

**CHORLEYWOOD PARISH COUNCIL**

To be received by Council  
2<sup>nd</sup> February 2010

**REPORT OF THE OPEN SPACES COMMITTEE**  
**HELD ON 12<sup>th</sup> JANUARY 2010**

**MEMBERSHIP & ATTENDANCE**

**Chairman:** \* Mrs M Jarrett

**Councillors** \* N Eve  
Mrs B Green  
\* Mrs A Hayward  
\* P Kemp  
\* R Kipps (ex officio)  
\* G Liley  
\* S Watkins  
\* Mrs J Worrall (ex officio)

\*Denotes members present

Also in attendance Cllr M Green  
There was one member of the public present.

**RECOMMENDATIONS -NONE**

**09/60 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Kemp.

**09/61 DECLARATIONS OF INTEREST**

There were no declarations of interest

**09/62 APPROVAL OF THE MINUTES**

The Committee

RESOLVED

The minutes of the meeting dated 10<sup>th</sup> November 2009 previously circulated be approved as a true and correct record and duly signed by the Chairman.

**09/63 MATTERS ARISING FROM THE MINUTES**

There were no matters arising

**09 64 FINANCIAL COMPARISON STATEMENT 09/10**

The Committee

RESOLVED

To note the report

## **ALLOTMENTS**

### **09/65 OCCUPATION**

Members asked if more information could be produced regarding the occupation of the allotments. They requested that an update on the waiting list and the number of letters issued for each site be included in the report. The Clerk agreed to include this information in future reports.

The Committee

RESOLVED

To note the occupation of the allotments.

### **09/66 FEES AND CHARGES**

Members considered the details within the report and

RESOLVED

That the fees and charges be increased by 1.5% as detailed in the report

This was proposed by Cllr Mrs Hayward, seconded by Cllr Liley and unanimously approved.

## **COMMON & GROVEWOOD**

### **09/67 REPORT OF THE PARISH RANGER**

#### **Groveswood**

The Parish Ranger informed the committee that the survey of Groveswood had been postponed due to the weather conditions but it was anticipated that this would be carried out in the near future and a report would be issued to the next meeting.

#### **Permissive Parking Areas**

The third quotation was received just prior to the meeting and therefore members were able to consider quotations from three companies. Quotation 3 did not give sufficient detail within the quote but was the cheapest. They did however offer to maintain the parking areas quoted for two years after completion. Members were advised that quotation 1 did give the necessary details and members asked the Clerk to contact the contractor to see if he would agree to maintain the areas for two years within the price also.

Members also discussed the entranceway into the Parking area opposite the War Memorial Hall in relation to the recent bad weather and the possibility of turning the entrance and exits around to make a safer exit. The Clerk agreed to contact the Highways Authority to seek advice regarding the highways issues.

The Committee

RESOLVED

To note the Ranger's report.

To award the contract to repair the permissive parking areas detailed in the report to Quotation 1 providing they agree to maintain the sites for the next two years.

That the Clerk seek advice from the highways authority regarding the possibility of changing the entrance and exit to the War Memorial permissive parking area.

### **09/68 PRESENTATION ON THE PROPOSAL FOR A FUN RUN ON THE COMMON**

The Meeting was suspended at 8.27pm to hear the presentation for the proposal for a fun run on the common. Jane Broadis had created a business plan that was circulated to members.

The meeting was reconvened at 8.36pm.

Members generally were in favour of the proposal and felt that officers would be able to help, however this should not take up too much officer time. The Clerk confirmed that discussion had taken place and she felt that the council's role would purely be advisory.

The Committee

RESOLVED

That the proposal to organise a fun run on the common be agreed in principal with negotiation between officers and the church on the logistics.

Proposed by Cllr Liley , seconded by Cllr Mrs Hayward and unanimously agreed.

**09/69 ACCESS ROAD TO THE ALMS HOUSES**

Members reconsidered the request to carry out works on the access way to the Alms Houses. It was difficult to see where the alleged flooding would occur. It was suggested that a site meeting be set up with the Chairman, the Ranger and the Clerk to assess the impact of the agreed work to the work requested.

The Committee

RESOLVED

To arrange a site meeting once the bad weather had abated to assess the possibility of flooding in the area.

**09/70 BUTTERFLY SURVEY**

The Committee

RESOLVED

That a letter of thanks be issued to Mr Cattle for his report that the Chairman would sign  
That copies be sent to the Herts Biological Records Office, CMS and TRDC for their records.

**LAWN CEMETERY**

**09/71 OCCUPATION**

The Committee

RESOLVED

To note the occupation of the Lawn Cemetery.

**09/72 FEES AND CHARGES**

The Committee

RESOLVED

To agree to an increase in fees and charges at a rate of 1.5% as detailed in the report.

This was proposed by Cllr Kipps, seconded by Cllr Liley and unanimously approved.

**PARISH PATHS**

**09/73**

The Committee

RESOLVED

To note the report

**GENERAL**

**09/74 PURCHASE OF NEW TRACTOR**

Members considered the details held within the report. Cllr Mrs Worrall congratulated the staff on the lateral thinking which would reduce costs and for looking after the council's assets.

The Committee

RESOLVED

That the Clerk obtain two other quotations for the purchase of a new Kubota 4 cylinder turbo charged tractor as part exchange for the Massey Ferguson 5225 tractor.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Mrs Hayward and unanimously agreed.

The Parish Ranger described the reason for the new purchase of the side arm flail and

The Committee

RESOLVED

That the Clerk obtains quotations for a new side arm flail

This was proposed from the Chair and unanimously agreed.

**09/75 BUDGET STRATEGY 2010/11**

The Clerk explained the details within the report but also advised the committee that as the Council had approved grazing as a form of maintenance on the common the Council would now be in a position to claim the legacy. As the current year's budget was in credit it was suggested that the legacy not be claimed until April 2010. This would increase the income for Open Spaces by £15,000. The savings on this committee would reduce any projected deficits and therefore the budget could stand as detailed in the report. She also explained that together with the Countryside Management Services, applications were being made for the new Entry Level Stewardship and Higher Level Rural Payment which would increase the grant funding for the future.

The Committee

RESOLVED

That the Legacy for the return of grazing onto the common be claimed in the 2010/11 municipal year to offset any deficit in the revenue budget.

This was proposed by Cllr Liley, seconded by Cllr Mrs Worrall and unanimously approved

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**09/76 CLOSURE**

There being no further business, the meeting having commenced at 8.28 pm closed at 9.55 pm.

These minutes have been checked signed by the Chairman

Signed ... *As seen by the Chairman Cllr Mrs Margaret Jarrett.* ..... Date .....22/01/10.....

These minutes were agreed as a true and correct record at the Open Spaces meeting and signed by the Chairman.

Signed..... Date.....