

**REPORT OF THE OPEN SPACES COMMITTEE**  
**HELD ON 9<sup>TH</sup> JULY 2013**

**MEMBERSHIP & ATTENDANCE**

- Chairman:** \* T Edwards
- Councillors** \* Mrs W Boatman  
\* Mrs M Jarrett  
\* R Khiroya (ex officio)  
F Mahon-Daly  
\* Mrs A Preedy  
\* Mrs L Sutherland (ex officio)  
\* S Watkins  
\* Mrs J Worrall

\* Denotes members present  
There was one member of the public present.

**13/20 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllr Mahon-Daly.

**13/21 DECLARATIONS OF INTEREST**

Cllr Mrs Jarrett advised the Committee that she uses the Company that the Grovewood Tree Survey was undertaken by. There were no other declarations of interest

**13/22 APPROVAL OF THE MINUTES**

The Committee  
RESOLVED  
There had been no amendments recorded at Full Council and that the minutes of Open Spaces Committee held on the 21st May 2013 be approved as a true and correct record.

**13/23 MATTERS ARISING FROM THE MINUTES**

**13/05** A meeting was being held with the Woodoaks Association to firm up arrangements for the forthcoming summer sessions on the Common.

The Committee was also advised that the Chiltern Conservation Board (CCB) are looking to undertake a project with a local school tying in with Science, arts and Technology curricula and using the Common. CCB are happy to grant fund some of the work such that the education packs may be paid for in part if not in full. The idea is in discussion at the moment and members were advised that it would come back to a future Open Spaces Committee meeting.

**13/07 Shepherds Bridge** At a further meeting Cllr Edwards had suggested a possible solution to the issues being talked about which was now being considered along with other options by all involved. Proposals will eventually come forward for consideration by the Committee.

**13/07 Planting Project** Members will have seen the flower bed outside the office which was being kept well watered , however due to the weather the hanging baskets had not been progressed.

**13/24 FINANCIAL COMPARISON STATEMENT 2013/14**

The Clerk advised that it had not yet been possible to get all the income on the system but that this would be completed over the coming weeks. Salaries were discussed with respect to the covering of the Temporary Ranger and Apprentice Ranger within the budget. The Clerk confirmed that there was no impact on the budget. This led to discussion on the experience of employing an apprentice and the Clerk confirmed that it had been a learning curve for everyone.

The Committee  
RESOLVED  
To note the report.

**13/25 OPEN SPACES OFFICER'S REPORT**

The Chairman thanked the officers for the very thorough report, Ranger input had this time been from Chris Watts as Andrew Goddard was on paternity leave. Mention was made of the soil sieve that the Rangers had built which allowed a finer soil to be used for topping up the graves which created a much better finish. The Temporary Admin Officer (currently employed covering one of the other officers on long term sick leave) was credited for her work on the allotments bringing in the income for this year's tenancy renewals very efficiently. The Committee noted that the quotes to repair the brackets on the Cemetery Garage doors would come back to Committee.

The Committee  
RESOLVED  
That the straining wire repair to the Cemetery fence be progressed up to a value of £150.

**ALLOTMENTS**

**13/26 OCCUPATION**

The Committee  
RESOLVED  
To note the occupation of the allotments.

**13/27 WAITING LISTS**

The Committee  
RESOLVED  
To note the numbers on the waiting lists for an allotment.

**LAWN CEMETERY**

**13/28 INTERMENTS**

The Committee  
RESOLVED  
To note the number of interments that had taken place.

**COMMON AND GROVEWOOD**

**13/29 MATTERS ARISING FROM THE COMMON USER GROUP HELD ON 9<sup>TH</sup> JULY 2013**

Most of the matters arising were actually covered on the agenda for this Open Spaces meeting which followed the Common User Group Meeting. Specific mention was made of the Dog Control orders and

the fact that TRDC were having to prove the need for these orders and therefore any incidents should be reported.

Horse Track: It was agreed by the Committee that the Clerk should make contact with the local representatives of horse riders to discuss the plans for the horse track part refurbishment.

### **13/30 GRAZING UPDATE**

Members viewed a video informing them about the virtual fencing at Burnham Beeches. It was suggested that whilst the fencing could be put in place for grazing to take place in September it would be preferable if the infrastructure for the fencing was put in place which would then allow an Open Day to be held at War Memorial Hall to educate and explain the plans to Chorleywood residents. Members were advised that Rangers would check the circuit on a daily basis. It was also stated that the virtual fencing line could be moved to accommodate the issues raised when grazing had last taken place. If approval was given, the Rangers would set up the virtual fencing infrastructure over the winter, a grazier would be sought and the suggested Open Day event would be run at the War Memorial Hall. Grazing would then take place for a short time in the Spring followed by a longer period in the Autumn.

The Committee

RESOLVED

That virtual fencing should be used on the Common

This was proposed by Cllr Mrs Sutherland, Seconded by Cllr Edwards and carried unanimously..

### **13/31 GROVEWOOD TREE SURVEY**

Groveswood residents had been informed prior to the survey by letter that all the trees would be marked as part of the survey. Quotes for the work identified in the report would now be sought. It was noted that the risk survey contained in the report was held by the Council's insurers.

The Committee

RESOLVED

To accept the report and quote to authorise the work and that an event to publicise the work be held at half term.

This was proposed by Cllr Mrs Jarrett, seconded by Cllr Mrs Boatman and carried unanimously.

### **13/32 PARKING ISSUES ON CHORLEYWOOD COMMON**

**Christchurch Car Park:** Members were advised that maintenance work at Christchurch car park was previously carried out every three to four years. Originally grasscrete had been used which should have allowed the grass to grow between the gaps, however the car park was too well used for the grass to grow so pea shingle had been added. There was now a concern that since the opening of the Junction at Christchurch, the car park was virtually in constant use. It was noted that the Junction advertise free parking but make no contribution to the maintenance of the grasscrete and shingle area of the car park (Herts County Council maintain the asphalt area). It was suggested that a contribution be sought from the Church for this forthcoming maintenance. It was noted that parking would still be available in the part of the car park not having the work undertaken.

Members were also advised that a question regarding snow clearance at Christchurch school had been raised at a recent residents Association meeting. The Clerk advised that if the Council decided to clear snow then it had to be done 24/7. The Council had already paid for a self-help salt bin and agreed to provide some of the salt. Other schools in the area dealt with the snow with the use of volunteers.

The Committee

RESOLVED

That the Car Park be closed over the summer period for maintenance works, timing to be agreed with Christchurch with a fifty per cent contribution to be sought from the Church.

This was proposed from the Chair by Cllr Edwards and carried unanimously

**War Memorial and Shepherds Bridge Permissive Parking Areas:** The Clerk confirmed that the Council did not have the money for the suggested ticket machines and sponsors for the machines would need to be sought. It was suggested that the Golf Club and local estate agents be approached for possible sponsorship. The current issues with the parking signs were discussed and Members were advised that the number and size of the signs had been stated by the parking company to be a legal requirement. It was noted that the War Memorial parking area did suffer from the lack of availability of parking. The issue of whether now was the right time to admit that the issues were not going to go away and to look at the feasibility of taking the War Memorial parking area out of the Common with the Railway field taking its place was raised.

The Committee

RESOLVED

That sponsorship of the machines be investigated and that the feasibility of transferring land be assessed with any proposals being brought back to the next meeting.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Khiroya and carried unanimously.

## **GENERAL**

### **13/33 FOUR YEAR VISION**

It was noted that the post of a Temporary Research Assistant to look into grant funding for Council projects would be advertised after Village Day.

### **EXCLUSION OF THE PRESS AND PUBLIC**

In view of the confidential nature of the business about to be transacted, it was advisable in the public interest, that the press and public be temporarily excluded for Agenda Item 15 Play area of Chorleywood Common including an update on the Shepherds Bridge project and they were instructed to withdraw.

### **13/34 PLAY AREA ON CHORLEYWOOD COMMON INCLUDING AN UPDATE ON THE SHEPHERDS BRIDGE CAR PARK**

The item was taken as confidential business as at the time of the meeting the play area options had not been launched and were due to be launched at The Chorleywood Parish Council Village Day on the following Saturday.

The Clerk went through the requirements that each company had been required to follow. Councillors would be asked to make their choices and return these to the Parish Office to be collated into a return of the Parish Council. If there was a consensus of opinion this would form the return, if not there would have to be an extraordinary meeting.

Members were advised that the area of common for any play area would be leased to Three Rivers District Council (TRDC) who would then have responsibility for maintaining, protecting and insuring the play equipment.

It was noted that a number of ecological surveys of the proposed area were currently being undertaken, the results of which would form part of the input considered by TRDC.

**13/35 CLOSURE**

The meeting having commenced at 8 pm closed at 10.28 pm.

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

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

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