

REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 1st JUNE 2017 at 7.30pm in the Conference Room, Redbourn Parish Centre

PRESENT: Cllrs C O'Donovan (Chair), T Finnigan (Vice Chair), D Mitchell and D Bigham

IN ATTENDANCE: N Khanna (Clerk) and 1 x Resident

- **ELECTION OF OFFICERS**

- **Chair**

It was proposed, seconded and resolved that:

Cllr O'Donovan is elected as Chair of Commons & Open Spaces Committee until the next Annual Meeting of the Parish Council.

- **Vice Chair**

It was proposed, seconded and resolved that:

Cllr Finnigan is elected as Vice Chair of Commons & Open Spaces Committee until the next Annual Meeting of the Parish Council.

1. APOLOGIES FOR ABSENCE

Cllrs I Caldwell (Holiday), M Maynard (Health) and V Mead (Prior Engagement)

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

It was agreed that Item 4.1 be brought forward on the agenda.

- 4.1 To receive a request to open the secondary overflow car park by the cricket pavilion. A representative from Redbourn Cricket Club addressed Cllrs and requested they consider opening the secondary overflow car park on the 9th July 2017, solely for Cricket Club use. The request was driven by concerns over sufficient and safe parking, as not only was the Fete du Velo event being held on this date, but so was the Cricket Club's junior tournament.

Cllrs discussed this and stated that the secondary car park was normally only used for the firework display. The feeling was that opening it in the summer for one day posed little risk of damage to the Common.

Cllr O'Donovan asked the representative if they would police the access to the secondary overflow car park and they agreed they would.

Cllr O'Donovan recommended that this car park, if approved for use, be cordoned off at the far end before the dip, as cars often got stuck.

Cllrs were supportive of the request and asked the Clerk to add this item to the next agenda for a formal proposal.

Action: Clerk

Cllrs asked the Clerk to set up a meeting with the representative and our grounds maintenance contractor to agree the boundaries of the area to be used.

Action: Clerk

Cllrs asked the Clerk to arrange for the grass to be cut as close to the 9th July 2017 as possible.

Action: Clerk

4. MATTERS FOR REPORT

- 4.1 To receive a request to open the secondary overflow car park by the cricket pavilion. See above – Item 3.
- 4.2 Village of the year TV agreement
- 4.3 Trees overhanging a resident's garden from the Nickey Line
- 4.4 Request for a party to be held on the Common

5. MINUTES OF PREVIOUS MEETING

- 5.1 It was proposed by the Chair and resolved that:

The minutes of the meeting held on 4th May 2017 are adopted as a true record of the meeting.

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

- 7. The Clerk reported that he had checked and it appeared the 2017-18 budget had been set to accommodate the purchase of 2 x additional lights.

7. FINANCE

- 7.1 The Clerk reported that he had been busy with the year end close down and Internal Audit and so there were no accounts to receive.

8. REDBOURN COMMON

- 8.1 **To receive an update on Common repairs**

None.

- 8.2 **Common Car Park Working Party Update**

Cllr Finnigan reported that the next meeting had been set for 27th June 2017 with Cllrs O'Donovan and Bigham. Cllr V Mead to be contacted and invited

Action: Cllrs T Finnigan

- 8.3 **To consider long term maintenance of grassed area between Brooke End and East Common**

The Clerk reported that the grassed area between Brooke End and East Common was currently being maintained by RPC, but on an ad hoc arrangement with our grounds maintenance contractor.

It was proposed by the Chair and resolved that:

The Clerk arrange for the grassed area between Brook End and East Common to be mown by our grounds maintenance contractor at a price of £22 per cut, up to 6 times a year. This should also be added to the grounds maintenance contract going forward.

Action: Clerk

8.4 To consider ongoing funding of the skip at St Mary's Church

The Clerk reminded Cllrs that this had been around for some months and he had been asked to bring it back on to the agenda.

Cllr O'Donovan reported that he had discussed this with the Reverend and it seems that the benefits are clear. The skip is used mostly by volunteers clearing the churchyard of rotting plants and flowers.

It was proposed by the Chair and resolved that:

Redbourn Parish Council continues to fund the cost of the skip at St Mary's Church at a cost of c.£1,000 per annum, for the benefit of residents.

8.5 To receive a request to hold the annual VW 'Show and Shine' event on the Common

Cllrs received a request to hold the local, annual VW 'Show and Shine' event on the Common on 11th July 2017 from 6-9.30pm. The area of the Common being used is opposite the Cricketers public house.

It was proposed by the Chair and resolved that:

The local, annual VW 'Show and Shine' event be held on the Common on 11th July 2017 from 6-9.30pm.

9. NICKEY LINE

9.1 Cllrs discussed the planned repairs to the Nickey Line at Chequer Lane. The Clerk explained that we were still awaiting road planings from HCC's contractor. The choice is having them provided for free in this way with no idea of when to expect them, or to purchase them.

Cllrs discussed this and suggested that if we had not received an idea of when the planings would be delivered, we start looking at getting quotes to purchase them.

10. CUMBERLAND GARDEN

The Clerk reported that we were in the process of getting quotes for the footpath repairs at both entrances to Cumberland Garden.

11. PLAY AREAS

11.1 East Common Play Area

The Clerk reported that he had received notification that a swing required repairing either here or at Silk Mill play area and was awaiting an update from our grounds maintenance contractor.

Cllr Finnigan reminded Cllrs that a request had been made at the Annual Parish Meeting for a sign to be erected by East Common, alerting drivers to slow down as they were passing the play area. Cllrs discussed this and felt a crossing might be more useful.

Cllrs Finnigan said she would write to HCC to enquire about how we request a crossing in this location.

Action: Cllr Finnigan

11.2 Long Cutt Play Area

None

11.3 Flamsteadbury Lane Play Area

The Community Officer is progressing the project to refurbish this play area.

11.4 **Silk Mill**
None

12. TREES

12.1 Cllr O'Donovan reported that the Methodist Church at North Common had raised concerns about the height of the trees to the rear of the church, which appeared to be on Greyhound Meadow by the Scout hut.

The Clerk was asked to arrange for the trees to be checked for safety.

Action: Clerk

13. COMMONS OUTSTANDING ACTIONS

None

14. MATTERS FOR REPORT

14.1 **To receive a request to open the secondary overflow car park by the cricket pavilion.**

Discussed above – Item 3.

14.2 **Village of the year TV agreement**

Following the news that Redbourn had been shortlisted to the final 76 for the show, Cllr Mitchell reported that he had been asked to sign an agreement to allow filming on the Common on 4th June 2017 and that he planned to do so as it all appeared standard. (*Cllrs had voted to enter the TV competition at Full Council, April 2017*).

14.3 **Trees overhanging a resident's garden from the Nickey Line**

Cllrs heard that a resident had reported trees overhanging into her garden from the Nickey Line. Cllr Finnigan said that she would contact SADC and request the trees be attended to,

Action: Cllr Finnigan

14.4 **Redbourn Parish Council stand at the Herts Show 2017**

Cllrs discussed this and were pleased with the number of residents who engaged with them, the stand location and, overall, felt it had been worthwhile.

14.5 **Request for a party to be held on the Common**

Cllrs received a use of Common request from a resident asking if they could hold a party on the Common, at East Common, near the play area.

Cllrs discussed this and were supportive, but stated the Council's Marquee policy would apply. The Clerk was asked to send the resident a copy of the Marquee policy.

Action: Clerk

Cllrs were concerned regarding the plan to run power cables across the road and the Clerk was asked to let the resident know they would need to speak to HCC regarding this aspect of the request.

Action: Clerk

The Clerk was asked to add this request to the next Full Council meeting for formal consideration.

Action: Clerk

15. DATE AND TIME OF NEXT MEETING

Thursday 6th July 2017, 7.30pm, Parish Centre.

The meeting closed at 8.44pm.

Chair..... Date