

## REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 5<sup>th</sup> July 2018 at 8.00pm  
in the Conference Room, Redbourn Parish Centre

**PRESENT:** Cllrs T Finnigan (Vice Chair), M Maynard, D Mitchell and I Caldwell

**IN ATTENDANCE:** C Kenny (Deputy Clerk), N Khanna (Clerk)

### 1. APOLOGIES FOR ABSENCE

Cllrs V Mead (District), D Bigham (family) and 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  
Cllr Finnigan – Redbourn Classics

### 3. PUBLIC PARTICIPATION

None

### 4. MATTERS FOR REPORT

4.1 Show & Shine feedback

### 5. MINUTES OF PREVIOUS MEETING

It was proposed by the Chair and resolved that:

***The minutes of the meeting held on 7<sup>th</sup> June 2018 are adopted as a true record of the meeting.***

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

None

### 7. FINANCE

Income and expenditure report was noted. Deputy Clerk explained that there were two invoices to be entered at which point accounts will be reconciled for April 2018.

It was proposed by the Chair and resolved that:

***The Commons Income and expenditure report for month April be received subject to 2 invoices being included***

### 8. REDBOURN COMMON

#### 8.1 To receive an update on Common repairs

Deputy Clerk reported that Lybury Lane car park had been closed due to essential maintenance work. She had met with the original contractor to discuss the state of disrepair in the car park as the grasscrete had become raised in places causing trip hazards. The contractor will cut away and replace the damaged areas; fill with shingle rather than grass seed and cover the rest of the car park with shingle. This will be done at no cost to the Council.

#### 8.2 To receive an update from the Common car park Working party

None.

8.3 **To receive a Use of Common Request for Circus Nomandie show on the Common**

It was proposed by the Chair and resolved that:

***Circus Nomandie could use the Common for the purpose of a circus from 17<sup>th</sup> September – 23<sup>rd</sup> September with an agreed donation of £250 being made. The overflow car park will be kept open until 23<sup>rd</sup> September in order to cope with any extra traffic as a result of the circus show.***

8.4 **To consider moving bins by the Cricket Club and installation of a larger bin**

Cllr O'Donovan reported that the bin by the Cricket Pavilion is always full. Cllrs discussed possible options.

It was proposed by the Chair and resolved that:

***An additional bin is purchased and installed near the original bin.***

**ACTION:** Clerk to purchase and arrange installation of additional bin

8.5 **To consider posts/mounds/ditches to stop vehicles accessing the Common directly from the road**

Cllrs discussed the options available to prevent vehicles accessing the Common from the road particularly opposite The Cricketers Pub rather than through the overflow car park. It was decided that a mound would be the best solution.

**ACTION:** Clerk to source quotations for installation of mounds.

8.6 **To consider relocating the Council storage yard from Chequer Lane**

Deputy Clerk informed Cllrs that it was becoming increasingly difficult for our Grounds Maintenance Contractor to use the yard as there is another business using the other half of the yard. Cllrs discussed the possibility of using an alternative yard.

It was proposed by the Chair and resolved that:

***Notice be given to Mr Snowling and paid up to 1<sup>st</sup> August 2018 on the current yard and move to a yard in Gaddesden Lane, at a rate of £25 per week, for the time that the Grounds Maintenance Contractor has the Parish Council grounds maintenance contract***

**ACTION:** Clerk to write to Mr Snowling giving notice on the yard and ensuring all payments are up to date. Ensure that all keys are also handed back.

8.7 **To receive an update on the change to the overflow car park for this year's cricket season**

Deputy Clerk informed the meeting that the removable bollards will be installed in the coming week.

8.8 **To receive and update on the easement across the Common for Cover Point**

Deputy Clerk reported that concrete stabilizers had been installed in the easement of Cover Point which Councillors had not be made aware. However, it was noted that the specification did state stabilizers would be installed but there was no detail of the materials to be used. New turf has been laid but the owner has committed to replacing this and using Common grass seed if it does not take.

It was proposed by the Chair and resolved that:

***Council will accept the concrete stabilizers at Cover Point easement on the condition that it will be maintained flush to the grass***

**8.9 To consider a request for two car park signs to be installed on Common at Lybury Lane car park and car park outside Redbourn House Nursery**

Cllr Finnigan proposed parking signs be installed at the above two sites informing drivers where the car park were and thereby encouraging use of them.

**ACTION:** Cllr Finnigan to investigate the procedure for installing signs with SADC

**8.10 To receive an update on the removal of ivy on wall in Cumberland Gardens**

The Facilities Officer has been corresponding with various parties with a view that someone will take responsibility for clearing the ivy that is growing over the wall and causing damage in Cumberland Gardens. As a goodwill gesture, Jarvis Homes will clear the ivy away but at the same time, not agreeing or accepting responsibility for the damage.

**8.11 To receive a request for Classics on Common to use washable spray paint to mark out the Common**

The Classic on Common committee want to use washable spray paint in order to mark out the Common for parking and stall holders.

It was proposed, seconded and resolved that:

***Classic on Common committee can use washable spray paint in order to mark out the Common for parking and stall holders***

**9. NICKEY LINE**

**9.1 To receive an update on surfacing the Chequer Lane access points**

Awaiting update from CMS.

**10. CUMBERLAND GARDEN**

None

**11. PLAY AREAS**

**11.1 East Common Play Area**

Deputy Clerk is having difficulty identifying who supplied the swing equipment at East Common play area as it needs repairing.

**ACTION:** Cllr Finnigan to see if she has some information that may be of help.

**11.2 Long Cutt Play Area**

Deputy Clerk is in contact with Wicksteed to arrange repairs to the rocking horse wooden foot planks.

**11.3 Flamsteadbury Lane Play Area**

None

**11.4 Silk Mill**

None

**12. TREES**

A request from a resident had been received asking if the Council could cut back trees in front of their property at Beesnest Cottage. Cllr Bigham and O'Donovan have met with the resident and made recommendations.

It was proposed by the Chair and resolved that:

The canopy on tree number 39 be raised and the self-set sapling be removed from the front of Beesnet Cottage at the resident's expense, using our Grounds Maintenance Contractor.

**13. COMMONS OUTSTANDING ACTIONS**

No discussion.

**14. TO GRANT DELEGATED POWERS TO CLERK AND CHAIR OF COMMONS DURING THE SUMMER RECESS**

It was proposed by the Chair and resolved that:

*Delegated powers were granted to the Clerk, Chair and Vice Chair of Commons during the summer recess*

**14. MATTERS FOR REPORT**

Show and Shine – Deputy Clerk read out a note of appreciation received from Show and Shine organisers and reporting the event had been a success.

**15. DATE AND TIME OF NEXT MEETING**

Thursday 6<sup>th</sup> September 2018, 7.30pm, Parish Centre.

The meeting closed at 9.12pm.

Chair..... Date .....

