

REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 7th February at 7.30pm in the Conference Room, Redbourn Parish Centre

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

IN ATTENDANCE: C Kenny (Clerk)

1. APOLOGIES FOR ABSENCE

Cllrs M Maynard (health) V Mead

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 – Redbourn in Bloom
Cllr Finnigan – Redbourn Classics on Common

3. PUBLIC PARTICIPATION

None

4. MATTERS FOR REPORT

- 4.1 High Street Clock
Resurfacing of the seating area at the Cricketers Public House

5. MINUTES OF PREVIOUS MEETING

It was proposed by the Chair and resolved that:

The minutes of the meeting held on 6th December 2018 are adopted as a true record of the meeting.

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

7. FINANCE

- 7.1 The clerk presented the detailed income and expenditure report. It was explained that the highlighted codes, 480 4760 and 480 4785 will be over budget at the end of the financial year. However, overall the expenditure for Commons will come in on budget. The report was noted by the Committee.

It was proposed by the Chair and resolved that:

The Commons Income and expenditure report dated 30th January 2019 for month of December 2018 be received

8. REDBOURN COMMON

8.1 To receive an update on Common repairs

The Clerk had been in contact with the Cricket Club and confirmed that they would be repairing the damage caused to the Common due to recent drainage works. This will be done by April to ensure that the earth had stopped sinking.

A row of trees/hedging had been removed from Old Pastures and had caused damage to the Common where the trees had overgrown, killing parts of the grass.

ACTION: Grounds Maintenance Contractor will clear away chippings and soil and seed accordingly.

Cllr Finnigan asked if permission had been given for a resident to install Christmas lights on a tree at West Common. The Clerk confirmed that no permission had been given.

ACTION: Clerk to write to the resident explaining that if they wanted to put lights on a tree on Parish Council land, they would need to seek permission from the Parish Council before doing so. The Council need to seek clarification as to whether the appropriate measures have been taken to ensure correct insurances and legal processes are in place.

Cllr Finnigan asked for an update as to situation of the Easement for Coverpoint. The Clerk explained that the resident of Coverpoint had confirmed that he is happy with the easement but that he wasn't happy with the quality of the drawing. He had been informed that if he wanted further drawings these would have to be done at his expense.

ACTION: Clerk to chase resident.

8.2 **TO RECEIVE A USE OF LAND REQUEST FROM FOLK ON THE COMMON**

Organisers of Folk on The Common have requested use of the common for this annual event to be held on 9th June 2019

It was proposed by the chair and resolved that:

RPC give permission for organisers of Folk on The Common to have use of the Common for their event to be held on 9th June 2019.

8.3 **TO RECEIVE A REQUEST FOR MEMORIAL BENCH**

The Clerk presented a request for a memorial bench to be located at the Tennis Club. The Clerk had approached the tennis club to seek their view on the positioning of the bench and reported they have no issues with this.

It was proposed by the Chair and resolved that:

RPC give permission for a memorial bench for Mr David Dorling to be located in the Tennis Club overlooking the courts.

8.4 **TO RECEIVE A REQUEST FROM RESIDENT TO CREATE A SPUR ACROSS GRASSED AREA AT FLAMSTEADBURY LANE AND NORT COMMON JUNCTION**

Cllrs discussed a request that has been received from a resident asking for an additional spur/pathway to be installed as above. Cllrs didn't think that walking over from the common to the island is not safe or best practice. Although the project has not been costed out, it was felt that the probable amount required would not be proportionate to the benefit gained.

ACTION: Clerk to contact the resident explaining Cllrs did not think this would be cost effective and therefore would not give permission on this occasion.

8.5 **TO RECEIVE CORRESPONDENCE FROM RESIDENT REGARDING DRONE POLICY**

Cllrs discussed correspondence received from a resident in response to the Councils implementation of a drone policy. Cllrs agreed that there was no need for the policy to be amended. It was noted that if people want to fly a drone for a particular reason, then a request for permission can be sent to the Council for consideration.

8.6 **TO RECEIVE QUOTATIONS FOR CREATING MOUNDS ON THE COMMON AND DECIDE SPECIFICATION**

The Clerk presented 3 different quotations and specifications and asked Cllrs to decide what height and width they wanted the mound to be as each contractor had a different specification.

It was proposed by the Chair and resolved that:

The specification for the mound running along the Common to be 1.2m wide and 0.5m high as per the Facilities Officer's recommendation.

ACTION: Clerk to obtain quotes for this specification and add to next month's agenda

8.7 TO RECEIVE A REQUEST TO SEEK CMS ADVICE ON THE MOOR/RIVER RED

The Grounds' Maintenance Contractor has brought to the Clerk's attention the lack of flowing water at certain points of the River Red due to a build up of vegetation, silt and mud. The area most affected is by the turn in the River, Hemel Hempstead Road end of the River.

ACTION: Clerk to ask CMS to do site visit and advise on the best course of action.

8.8 TO RECEIVE A REQUEST TO ERECT TEMPORARY FENCING AROUND TABLES ON COMMON AT CRICKETERS PUB

Cllrs discussed the request received from the landlord of the Cricketers asking if temporary fencing could be erected during summer months when garden was busy with families as he felt that there is a safety issue with children running around near the road. The landlord pointed out that he was not seeking approval for the fencing in a bid to adopt the land for his own use but is just for the safety of children and peace of mind for parents.

Whilst Cllrs appreciated there was a safety aspect for asking for the erecting of fencing, they also felt that it was the parent's responsibility to look after the children.

Cllrs do not want fencing on the Common.

It was proposed by the Chair and resolved that:

RPC do not give permission for the temporary fencing to be erected around the tables at the Cricketers Public House

8.9 TO CONSIDER AND ACCEPT ADDITIONAL COST TO BYLAW POSTS

Following on from the approval to purchase two new bylaw posts, posts have been made by the Grounds Maintenance Contractor and are now installed. The Clerk explained that felt it would be appropriate to renew the actual bylaw signs and showed Councillors a vinyl product that they could be printed on. This will mean they will be longer lasting.

It was proposed, seconded and resolved that:

The Clerk to arrange for the bylaw signs to be printed onto a vinyl material and installed on the new posts. The Clerk to clarify the cost of two signs.

9. NICKY LINE

9.1 Cllr Finnigan confirmed to the meeting that CMS will carry out the improvement works to the North side entrance to Nicky Line at Chequer Lane. However, if we require the South side works to be completed, RPC would need to contribute to this. We have £7,194 in EMR for Nicky line repairs.

It was proposed by the Chair and resolved that:

RPC instruct CMS to carry out the improvement works to pathway entrances in tarmac to the north side and south side. RPC will contribute £4,756.00 to the works on the south side in tarmac with a view to pay to add surface dressing at a later date.

ACTION: Cllr Finnigan to obtain quotation from CMS for the cost of adding surface dressing resin for North and South entrances.

10. CUMBERLAND GARDEN

Cllr O'Donovan updated the meeting on Cumberland Garden wall and the continuing situation with the ivy. It has still not been completely removed but the Facilities Officer is in touch with the owners of Totton Mews.

11. PLAY AREAS

To receive an update on the following play areas:

11.1 East Common Play Area

The Clerk explained that we had now made contact with the original provider of the swings in the play area and are hopeful that they will be able to repair the swing structure.

11.2 Long Cutt Play Area

The Clerk reported that the wooded area around the outside of the play area had been cleared of rubbish/flytipping.

11.3 Flamsteadbury Lane Play Area

Nothing to report

11.4 Silk Mill

Nothing to report

12. TREES

12.1 The Clerk informed the meeting of damage caused to the new tree planted recently. This will mean that a new tree will need to be purchased as a replacement. This was duly noted.

13. GROUNDS MAINTENANCE CONTRACT

To receive an update on the ground's maintenance contract renewal process

The Clerk talked Councillors through the work being done on the grounds maintenance contract and showed maps produced by the Facilities Officer to demonstrate what information can be recorded. It is proposed that we will be in a position to invite people to tender by the end of February and to award the contract by April. It may mean the contractor overrunning his current contract by a month but do not foresee this as being a problem.

Cllr O'Donovan gave a vote of thanks to the Facilities Officer for all her hard work and attention to detail.

14. COMMONS OUTSTANDING ACTIONS

Nothing to report.

15. MATTERS FOR REPORT

Clock – The Clerk reported that the High Street clock repairs were high and would need approval.
ACTION: Clerk to add this item to Full Council.

Resurfacing of seating area at Cricketers Public House – Cllr O'Donovan reported that he and the Grounds Maintenance Contractor had met the Landlord of the Cricketers to discuss the options for resurfacing this area as there is very poor drainage particularly when there is heavy rain. Agreed that best way forward is to dig in some trenches and dig up existing surface, add hardcore and cover with gravel as per the Lybury Lane car park.

15. DATE AND TIME OF NEXT MEETING

Thursday 7th March 2018, 7.30pm, Parish Centre.

The meeting closed at 20.53pm

Chair..... Date

