

REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 6th September 2018 at 8.00pm in the Conference Room, Redbourn Parish Centre

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

IN ATTENDANCE: C Kenny (Clerk)

1. APOLOGIES FOR ABSENCE

Cllrs I Caldwell (health) M Maynard (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 on Common

3. PUBLIC PARTICIPATION

None

4. MATTERS FOR REPORT

- 4.1 Gritting
Bylaws
Drones on the Common
Easement at 1 West Common

5. MINUTES OF PREVIOUS MEETING

It was proposed by the Chair and resolved that:

The minutes of the meeting held on 5th July 2018 are adopted as a true record of the meeting.

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

None

7. FINANCE

The Clerk presented the income and expenditure report for Commons Committee and reported that there were no issues or concerns to report

It was proposed by the Chair and resolved that:

The Commons Income and expenditure report for month June be received

8. REDBOURN COMMON

8.1 To receive an update on Common repairs

COD reported that two benches on The Common along the Avenue were in need of repair.

ACTION: Clerk to instruct the Grounds Maintenance Contractor to complete the repairs.

8.2 To receive a Use of Land request from Christmas Market

Organisers of the Christmas Market have requested use of Cumberland Gardens for this year's Christmas Market to be held on 2nd December 2018.

It was proposed by the Chair and resolved that:

Organisers of the Christmas Market could use Cumberland Gardens on 1st December for set up and 2nd December for the actual market. Keys would be supplied to organisers by the Clerk

8.3 To receive a request from Redbourn in Bloom for RPC to take on the maintenance of the rose beds at top of High Street.

The Clerk reported the resident that has in the past tended to the rose beds at the top of the High Street is no longer able to continue. Redbourn in Bloom had approached the Council asking that we take on this maintenance as they had no capacity to add the area to their schedule.

It was proposed by the Chair and resolved that:

Clerk to ask JHP Horticultural to take over the maintenance of the rose beds at the top of the High Street chargeable at an hourly rate, with a view to reviewing the type of planting in the long term.

ACTION: Clerk to speak with JHP and instruct them to begin maintenance straight away.

8.4 To consider charging for the use of the Common

Cllrs discussed whether the Council should charge for Use of the Common prompted by a request from an organisation based outside of the village, as it was felt that our current Policy did not cover such situations.

The meeting looked at the protocols in place at Harpenden Town Council and felt that although applications were judged on an individual basis, it is good practise to have a set of comprehensive guidelines to refer to.

ACTION: Clerk to amend RPC's current Land of Use application form to include the following and to add to the October agenda for adoption.

'All fees and charges are at the discretion of the Council. Fees are based on the size of the event, type of event and length of event, including set-up and de-rig time. Fees are charged per event. Activities on the Common will be charged at a rate to be determined by the Council depending on the type of use'

Event Size	Site/preparation Meeting with Officer allowance (free of charge)	First Event Day (£)	Subsequent Event days (£)	Set up/De-rig days (£)
Small	1	100.00	50.00	25.00
Medium	2	200.00	100.00	50.00
Large	2	400.00	200.00	100.00
Major	Negotiable	Negotiable	Negotiable	Negotiable

8.5 To receive an update on easement across the Common for Cover Point

The Clerk informed the meeting that a draft deed had been sent to the resident of Cover Point for him to sign. Minor amendments had been made in discussion with the resident and our Solicitor. We await the signed copy.

9. NICKEY LINE

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

Clerk reported that we are still awaiting an update from CMS. TF felt we needed to chase again so that we could have an idea of timescales in order that we can decide whether or not to proceed with CMS or whether the Council organises a contractor and pays for the work.

ACTION: Cllr Finnigan and Clerk to both follow up with contacts at CMS to push forward.

Cllr Finnigan updated Councillors on the trees at 17 and 19 Chequer Lane. Ringways have held a site meeting and agreed that the trees needed cutting back so will arrange for this to be completed.

10. CUMBERLAND GARDEN

10.1 Update on removal of ivy from wall

The Facilities Officer met on site with the Director of Jarvis as has had no joy from anyone else in the organisation where it was agreed that further work needed to be done to ensure the ivy has been killed effectively as, even though some work had already been done, new shoots were growing. Once the ivy is completely killed, the dead shoots/branches can be pulled off carefully to see what damage, if any, it has caused to the wall.

11. PLAY AREAS

To receive an update on the following play areas:

11.1 East Common Play Area

Nothing to report

11.2 Long Cutt Play Area

Nothing to report

11.3 Flamsteadbury Lane Play Area

Cllr Bigham reported that the hedging was becoming overgrown.

ACTION: Clerk to ask Grounds Maintenance Contractor to cut back hedging around this area.

11.4 Silk Mill

Nothing to report

12. TREES

Nothing to report

13. COMMONS OUTSTANDING ACTIONS

The Clerk confirmed that the additional bin had been delivered and will be installed within the week.

14. MATTERS FOR REPORT

Gritting - Cllr Finnigan informed the meeting that Herts County Council were offering free gritting salt to Parish Councils. The Clerk confirmed that she had ordered 34 x 20kg bags from HCC.

Drones on the Common – Cllr Bigham reported that he had seen someone flying a drone over the Common and wanted to know if RPC had a policy covering flying drones as it is not covered under the bylaws.

ACTION: Clerk to add to October's agenda.

Easement at 1 West Common – Clerk reported that a request had been made for an Easement at 1 West Common. Currently, there is a Licence in place but as the property is being sold, under delegated powers, it was agreed that this should be replaced with an Easement. This means the Easement stays with the property as opposed to a Licence which is relevant to the owner. It also means that the Easement is in the updated format.

Sign up Genius – Cllr O'Donovan encouraged people to sign up to manning the Parish Council stall at Classics on Common on 15th September.

15. DATE AND TIME OF NEXT MEETING

Thursday 4th October 2018, 7.30pm, Parish Centre.

The meeting closed at 8.15pm.

Chair..... *Date*