, Herts. AL4 8AY

13 June 2017

To Cllrs: Cllrs G Clark, A Dante, E Habib, 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 **Green Room** on **Monday 19 June 2017** at **7.30pm**

Julia Warren
Clerk to the Council

Agenda

- 1 Apologies**
- 2 Public Speaking**
- 3 Specific Declarations of Interest**
- 4 Minutes of Maintenance Committee of 11 April 2017**
- 5 Report from Maintenance Contractor**
Detail of works undertaken, feedback on any issues encountered and ideas.
- 6 Work of rangers, open spaces management**
Ranger reports including Living rivers' advice re Melissa
- 7 Treework and vegetation management**
Update on other tree and vegetation works
- 8 Willows project North Meads**
Details and project update.
- 9 Memorial Hall maintenance**
Report on maintenance issues including toilets and locks and vehicle damage in car park
- 10 Memorial Hall car park signage**
Increasingly the Memorial Hall car park is being used overnight and long term, complaints are increasing from hirers unable to park. Recommendation is for clearer signage that it is a private car park for users of the facilities rather than a long term public car park (as East



Lane car park is). Council may also consider parking in other areas:
East lane, Folly.

11 Buildings valuation reports

Attached. Recommendation that a maintenance 5 year report be commissioned for Memorial Hall, Marford Football Pavilion, Tennis Club and Rainbow House nursery at £150 each

12 Memorial Hall Refurbishment

Consultation on the library move from memorial Hall to within the Fire Station is underway. Recommendation to approach an architect to look at redevelopment/ refurbishment of the Hall.

13 Definitive Map application for Modification order for Right of Way – Holcroft Springs

Details attached, response required to HCC by 6 July

14 Football pitch maintenance report

Report attached including overseeding of Marford top pitch.

15 Open spaces noticeboards

Update and purchase of boards.

16 Insurance

The extendable three year insurance premium is ready for renewal, quotations attached. Recommendation 3 year option 3.

17 Budget report