

# Open Spaces Financial Budget Comparison

Comparison between 01/04/14 and 01/09/14 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/14

		2014/2015	Actual Net	Balance
<b>Open Spaces</b>				
<b>Income</b>				
20	Allotment Rents	£3,750.00	£3,251.00	-£499.00
21	Grants	£5,800.00	£4,005.35	-£1,794.65
22	Interment Charges	£33,000.00	£14,707.00	-£18,293.00
23	Memorial Plaques	£24,500.00	£10,874.15	-£13,625.85
24	Miscellaneous	£250.00	£0.00	-£250.00
26	Trade Concessions	£0.00	£0.00	£0.00
27	Wayleaves/Easements	£50.00	£0.00	-£50.00
28	Allotments Keys	£25.00	£0.00	-£25.00
29	Parish Paths Grant	£2,000.00	£0.00	-£2,000.00
30	Common Lettings	£1,500.00	£1,988.00	£488.00
31	Memorial Benches	£0.00	£395.00	£395.00
32	Admin Fees	£25.00	£30.00	£5.00
<b>Total Income</b>		<b>£70,900.00</b>	<b>£35,250.50</b>	<b>-£35,649.50</b>
<b>Expenditure</b>				
200	Salaries	£64,000.00	£23,789.42	£40,210.58
201	Income Tax & NI	£24,750.00	£6,345.04	£18,404.96
202	Superannuation	£20,000.00	£7,892.40	£12,107.60
203	Travelling Expenses	£550.00	£410.15	£139.85
204	Cemetery Rates	£950.00	£314.93	£635.07
205	Allotment Services	£1,500.00	£0.00	£1,500.00
206	Allotment Maintenance	£1,200.00	£0.00	£1,200.00
207	Cemetery Maintenance	£1,200.00	£33.00	£1,167.00
208	Cemetery Services	£50.00	£0.00	£50.00
209	Christchurch Cemetery	£4,120.00	£1,036.04	£3,083.96
210	Contribution to Funds	£0.00	£0.00	£0.00
211	Dog Bin Maintenance	£3,700.00	£1,064.40	£2,635.60
212	Equipment & Tools	£1,000.00	£118.59	£881.41
213	Seats	£0.00	£0.00	£0.00
214	Grass Cutting/Grazing	£6,000.00	£1,358.32	£4,641.68
215	Skip Hire	£1,250.00	£600.00	£650.00
216	Tree Surgery & Inspection Reports	£5,000.00	£0.00	£5,000.00
217	Ground Maintenance	£5,000.00	£615.80	£4,384.20
218	Grovewood & Tree Inspection	£1,500.00	£0.00	£1,500.00
219	Legal fees	£2,000.00	£75.00	£1,925.00
220	Maintenance of Horse track	£500.00	£0.00	£500.00
221	Memorial Plaques	£15,450.00	£5,123.70	£10,326.30
222	Miscellaneous	£1,500.00	£329.09	£1,170.91
223	Refurbishment of Plaques	£0.00	£0.00	£0.00
224	Refuse Collection	£860.00	£416.79	£443.21
225	Mobile Telephone	£400.00	£159.00	£241.00
226	Vehicle Maintenance	£5,250.00	£688.31	£4,561.69
227	Litter Bins	£1,000.00	£236.99	£763.01
228	Chiltern AONB	£1,900.00	£958.00	£942.00
229	Health & Safety	£2,000.00	£250.82	£1,749.18
230	Parish Paths	£500.00	£0.00	£500.00
231	Allotment Competition	£350.00	£205.00	£145.00
232	Parking Meters	£1,550.00	£480.50	£1,069.50
<b>Total Expenditure</b>		<b>£175,030.00</b>	<b>£52,501.29</b>	<b>£122,528.71</b>

## **CHORLEYWOOD PARISH COUNCIL**

### **OPEN SPACES COMMITTEE MEETING**

**Agenda Item 6**

**Date: TUESDAY 9<sup>TH</sup> SEPTEMBER 2014**

**Subject: OPEN SPACES OFFICERS REPORT**

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**Committee Member:**

**Officer Contributors:** Andrew Goddard, Parish Ranger, Claire James Deputy Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:**

**Contact for further information:** Parish Rangers, Deputy Clerk, Cemetery & Allotments Administrator

#### **1. RECOMMENDATIONS**

The Committee is asked to consider

- 1.1 The quote for tree work to the rear of a property in Berry Lane for essential safety works (£450) and desirable works (additional £650). If the Committee are mindful to approve the desirable works, consideration could be given to a percentage contribution from the resident. (see para 4.4 - 6<sup>th</sup> bullet point)
- 1.2 The provision of covered litter bins in the Lorry Permissive parking area to address the litter problems, possibly extending to a phased programme of replacement of other litter bins (see para 4.4 - 20<sup>th</sup> bullet point)

#### **2. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 2.1 The costs of the tree works for both the safety and desirable elements would be covered by the Trees budget
- 2.2 Subject to cost, the initial replacement of the Lorry permissive parking area litter bin would be covered under the Litter bins budget. If a phased programme of replacement is agreed this would continue to be covered under this same budget.

#### **3. LEGAL ISSUES**

None

#### **4.BACKGROUND INFORMATION**

##### **4.1 Allotments**

- Allotments have continued to be mowed regularly and are now awaiting final grass cut unless weather remains mild.
- Hedges at Dog Kennel Lane and the The Swillett will be cut when the Common Ranger has completed the cut and lift work on the Common as the same tractor is required for both activities.

- The new Allotments administrator has been out to two of the allotment sites and identified a number of allotments not meeting the rules of Tenancy. Letters have been sent out and will be followed up with final notice being given if appropriate.

#### **4.2 Lawn Cemetery**

- The Cemetery Rangers continue to be kept very busy in the Cemetery with grass strimming and mowing weekly with only a very brief respite at the end of July..
- The unoccupied sections F and G, which were not mowed to encourage wildlife, have now been cut and collected.
- The mole and rabbit populations in the cemetery have shown little change.
- Weeding, tidying of beds and dead heading of roses has taken place.
- The Rangers have started to cut the hedges which smartens up the Cemetery considerably.
- A number of sunken graves have been topped up and this activity is likely to continue with the current wet weather conditions.
- The Diocese has confirmed in writing that they do not need to agree to the establishing of the storage compound at the rear of the cemetery. A new quote for the work is now being obtained as in the interim, prices of materials have increased. It is hoped to have this new quote available for the meeting.
- Several Change and Maintenance activities are planned for the Cemetery – see separate paper under Agenda 11.
- There have been four full burials and three ashes interments since the last report.

#### **4.3 Christchurch Cemetery**

- The annual requirement of Stress testing of the Memorials is due to take place shortly.
- The work to the Christchurch Cemetery Wall facing the main road has taken place over the School summer holidays. Due to loose flints that were on site and some work being scaled back when closer inspection was made, the work has come in under budget. The workers were looked after by Christchurch who also provided water and power and our thanks have been passed on to them. The company details will be kept on file for any future work required to the wall on the Common side.

#### **4.4 Chorleywood Common**

- Regular cutting of amenity areas and verges has been taking place.
- The Common Ranger was accompanied by a 15 year old student on work experience for a week. He experienced the numerous regular activities of a Parish Ranger. He also cut back brambles and foliage on some of the woodland footpaths using hand tools as he was not insured to use power tools. Additionally he helped to survey the ponds and butterflies. He reported that he had thoroughly enjoyed the week and is hoping to go to Horticultural college in due course.
- The rest of the woodland paths have been flailed and strimmed. The track from Shepherds Bridge parking area to Artichoke Heights has also been strimmed and cut back.
- Regular pond surveying has continued. Great Crested Newts have been found present as larvae and/or adults in both Top Common Ponds, Sladdy's Pond, Church Pond and in the Dew Pond prior to its drying up at the end of July. Smaller species of newt larvae were found to be present in Darvells Pond, however, no crested newt larvae were found in this pond. As well as the Dew Pond, the New Pond also dried up but both of these are beginning to refill. Both the Top Common Ponds and the New Pond have reached about 100% vegetative cover and are now due to be cleared out as specified in the terms of our Stewardship agreement which requires us to completely clear a pond when the vegetation reaches this level. The Top Common Pond South will require a contractor to undertake this work due to the volume of resulting debris, size and depth of this pond. A quote will be obtained for this work. New Pond however is small enough for the Rangers to cope with. Top Common Pond North will be left as it is considered to be unwise to clear all three which are in close proximity to each other at the same time due to the potential ecological impact of this.
- The Common Ranger has met a contractor with respect to the possible electrofishing of Darvells pond. He is happy to carry out the work free of charge providing that he catches enough fish which based on experience of past catches by the Ranger is likely. To move the fish he must obtain a licence from the Environment Agency,

prior to obtaining this licence, the pond has to be temporarily registered as a body of water containing fish (CEFAS). He is currently undertaking this registration on our behalf.

- The Ranger met a resident of Berry Lane regarding trees on the Boundary of his property with the Common. A number of concerns were raised with trees overhanging sheds and his back garden, some of which contain significant dead wood. This deadwood and the trees overhanging the sheds will need to be addressed as a safety matter, however the resident would be pleased if the trees could be reduced somewhat whilst the dead wood is being removed. However this reduction is not due to safety reasons. The quote for the safety work only is £450 plus VAT, with an extra £650 plus VAT for the additional non essential work. If the Committee are not minded to authorise the higher quote but are happy to agree to the work being done, they may like to consider either the resident footing the bill for the additional work or some percentage of it.
- The Ranger accompanied Volunteers from Friends of Chorleywood Common (FoCC) to pull Ragwort within the grazing area.
- The Clerk, the Ranger and one of the Commoners met with the Contractors at Clements Road with regard to the poor quality of the reinstatement works following the water main works in this area. The Contractors advised they would return at the end of August to undertake further remedial works, they have also offered to pay for the grass seed to re-instate this area, provided the Rangers undertake the actual scattering of the seed.
- A quote has been obtained for the wild grass seed required in general which is nearly £2,000, a portion of which would be charged to the Water company for the re-instatement, the rest being stored for use. The quote is from the company previously used for the seed harvest on the Common. Whilst they were approached this year to undertake a further seed harvest, they advised that one would not be economic to the Council this year. Previously Larks Meadow was used for the Harvest, however as this is now being used for grazing, harvesting would not be economically viable. Other areas are not as diverse and therefore would not yield the right species in the right percentages and the purchase of the seed is therefore the better economic option on this occasion.
- The Ranger accompanied FoCC and Martin Hicks from the Herts Environmental Records Centre for a wild flower and butterfly walk on the Common. He also took members of U3A for a guided walk to discuss habitats and management priorities. This walk was very well attended and a message of appreciation has been received in the Parish Office.
- Members agreed to the Chorleywood and Loudwater Childrens Centre once again having the children's farm on the Common in August. The Parish Council had a complementary stall for art work, making mini beasts etc. Again the event was very well attended with over 100 people turning up in the two hours that the farm was there and several staying on with picnics etc
- The Ranger also accompanied a group from the Field study Centre in Amersham who came to look at the flora of wooded and heathy commons of which Chorleywood Common is a particularly good example as it contains many of the species that you would expect to find along with some of the rarer grass species.
- The problem with the car that has been parking on the Common along Common Road has persisted with several warning letters being given out. After the last letter threatening legal action if this activity continued, the car has not been seen. It remains to be seen whether this is as a result of the letter or other circumstances and a close watch will be kept on the area.
- Butterfly surveying has continued with both the Ranger and a group of volunteers from FoCC. The next FOCC survey is due to take place towards the end of September.
- A few small areas have been cut and lifted by the Ranger and he will be cutting and lifting the remaining areas once the Contractor has finished cutting and baling the larger level areas. Members will be aware that the contractor is unable to undertake this on the smaller and rougher areas which is where the Rangers equipment comes to the fore.
- Creeping thistle was pulled from the banks by Darvells Pond and the Gun Dell. We are allowed a certain percentage of this plant under the Stewardship terms. This plant has its benefits, although a weed, for nectar seeking insects and therefore useful for a small proportion to be left without interfering with the grassland. The Gun Dell also was strimmed and cleared and the brambles cut back.
- The scrapes that were provided to reseed the heather last year have heather seedlings now apparent, however they also contained gorse seedlings which have been removed as these will outcompete the heather.
- The Parish Office was alerted by a member of the Public that the cattle grazing wire had once again been pulled up and the connection pulled apart. A group of volunteers arranged by the Chair of Open Spaces and accompanied by the Ranger and the Chairman re-buried the wire and re-connected it ready for the grazing to recommence at the start of September. The area is kept under scrutiny and no further incidents have been noted.

The Grazier visited the area on the first of September to check and energise the system. The water that feeds the various cattle water troughs in the area has been switched back on and flushed through to provide fresh water for the cattle when they return.

- A new species of spider to the Common was observed in the area between Shepherds Bridge permissive parking area and Cherry Tree Cottages. It is likely to have gained a foothold in this area due to changes in the cutting regime introduced last year to encourage invertebrates. The species has been identified as *Argiope bruennichi* (wasp spider). The County Recorder for arachnids paid a visit to view this species (accompanied by the Ranger) as he has never observed this species in the wild before. The nearest county records for this species are Brickett Wood Common and Abbots Langley. After discussion with the County Recorder, the Ranger will slightly alter the cutting regime in this area to accommodate this species.
- During regular litter picking the Rangers frequently experience problems with litter being strewn in the area of the litter bins, predominantly in the Lorry permissive parking area but also in some other areas. A local resident has also highlighted this to the Council providing pictures which provided evidence of the key culprits ie crows although it is also believed that foxes contribute to the problem. It has been suggested that a solution could be covered bins. The Committee may wish to consider the replacement of the bins particularly in the Lorry permissive parking area but possibly extending beyond this on a phased basis. Prices will be obtained by the Rangers at their visit to Saltex ( a show run by the Institute of Groundsmanship and has stalls covering pretty much everything) at the start of September. It is hoped that costs should therefore be available at the Open Spaces meeting.

#### **4.5 War Memorial and Bullsland Hall**

- Regular Grass cutting and hedge trimming has taken place at War memorial Hall.

#### **4.6 Grovewood.**

- No major work has been undertaken recently at Grovewood but little picking continues to be regularly undertaken.

#### **4.7 Parish Footpaths**

- The Parish Footpaths have all had their first cut, with a second cut taking place on several.

#### **4.8 Parish Office**

- Grass is being cut regularly around the office.

#### **4.9 General**

- Regular maintenance and checking of equipment continues.
- Christchurch School held an activity day for years 2-5 at school on Monday 21st July. Activities included a mobile climbing wall, sumo suit game, archery, team challenges and an inflatable assault course. Following discussion with the Clerk, the archery was run in the school grounds, the other activities on the edge of the Common. The organisers undertook not to use any of the areas with long grass and keep off the cricket wicket and as far as possible the pitch as well. Risk assessment and Public Liability documentation was provided. No issues were reported to the Parish Council on the day.
- The re-tendering exercise for the Licence for the Ice cream concession on the Common will commence shortly.
- One of the Rangers has assisted Friends of Chorleywood House Estate volunteers with the planting of a reed bed at the Leat in the House Grounds.

**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item 10.**

**Date: TUESDAY 9<sup>th</sup> SEPTEMBER 2014**

**Subject: CEMETERY PLAQUES**

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**Committee Member:**

**Officer Contributors:** Deputy Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** None

**Contact for further information:** Deputy Clerk

**1. RECOMMENDATIONS**

1.1 The Committee are asked to consider:

- Whether to dispose of the old memorial plaques currently stored by the Parish Council.
- Whether the Council set up an account with a local licensed scrap metal dealer for the disposal of any scrap metal predominantly for the unclaimed memorial plaques but also to include old keys, locks etc,
- Whether any monies received be donated to the Chairman's Charity.
- The future process for the disposal of such plaques

**2. RELEVANT PREVIOUS DECISIONS**

None

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

None.

**4. RISK MANAGEMENT ISSUES**

4.1 None.

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1

**6. LEGAL ISSUES**

6.1 None

**7. BACKGROUND INFORMATION**

7.1 Plaques are purchased by the families and friends of those buried in the Lawn Cemetery and are therefore not the property of the Parish Council.

7.2 Plaques can only be placed on the grave either by or with the permission of the owner (Exclusive Right holder) of the grave.

7.3 Twenty seven plaques are currently being stored by the Parish Council. These are plaques that have generally been taken up when replacement plaques have been placed on the grave on a second interment in the grave. The burials that they mark range from 1959 to 2009.

7.4 In December 2008 an exercise was undertaken to try to identify the next of kin and where records were available, letters were written to the recorded Exclusive Right grave owners. 16 owners of the current 27 were identified at the time and letters sent advising that if no contact was made the plaques would be disposed of. This resulted in a few being claimed and three confirmed for disposal but the majority remained unclaimed. Since then when plaques are replaced the opportunity for the family to collect the replaced plaque within a given timeframe is offered and is sometimes taken up.

7.5 Some further research would be undertaken on the plaques stored since that 2008 exercise with letters being sent to recorded next of kin, and a timeframe for collection and disposal given.

7.6 It is therefore suggested that where

- attempts have been made to contact next of kin with no response received or
- time limits to collect a plaque have expired or
- No recorded or valid details of next of kin exist

that these plaques are disposed of through a licensed scrap metal dealer.

7.7 It is suggested that any monies received from the disposal be donated to the Chairman's charity.

7.8. Moving forward, if replaced plaques are not picked up within an agreed timeframe of being removed then disposal of that plaque should take place with the same process being followed.

7.9 Whilst the account with the licensed scrap dealer would primarily be set up for the disposal of the unclaimed plaques, it could be utilised for the disposal of any other metal eg old keys, locks etc.

7.10 The option of returning the plaques to the foundry currently used to produce plaques was rejected due to the likely costs of transport of the plaques to the Foundry (based in Cumbria) and the issue of the plaques originating from different suppliers used over the years.

**Date: TUESDAY 9<sup>th</sup> SEPTEMBER 2014**

**Subject: CEMETERY CHANGE AND MAINTENANCE ACTIVITIES**

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**Committee Member:**

**Officer Contributors:** Deputy Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Appendix 1 – Map of the Lawn Cemetery

**Contact for further information:** Deputy Clerk

## **1. RECOMMENDATIONS**

1.1 The Committee are asked to consider the following Change and Maintenance activities in the Lawn Cemetery:

- The proposal to delineate the Childrens section in the Lawn Cemetery.
- The replanting of the Rose bed at the end of Section B with a mirror image of the shrub bed in Section C,
- The replanting of the eight small square flower beds that line the path between Sections A and B
- The repainting of the gates and wall chains at the entrance

At a total estimated cost of £1,158 - for breakdown see Section 5

1.2 the Committee are asked to note:

- The next areas of the cemetery to be occupied.

## **2. RELEVANT PREVIOUS DECISIONS**

Replanting of the eight square flower beds between sections A and B in the Cemetery:

**OPEN SPACES 03.07.12 Minute 12/27 Roses in the Cemetery** – The Clerk drew Member's attention to the situation with the standard roses in the Cemetery and reminded members that when the subject had been raised after the first few had been lost the decision was deferred until more had been lost which was now the case. A number of options were discussed of replacing with more roses in either the same places or shifted slightly from their current positions or replacing with a different species of plant. Part of the problem is that the wind whips across the Cemetery. It was also suggested that this could be a project for the Apprentice. It was agreed that the Ranger would bring proposals back to a future meeting.

The Committee  
RESOLVED  
To note the report

**Open Spaces 11.09.12 Minute 12/53 Roses in the Cemetery** – The Clerk drew Member's attention to the situation with the standard roses in the Cemetery and requested that consideration be given to removal and replanting of these in an alternative location which was agreed to. It was noted that the remaining roses may not



survive the replanting. The Apprentice would be bringing proposals for replacement of the roses back to a future meeting.

The Committee  
RESOLVED  
To note the report

**Open Spaces Officers Report 12.11.13 4.2 Lawn Cemetery** - New flower beds to replace the standard roses were established and planted. Unfortunately the conifers and the Calluna Heathers have proved to be too much of a temptation to the rabbits and most of the beds have been severely decimated. We are monitoring the rabbit activity to determine the full extent of the damage and will then act accordingly. Meanwhile Calluna heathers are not being planted but are being replaced by Erica heather which the rabbits have so far found less appetising.

### **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

None.

### **4. RISK MANAGEMENT ISSUES**

4.1 None.

### **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 Budget for the total cost of £1,158 is covered under Cemetery Maintenance. Costs of the individual elements is broken down as follows:

- Delineation of the Children's section of the cemetery £508
- Replanting of the Rose Bed in Section B £152
- Replanting the eight square flower beds between Sections A and B £160
- Repainting of the Cemetery gates and wall chains £104
- Bark to cover changes and general maintenance £234

5.2 Staffing costs will be covered by the two Cemetery Rangers as part of their maintenance activity in the Cemetery.

### **6. LEGAL ISSUES**

6.1 None

### **7. BACKGROUND INFORMATION**

#### **7.1 Children's Section of the Cemetery:**

- There is currently a small part of the cemetery in section E which is reserved for the graves of babies and small children which is known as the children's section. The Cemetery rules are slightly different for this section in that one small ornament is allowed on the grave which is not allowed on graves in the other sections..
- When all Full burial plots are taken up in Section D, Full burials will then start to take place in Section E next to the Children's section. It is therefore proposed to delineate the Children's section with a small low box hedge around the perimeter of the section with an entrance from the path between sections E and F (Please see attached map of the Cemetery at Appendix 1 for clarification).
- It is estimated that 28 metres of Box hedge plants planted at 4 plants per metre will be required at an estimated cost of £448. These should grow to form a hedge at the required thickness and height. To purchase more mature plants that would form a hedge at the required height immediately will considerably increase the cost. In addition two Red Robins bushes will be purchased at an estimated cost of £60 to replace ones that have been lost along the path between sections E and G. The Box hedge plants and Red Robins will be planted and maintained by the Cemetery Rangers as part of their Cemetery duties.

- This work should then delineate the Children's section and will prevent confusion over the rules preventing the placing of anything other than floral tributes on graves covering the rest of the cemetery, and the rules allowing one ornament in the Children's section, when the full burial graves in Section E start to be occupied next to the Children's section.

## **7.2 Replacement of the Rose Bed at the end of section B**

- A number of roses were purchased by families and planted by the Council in a bed at the end of Section B approximately twenty years ago. These are now old stock and whilst they provide some colour during the flowering season, they are bare for the rest of the year.
- It is proposed to replace these with a flower bed that mirrors the bed opposite in Section C using reasonably mature plants that will provide a display all year round and give some uniformity to the Cemetery.
- Ten Dogwood Plants and 18 Heathers are required at a total estimated cost of £152. Again these will be planted and maintained by the Cemetery Rangers, replacing the maintenance currently undertaken on the Rose beds.

## **7.3 Replacement of the eight small Square flower beds.**

- The eight small flower beds lining the path between sections A and B were originally planted with standard roses in 2000 by the Parish Council, donated as part of a competition marking the Millennium. Due to disease a number of these standard roses were lost over the following years and the remaining roses were poor specimens with evidence of disease.
- It was agreed at Open Spaces in 2012 that the roses be removed and the beds be replanted by the Apprentice Ranger as part of his apprenticeship. The beds were replanted with heathers and a small conifer in each.
- Unfortunately the rabbit population and other wildlife took a particular interest in the young plants and the plants were soon eaten out of existence.
- This year it was agreed that these flower beds be replanted to commemorate the commencement of WW1 in a red, white and Blue theme. Regrettably this planting suffered the same fate as the previous planting and was soon obliterated by the wildlife.
- The beds provide an added dimension to the Cemetery and it is felt that a further attempt should be made to plant these beds with more mature plants of a different variety that have been used with more success elsewhere in the Cemetery. It is therefore proposed to plant the beds with Juniperus at an estimated cost of £160
- To complete the maintenance work 3 bulk bags of Bark will be required for both the changed beds and for topping up the existing at a cost of £234.

## **7.4 Repainting of the Gates and wall chains at the entrance to the Cemetery.**

- There are large metal gates at the main entrance to the cemetery, two large gates used for vehicular access with a pedestrian gate to either side of them. The low wall at the front of the cemetery has metal chains suspended between the pillars.
- The gates were last painted over ten years ago and are showing signs of deterioration with some of the black paint flaking off.
- The Cemetery Rangers have proposed that they paint both the gates and the chains over winter. To do this they estimate that 10 litres of a metal paint will be required at a cost of £104 plus VAT

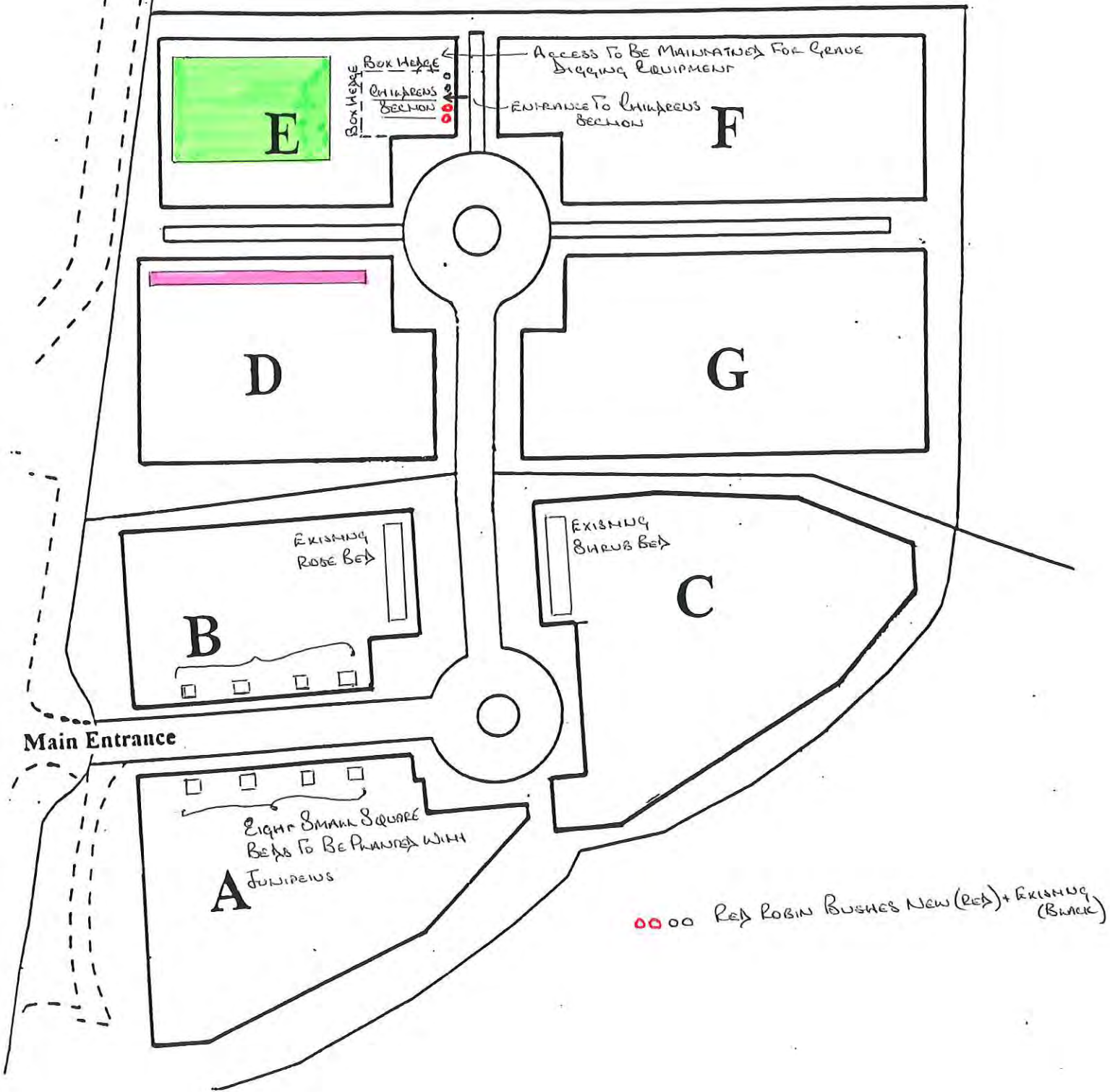
## **7.5 Next areas of the cemetery to be occupied**

- Section C of the Lawn Cemetery is unconsecrated ground, all other sections are consecrated ground.
- Currently new full burials in Consecrated ground take place in Section D
- New Ashes interments in consecrated ground take place in Section E along the path between the two sections.

- Excluding previously purchased graves there are currently fifteen unallocated full burial plots in Section D and twelve unallocated ashes plots in Section E. It is estimated that these plots will be taken up within the next year.
- Once all full burial plots have been allocated in Section D the intention is to move to section E for Full Burials, highlighted in green on Appendix 1
- When all ashes plots in Section E have been allocated two rows of ashes plots will be created along the edge of Section D opposite Section E, highlighted in pink on Appendix 1

# CHORLEYWOOD PARISH COUNCIL

## LAWN CEMETERY



**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item 12.**

**Date: TUESDAY 9<sup>TH</sup> SEPTEMBER 2014**

**Subject: NATURE TRAIL**

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**Committee Member:**

**Officer Contributors:** Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** None

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

- 1.1 That Members consider if they wish to reapply to the Heritage Lottery Fund for grant funding towards the Nature Trail and associated signage
- 1.2 That Members decide whether to re-engage the Temporary Research Assistant and/or the Clerk to make the re-application.

**2. RELEVANT PREVIOUS DECISIONS**

**2.1 13/61 NATURE TRAIL**

Members were given a presentation by the temporary Research Assistant employed by the Council to investigate sources of funding for Council projects on progress of the proposed Nature Trail

The Committee  
RESOLVED

1 That the Committee agree to the concept of a nature trail

This was proposed by Cllr Mrs J Worrall, seconded by Cllr Mrs M Jarrett and unanimously agreed.

2 That the Committee agree to a Public Forum meeting be held in the War Memorial Hall preceded by a display in Chorleywood Library on a date to be confirmed with consideration being given to suitable timing and possible parallel running with the grazing information day for economies of scale.

This was proposed by Cllr Mrs M Jarrett, seconded by Cllr Mrs J Worrall and unanimously agreed.

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 None Specific

**4. RISK MANAGEMENT ISSUES**

4.1 Nil

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 Additional funding would be required should the Committee wish to re-engage the Temporary Research Assistant.

This money could be taken from the grant funding received from the Higher Level Stewardship.

## **6. LEGAL ISSUES**

6.1 None Specific at this time

## **7. BACKGROUND INFORMATION**

- 7.1 Members will be aware that the application to the Heritage Lottery Fund was unsuccessful. However in the correspondence the Parish Council were asked to contact the Officers with a view of resubmitting the application.
- 7.2 Feedback from the HLF with regard to the application is as follows.
- That the application was good and that it was in the running however there were insufficient funds to grant all applications
  - But to improve our chances they suggest we look again at some of the funding allocations, in particular with the structures. As these form a significant part of the application the Council need to demonstrate the Heritage link making the case more strongly with regard to the education aspect of the trail.
  - More emphasis should be made on the activities the trail will provide including the education tools the trail will provide with outdoor learning.
  - Get more letters of support especially from schools
- 7.3 The Committee will need to decide if they wish to re-apply taking into account all the recommendations above.
- 7.4 The Committee paid a Temporary Research Assistant out of the Higher Level Stewardship Grant to put the application together. They will now need to decide if she should be re-employed to complete the task or if you wish the Clerk to do so, as the other Officer primarily involved in the project.

**Date: TUESDAY 9<sup>th</sup> SEPTEMBER 2014**

**Subject: REQUEST FOR PERMISSION TO RUN OUTDOOR FITNESS SESSIONS WITH EQUIPMENT ON THE COMMON**

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**Committee Member:**

**Officer Contributors:** Deputy Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** None

**Contact for further information:** Deputy Clerk

## **1. RECOMMENDATIONS**

- 1.1 The Committee are asked to consider a request to run Fitness sessions on the Common using portable equipment. If Members are mindful to grant this request they may wish to consider limiting them to particular areas of the Common.

## **2. RELEVANT PREVIOUS DECISIONS**

The Council have in the past granted requests for operators to use the Common for Business purposes and a fee for hourly rates are agreed annually.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

None.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Public Liability Insurance has been provided by the Company
- 4.2 Should permission be granted the Council will obtain full risk assessments.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 None Specific

## **6. LEGAL ISSUES**

- 6.1 For Traders to use the Common for Business purposes they are required to have a licence by law from the Council.

## **7. BACKGROUND INFORMATION**

- 7.1 Anyone that uses the Common as part of their Business is required to be licenced by the Parish Council and pay a licence fee of £11.90 per session

7.2 There is currently one licence holder who runs Fitness classes on the Common on Wednesdays and Fridays 9.15am to 10.15am. She has run these classes on the Common for a number of years

7.3 The new request is from a company called Regiment Fitness who want to run 3 sessions a week:

- Monday 09.30 to 10.30am
- Tuesday 7 to 8pm
- Sunday 10 to 11am

7.4 The equipment that they propose to use as part of their fitness sessions is:

- Tyres
- Boxing gloves
- Cones & posts
- logs
- Jerry Cans
- Med Balls
- Tug of War rope

they assure us that no damage would be caused to the Common as a result of the use of this equipment.

7.5 It is understood that they use military trained PT instructors.

7.6 They train all year round in parks all over the Herts, Beds and Bucks areas.

7.7 Pictures of the equipment in use at other sessions run elsewhere by the Company are available in the office and will be made available at the Open Spaces committee meeting. Further details are available on their website

[www.regimentfitness.co.uk](http://www.regimentfitness.co.uk)



**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item 14**

**Date: TUESDAY 9<sup>TH</sup> SEPTEMBER 2014**

**Subject: FOOTPATH FROM CEDARS VILLAGE TO THE A404**

---

**Committee Member:**

**Officer Contributors:** Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Letter from Cedars Village

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

1.1 That Members consider the request from Cedars Village for a footpath to be placed from the entrance to the Village across the common to the A404, taking into account the information outlined below.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 This request has been made from various residents of Cedars Village over the years and the Council have always refused the request for reasons detailed below in section 7.

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 The Parish Council cannot be partial and cannot grant concessions to one part of the community or to individual's requirements. Granting the request from Cedars Village will set a dangerous precedent which will make it more difficult in the future not to grant similar requests

**4. RISK MANAGEMENT ISSUES**

4.1 Nil

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 None specific

**6. LEGAL ISSUES**

6.1 The Parish Council has legal requirement to protect the Common for future generations, it also cannot be partial.

6.2 The Legal position with regard to open access, putting surfaces on the Common, being partial and setting a precedent have not changed since the last request, in fact now the Common has Higher Level Stewardship status it makes it more difficult to allow permission due to the additional layers of legal protection afforded to it.

**7. BACKGROUND INFORMATION**

7.1 Attached is a letter from Cedars Village requesting that the Parish Council put a more secure path from the

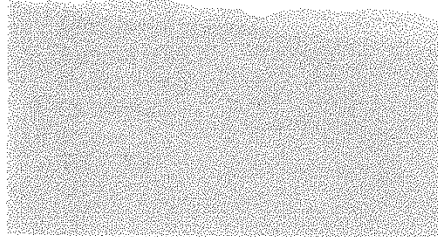
entrance to Cedars Village to the A404.

- 7.2 This request has been discussed many times before and detailed below are the reasons that the Council in the past has refused the request.
- 7.3 The area in question is regularly inspected and has a hard surface deemed safe to walk on and as this area is much better than other areas of the Common and with appropriate footwear is more than adequate to walk along.
- 7.4 In August 2005 the Open Spaces Committee agreed that Cedars Village representatives could cut the grass along the desire line shorter than our own equipment can as a concession to allow residents to walk without getting their feet too wet. As far as officers can remember this option was not acted upon.
- 7.5 The Parish Council, as the owner of the Common, has a responsibility to maintain it for future generations. It is also subject to the highly complicated mass of legislation which covers what may and may not be done on Common Land.
- 7.6 One of the rules under which the Council must operate is an obligation to show no partiality. We may not favour one group of users over another. It is everyone or no-one. Therefore, however good the cause, the Parish Council may not make a special concession to anyone without making it to everyone. If the Parish Council were to grant the request to Cedars Village, we would be unable henceforth to refuse a request for a driveway or even a road across the Common. The Parish Council cannot allow the creation of a precedent which would leave the Common open to future encroachment.
- 7.7 Anyone may walk anywhere on Chorleywood Common. There are designated footpaths and many other paths created by people as they walk. The Parish Council takes no special steps to maintain any of them. They remain in their natural state and thus do not violate the Commoners' rights.
- 7.8 The Parish Council takes a serious view of its responsibilities to care for the Common and the need to abide by the law and to respect the rights of the Commoners.

11 AUG 2014

Cedars Village Residents Association

Mrs. Yvonne Merritt  
Chorleywood Parish Council  
South Lodge  
Rickmansworth Road  
Chorleywood  
Herts.  
WD3 5SL



August 8<sup>th</sup> 2014

Dear Yvonne,

Further to my visit to your office today, I was advised to write to you for your advice, regarding a serious problem that we have at Cedars Village.

As I am sure you know, the majority of the residents at Cedars are in their eighties, and most no longer drive, and therefore either use the 336 Bus service, or walk up to the main road, if using the local shop or pubs.

Walking up to the main road is a hazardous business, as there is no footpath, and the road is narrow. Sooner or later I fear a serious accident. There is one alternative route, the unmade footpath along the hedge past the front of the almshouses. This is rough at best, and for much of the year is very wet and muddy, but at least has a cut-through to the main road, at the top end past the almshouses, thereby avoiding the traffic lights.

The solution to our problem is for this unofficial path to be given a hardcore surface, well rolled in, so that pedestrians can walk safely up to the main road. The responsibility for this is with the Parish Council, as the land along this hedge is still 'on the common', and not therefore a Highways problem.

I understand that historically this problem has been discussed at Council and rejected, but I don't know why. As we now have a new Council, I think it well worthwhile to raise the issue again, and see if we can help our 100 odd residents who are directly affected, as they don't drive.

Can you please advise me on the best way to raise this issue. Can you take the matter to Council for us, or would I best write to a specific Councillor? Your help in this matter would be greatly appreciated.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ralph Maddox', is written over the typed name.

Ralph Maddox (Chairman Cedars Village Residents Association)

**Date: TUESDAY 9<sup>TH</sup> SEPTEMBER 2014**

**Subject: REQUEST FROM RESIDENTS OF APPLETREE DELL TO REMOVE THE PARKING SPACES  
OPPOSITE THEIR PROPERTIES**

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**Committee Member:**

**Officer Contributors:** Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:**

**Contact for further information:** Clerk

## **1. RECOMMENDATIONS**

- 1.1 That Members consider the request from residents of Appletree Dell for the removal of the parking bay opposite their properties and decide on a way forward.
- 1.2 That it should be made clear at the outset that should the Council decide to remove the parking bay that no additional spaces for residents of Appletree Dell should be made specifically available on the Common for their vehicles.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None specific

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The land in question is covered by the Higher Level Stewardship, and permission would be necessary to relocate the parking bay to another area.
- 3.2 Discussions would also need to take place with the Highways Authority to ensure that new bays were not causing a risk.
- 3.3 That this decision would be a one off and would not set a precedent for future requests.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 A full risk assessment would need to be carried out with regard to the relocation of the parking bay.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The removal of the parking bay could be carried out in house, however it would be necessary to use materials and seed that were approved by Natural England which would be compatible with the HLS regulations. This would have financial implications which would need to be investigated.

## **6. LEGAL ISSUES**

- 6.1 The area in question is covered by the Higher Level Stewardship agreement. Should the Council wish to move the parking bays, permission would be required from Natural England and the Highways Authority.
- 6.2 Reinstatement of the current parking bay back to Common would have to be done as stipulated by Natural England

with natural materials and special grass seed indigenous to the area.

## **7. BACKGROUND INFORMATION**

- 7.1 Residents of 4 Appletree Dell have complained that the parking bay opposite their properties have become an 'intolerable nuisance'. They suggest that the parking area is being used more frequently by the general public causing disturbance and noise nuisance to the residents of the Dell.
- 7.2 The Residents have asked that a sign be put up stating Residents Parking Only. The area in question is a permissive parking area cut into the common. A number of years ago the applicant purchased an easement for all four properties for vehicle access to the rear of the properties and a large carport and parking area was constructed within the curtilage of their properties.
- 7.3 The Parish Council would not be permitted to set aside an area of the Common for private use and as 7.2 an easement has already been granted for the purpose of residents parking. This could not include additional parking on the Common for the tenanted properties.
- 7.4 An alternative solution would be to remove the parking bays from this area and re-instate the Common. Originally this suggestion was turned down by the applicants as they stated 'The tax paying tenants that live in 1,2 and 3 would have nowhere to park'. In a further email the applicants state 'that upon reflection they had decided that removing the bay and replacing it with one nearer Cedars Village Entrance would be a solution to the noise and privacy issues.'
- 7.5 The area in question is in the Higher Level Stewardship and therefore permission would be required from Natural England to create a new bay or enlarge the current bay opposite Cedars Village.
- 7.6 The applicants have also not addressed the issues originally stated with regard to where their tenant will park their vehicles, as no additional space could be given to residents to park on the Common and this will need to be made very clear should the Council agree to move the parking bays.

### Project Status for new Pavilion on the Common

Dear Parish Councillors,

We thought it might be a good time to update you on the replacement cricket pavilion project as things have moved on since our last formal meeting chaired by Dr Norman Eve.

The advice from that meeting was to consult TRDC planning on the constraints before going further. After several iterations of drawings with a new architect for a single storey pavilion, based largely on the ECB recommended designs, a Pre-planning Application was submitted.

The main recommendation from TRDC's report re-enforced the importance of ecological aspects and a building in keeping with the conservation environment. After consulting Herts Ecology Centre (Martin Hicks) an ecological consultant was employed to review the wild life around and possibly in the building, especially in relation to newts and bats, and we are awaiting his report which we would be pleased to share.

We have also been in touch with DEFRA Natural England, having read their policy on common land consent. They helpfully sent us three examples of approvals given for cricket pavilions and extensions on common land that will help us in formulating our application. One is for Blackheath Cricket Club on Blackheath Common, Wonersh, Surrey, which is for a replacement pavilion of 313 square metres situated in a similar situation to ours. We would be happy to copy you in if you would like to see it.

We have consulted a modular building company, Wenick Buildings, who have put together a specification and quotation. However, there are still a number of features we need altered, so it is back with them at present. We also have to go for a minimum of three quotations once we have settled on an appropriate specification.

Our current plan is to hold a consultation with interested parties once the design is finalised. This would be for the Parish and Three Rivers Councillors responsible for this area, together with our nearest neighbours. This may require two sessions. We appreciate that before submitting a full Planning Application we need to get formal support from the Open Spaces Committee and we shall do this hopefully before the end of the year. It is clearly important for us, under Section 38 of the Commons Act, for the two councils, in their capacities as managers of the common and planning authority, to support our proposals in advance of a full application. The current plan is for the building to be replaced starting at the end of the 2015 season.

Once Planning consent is given, then we shall launch a full-on fund raising exercise to achieve grant aid from Sport England, local authorities, local companies and the Chorleywood community – in fact all possible sources including of course our members and Colts parents..

I hope this brings you sufficiently up to date.

Kind regards

Owen Edis - Vice President - CWCC



### Cricket on Chorleywood Common

Cricket has been played on Chorleywood Common for nearly 200 years. The Cricket Club believes that most residents of Chorleywood would wish this to continue. Not only does it form an intrinsic part of the character of the village, but it is very much a shop window for all who approach Chorleywood on the main road. Happily, cricket continues to thrive, not only through five senior sides, but importantly, through the seven youth teams which play and practice there during the summer season.

However, the Cricket Club has now reached a point where several urgent matters need to be addressed:-

- 1 Balls rolling and flying into the road giving risks of personal injury and vehicular damage with consequential third party claims against the Club. This is an increasing problem as the road becomes busier.
- 2 The need for a new pavilion -- the present temporary building was erected 40 years ago and is well past its sell-by date.

The Club must have a "whole" solution, as these matters are inter-related. It would be irresponsible to replace the present pavilion until the road problem is resolved. If this does not happen, the Club's continued presence on the Common is in jeopardy. Assuming the proposed solution (see below) is successful, and then a decision is made to proceed with the construction of a new pavilion, this will clearly be an expensive operation. The Club would hope to obtain some financial help from outside bodies, but a substantial amount would have to be found locally.

Having taken into consideration various possibilities in connection with point 1, it has been decided that the most viable option is to build a low bund (a small embankment) around that part of the playing boundary that is closest to the road. This would stop balls rolling into the road, reducing the possibility of players, particularly children in the many youth teams, putting themselves in a dangerous position. In combination with the bund there is a need to protect passing traffic from lofted drives and this is to be accommodated by a temporary protective screen that will be present only during the playing season. Both of these proposals have been discussed at length and in detail with members of the Parish Council who have been supportive.

The Club is currently examining the position of the underground services along the roadside verge in order to ensure that, in the construction of the bund and screen, there is no interference with existing services. The Club will shortly be making a formal proposal to the Parish Council and to the planners at Three Rivers District Council, having already been in consultation with senior representatives of both bodies. The approval of DEFRA (Department for Environment, Food and Rural Affairs) will also be required. It is hoped for the work to be put in hand before next spring, in time for the start of the new season in 2007. Assessment of the effectiveness will be made during next summer before committing to replacing the old pavilion.

The Club wishes to continue playing on the Common. As already has been mentioned, it has a long history playing there stretching back to the 1820s and probably before. Most weekends in the season the senior sides play five games, and many of the approximately 150 under-15 colts play weekday junior league games, from the age of 9 upwards. Through this, the Club has helped to compensate for the huge gap that exists in the provision of children's cricket particularly in state schools, most of which no longer offer competitive cricket as an option. These activities can be witnessed when one sees the large numbers involved in organized practice games on the Common on Sunday mornings between May and July. The Cricket Club believes that it makes a substantial and useful contribution to the community in this respect. It also pays for the maintenance of a sizeable area of grass, which is used by Christ Church School and the general public.

Cricket on the Common at Chorleywood is part of the local heritage. The Club wants to keep it that way, and believes that the residents of Chorleywood feel the same. Any help and support that you are able to give towards the proposed project would be much appreciated. This can be done by contacting the Club Secretary:- Owen Edis, Chorleywood Cricket Club, 17 Greenbury Close, Chorleywood, Herts WD3 5QT.

Denys Downing – President, Chorleywood Cricket Club

August 14

**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item 17 .**

**Date: TUESDAY 9<sup>th</sup> SEPTEMBER 2014**

**Subject: REQUEST FROM THE BEAVERS TO USE THE COMMON TO DO A CYCLING BADGE**

---

**Committee Member:**

**Officer Contributors:** Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** None

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

1.1 The Committee are asked to consider if permission can be given for the Beavers to carry out the assessment for their Cycling Badge on Chorleywood Common.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 The Council has in the past granted similar requests as a 'one off' with all the necessary Health and Safety areas covered. It has also been used as an opportunity to educate users about the Byelaws as many are unfamiliar with the fact that cycling is prohibited.

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

None

**4. RISK MANAGEMENT ISSUES**

4.1 The Scout group has its own Public Liability Insurance.

4.2 Should the Committee agree the request a full Risk Assessment would be obtained.

4.3 The ratio of adults to children is 1:6 for outdoor activities, however the Scout Leaders have made assurances that more adult will be helping out thus reducing the ratio accordingly.

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 None

**6. LEGAL ISSUES**

6.1 Cycling is prohibited on the Common under the Byelaws without express permission of the land owners. Should the Committee agree to the request, it must be made clear that this is an exception.

6.2 It is suggested that should permission be granted that a notice is given to the Beaver Scouts to circulate to the attendees explaining the legal position with regard to cycling on the Common.



## **7. BACKGROUND INFORMATION**

- 7.1 A request has been made by the Chorleywood Branch of the Beaver Scouts to use the Common for a cycle ride to enable the Beavers to attain their Cycling Badge, on September 19<sup>th</sup> between 5pm and 6.15pm, for approximately 30 Beavers.
- 7.2 One of the badge requirements is to go on a short cycle ride, the Scout HQ is not near a flat traffic free area and Scout Leaders know of no other suitable sites.
- 7.3 The Beavers are aged between six and eight and many are only just confident on a bike and need fairly even surfaces like the horse track near Christ Church.
- 7.4 Leaders would use cones to mark out the area to define a clear route and warn walkers and horse riders.



The Lodge  
90 Station Road  
Chinnor  
Oxon OX39 4HA

14 JUL 2014

Tel: 01844-355500  
office@chilternsaonb.org  
www.chilternsaonb.org

Chairman: Ian Reay  
Deputy Chairman: Helen Tuffs

Date: 10<sup>th</sup> July 2014

For the attention of:  
All Hertfordshire Parish Councils  
and Parish Meetings of the Chilterns AONB.

Dear Clerk or Chairman,

**Appointment of Replacement Parish Member to the Chilterns Area of Outstanding Natural Beauty (AONB) Conservation Board**

There has been a lot of interest in the casual vacancy that has arisen in the Conservation Board Parish Appointment. A ballot will therefore be held. Two nominations for the Hertfordshire Parish Council group two were received. We thank you for the interest shown.

Please find enclosed a statement of nominations and a ballot paper for you to elect one person. Please return your Parish Council's vote to the above office by 5pm on Thursday 11<sup>th</sup> September.

Your parish is urged to vote, even if you did not put forward a nomination, this is your opportunity to influence the future management of this special area.

If you did put forward a nominee please would you let them know, that if they are appointed, they will be invited to attend the next Board meeting to be held on the 16<sup>th</sup> October 2014.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Deirdre Hansen'.

*PH* Deirdre Hansen  
Clerk to the Chilterns Conservation Board



**CHILTERN AREA OF OUTSTANDING NATURAL BEAUTY  
CONSERVATION BOARD**

**STATEMENT OF PERSONS NOMINATED**

**Hertfordshire Parish Councils Group 2**

**ONE TO ELECT**

THE FOLLOWING PERSONS HAVE BEEN NOMINATED TO BE ELECTED

<b>Candidate Name</b>	<b>Address</b>	<b>Parish Council</b>	<b>Nominated by</b>
Simon Deacon	9A Cowper Road Markyate Herts. AL3 8PP	Markyate	Markyate Parish Council
Catherine Rigby	Pampard House Bradden Lane Gaddesden Hemel Hempstead Herts. HP2 6JB	Great Gaddesden	Great Gaddesden Parish Council

A description of each candidate (if supplied) can be found on the following pages.

As there is more than one validly nominated candidate a poll is required. A ballot paper accompanies this Statement. Completed ballot papers must be received by our office by 5pm on Thursday 11<sup>th</sup> September 2014.

Office address: The Lodge, 90 Station Road, Chinnor, Oxon OX38 4HA or email:  
office@chilternsaonb.org

## **Simon Deacon**

I have put myself forward for nomination to the Chilterns Conservation Board as I feel very strongly about conservation. I run my own small business in agriculture and that makes me very flexible time wise and so would have no problem attending Conservation Board meetings etc. I have served as a Markyate Parish Councillor for nearly six years and have represented the council on environmental and conservation issues. I enjoy walking in the countryside and love walking for miles with nature around me i.e. wildlife, plants, trees, rivers and grasslands etc. my family has a home in an R.S.P.B. Conservation Area and love watching the different types of birds. I would so love to be involved with this Board and would give a massive effort and commitment. I want to preserve the gifts of nature and beauty around us for future generations. Some of our wildlife is in serious decline i.e. water voles, frogs and many birds and flowers. I want to help protect them so we do not lose them forever.

## **Catherine Rigby**

I have lived in Gaddesden Row for some 22 years. As a member of a walking group and a dog owner I have walked over much of the Northern and Central Chilterns for some years. I was also (now retired) a horse rider and have ridden over several bridleways in the Chilterns. I am 73 years of age.

**CHILTERNNS AREA OF OUTSTANDING NATURAL BEAUTY  
CONSERVATION BOARD**

**Hertfordshire Parish Councils Group 2**

**BALLOT PAPER**

**ONE TO ELECT**

**Please place cross in one box only**

Candidate Name	
Simon Deacon Markyate Parish Council	
Catherine Rigby Great Gaddesden Parish Council	

Completed ballot papers must be received by our office by 5pm on Thursday 11<sup>th</sup> September 2014.

Office address: The Lodge, 90 Station Road, Chinnor, Oxon OX38 4HA or email:  
office@chilternsaonb.org



**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item 19.**

**Date: TUESDAY 9<sup>TH</sup> SEPTEMBER 2014**

**Subject: REQUEST FOR A CATTLE RACE IN THE RAILWAY FIELD**

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**Committee Member:**

**Officer Contributors:** Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:**

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

1.1 That Members agree to the construction of a Cattle Race in the Railway Field, at a cost of £1280.00

**2. RELEVANT PREVIOUS DECISIONS**

2.1 None Specific

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 None Specific

**4. RISK MANAGEMENT ISSUES**

4.1 The use of a Cattle Race will be safer in the treatment of animals rather than the use of temporary hurdles to carry out the same function.

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 The cost of the Cattle Race is £1280.00 of which £680 is materials and £600 labour and equipment.

5.2 The cost can be taken from Ground Maintenance, leaving a remaining budget of £3104.00

5.3 Cost should be reduced in the long term with the use of the cattle race rather than temporary hurdles.

**6. LEGAL ISSUES**

6.1 None Specific at this time

**7. BACKGROUND INFORMATION**

7.1 Members will be aware that grazing has commenced on the Common.

7.2 A request has been made by the grazier to install a Cattle Race in the Railway Field, which forms part of the night paddock.

7.3 The purpose of the Cattle Race is to allow the grazier or Rangers to look at or treat one of the cattle without the use of temporary hurdles. This speeds up the process and in the long run is much cheaper for the Council as the grazier does not have to carry special kit and in the case of minor adjustments to the collar etc this can be carried out by the Rangers.

7.4 A diagram of the Cattle Race will be available in the office and on the night of the meeting.