

REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 6th April 2017 at 7.30pm in the Conference Room, Redbourn Parish Centre

PRESENT: Cllrs T Finnigan (Vice Chair), D Mitchell, D Bigham and I Caldwell

IN ATTENDANCE: Chris Kenny (Deputy Clerk)

1. APOLOGIES FOR ABSENCE

Cllrs V Mead (Health), M Maynard (Health), C O'Donovan (Holiday)

2. DECLARATION OF INTEREST

Cllr Caldwell – Nickey Line, U3A

Cllr Bigham – Care Group and Village Hall

Cllr Maynard – Redbourn in Bloom and the Museum

Cllr Mead – The Museum, Redbourn in Bloom

3. PUBLIC PARTICIPATION

Resident for item 8.6

It was agreed to move item 8.6 to the beginning of the meeting.

8.6 To receive a request to make changes to Common land at West Common

The owner of property at 28 West Common spoke to the meeting requesting if they could reinstate the front of the house using grass and gravel. Once reinstated, the owners would continue to maintain. They would also like to reinstate the path up to the front of the house.

Councillors referred to the photographs and maps/diagrams in the meeting pack.

It was proposed by the Chair and resolved that:

The residents could reinstate the grass at the front of 28 West Common up to the house and up to the service road using specific grass as approved by RPC. At the same time, they will reinstate the gravel drive and stepping stones to the house.

4. MATTERS FOR REPORT

4.1 Christmas festive lighting working party update

5. MINUTES OF PREVIOUS MEETING

5.1 It was proposed by the Chair and resolved that:

The minutes of the meeting held on 2nd March 2017 are adopted as a true record of the meeting.

6. MATTERS ARISING FROM THE MINUTES NOT APPEARING ON THE AGENDA

None

7. FINANCE

7.1 The Deputy Clerk read through finance report highlighting some of the reasons for over/under spends on some budget codes. The meeting duly noted this.

8. REDBOURN COMMON

8.1 Licence for The Cricketers

The Deputy Clerk was pleased to report that the licence had been signed and money transferred by the licensee of The Cricketers. The annual payment date of this licence will be diarised.

Action: Deputy Clerk

8.2 To receive a request to make changes to Common land adjacent the Cricketers public house.

The landlord of the Cricketers has requested that he can make repairs to the area of the Common, at his expense, where benches are set out that is susceptible to flooding. Councillors referred to the photographs in the pack and agreed that a site meeting would be arranged between the landlord and Colin O'Donovan with the view to discussing the best way forward to find a reasonable solution.

ACTION: COD to meet with landlord on his return from his holiday

8.3 To receive an update on Common repairs

Grounds Maintenance contractor has made repairs to the verge of the cricket pitch in front of the houses at RPC expense for his labour. The Cricket Club has paid for fast growing tough grass which they will maintain. The Cricket Club have also repaired the other side of the verge.

8.4 To receive a request from Virgin Media to lay a cable at North Common

Virgin Media have requested that we allow them to lay underground cable along a section of North Common to house number 27. It would entail digging a trench in order to lay the cable and then make good. They would provide a 2 year warranty on the works. Cllrs discussed the options and decided there would be minimal disruption to this area. DC informed that meeting that Virgin Media were not prepared to pay a Wayleave charge

It was proposed by the Chair and resolved that:

To allow Virgin Media to lay underground cables along the stretch of land as shown on diagrams at no cost to them and to ensure they make good any works by providing a 2 year warranty.

8.5 To receive a map of the area around the Common being used by the Fete du Velo event

Councillors noted proposed area.

8.6 Moved this item to the beginning of the meeting.

8.7 To receive a request to consider purchasing two Christmas lights for the High Street

Cllr Finnigan talked through the quotations received from Lamps & Tube Illuminations which detailed costs for supplying additional festive lights to be installed on lamp posts by The Hub and Weymans.

At this point, it was felt relevant to update the committee on Festive Lighting Working Party which had been raised as a matter to report. The working party idea is to have festive lights all along the High Street which would be fixed to individual houses and businesses.

As the properties all front straight onto the highway, a licence must be obtained from HCC to allow lighting. It was also suggested that they consult with SADC planning department as properties are in conservation area and some are listed. The working party need to do these preliminary investigations before moving forward.

The meeting discussed costs and options of additional festive lighting with the limited lamp posts we have in the High Street.

It was proposed by the Chair and resolved that:

RPC accept the quotation and purchase 2 x circle of star decorations

ACTION: Deputy Clerk to raise purchase order as per Lamps and Tubes Illuminations quote dated 3rd April 2017

8.8 To receive a request from Redbourn Classic Cars to use the lower section of the Common for public car parking

Cllr Finnigan informed the meeting that Classic on Common is building momentum and the organisers are concerned that more parking may be needed and would like permission to section off part of the West Common in case it was necessary, due to large number of visitor cars on the day. The meeting discussed logistics of this and decided that it would be better to use The Common area to the left of the Cricket Club car park. This would mean that there would be access to car parking from the Cricket Club car park, one to right into current overflow car park and then, if it became necessary to open up more parking, then access to the left. This would make traffic management easier.

It was proposed by Chair and resolved that:

RPC would allow Classic on Common to utilise the left hand side area of the Cricket Club Car park as additional parking if required subject to there being adequate stewarding.

8.9 To consider an application for the 2017 Parish Paths Partnership Scheme

Deputy Clerk explained the purpose of this grant and suggested that we apply for a grant to cover some of the cost of the proposed repairs to the pathway entrances to Cumberland Gardens. We have received a quote for £1,420 to complete these repairs which is an unbudgeted expense. Under the P3 grant scheme we can claim £1000.00 so this would help to cover these costs.

It was proposed by the Chair and resolved that:

Deputy Clerk apply for Parish Paths Partnership Scheme Grant of £1,000.00 to go towards the cost of unbudgeted work needed on entrance pathways to Cumberland Gardens

8.10 Common Car Park Working Party Update

Cllr Finnigan gave an update on the progress and findings of the Common Car Park working party. The proposal to double the size of the car park in front of Redbourn House would cost between £21 – £27K. This would give approximately 16 more car parking spaces. The working party felt that this was a lot of money for little gain particularly as it meant taking some of The Common. It was felt there would be more benefit spending the money on refurbishing the Lybury Lane car park.

ACTION: Clerk to add to next Full Council agenda

9. NICKEY LINE

Cllr Mitchell commented that CMS have cleared a lot of foliage, scrub and trees from the area around the bridge at Three Cherry Tree Lane and that the area was looking good.

10. CUMBERLAND GARDEN

None

11. PLAY AREAS

11.1 East Common Play Area

None

11.2 Long Cutt Play Area

At the previous meeting it had been decided to close the park for a week to enable the contractor to do a deep clean. However since the meeting, SADC have cleared the flytipping in the wooded area and the grounds maintenance contractor has cleared the dog fouling and is checking on it regularly. As a result, the area is much improved and there have been no further complaints. The park is being used heavily particularly as it has got warmer.

11.3 Flamsteadbury Lane Play Area

The Community Officer is in the process of collating quotes and assessing each one and hopes to be able to recommend a supplier and proposal for the next meeting. More pieces of equipment will need to be replaced than had originally been thought. We do not have to put the work out to tender through the Government Portal as our Financial Regulations state that we only go to formal tender if the project is over £60K which this won't be. The Community Officer is also applying for grants to help fund the project.

11.4 Silk Mill

None

12. TREES

None

13. COMMONS OUTSTANDING ACTIONS

Deputy Clerk informed the meeting that the updated document will be sent to all Chairs in time for the Annual Meeting of the Parish to help with their reports.

14. MATTERS FOR REPORT

Christmas festive lighting working party – item discussed in item 8.4

15. DATE AND TIME OF NEXT MEETING

Thursday 4th May 2017, 7.30pm, Parish Centre.

The meeting closed at 9.01pm.

Chair..... *Date*