

Agenda Item 5

Financial Budget Comparison

Comparison between 01/04/15 and 06/07/15 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/15

		2015/2016	Actual Net	Balance
Open Spaces				
Income				
20	Allotment Rents	£3,650.00	£2,735.00	-£915.00
21	Grants	£5,800.00	£0.00	-£5,800.00
22	Interment Charges	£33,660.00	£6,826.00	-£26,834.00
23	Memorial Plaques	£28,650.00	£4,826.00	-£23,824.00
24	Miscellaneous	£250.00	£1,651.72	£1,401.72
26	Trade Concessions	£0.00	£0.00	£0.00
27	Wayleaves/Easements	£50.00	£3,350.00	£3,300.00
28	Allotments Keys	£25.00	£0.00	-£25.00
29	Parish Paths Grant	£2,000.00	£0.00	-£2,000.00
30	Common Lettings	£1,750.00	£1,980.90	£230.90
31	Memorial Benches	£0.00	£0.00	£0.00
32	Admin Fees	£50.00	£0.00	-£50.00
Total Income		£75,885.00	£21,369.62	-£54,515.38
Expenditure				
200	Salaries	£65,500.00	£15,397.36	£50,102.64
201	Income Tax & NI	£22,500.00	£5,179.07	£17,320.93
202	Superannuation	£24,500.00	£6,406.79	£18,093.21
203	Travelling Expenses	£1,550.00	£269.10	£1,280.90
204	Cemetery Rates	£975.00	£164.00	£811.00
205	Allotment Services	£1,500.00	£254.45	£1,245.55
206	Allotment Maintenance	£1,225.00	£0.00	£1,225.00
207	Cemetery Maintenance	£1,225.00	£0.00	£1,225.00
208	Cemetery Services	£55.00	£28.26	£26.74
209	Christchurch Cemetery	£4,200.00	£549.00	£3,651.00
210	Contribution to Funds	£0.00	£0.00	£0.00
211	Dog Bin Maintenance	£3,775.00	£193.60	£3,581.40
212	Equipment & Tools	£1,020.00	£0.00	£1,020.00
213	Seats	£0.00	£0.00	£0.00
214	Grass Cutting/Grazing	£6,120.00	£1,410.39	£4,709.61
215	Skip Hire	£1,635.00	£280.00	£1,355.00
216	Tree Surgery & Inspection Reports	£5,100.00	£0.00	£5,100.00
217	Ground Maintenance	£5,100.00	£40.14	£5,059.86
218	Groewood & Tree Inspection	£1,530.00	£0.00	£1,530.00
219	Legal fees	£2,000.00	£207.00	£1,793.00
220	Maintenance of Horse track	£500.00	£0.00	£500.00
221	Memorial Plaques	£16,700.00	£2,406.85	£14,293.15
222	Miscellaneous	£1,500.00	£819.65	£680.35
223	Refurbishment of Plaques	£0.00	£0.00	£0.00
224	Refuse Collection	£875.00	£784.95	£90.05
225	Mobile Telephone	£400.00	£90.00	£310.00
226	Vehicle Maintenance	£5,350.00	£136.46	£5,213.54
227	Litter Bins	£1,000.00	£828.00	£172.00
228	Chiltern AONB	£1,900.00	£974.00	£926.00
229	Health & Safety	£2,000.00	£51.85	£1,948.15
230	Parish Paths	£500.00	£0.00	£500.00
231	Allotment Competition	£350.00	£0.00	£350.00
232	Parking Meters	£1,580.00	£449.50	£1,130.50
Total Expenditure		£182,165.00	£36,920.42	£145,244.5

CHORLEYWOOD PARISH COUNCIL

OPEN SPACES COMMITTEE MEETING

Agenda Item 6

Date: TUESDAY 14TH JULY 2015

Subject: OPEN SPACES OFFICERS REPORT

Committee Member:

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

Status (public or exempt): Public

Wards affected: All

Enclosures: Rangers Newt Monitoring Report

Contact for further information: Parish Rangers, Deputy Clerk

1. RECOMMENDATIONS

- 1.1 To consider the request from a resident of Darvells Yard for the reduction of a large sycamore tree on the boundary of her property at her cost and the subsequent conservation consent requirement (*see 5.5 General 6th paragraph*)
- 1.2 To consider the removal of the dead oak tree at the entrance to the fire ride (*See 5.5 General 7th paragraph*)
- 1.3 To consider a process for the removal of the excess timber from the annual felling, as part of the Stewardship Agreement and Common Management Plan, of trees on the Common and the possible financial benefits that might be available. (*See 5.5 General Last paragraph*)

2. RELEVANT PREVIOUS DECISIONS

- 2.1 None Specific

3. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 3.1 None Specific

4. LEGAL ISSUES

- 4.1 None Specific

5.BACKGROUND INFORMATION

5.1 Cemetery

Grass cutting, weeding of beds and topping of graves with mole hill soil has continued.

The compound is now fully utilised with all the equipment that was planned to be kept there now in place.

5.2 Christ Church Cemetery

A successful conclusion has now been reached following protracted negotiation with the loss adjustor appointed by the insurers of the car that damaged the wall on the Common side of Christchurch cemetery last year. Reason has finally prevailed and the full repairs have been authorised and a cheque for settlement of the costs has been received by the Parish Council. The go-ahead was given for this work and some work to a couple of other panels, unrelated to the car damage. It was hoped that both elements of work would be progressed during the Summer holidays. However due to the prevarication by the insurers the company used has now a booked programme of work over the summer and at the moment cannot commit to undertaking this work in the holidays. It will be kept under review but other arrangements may need to be made in consultation with the School and Church.

Stress Testing of the memorials at Christchurch took place earlier in the year. The Church have now confirmed that the necessary notice has been given to families for the laying down of the memorials that failed the stress tests. A process for this now needs to be established with the Church.

5.3 Village Halls

Grass cutting at the War Memorial and Hollybush Halls has taken place. The hedge does require cutting but this will be programmed in after Village day.

5.4 Grovewood

Litter picking has been taking place regularly.

A Moth Survey and a Plant surveys have taken place, organised by the Friends of Grovewood and the reports have been forwarded to the Parish Council.

5.5 Common

General:

There are three areas on the Common in particular that are experiencing anti social behaviour evidenced by the rubbish that the Rangers come across in their regular litter picking. These instances are being reported to the PCSO's who have advised that they are regularly patrolling these areas. The Rangers have also reported one instance of needles being evident in rubbish in one of the bins on the Common and they have now been issued with stab proof gloves for litter picking as a precaution.

Grass cutting of the verges has taken place. Cut and lift and regular mowing has been and continues to take place in many areas around the Common.

Rolling of the bracken / bracken bruising has taken place in the heathy area behind Sladdys pond and around the Gun Dell area. This is to restrict the growth of the bracken which would allow these areas to be more successfully restored to heath. Dry acidic grassland.

Brambles have been cut back from the heather on the Common Road side area. It will need repeating in the Autumn.

The Clerk and Ranger met with a representative of London Underground to review their proposals for installing crash barriers at Shepherds Bridge. They require a drilling machine to be brought onto the Common to drill into their bank to establish its structural condition to determine whether pilings are necessary and therefore how viable their project is.

Agreement has been reached on the publicity requirement of this work to local residents and their intention to limit potential damage to the Common by correct timing of the work.

The Ranger met with a resident of Darvells Yard to discuss concerns over trees. The resident is concerned over a small ash tree and a medium to large sycamore. The trees are overbearing and shading her property, however no obvious safety issues have been identified. The Rangers are prepared to remove the small ash tree in house and due to its small size conservation consent would not be necessary for this particular tree. However, the Rangers would be unable to carry out the work on the larger sycamore tree in house and due to the size conservation consent would probably be necessary. The resident does not wish to lose privacy by the tree being removed and is prepared to pay for the works to the Sycamore if the Council agree and get the necessary conservation consent. From the Rangers perspective there are no conservation issues regarding the reduction of the tree, however as there are no perceived safety issues it is down to the resident to fund. The Committee may wish to consider that the hedgerows surrounding the Common have not received much management in the past, they are all encroaching into prime areas of unimproved grassland and many are becoming tall and overbearing. The Committee may need to consider this in the next review of the Common Management Plan when it comes up. **(Recommendation 1)**

The Oak Tree at the entrance to the Fire Ride is now well and truly dead with signs of decay in the trunk and therefore needs to be removed. Under the Management Plan dead trees are kept unless they pose genuine safety risk. As this tree decays it will undoubtedly become a safety risk and therefore consideration of its removal needs to take place now. In order to do this quotes will be obtained from a number of companies, as the company that the Council has used for the last few years has regrettably ceased trading in this location due to relocation. Consideration of conservation consent also needs to be made, however as a dead and decaying tree it is unlikely that it would be needed. **(Recommendation 2)**

Brambles have been cut back that were overhanging the tarmac footpath at Chorleywood Bottom.

Cutting of the woodland paths has commenced and will continue for the next few months.

A number of sessions have been arranged to undertake a Glowworm survey on the Common.. The first session was unfortunately unsuccessful in finding any however a further two sessions are planned this year. Our thanks go to all who attended the first session noting that the sessions obviously have to be held at night and on this particular session a rather heavy thunderstorm occurred soaking participants. The survey will take place over a three year period due to the life cycle of the Glowworm.

No contact has been forthcoming from the Saw Mill so it has to be assumed that he is no longer interested in the work. Decisions therefore need to be taken on what to do with the piles of wood left. Consideration could be given to approaching a Bio Mass fuel company or a timber merchant to see if they are interested in collecting the timber. It was noted that London Underground had a Bio Mass Company collect the timber left from their extensive work but that it had to be cut to specific lengths and it may be required to have a single collection point. The wood piles we have are in several locations and mixed lengths. It is too much for the Rangers to log and remove all of it although some could be removed in this manner, some could remain as habitats for wildlife. However it should be noted that the piles are a little overbearing and complaints have been received regarding them and requesting our plans. If the piles are to be removed consideration will need to be given to the timing and method of removal to keep damage to a minimum. The Rangers do not have the equipment to remove large quantities of large timber. It should also be noted that this same problem will arise in the spring after more felling as part of the Stewardship agreement and management plan. A lot of this timber could have a value associated with it. This needs to be considered as an ongoing issue. **(Recommendation 3)**

Grazing:

The cattle came onto the Common on the 14th May to graze the neutral and acidic parts of the Larks Meadow area and the May bushes. We had 6 heifers this time although some members of the public reported them to be bulls given their horns. The cattle were confined to the May bushes on the 10th June as we wished this area to receive more intensive

grazing to help restore the grassland in this area and prevent undesirable species from seeding. The cattle were not keen on eating thistles so many had to be manually pulled. The cattle were removed from the Common on the 24th June and expected back in the last week of August when they will be grazing all three grazing compartments. The stockman that we are used to dealing with is moving on to Epping Forest at the end of August but it is not expected to affect our grazing. Our thanks go to the stockman for his help and support to the Rangers with our grazing to date. Due to the increase in the numbers of cattle this year, the top was grazed sufficiently to open up the sward and improve conditions for some of the lower growing plants that would otherwise have been shaded out. As a result of the grazing there is good structure within the grassland habitat which should allow a greater diversity of species. Although it would have been more beneficial to have the cattle in the May bushes for longer, they have definitely had some impact in this area. The Ranger has cut and lifted part of the May bushes area after the cattle were removed, again to prevent undesirable species from seeding and to create better conditions to restore a grassland sward.

Some of the Hawthorn saplings in Larks Meadow have been removed although many still persist. They remain as they are because they are unpalatable to the cattle, the only way of control is therefore manual cutting. It may therefore be worth seeking volunteers to assist with their cutting back in the Autumn/winter months.

Plants:

Unfortunately the Pignuts in the area north of the Cattle Creep were decimated by the over eagerness of London Underground spraying their banks. The resulting spray drift has considerably reduced the number of Pignuts flowering in this area this year. Next year will reveal whether the damage caused by this action has been permanent or temporary. Earlier in the year the Ranger and a member of Friends of the Common had identified many juvenile Pignuts which then never came to anything due to the spraying. Whilst it is not possible to stop the spraying on their land, it is thought that the correct spraying procedures were possibly not followed which might have led to the damage caused.

Pyramidal orchids were first spotted on the 8th June. The appearance of this species this year has been very staggered. At present some have finished flowering, yet others are still opening, this is probably due to the weather conditions. Overall numbers are possibly down on last year although it is hard to tell due to their staggered emergence. Two Pyramidal Orchids were also noted on the triangle opposite Clements Road, to the Rangers knowledge they have not been present in this location before.

Bee Orchids were first noted on the 11th of June, with four counted on the lower chalk slope, numbers significantly down from last year when there were around eighteen to twenty in this area. This may be due to possible damage earlier in the year by UK Power repairing the gas main. None of the orchids present last year in the lower areas where damage was sustained have been seen this year. Bee Orchids require ideal conditions to flower, just because they have not flowered this year does not yet mean they have been lost. Three Bee Orchids were also noted on Larks Meadow, again the Rangers are unaware of this species having flowered in this area in the past.

A Common Spotted Orchid was noted in the grass between Common Road and the Village Day ride on the 29th June, this species has not been recorded in this area before. They have been recorded on the Common before but in the Larks Meadow area many years ago. It is hoped that this individual may be the start of a population in that area, only time will tell.

Two more near threatened Red Data List Species have been spotted on the Common. One, Wild Strawberry, which is present in the May Bushes area, near Shepherds Bridge on the permissive parking area side and the small area of grass south of Shepherds Bridge. The second present is Tormentil, which can be found on two of the three main Fire Rides, parts of Common Road, some of the Golf Course rough and some of the more acidic areas of the Common.

Although not a plant, a new species of spider to the Common was spotted in early June on an Ox Eye daisy in the lower chalk slope area. It is known as the Common Crab Spider and is quite an interesting species as it matches its colour to the flower it is resident on and waits to ambush any insect visiting that particular flower for pollen. The County Recorder for arachnids has been informed and the species has now been added to the official records for the Common.

Butterflies:

We are up to twenty-two recorded species of butterflies on the Common so far, including the migrant species of Painted Lady. Large Skippers which were not noted last year but have been noted in quite a large population again on the lower chalk slopes this year.

Ponds:

See attached Newt Report for survey details

The water levels have remained low in the ponds all year, so much so that the Dew Pond has dried up, the New Pond has almost dried up and Sladdys is more like a large puddle than a pond. Unfortunately these conditions will have an impact on juvenile amphibians which will not reach maturity in these conditions. This is part of the normal cycle of ponds. There are however other invertebrate species that will benefit from the muddy conditions.

Contact has been made with the Open Spaces Society with respect to the recreation of the second pond at Darvells. We have received an acknowledgement of our papers and are awaiting a response in due course.

Education:

The Common Ranger accompanied the Friends of the Common on their annual Pond dipping session. This was reasonably well attended this year and it is believed that most enjoyed themselves.

A newt display and wildlife walk took place with Chorleywood Primary. The Ranger also took them out on a butterfly and flowers session as well as a Habitats of the Common walk.

The Chorleywood and Loudwater Childrens Centre were taken on a pond dipping and wildlife walk.

The Ranger ran an Introduction to Wildlife on the Common for the Chorleywood Rainbows.

All these events get positive feedback and are enjoyed by the children taking part. It is hoped that the message gets back to parents of the asset that is on their doorstep.

5.6 Allotments

Empty plots at all the allotments have been strimmed by the Rangers to provide new tenants with a less daunting task on taking these up.

The top gates at Copmans Wick have been damaged and quotes are being sought for their repair which will be brought back to the next Open Spaces Committee.

General mowing has also taken place at all three sites.

5.7 Office

Grass cutting and weeding has taken place around the office on a number of occasions.

5.8 Parish Paths

Strimming and trimming has been taking place on the parish paths with one visit to each not yet quite completed.

5.9 Equipment

- The new ride-on mower has had its first 50 hour service as part of the warranty agreement.
- The ride-on tyres were filled with 'anti puncture' liquid based on experience of other similar machines. This repaired one puncture and should prevent future punctures.
- Following a puncture on the RTV and replacement of the tyre, these tyres have also received the same treatment.
- The tractor tyres have not yet had this treatment as they do not generally suffer the same level of punctures due to the nature of the tyres on the tractors, however it will be kept under review.

5.10 Chorleywood in Bloom

The Rangers assisted with the installation of the Hanging baskets for Chorleywood in Bloom and following this delivered the sponsored planters and compost to the Village. With the use of the Water bowser from the Golf Club by the Rangers, the job of filling the reservoirs of water on the planters was made much easier. Our thanks to the Golf Club for the loan of the bowser and to all our sponsors of Chorleywood in Bloom.

Date: TUESDAY 14TH JULY 2015

Subject: PERMISSIVE PARKING AREA TICKET MACHINES

Committee Member:

Officer Contributors: Claire James Deputy Clerk

Status (public or exempt): Public

Wards affected: All

Enclosures:

Contact for further information: Claire James Deputy Clerk

1. RECOMMENDATIONS

1.1 That the Committee consider the options for ongoing maintenance of the ticket machines at War Memorial Hall and Shepherds Bridge Parking area. A decision is required to progress the repair of the machine at Shepherds Bridge which was damaged in mid May.

2. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

2.1 The machines have been under warranty since their installation and therefore any repairs have been covered by warranty. However the machines are now out of warranty and the options are to pay a yearly maintenance package for £500 per year or a call out service which is:
Call out £95 per hour plus VAT
Labour £45 per hour plus VAT plus parts (dependent on parts required)

3. LEGAL ISSUES

3.1 None

4. BACKGROUND INFORMATION

4.1 On the second weekend in May the ticket machine at Shepherds Bridge was knocked over. Although the machine has now been re-installed some internal damage has occurred which needs repair by the manufacturer. It has been out of action since the damage occurred.
4.2 The manufacturers were called out on a number of separate occasions last year to both machines but these visits were covered by warranty and therefore there was no cost to the Council.
4.3 The maintenance contract will be per machine and call out, labour and parts costs will be per visit.
4.4 Response times for the two options are being sought and it is hoped to have a verbal update on this and the number of call outs last year at the meeting.

Chorleywood Common – parkrun proposal

Executive Summary

This is a proposal for a new parkrun event to be held on Chorleywood Common. parkrun is a global network of free 5k runs that take place in more than 400 locations around the world at 9am every Saturday morning.

parkruns have been shown to provide numerous health and wellbeing benefits to those running, as well as creating a strong sense of community for all those involved, be that running, supporting or volunteering.

We are asking for permission to use Chorleywood Common each Saturday morning for a parkrun event, solely between the hours of 9am and 10am. The event is organised and run by local people, for local people, and wouldn't require any external support (resource or expenditure) once up and running. We would expect up to 60-80 runners to attend each week.

Although completely flexible, we would propose setting a course for the event that follows the existing bridle path around Chorleywood Common. Signage for the event would be very minimal. Any cones or arrows that do need to be used, would be removed from the course by 10am.

Background

Running 5 kilometers on a regular basis is an excellent way to get fit, and this in turn encourages people to make healthier lifestyle choices.

“parkrun” is a global network of free 5k runs that take place in more than 400 locations around the world at 9am every Saturday morning. The initiative started in south-west London in 2004, and there are now more than 250 Parkruns in the UK alone, and more than one million registered Parkrunners.

The mission statement of parkrun is “to have a parkrun in every community in the world that wants one”, and we would like Chorleywood Common to join the global parkrun family by having its own weekly event.

The primary objective of parkrun is to promote health and wellbeing by providing a free weekly event that is open to people of all ages and abilities. All parkrun events are 5 kilometers because this distance is achievable for beginners who are new to running, and is long enough to encourage more serious runners to take part.

Proposal

We would like to propose a new parkrun event to be held on Chorleywood Common each Saturday morning, solely between the hours of 9am and 10am. The event would be open to all, and would be organised and run by local people, for local people, and wouldn't require any external support (resource or expenditure) once up and running.

A weekly parkrun on Chorleywood Common would provide new runners with a target, namely to come along and run, and to try to beat their best time. The knock on effects will be meeting other like-minded people to run with during the week, eating healthier and making healthier lifestyle choices. Many runners will gain the confidence to enter formal races, run longer distances, and join local running and triathlon clubs.

It will also make people aware of Chorleywood Common and encourage them to come back and explore the area outside of parkrun. Of course, these all lead to increased mental wellbeing and confidence.

parkrun events are free and are open to people of all standards and ages, whether as volunteers or as runners. All runners receive encouragement and enjoy being part of a run open to all standards. Equally, our volunteer teams come from a huge variety of backgrounds and we urge everybody to get involved in organising.

Because parkrun is accessible to all people, and is coordinated entirely by local volunteers, anybody can be involved in some capacity, as a runner, volunteer, or both. Each parkrun event develops a community of like-minded people over time, and is a group that anyone can join. It can give people a sense of belonging, a new group of friends, and something to look forward to each week. By always being at the same time, a strong sense of community develops, with individuals attending their weekly social parkrun regardless of weather. It is very effective at getting people into the "habit" of regular exercise.

Being a free event is perhaps our most distinctive feature, making parkruns more attractive to those on lower incomes than paid events. More than anything else, this helps to create a sense of community around our events - essential if they are to thrive long term with a healthy base of loyal volunteers. The major benefits of being free to the runner are:

- We are able to attract people who have never run before, and who may have been dissuaded by an entry fee.
- We attract runners on a regular basis.
- We do not have to administer the collection of entry fees.
- We provide competition to paid events and help to keep entry fees at a reasonable level.
- Our events are funded through local sponsorship, and are coordinated by local people for local people.

Inclusivity

parkrun is committed to ensuring events are free of unfair discrimination of any sort:

Gender: parkrun events have become very popular with groups of local women and mothers. The proportion of female participants at parkrun events is considerably higher than many other running events (47.5% of all parkrunners are female, and 36.5% of all runs were by women - as of July 2012). Many local and national women's running groups use our events and we ensure that our events are properly signposted from these groups.

Ethnicity: parkrun events already attract a wide range of participants that reflect the ethnicity of their local areas. Increasing participation by diverse ethnic groups also requires locating parkrun events in places easily accessible with the backing of local councils, combined with marketing the events to local community groups and organisations.

Disability: parkruns are already used by a number of disabled athletes, including runners with artificial limbs, vision impaired runners (with or without a guide runner), and runners with learning disabilities (with or without guide runners as required). A Chorleywood Common course would not be suitable for wheelchair users; however by having a parkrun in Chorleywood Common, local wheelchair users will be signposted to other local parkruns, for example Cassiobury, Aylesbury and St Albans, which are ideal courses for wheelchair users.

Mental health: According to Mind, 1 in 4 people will experience a mental health problem in any year. Exercise has been shown to be helpful to people suffering from many mental illnesses, and our free, zero commitment events offer an ideal opportunity to get a weekly dose. We also hope that many with mental illness will also benefit from being part of a supportive community of volunteers. We do however, urge all runners and volunteers to

maintain a healthy life balance, and to seek professional assistance if needed.

Age: parkruns are open to all ages and standards. Runs are age graded so that young and old can compare their performance against adults in their prime. Older athletes can focus on maintaining or beating their age graded best rather than a time PB set when they were younger. We also welcome younger runners while recognising the need to protect their welfare. We have specific guidance on this for all volunteer event teams.

As much as we promote parkrun as accessible to new runners, the concept is also attractive to elite athletes as well. Current parkrun events have welcomed Team GB athletes including Mo Farah, Andrew Baddeley, Scott Overall, Freya Ross and Mike Skinner – all of whom represented Great Britain at the 2012 Olympics. One of our regular runners at Cassiobury parkrun, Claire Hallissey, represented Team GB at the 2012 Olympics in the marathon.

Athletics, and parkrun in particular, is unique among sports in that 'everyday' people can line up on the start line next to world champions, and have a chat and a coffee with their heroes at the finish. Some of those 'everyday' children may one day themselves be stars of the future.

parkrun is a global initiative, with more than 400 events worldwide, and has a culture of "parkrun tourism" where groups of parkrunners travel across the country to take part in different parkruns. This initiative will help to bring these people into the area for weekend trips.

Volunteers at parkrun events come from all backgrounds, and generally the bulk of the volunteers for each event will come from the running group. However, many volunteers are school pupils completing their Duke of Edinburgh Award, students studying sports administration or similar degrees that involve voluntary work at sporting events, local people doing official voluntary work, or those looking to gain the skills and confidence to coordinate events and practice public speaking.

Event Details

There is a dedicated Event Director who takes ultimate responsibility and would always be the point of ongoing contact with the Parish Council. Alongside the Event Director is a core team of 4-6 volunteers. The core team all receive training before the event kicks off. One of the core team attends every week and acts as Run Director and takes responsibility for that particular event.

The events are coordinated entirely by local volunteers, with most runners taking a turn to volunteer once or twice a year to ensure the event remains sustainable. Volunteers are thanked publicly on the event's website after each event, and a volunteer roster is featured on each event's website.

The concept is simple and informal – parkruns are not races and they do not have winners. They are timed runs that are open to people of all ages and abilities, with a friendly and supportive atmosphere. They are particularly attractive to families, because unlike formal races, they are free and there is no age limit. The only requirement is that children under the age of 11 are accompanied around the course by a parent or responsible adult.

In order to take part, runners complete a one-off registration on the parkrun website and print a unique registration barcode. That barcode is then valid at any parkrun event anywhere in the world on any Saturday. There is no requirement to sign-up to a particular event on a particular Saturday - participants can just come along and run whenever and wherever they choose.

Runners assemble at the start line at 9am for a quick pre-run briefing which includes a welcome to first-time runners, a description of the course, a thanks to volunteers, a reminder to give way to other park users, and any health and safety information.

parkrunners do not have right of way on any parkrun course, and this is clearly stated in all of

our materials, and reinforced at each event's pre-run briefing. However, we do encourage our runners as they are passing other park users to say "We are doing a parkrun, if you're interested, Google it!"

After the brief the run begins, with two volunteers operating electronic stopwatches, and a couple of marshals positioned at key sections of the course to encourage runners and ensure they follow the correct route.

When runners cross the line, they receive a token with their finish number on it. This is scanned by a volunteer, along with their registration barcode, and this completes their run.

Each runner receives their own webpage on the parkrun website, which records all of their parkruns. This gives runners an incentive to beat their previous best times, and to participate regularly, because our sponsors provide free running shirts when runners complete 50, 100 and 250 parkruns. This has proved an enormous incentive for regular participation, as these shirts can't be attained by being fast – only by running regularly, which is really what we are encouraging.

After the event, there is a strong emphasis on gathering socially in a local café to upload the results and volunteer lists to the parkrun website, have a chat and a coffee, and get to know other runners. This part of the event is the most important for developing friendships, making people feel part of the event, and encouraging people to take a more active role in terms of volunteering. Many runners form their own informal running groups from this, and have the incentive and motivation to run more regularly and take part in longer distances or formal organised races. We also encourage local running clubs to have a presence, so people who want to enquire about joining know who to contact.

Because parkruns are completely coordinated by volunteers, there is a strong emphasis on building events organically. In other words, we don't formally advertise our events, we rely on word of mouth and social media to slowly grow the number of runners. This lets our volunteers gradually get used to increased numbers, and makes it easier for volunteers and runners to meet new participants and learn their names. Some events remain small – with weekly numbers of 30-60 runners, while other events become much larger.

Runner numbers are not limited at parkrun events. Looking at other local parkruns that have started recently, like Cassiobury (in Watford), South Oxhey and Gadebridge (in Hemel Hempstead), we would envisage an average number of up to 60-80 runners per week. This fits into the parkrun model of 60-120 runners being the "optimum" size for a parkrun. There is a strong push towards creating more parkruns with smaller numbers of runners, so that all new runners feel welcomed and part of the parkrun community.

If we were able to agree use of Chorleywood Common for a parkrun, the next step would be to generate funding to help us achieve our one-off set-up cost of £3,000. Usually, this is easily found via contributions from the local council, businesses and donations.

Once a parkrun is established it is fully self-sustaining and does not require any further funding. The aim is then to gradually grow a friendly and welcoming group of runners that will attract other participants and help to build friendship groups outside of parkrun.

We have several local people come forward to help coordinate the event. These people currently take part in other local parkruns, and are experienced with all things "parkrun", so raising the funding is the next step for us.

Benefits to the local community

1. Community Capacity enabling self-help and volunteering to build communities

All parkruns are set up and coordinated entirely by local volunteers. They are events that are designed by local people, for local people, and with local people in mind.

A Chorleywood Common parkrun would establish a community of local runners who gather every Saturday morning to run together in the beautiful surrounds of Chorleywood Common.

The event will be established by a “core” group of volunteers who are experienced parkrunners at other parkruns, who have decided it is time to start their own parkrun in Chorleywood. We have already had numerous offers from runners in the Chorleywood and Rickmansworth area who are keen to be involved.

The emphasis, over time, is to encourage participants to volunteer once or twice or year, or more regularly if they wish. This helps to share the weekly tasks, encourage people to take an active role in the event, and ensure that many of the participants know how to do the basic volunteer roles, like operating an electronic stopwatch, scanning a runners’ registration barcode, putting out arrow markers, and uploading the results and volunteer lists to the parkrun website.

2. Regeneration supporting the growth of businesses, jobs and investment in the area

All parkrun events place a strong emphasis on the social element, with many of the volunteers and participants gathering each week in local cafes or restaurants after the run. This encourages runners to get to know one another, and is a regular contributor to local businesses, both for a local cafe as well as any local shops that the runners may visit having finished the event.

This is in addition to the phenomenon of “parkrun tourism” which is becoming more and more popular. This involves groups of people travelling around the UK in a bid to take part in each parkrun event in the country. These runners, who have often travelled several hours, generally stay in the area for the weekend and therefore contribute to the local economy.

Each parkrun event has its own dedicated website that sits within the parkrun UK site, and these websites contain directions and information about the parkrun itself, links to local groups that parkrunners may find useful (eg running clubs, mother’s fitness groups) and information on local cafes and eateries that parkrunners may wish to visit after the run. Each event team has autonomy over the content of its own website, which means it can be updated as appropriate. For example, the Cassiobury parkrun website is here:

<http://www.parkrun.org.uk/cassiobury/>

3. Promoting a clean and safe environment

All parkrunners are encouraged to come to their local parkrun on foot or cycle, or to car share if they are coming from further afield.

The signage for Chorleywood Common parkrun would be very minimal, with most of the proposed route following the bridle path on the common. Any cones or arrows that do need to be used, would be removed from the course by 10am.

An official parkrun risk assessment is completed as part of the set-up of any new parkrun. The course is then walked prior to each run by a volunteer, to ensure that the route is safe to run.

Public Liability Insurance

All UK parkrun events are covered by public liability insurance which is provided through our affiliation with UK Athletic. The following two documents (taken together) provide evidence of both affiliation and hence our insurance status.

Insurance and Affiliation

The following page on the UKAthletics website contains a letter confirming the details of public liability insurance for organisations affiliated with them:

[UK Athletics Insurance](#)

The following letter confirms that parkrun is affiliated to UK

Athletics:[Media:UKA_Insurance_Confirmation.pdf](#)

Under this policy all accidents and serious incidents must be reported to UK Athletics. This should be done via the [UKA Online Accident & Incident Report Form](#). It is essential that you get in touch with parkrun HQ before filling in this form.

Further information

The UK website for parkrun:

<http://www.parkrun.org.uk>

The dedicated website for a local parkrun event at Cassiobury:

<http://www.parkrun.org.uk/cassiobury/>

Enquiries:

Andy Nice (Event Director at Cassiobury parkrun)

Email – adknice@gmail

Mobile – 07879443049

NEWT MONITORING 2015

The focus of the surveying work was on newts within and around the ponds on Chorleywood Common, although other species have been noted when observed. Generally visits to each pond were kept brief, from 30 minutes to 1 hour unless observations were carried out during maintenance work and pond dipping sessions or more thorough investigations were required due to major works.

Christchurch Pond

The variety of plants has again increased in this pond, with Curled Pondweed (*Potamogeton crispus*) and Fringed Waterlily's (*Nymphoides peltata*) now fairly abundant, amongst many other species of plant. However, fish have now been illegally introduced to this pond. The presence of Golden Rudd was noted on 23/04/15. Pond dipping sessions have shown that there appears to be a decline in invertebrate numbers and diversity. However Dragonfly nymphs, Bloodworms, Gammarus, Water Slaters and Pond snails of various species are still present.

This pond is still well used for breeding by newts of all UK species. Eggs from GCN'S and smaller species have been noted from 23/04/15 and newts were still laying 22/05/15. Eggs from GCN'S appear to be more abundant than those of small species. Larvae from GCN's have been present from 29/04/15. Adults from all UK Species of newt have been caught from this pond over the laying period.

Frogspawn was noted in pond on 24/03/15, although only a small amount was present. Many toads were also noted 24/03/15 and were mating. There are large numbers of toad tadpoles present within the pond. However no frog tadpoles have been caught during pond dipping sessions.

Marginal vegetation at present covers about 25% of the surface area of the pond and duckweed levels have slowly increased over the season. On 22/05/15 coverage was approx. 20% of surface area water levels have remained low this season. However with this being one of the Commons deeper ponds water levels remain at approx. 1 metre in the deeper parts, with

little chance of this pond drying. Continued monitoring over the summer may indicate whether the presence of fish will have an impact on numbers of newt larvae, as would be expected.

Darvells Pond

Again another pond plagued with the unwanted introduction of fish! Thankfully no more Koi carp have been noted since last year. However there is still a large amount of goldfish and sticklebacks present. Again many have been removed in the last year. The pond still has a good mix of open water and plants. Although water levels have been low this year the depth of this pond has meant that levels in deeper areas have stayed over 1 metre in depth. Eggs from GCN's and smaller species have been found in this pond from 23/4/15. Eggs from smaller species have appeared more abundant than those of GCN's. Overall numbers of eggs seem less than other ponds present on the Common. During surveying on 20/05/15 eggs from newts were extremely difficult to find, due to waterfowl grazing the Floating Sweet Grass, back to almost nothing, presumably eating newt eggs along with the grass. No newt larvae or adult newts have been noted in this pond, so far, this year.

Frogspawn was first noted in this pond on 11/03/15 and large numbers of toad tadpoles were noted on 23/4/15. Tadpoles from toads are still fairly abundant at present 3/6/15.

DEW POND

Water levels have remained consistently low throughout this season with the average depth somewhere around 100mm. The pond is now approaching the later stages of succession with areas of open water covering about 15% of pond surface area. Floating sweet grass is now the dominant plant, with water crowsfoot and Common Water Starwort fairly abundant still. Eggs from GCN's and smaller species were found on 24/4/15, with eggs from smaller species more abundant. No eggs were found on visits made 29/4/15. However, with such an abundance of sweet grass, egg searching was a difficult task. During monitoring 29/4/15 netting produced 2 male and 3 female smooth newts,

which suggests egg laying was still taking place. An abundance of Daphnia has been noted on several visits to this pond early in the season.

Frog spawn was first noted in this pond on 25/3/15 with toad spawn first noted 7/4/15. Lots of tadpoles present still in the pond, with toads being the more abundant of the two.

Unless we get significant rain through the summer this pond is likely to dry, as is often the case with this pond.

SLADYS POND

Is in fair condition, with a mix of open water and vegetated areas. Duckweed levels have, as usual, slowly increased throughout the season. On 20/5/15 duckweed coverage reached about 90%. This will be netted and removed from the pond in the autumn, after careful searching for newt larvae and other wildlife.

Water levels have remained consistently low though the season, with average depth 150mm or less. However newts from all the species have still been using the pond. During egg searching, eggs from GCN and smaller species have been present in good numbers, with Crested more abundant. Whilst netting for newts, to use for education displays, all UK species have been captured this season.

Frogspawn was noted on 12/3/15 and tadpoles are still present.

NEW POND

A small shallow pond, August of 2014 saw this pond dry completely. Was in the later stages of succession. January 2015 pond maintenance was carried out with most of the weed and silt removed from this pond. Pond was netted prior to and during maintenance work to ensure any amphibians would not come to harm. One female palmate and two female smooth newts were removed from pond during works and placed under logs in nearby woodland.

Conditions now appear more favourable for amphibians in this pond, with about 80% open water and 20% marginal vegetation at present.

Water levels have remained consistently low in this pond throughout the season with average depth of around 100-150mm.

Eggs from GCN and smaller species have been found in this pond, this season . With eggs from smaller species far more abundant. However overall numbers of eggs have remained low. Frogspawn was first noted in this pond 16/3/15. Toad spawn had hatched on 16/4/15. Tadpoles are still present in pond.

TOP COMMON NORTH

A small pond, in the later stages of succession. Very bio-diverse in terms of plant and invertebrate life. Water levels have remained low throughout the season, however this pond has a good depth, so less likely to dry than some of the Commons shallower ponds, Eggs from GNC's and smaller species have been found in this pond, with eggs from smaller species slightly more abundant. Overall numbers of eggs have seemed fairly low in comparison with some of the Commons' other ponds, however they can be difficult to locate with such an abundance of plants present so surveying may not reflect overall abundance. No adult newts have been noted, although no efforts were made to capture any, again due to dense coverage of plants making netting difficult. No frog or toad spawn was noted in this pond this year.

TOP COMMON POND SOUTH

A large pond, in the late stages of succession with small areas of open water present . Has a diverse array of plants and good mix of invertebrate species. Water levels have remained low throughout the season; however this pond is deep, so unlikely to dry. Presence of sticklebacks has still not been confirmed although pond has contained them in the past. Adult GCN and smooth were captured last August from this pond.

Reasonable numbers of eggs from GCN's and smaller species have been noted this season, with GCN eggs more abundant. Adult smooth newts were caught

from this pond whilst netting 29/4/15. Duckweed coverage has slightly increased in this pond, but levels remain acceptable.

Frogspawn was noted in this pond on 16/3/15. A Palmate newt was noted under a log near to pond on 5/3/15.

Andrew Goddard – Parish Ranger Chorleywood Parish Council.

Licence Nos 2014-1813-SC1 and 2014-1815-CL5-CLS

NEW POND

Date	Purpose	Condition/Comments	Eggs	Larvae	Adults
6/1/15	Clear pond of weed & silt. Net to check for presence of amphibians	Pond 95% vegetation cover. Water level mid temp 6C sunny leave weed on bank to allow wildlife to escape.			
7/1/15	Clear pond of weed & silt. Not to check for presence of amphibians	Pond 10% veg cover. Water level mid. Temp 5C cloudy. leave weed on bank			1 Female Palmate
14/1/15	Clear loose weed from surface of pond. Remove weed from banks	8C cloudy. Pond 10% veg cover. Water level mid			2 Female smooth

NEW POND

Date	Purpose	Condition/Comments	Eggs	Larvae	Adults
23/04/15	Egg searching	16C Sunny. Pond 95% open water. Water level low. Toad and tadpoles present	Smaller specie	N/A	N/A
30/04/15	Egg Searching. Net for newts for educational display	10C sunny. Pond 90% open water. Water, level low. Toad and tadpoles	Crested & smaller, smaller more abundant		1 x smooth Male 1 x smooth Female
20/05/15	Egg searching	15C sunny intervals. Pond 80% open water. Water level low	Smaller		

SLADYS POND

DATE	PURPOSE	CONDITION/COMMENTS	EGGS	LARVAE	ADULTS
23/4/15	Egg searching	Weather 15C sunny intervals. Pond 35% open water. Duckweed coverage 1%. Water level low. Tadpoles present	Crested & Smaller. Crested more abundant	N/A	N/A
29/4/15	Egg Searching. Net newts for education display	Weather 10C cloudy. Pond 35% open water. Duckweed coverage 5%. Water level low	Crested & smaller. Crested more abundant.		1 Female crested (retained). 8 Male smooth 6 Female smooth 1 Male Palmante – (retained) 3 Female Palmante- (retained) Newts released 30/4/15

SLADYS POND

20/5/15	Egg searching & net newts for educational display	Weather 9C sunny. Pond 35% open water. Duckweed coverage 90%. Water level low up slightly	Crested and smaller. Smaller more abundant		2 Female smooth (retained) Released 22/5
---------	---	---	--	--	---

DEW POND

<u>DATE</u>	<u>PURPOSE</u>	<u>CONDITION/COMMENTS</u>	<u>EGGS</u>	<u>LARVAE</u>	<u>ADULTS</u>
23/4/15	Egg searching	Weather 10C sunny. Pond 40% open water. Duckweed coverage under 1%. Water level low. Toad & Tadpoles present. Lots of Daphnia	Crested & smaller. Smaller more abundant	N/A	N/A
29/4/15	Egg searching & net newts for educational display	Weather 10C cloudy. Pond 30% open water. Duckweed coverage under 1%. Toad & tadpoles present	None found Over abundance of sweetgrass	N/A	2 Male Smooth 3 Female smooth 1 Male and 1 Female retained Released 30/4/15
20/5/15	Egg Searching	Weather 15C sunny intervals. Pond 15% open. Duckweed under 1%. Water level low	None found as above		

DARVELLS POND

DATE	PURPOSE	CONDITION/COMMENTS	EGGS	LARVAE	ADULTS
23/4/15	Egg searching	Weather 16C sunny. Pond 40% open water. Fish present. Water level low. Toad and tadpoles present	Smaller & Crested, smaller much more abundant	N/A	N/A
30/4/15	Egg Searching	Weather 14C Sunny. Pond 60% open water. Fish present	Smaller		
20/5/15	Egg searching	Weather 13C Sunny intervals. Pond 50% open fish present. Water level up	Smaller & Crested in approx. equal numbers		

TOP COMMON SOUTH

DATE	PURPOSE	CONSIION/COMMENTS	EGGS	LARVAE	ADULTS
23/4/15	Egg searching	16C sunny. Pond 95% vegative cover. Water level low. Duckweed coverage 3%	Crested & smaller species in approx. equal numbers	N/A	N/A
29/4/15	Egg searching Net newts for educational display	Pond said to contain fish. 12C cloudy. Pond 95% vegative cover. Water level low. Duckweed coverage 3%	Crested & smaller crested more abundant		2 Male smooth 1 Female smooth
20/5/15	Egg searching	Pond said to contain fish. Weather 15C sunny intervals. Pond 95% veg cover. Water level low. Duckweed coverage 5%	Crested & smaller crested more abundant		

TOP COMMON NORTH

DATE	PURPOSE	CONDITIONS/COMMENTS	EGGS	LARVAE	ADULTS
23/4/15	Egg searching	16C sunny. Pond 100% vegetative cover. Water level low. No toad or frog tadpoles. Lots of Daphnia.	None found	N/A	N/A
27/4/15	Egg searching	12C sunny. Pond 100% vegative cover. Water level low	Crested and smaller. Smaller more abundant		
30/4/15	Egg searching	14C sunny. Pond 100% veg cover. Water level low	Crested and smaller in approx. equal numbers		
20/5/15	Egg searching	15C sunny intervals. Pond 100% veg cover. Water level low. Tadpoles present	Crested & smaller. smaller more abundant.		

CHRISTCHURCH

DATE	PURPOSE	CONDITION/COMMENTS	EGGS	LARVAE	ADULTS
23/4/15	Egg searching	Weather 15C cloudy. Pond 75% open water. Duckweed coverage under 1%. Water level mid/low. Fish appeared	Crested & smaller species. Slightly more smaller	N/A	N/A
29/4/15	Egg searching, net newts for educational display	Toad & Tadpoles in water. Weather 11C rain. Pond 75% open water. Duckweed coverage under 1%. Water level low. Fish found	Crested & smaller crested more abundant	Crested	6 Male smooth 8 Female smooth 4 palmate
20/5/15	Egg searching net newts for educational display	3 fish removed. Weather 10C sunny intervals. Pond 75% open water. Duckweed coverage 15%.	Crested & smaller. Smaller more abundant	N/A	3 Male crested 1 Female crested 2 Male & 1 Female retained.

CHRISTCHURCH

20/5/15					(released 22/5/15) 3 Male smooth 7 Female smooth 2 Male & 2 smooth Female retained. (released 22/5/15)
21/5/15	Pond dipping & educational display. Bottle trapping	Weather level up. Fish present. Weather 20C sunny. Rest as above	Crested & Smaller crested more abundant	2 GCN	1 Female palmate 1 Female smooth

CHRISTCHURCH

DATE	PURPOSE	CONDITION/COMMENTS	EGGS	LARVAE	ADULTS
22/5/15	Pond dipping and educational display	Weather 16C sunny. Pond 75% open. Duckweed coverage 20%. Water level mid. Fish present	Crested & Smaller. Crested more abundant	NONE	2 Male GCN 1 Female CGN Returned 2 Male smooth 2 Female smooth Returned.