



# Wheathampstead Parish Council

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

10 January 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 16 January 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 14 November 2016**
- 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 and works including consideration to regularly cut area opposite the Cross Keys
- 7 Tree Policy**  
Further to Minute 4877-16 consideration of tree strategy. Attached.
- 8 Treework and vegetation management**  
Update on other tree and vegetation works including poplars and evergreens on North Meads, replacement gate to sheep field from B651, and cutting and clearing of Butterfield Nature Reserve £550
- 9 Winter work at Marshalls Heath**  
To approve winter work / clearing of acid grassland at Marshalls Heath, £1,400
- 10 East Lane car park gully work and Meads Lane vegetation**



To approve clearance of gullies at East Lane Car Park £xx and removal of overhanging vegetation on Meads Lane near overflow car park foot access £100.

**11 Memorial Hall car park**

Consideration of pothole repairs

**12 Butterfield Pavilion**

Approval of roof repairs/replacement to leaking roof. Recommendation quote of £750 be accepted.

**13 Play area signage and maintenance update**

Approval of signage and branding of play areas

**14 Litterblitz**

To approve printing of litterblitz jackets

**15 Memorial Hall use request for filming purposes**

Promotional use request - attached

**16 Memorial Hall curtains**

Consideration of black out blinds or black out lining for high level windows

**17 Memorial Hall maintenance**

Report on maintenance issues including fire alarm point and window winders.

**18 Budget report**

**19 Exclusion of Press and Public**

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.

**20 Tennis Club**

Matters to do with WLTA.