

**Wheathampstead Parish Council
Maintenance Committee
20 October 2014, 20.00h**

Present	Councillors	T Reason N Clements L Halford S Haynes D Johnston	Chairman
		Julia Warren	Clerk
		Press	0
		Public	1

3809-14 Apologies & Substitutions

Apologies were received from Councillors A Brewster, G Clark, J Shardlow and P Woodhams (personal reasons).

3810-14 Public Speaking

Patrick McNeill spoke about the Meads Community Orchard. The trees, planted in January, had grown well but because of weather conditions the nettles had returned. He requested that Council consider respraying the nettles and rotavating the area between the trees to level the land and ease subsequent grass mowing.

3811-14 Specific Declarations of Interest and Dispensations

None.

3812-14 Minutes of Maintenance Committee meeting of 8 September 2014

Councillor Johnston proposed, seconded by Councillor Haynes, and it was agreed that the Minutes of the meeting held on 8 September 2014 be approved.

Resolved To confirm the Minutes of the meeting held on 8 September 2014 to be a true and fair account and for these to be signed by the Chairman.

3813-14 Pay and Play Golf Club improvements – planning application

The Chairman proposed and it was agreed that because of the limited time frame for response this item be included. The developer had given WPC access to draft planning application documents. These had been discussed at the Planning Working Group and concerns raised about misquotes of WPC. It was further proposed and agreed that the Clerk write

immediately to the developer asking for amendment prior to their submission of the application to Hertfordshire County Council. Detailed consideration of the plans and WPC response to be referred to Full Council

- Resolved**
- 1 To consider the matter because of urgency of time.**
 - 2 Clerk to write to developer asking that the planning application be amended so as not to misrepresent WPC prior to submission to Hertfordshire County Council.**
 - 3 Full Council to consider detailed response to plans**

3814-14 Report of Maintenance Contractor

The breakdown of work undertaken by the maintenance contractor had been distributed and was considered. Overall councillors believed parish maintenance had improved, but acknowledged some larger projects such as the Marford arris rails/ posts and drainage by the Forge remained. As agreed at Minute 3751-14 prioritisation of tasks be undertaken monthly by Council and Maintenance Committee chairmen and clerk

- Resolved** **To note the report and methodology to prioritise tasks.**

3815-14 Work of rangers

Revisions to the maintenance of the Meads (plan initially approved December 2011) had been suggested by Mr McNeill and circulated. These included mowing the rough grass on the North Meads (Zone C) twice annually then raking off and piling it at the north west side near the Reed Bed. Zone F to be mown in a similar pattern, arisings left near the sewage pumping area. Autumn mowing in October /November

The Chairman proposed, and it was agreed, these amendments be made.

Eddie Cornell, ranger for the Station sidings, working with Mark Carter, had undertaken a survey of its trees, identifying in the region of 20 species. He requested permission to install a path at the top of the embankment to allow residents to enjoy the tree trail. It was noted that some privacy of adjacent properties could be compromised which could be addressed by hedge screening. Jarvis, working on the adjacent site, had indicated they were prepared to install informal steps to access the bank. Agreed that the Council Chairman and Clerk approach Jarvis for confirmation.

The Chairman proposed, and it was agreed, that £20 budget be allocated to beech hedging plants to screen adjacent properties. An informal pathway could be then created and trees marked

At Minute 3752-14 Christine Field had requested that vegetation be cut back at the Butterfield Local Nature Reserve in various places in the near future. This was being facilitated by the HCC Rights of Way officer.

- Resolved**
- 1 To note the reports.**
 - 2 To amend the management plans for the Meads.**
 - 3 To approve the installation of an informal tree trail at the station sidings.**

3816-14 Tree work and Vegetation management

Planning conditions for the Artificial Turf Pitch required that two sets of three trees be planted on the Marford Field, 3-4m high and 12-14cm girth as specified. Quotations had been received for two each of *Cratagus monogyna*, *Acer campestre* and *Prunus padus* at £444 including delivery. Councillor Halford proposed, seconded by Councillor Johnston, and it was agreed that the trees now be purchased and a budget of £200 be allowed for planting.

Mark Carter's pilot tree survey of the Meads had been circulated. The Chairman proposed, and it was agreed, that this pilot survey costing £120, be extended parish wide with a further budget of £1000 (from vegetation management budget). Areas prioritised for survey included Butterfield, Devil's Dyke, East Lane car park, Gustard Wood, Marshalls Heath, Melissa Field, North Meads, Rectory Copse, Rectory Meadow, Station Platform and Station Yard/ sidings. Bower Heath was a lower priority being subject to an on-going grant application. Once surveyed trees would be monitored and regularly resurveyed.

It was agreed to acknowledge prioritised actions and undertake priority work recommended by the Meads tree survey including dead-wooding to cherry trees backing onto Necton Road and reduction and pruning of an ash tree and wild plums on the Meads as soon as practicable. Most of the work could be undertaken by volunteers and the Maintenance Contractor.

- Resolved**
- 1 To approve purchase and planting of trees for Marford Field as specified by planning for the ATP.**
 - 2 To approve parish wide tree survey.**
 - 3 To undertake recommendations of tree survey.**

3817-14 Play Area Maintenance

It was reported that various minor repairs and maintenance including straps for cradle swings had been undertaken. Overnight on 15 October the padlocks to the ATP were glued locked making access to the ATP impossible. Subsequently 2 locks were rammed open and the third cut off. New locks were obtained. The event was crimed and the

police conducted house to house enquiries. The Chairman proposed, and it was agreed that CCTV be investigated

Tennis courts

On the morning of 20 October the Clerk and Council chairman met with the WLTC chairman to look at the tennis courts. Moss was actively growing particularly on the court nearest Necton Road (because of shading from trees). Jason Baker (WLTC Chairman) advised that he was looking into grant funding but currently herbicide/fungicide treatment was necessary, but not repainting or resurfacing. Estimated costs £1 500, there was a maintenance provision for £5k towards a courts refurbishment/renewal. Councillor Haynes proposed, seconded by Councillor Johnston, and it was agreed that up to £1,500 be spent on cleaning including moss and weedkilling.

- Resolved**
- 1 To note the reports.**
 - 2 To investigate CCTV provision.**
 - 3 To approve up to £1,500 to clean weed and moss the tennis courts.**

3818-14 Marford Play Area

It was noted that the Marford Play Area had been officially opened on 18 September with bunting, bubbles and balloons enjoyed by many.

Councillor Haynes proposed, seconded by Councillor Halford and it was agreed that minor amendments as circulated and discussed following the Facilities Management Working Group on 14 October be made to finalise the ATP hire agreement.

Request had been received for additional toddler equipment at the expanded play site. A preferential rate for a double springer was negotiated at Saltex by the clerk and Cllr Haynes and it had been confirmed that this would fit between existing equipment. The Chairman proposed, and it was agreed, that a budget of £1,800 be approved to supply and install a double springer. This would be vired from the play area repairs budget.

- Resolved**
- 1 To note the reports.**
 - 2 To approve the amended ATP hire agreement.**
 - 3 To approve a budget of £1,800 to supply and fit an additional springer at the Marford Play Area.**

3819-14 Butterfield Road Play Area

Further to Minute 3702-14 and 3756-14a meeting had taken place at Butterfield to include Hertfordshire County Council, t Albans District Council, Wheathampstead Parish Council, Wheathampstead Wanderers Football Club, Persimmon and Public Open Space. A further site meeting was planned and the intention agreed by all to complete all works including to play

area, car park, landscaping, utility provision, s106 variation and agreement on the new lease by end of December 2014. The Chairman welcomed the progress made by people working together to resolve this ongoing issue.

Resolved To welcome the report and progress made.

3820-14 Memorial Hall - Maintenance

Further to Minute 3757-14 it was reported that six quotations had been sought to repair the wall of the library steps and remove the slope to the north side of the Memorial Hall but responses were proving difficult to obtain. The brickwork needed to be undertaken in frost free weather. The Chairman proposed, and it was agreed that £2,950 be approved. *(Post meeting note two quotations were finally received, the lower at £3,485 was accepted following consultation with Chairmen of Council and Committee).*

Resolved

- 1 To note the report.**
- 2 To approve £2,950 to rebuild the wall of he library steps, and demolish the redundant slope to the north of the Memorial Hall.**

3821-14 Litter bins

Councillor Halford proposed, seconded by Councillor Johnston, and it was agreed, that a litter bin be provided at Butterfield Playing Field near the car park and dog bin. The third bin purchased with the ATP would be utilised.

Resolved To provide a litter bin at Butterfield Playing Fields.

3822-14 Review and Approval of Open Spaces Management Plans

The open spaces management plans had been circulated and were reviewed. Amendments to the Meads plan had been agreed at Minute 3815-14. The on-going work on the Bower Heath management plan including appliaciton to the Heriage Lottery Fund, in conjunction with the Countryside Management Service was noted.

The Chairman proposed, and it was agreed that all plans as amended be approved and adopted:

Bower Heath	Nomansland
Butterfiedl LNR	Rectory Copse
Devil's Dyke	Rectory Meadow
Gustard Wood	Station Platform
Marshalls Heath	Station Yard/ sidings
Meads	
Melissa Field	

She further proposed, and it was agreed, that all rangers be

invited in November to an informal social meeting. As in previous years this would be an opportunity to say thank you and to discuss ideas in an informal setting

Resolved **1 To approve all the open spaces
2 management plans as amended.
To invite volunteer rangers to an
informal social meeting in November.**

3823-14 Station Platform Plaque

The Chairman proposed, and approval was given to the installation of a plaque stating 'This shelter was built with generous support from the Heritage Lottery Fund and Jarvis Homes Ltd. It was designed by Andrew Robley, built by Carl Sturges and erected by the project team.'

Resolved **To approve the installation of an
inscribed plaque for the station platform
shelter.**

3824-14 Budget review

The income and expenditure report had been circulated and was noted.

Resolved **To note the report.**

The Chairman declared the meeting closed at 22.00h.

Dated this day of 2014

Chairman