

# Open Spaces Financial Budget Comparison

Comparison between 01/04/15 and 04/01/16 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/15

		2015/2016	Rev 2015/2016	Actual Net	Balance
<b>Open Spaces Income</b>					
20	Allotment Rents	£3,650.00	£3,720.00	£3,966.05	£246.05
21	Grants	£5,800.00	£5,800.00	£0.00	-£5,800.00
22	Interment Charges	£33,660.00	£33,660.00	£24,072.00	-£9,588.00
23	Memorial Plaques	£28,650.00	£28,650.00	£21,407.33	-£7,242.67
24	Miscellaneous	£250.00	£10,250.00	£10,675.72	£425.72
26	Trade Concessions	£0.00	£250.00	£250.00	£0.00
27	Wayleaves/Easements	£50.00	£5,000.00	£3,379.80	-£1,620.20
28	Allotments Keys	£25.00	£25.00	£0.00	-£25.00
29	Parish Paths Grant	£2,000.00	£2,000.00	£1,599.00	-£401.00
30	Common Lettings	£1,750.00	£5,000.00	£3,116.60	-£1,883.40
31	Memorial Benches	£0.00	£0.00	£0.00	£0.00
32	Admin Fees	£50.00	£50.00	£0.00	-£50.00
<b>Total Income</b>		<b>£75,885.00</b>	<b>£94,405.00</b>	<b>£68,466.50</b>	<b>-£25,938.50</b>
<b>Expenditure</b>					
200	Salaries	£65,500.00	£65,500.00	£46,956.06	£18,543.94
201	Income Tax & NI	£22,500.00	£22,550.00	£14,392.79	£8,157.21
202	Superannuation	£24,500.00	£26,250.00	£17,527.01	£8,722.99
203	Travelling Expenses	£1,550.00	£1,550.00	£968.90	£581.10
204	Cemetery Rates	£975.00	£975.00	£644.00	£331.00
205	Allotment Services	£1,500.00	£1,500.00	£662.97	£837.03
206	Allotment Maintenance	£1,225.00	£1,225.00	£396.00	£829.00
207	Cemetery Maintenance	£1,225.00	£1,225.00	£350.97	£874.03
208	Cemetery Services	£55.00	£55.00	£49.44	£5.56
209	Christchurch Cemetery	£4,200.00	£4,200.00	£1,098.00	£3,102.00
210	Contribution to Funds	£0.00	£0.00	£0.00	£0.00
211	Dog Bin Maintenance	£3,775.00	£3,775.00	£2,306.00	£1,469.00
212	Equipment & Tools	£1,020.00	£1,020.00	£334.16	£685.84
213	Seats	£0.00	£0.00	£99.36	-£99.36
214	Grass Cutting/Grazing	£6,120.00	£6,120.00	£5,969.45	£150.55
215	Skip Hire	£1,635.00	£1,635.00	£920.00	£715.00
216	Tree Surgery & Inspection Reports	£5,100.00	£5,100.00	£200.00	£4,900.00
217	Ground Maintenance	£5,100.00	£5,100.00	£1,792.85	£3,307.15
218	Groewood & Tree Inspection	£1,530.00	£1,530.00	£0.00	£1,530.00
219	Legal fees	£2,000.00	£2,500.00	£2,398.50	£101.50
220	Maintenance of Horse track	£500.00	£500.00	£0.00	£500.00
221	Memorial Plaques	£16,700.00	£16,700.00	£9,624.65	£7,075.35
222	Miscellaneous	£1,500.00	£1,500.00	£988.14	£511.86
223	Refurbishment of Plaques	£0.00	£0.00	£0.00	£0.00
224	Refuse Collection	£875.00	£1,300.00	£1,291.43	£8.57
225	Mobile Telephone	£400.00	£400.00	£285.00	£115.00
226	Vehicle Maintenance	£5,350.00	£5,350.00	£3,340.40	£2,009.60
227	Litter Bins	£1,000.00	£1,000.00	£828.00	£172.00
228	Chiltern AONB & CMS	£1,900.00	£975.00	£974.00	£1.00
229	Health & Safety	£2,000.00	£2,000.00	£493.43	£1,506.57
230	Parish Paths	£500.00	£500.00	£0.00	£500.00
231	Allotment Competition	£350.00	£350.00	£345.27	£4.73
232	Parking Meters	£1,580.00	£2,500.00	£1,279.50	£1,220.50
233	Surveys	£0.00	£0.00	£0.00	£0.00
<b>Total Expenditure</b>		<b>£182,165.00</b>	<b>£184,885.00</b>	<b>£116,516.28</b>	<b>£68,368.72</b>

**Date: TUESDAY 12<sup>TH</sup> JANUARY 2016**

**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:** Appendix 1 Dog Kennel Lane Signage Proposals

**Contact for further information:** Parish Rangers, Deputy Clerk

## **1. RECOMMENDATIONS**

### **1. DOG KENNEL LANE:**

Members are asked to consider the impact of proposals by Herts CC with respect to Traffic issues in Dog Kennel Lane. (**See para 5.5**) Due to the issues being raised, Members might find it useful to visit the area concerned prior to the meeting.

### **2. POND WORKS**

Members are asked to consider the two quotes received for the works to Top Common Pond South:

**Company A :** £3,700 plus VAT

**Company B:** £4,760 plus VAT

**(See Para 5.4.5)**

### **3. TREES ADJACENT TO LONDON UNDERGROUND TRACKS**

Members are asked to consider the two quotes and associated survey requirement received for the required works on the Common next to the LU tracks as follows:

**Company A** £2,760 plus VAT

**Company B** £7,360 plus VAT.

**(See para 5.7)**

### **4. FLORA: Bee Orchids**

Members are asked to consider what action, if any, to take in the protection of the Bee Orchids in the Lower Chalk Slope below Larks Meadow. (**See Para5.4.3**)

## 5. Installation of new Tee markers by the Golf Club

Members are asked to consider a request from the Golf Club to install new tee markers (*See para 5.8*)

## 2. RELEVANT PREVIOUS DECISIONS

### **Permissive Parking Area Parking Scheme:**

#### **Open Spaces 17.11.15** The Committee agreed and **RESOLVED**

That the Officers organise a parking meter scheme for the Old Shepherd permissive parking area, to operate at the same times as the rest of the area.

As residents and the Old Shepherd pub had paid easements, two parking permits would be issued to each property to allow them to continue to park without having to obtain a parking ticket.

### **Trees next to the Railway line:**

#### **Open Spaces 10.03.15 14/71** The Committee **RESOLVED**

To coppice those trees identified for reduction and to request a quote for the work from LU using their Contractors who are skilled and insured for work adjacent to railway lines.

## 3. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

3.1 None Specific

## 4. LEGAL ISSUES

4.1 None Specific

## 5. BACKGROUND INFORMATION

### 5.1 CEMETERY

The holders for potted plants in the Lawn Cemetery over the Winter Months (November to February) have now been made available. So far the take up is slow with only three purchased to date.

The Ashes section along the path in section E is now full and the first ashes interments have taken place in the newly formed area in Section D alongside the path. Two rows of Ashes plots will be placed alongside the path opposite the Ashes graves in Section E.

Due to the weather, a lot of topping up of the graves has been necessary. Mole hills continue to be cleared and this soil used for top dressing of the topped up graves.

Cutting of the Hedge in and around the Cemetery has now been completed and has made the area look very presentable.

### 5.2 CHRIST CHURCH CEMETERY

Members will be aware that the works to the wall at Christchurch were delayed and work to repair the wall will not now take place until the Spring. In the meantime the damaged part of the wall has been taken down. Whilst it does not look pretty, this action had to be taken in the interests of safety

The annual stress testing of the memorials in Christchurch Churchyard is due to take place in the next few weeks. Any stones identified in previous checks that are within the remit of the Rangers will be laid down during this check. Quotes

to lay down any outside the safe working of the Rangers will be sought when the current checks have been completed. Over the last two checks 35 stones have so far failed the stress test.

A request has been made by the Church for a tree survey to be undertaken for the trees in the Churchyard. This will be included with a number of other items of tree work to be quoted for.

### **5.3 GROVEWOOD**

Litter picking continues to take place regularly.

### **5.4 COMMON**

#### **5.4.1 General:**

Heather trimmings have been collected and spread on any bare or thin patches of grass in the hope that they will regenerate. Much of the leaf litter has been cleared from underneath the dead heather plants. This is to reduce the nutrients to allow for the successful regeneration of the heather in these areas as the heather plants will have dropped seed over previous decades. The gorse near the heather has been coppiced, the leaf litter removed to allow heather to regenerate with the gorse providing a more typical heathland structure which will encourage birds and invertebrates. Small scrapes were created around the degenerate heather plants to allow for successful seeding and succession. Larger scrapes (between 5 and 20 sq m) will be created in March and reseeded with the heather seed collected in the Autumn.

Wind-blown trees and the clearance of trees in the woodland near the third Golf hole has taken place. Coppicing of the ditch outside the War Memorial Hall Permissive Parking area has taken place and the arisings used to create/weave a dead hedge where a previous handrail had rotted away.

Brambles have been cut back, small trees trimmed or coppiced on the track leading from Cherry Tree Cottages to Shepherds Bridge to maintain clear access to the properties. A large cherry limb was cleared from the access way to the Alms Houses.

The crowns of the oak trees above Larks Meadow have been raised to allow for the removal of all the log piles in this area. The timber from these piles has been removed and sold for firewood with the money raised being earmarked back for the Common. As the wood had been out in the weather for around a year, it's suitability for milling would not have been great. We now have a list of possible mobile saw mills that can be approached when similar work and resultant timber occurs. Unfortunately no major tree work has yet been possible due to the wet conditions and therefore equipment cannot be taken onto the Common without causing significant damage and safe working of the Rangers would also be called into question. It should be noted that the current prolonged conditions have not been seen in the memory of the Rangers. Members will have noted that some of the areas of grass near desire lines are currently just bare mud. This may result in an increase in undesirable species e.g. docks, nettles etc. within these areas, as these species favour disturbed ground.

Clearing of Wind-blown trees and branches at the bottom of Larks Meadow and the May bushes area has taken place. More wind-blown trees were cleared from the path from the central block of woodland. Clearance of a few that came down over the Christmas/New year Break, not obstructing access, will be undertaken as soon as ground conditions allow.

Saplings in the centre of the Larks Meadow area have been pulled or cut from the grassland to prevent scrub encroachment. However many more remain and this will be ongoing work. It is possible that the Volunteers may take on some of this work during the summer.

A small tree was planted in the grassland on the Common near the Kennels on Old Common Road. It was made to look as though it had been planted by Three Rivers District Council as their logo was attached to the stake used for planting. As it is part of the Common and importantly unimproved grassland, this tree was not a legal or welcome addition and was therefore removed. Also compost used to plant the tree was removed as far as possible to reduce nutrients and the hole was filled with suitable low nutrient soil. No-one has approached the office thus far regarding the removal of the tree.

A replacement bench was installed on the Common and another bench will be moved for safety reasons again when conditions allow.

In the Gun Dell area, gorse and saplings have been coppiced and will continue to be coppiced to meet stewardship targets for this area.

#### **5.4.2 WORK PLACEMENT STUDENT:**

The work placement student has been back for a further visit just prior to Christmas and was involved in a wide variety of activities as well as some of the day to day work.

#### **5.4.3 FLORA:**

**Bee Orchids:** The Common Ranger managed to locate and mark 52 Bee Orchids in November in a small area on the lower chalk slope below Larks Meadow. Two further areas in this field are also known to contain this species, however due to their location away from the paths, have not been counted or marked. In the area of the 52, last season only one flowered. Due to their proximity to the paths, at present only around half now remain. They have mostly suffered from trampling however some are showing signs of rodent damage. Obviously the only way of protecting these individual specimens close to the path would mean highlighting their presence, either by signage or small temporary fences to prevent access or a combination of the two. The more open conditions created by traffic on these paths has probably allowed the species to seed so successfully in this area. Careful consideration must be given to any attempts to protect them as these may inadvertently alter ground conditions and prevent further successful seeding **Recommendation 4**

Foliage of Pyramidal orchids has also been noticed on the edge of the triangle opposite Clements Road, two were spotted last summer, two are still present and it is hoped that they will flower in the Summer. An individual specimen that did not flower last year near to Cedars Cottages, Dog Kennel Lane, has been located and is still present. Again it is hoped that this may flower this summer. A further isolated specimen that was located near to the Paddocks, Dog Kennel Lane has so far not been found. This does not necessarily mean that it is not present and the area will continue to be monitored.

There is an orchid growing out of the Chorleywood Bottom slope as yet unidentified. Foliage is definitely that of an orchid, hopefully it will flower this year to allow for identification. It should be noted that orchids have not been recorded in this area before, however three years ago the management of this area was changed to take into account its ecological value and is now cut and lifted on an annual basis. This is perhaps an indicator of the value of good grassland management. Many varied species have been found, some not previously recorded on the Common as a result of these changes in management.

**5.4.4 Fungi:** The fungi season has been prolonged this year due to the mild and wet weather this year. Waxcaps of various species can still be seen along with agaricus species.

#### **5.4.5 Ponds:**

Two quotes have been received for the pond works to Top Common Pond South. These include the construction of two temporary lined, bunded areas to contain the arisings from the pond clearance to allow it to dry before it can be removed and disposed of. Separate quotes for this removal will need to be sought at the time when it is clear how much volume there is to be removed. It is planned to put these arisings a short distance from the pond – see attached

map. It also should be noted that they will not look pretty during this time but are an essential part of the works as they will minimise any nutrient enrichment of surrounding habitats. How long these will be in place before removal will be dependent on weather conditions but it would be hoped that it would be possible to remove these during the Spring. A silt analysis may be required prior to removal to ascertain where the silt can be taken to. It should also be noted that prior to works commencing, three Great Crested Newt surveys will need to be carried out by the Ranger to ensure that no individuals of this species are present. If any are found, work will have to be postponed until next year.

The quotes for the work are as follows:

Company A: £3,700 plus VAT

Company B: £4,760 plus VAT

Both contractors have been used by the Council but only one has been used for Pond work previously. Whichever Contractor is chosen, the work undertaken will be under the guidance and instruction of the Common Ranger.

### **Recommendation 2**

#### **5.4.6 EDUCATION:**

A butterfly presentation was made by the Common Ranger to Friends of Chorleywood Common and it was well received. The Common Ranger has supplied information to the Chairman and interested members of the Play Area Advisory Group with regard to the Red Data List for plants.

#### **5.4.7 HALLS**

At the Halls the grass has been cut, the leaves have been cleared and the hedge has been trimmed.

#### **5.5 DOG KENNEL LANE TRAFFIC MEASURES:**

The Council have been approached by Herts Highways as part of a consultation exercise on proposals to resolve traffic issues where DKL narrows at South Cottage.

Following the previous scheme for a speed limit change in Dog Kennel Lane (DKL), since aborted, the focus changed to looking at ways to resolve issues where DKL narrows at South Lodge.

A priority working system was deemed the most suitable option to investigate by Herts CC and they have undertaken a safety audit on initial proposals, which did not raise any concerns aside from the proposed signing. They have stated that these comments were not unexpected and they now need to find out the thoughts of the Parish Council.

Attached at Appendix 1 is a copy of the proposals which show signing being altered on the northbound length before South Lodge. These signs are within the existing hedgerow and are mainly obscured from the carriageway by the hedge. Herts CC were of the view that this land appeared to be in the ownership of HCC, but is not highway land. However they have since been advised that the hedge is in the ownership of the Parish Council and is the Boundary Hedge for the Allotments and that the hedge is maintained with an Annual cut by the Rangers. Herts CC have also been advised that the Parish Council could not agree to the cutting down of the hedge as it is a boundary to the allotments and plot holders need a degree of security. Herts CC would like the Council's thoughts on:

1. The hedgerow is going to need severely cutting back/down to ensure the signs are visible to drivers. If they are not, it may cause rear end shunt type collisions at the narrowing where drivers, unaware they have priority over those driving south, brake or stop suddenly when they see a southbound vehicle. One sign would be attached to the lamp column opposite South Lodge and the other is shown in the attached picture. As a worst case scenario, the hedge will need to be trimmed to a height below the bottom of the mirror from South Cottage Drive to the lamp column by South Lodge, a distance of approximately 100m.

2. Would the Parish Council be able to keep this hedgerow trimmed to such extent in the future?
3. The drawing also shows some of the associated signing that would need to be installed with the give way proposals. Whilst some of this is replacing existing signs, some is new, especially the road markings

The Clerk has also raised the issue of a Cattle warning sign on the lamp column for which permission was gained a number of years ago. It is unclear whether this sign is being removed and if so whether there is any other place for such a sign to be placed to warn drivers of the possibility of cattle in the road. It is hoped to have an answer back on this for the meeting.

**(Recommendation 1)**

It should be noted that the hedge is at the top of a large bank and therefore whilst its height looks significant from the road side, the height on the allotments side is considerably lower and therefore may be a safety issue from the allotment side if the height is reduced significantly

## **5.6 PARKING SCHEME IN PERMISSIVE PARKING AREAS ON THE COMMON**

Members are aware that there is a parking scheme in operation at the War Memorial and Shepherds Bridge permissive parking areas put in place to discourage the use of these areas by commuters and free up space for use by genuine users of the Common. A similar problem has now evolved at the Old Shepherd Public House and the Committee resolved at the November Open Spaces meeting that Officers organise a parking meter scheme for the Old Shepherd permissive parking area, to operate at the same times as the rest of the areas. As residents and the Old Shepherd pub had paid easements, two parking permits would be issued to each property to allow them to continue to park without having to obtain a parking ticket.

The ticket machine has now been ordered and a site visit attended with representatives of District Enforcement and the Publican of the Old Shepherd public house to determine the best location for the machine. The agreed location near the entrance to the area will require a yellow bollard to be placed in front of the machine to protect pedestrians using the machine. The terms of operation and enforcement will be identical to the two existing areas under the scheme and all plans and signage will be agreed before operation. It is hoped that the scheme will be in place by the beginning of March with a similar introductory period during which any offenders will be warned and only if they continue to park without the required ticket displayed will they, on the next occasion, be ticketed.

## **5.7 TREES ADJACENT TO LONDON UNDERGROUND TRACKS**

Trees on the common, adjacent to the London Underground tracks were identified by LU as requiring works to ensure the safety of the tracks. Three contractors, recommended by LU were approached with two visiting to quote for the works. Two very different quotes have been received. The first, from a company (A) used by LU recently for works on the railway embankment near Shepherds Bridge, who used the Common for access and were seen to act very considerately towards the Common. The second is from a company (B) unknown to Chorleywood Parish Council. The quotes are as follows:

Company A £2,760 plus VAT  
Company B £7,360 plus VAT.

It should be noted that Company A, when visiting to quote, recommended that an ecological report needed to be commissioned due to the presence of protected species (eg badgers and bats) in the area. It was suggested that the author of the original tree survey be approached. ***(Recommendation 3)***

## **5.8 INSTALLATION OF NEW TEE MARKERS BY THE GOLF CLUB**

The Golf Club are seeking permission to install nine new tee markers (one on each tee) which would be positioned between the current red tees (Ladies) and white tees (Men). The dimensions will be 6 ½ inches radius at the top, 5

inches radius at the bottom and 7 ½ inches in depth. They will be made of concrete using a plant pot as a mould, and when inserted will be just below ground level to allow for mowing. The top of the tee marker will be painted yellow.

The reason for installing new tee markers is that competition rules have been changed by the R & A, the governing body for golf, and all competitions have to be played within 5 yards of a measured tee. At present, they have to play all male competitions off the white tees, which puts that area of the tee under pressure and will allow them to use their tees more efficiently. **(Recommendation 5)**

## **5.9 ALLOTMENTS**

The Hedge at Dog Kennel Lane has received its annual cut.

A number of Councillors and officers met at Copmans Wick to discuss what action needs to be taken to address the tipping issues.

## **5.10 OFFICE**

Grass cutting and regular clearing of leaves outside the office continues to take place.

## **5.11 PARISH PATHS**

Strimming and trimming has now finished and an invoice for the work carried out to the value of £1,599.00 has been submitted to Herts CC and has been passed for payment. A fallen tree that was obstructing the path has been cleared from Footpath 34 .

## **5.12 MAIN AND NEW PARADE FLOWER BEDS**

As part of Chorleywood in Bloom, discussions have been taking place about the Parish taking over the maintenance of Main and New Parade flower beds. Contact has been made with officers at Herts CC who have suggested that a plan of the area under consideration be drawn up together with a planting and maintenance scheme. Before this is embarked on County Councillor Chris Hayward has been invited to attend a Chorleywood in Bloom meeting to discuss the issue and ideas.

## **5.13 HEALTH AND SAFETY (H&S)**

The Rangers and Clerk's Personal Protective Equipment (PPE) has been reviewed as part of the annual check and any necessary replacement equipment or clothing is in the process of being ordered.

## **5.14 EQUIPMENT**

- The usual maintenance of the vehicles and machinery has taken place.
- The Chain break was repaired on one of the chainsaws in house
- Two new chainsaws have been ordered and collected. One is a replacement for an old and worn out saw, the second has been purchased with some of the money made by the Rangers during the Easter Woodland Activity event and will be used specifically for carving and tight pruning activities.

## **5.15 OTHER**

The Rangers have cleaned out their sheds and cut back ivy that was creeping under the roof and in danger of setting off the alarm. This is the sort of activity that gets carried out when wet weather prevents outside activities.

**Date: TUESDAY 12th JANUARY 2016**

**Subject: Website**

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**Committee Member:**

**Officer Contributors:** Clerk

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

**Wards affected:** All

**Enclosures:** Copy of the webpages

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

1.1 Members are asked to consider the webpages relating to this committee with a view of updating or redesigning the content.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 None specific t

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 The Council has tasked each committee to look at their webpages with a view of reviewing the content and context of each area of responsibility.

**4. RISK MANAGEMENT ISSUES**

4.1 None specific

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

5.1 Costs to any changes to the website will be covered within the current budget.

**6. LEGAL ISSUES**

6.1 None Specific

**7. BACKGROUND INFORMATION**

7.1 The Parish Council has had the same website for a number of years with few amendments to the content.

7.2 The Council has tasked each Committee to look at their areas of responsibility with a view of updating or changing the content for each area of responsibility.

7.3 Copies of the webpages are attached.

**CHORLEYWOOD PARISH COUNCIL**

**OPEN SPACES COMMITTEE MEETING**

**Agenda Item .**

**Date: TUESDAY 12<sup>th</sup> JANUARY 2016**

**Subject: BUTTERFLY SURVEY**

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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**

None

**2. RELEVANT PREVIOUS DECISIONS**

None

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

This information will be forwarded to the Biological Records Centre who keeps a record of all recorded species on the Common. It will also be forwarded the Natural England as part of the Higher Level Stewardship Agreement.

**4. RISK MANAGEMENT ISSUES**

None

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

None

**6. LEGAL ISSUES**

6.1 None

**7. BACKGROUND INFORMATION**

7.1 A Butterfly and Moth Survey has been carried out in the Summer of 2015, by volunteers and the results of this survey are listed below.

<b>BUTTERFLYS</b>	Essex Skipper	Large Skipper	Clouded Yellow	Brimstone	Large White	Small White
Orange-Tip	Small Copper	Brown Argus	Common Blue	Holly Blue	Red Admiral	Painted Lady
Peacock	Comma	Marbled White	Speckled Wood	Gatekeeper	Meadow Brown	Ringlet
Green-veined White	Small Tortoiseshell	Small Skipper				

<b>MOTHS</b>	Cinnabar	Six Spot Burnet	Burnet Companion	Silver Y	
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**23 species of Butterfly and 4 Species of Moth.**

**Date: TUESDAY 12th JANUARY 2016**

**Subject: Entrance onto the Common from opposite Colleyland**

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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 Members are asked to consider the request for a formal footpath on the Common leading from Colleyland to Darvells Yard.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 None specific to this request

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 None specific at present.

**4. RISK MANAGEMENT ISSUES**

4.1 None specific

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

5.1

**6. LEGAL ISSUES**

6.1 There are no official footpaths on Chorleywood Common.

6.2 It is illegal to place structures on the Common.

6.3 The area in question is within the Higher Level Stewardship Scheme and placing a surface in this area would be against the agreement

6.4 Granting this request would set precedent for any requests in the future elsewhere on the Common.

**7. BACKGROUND INFORMATION**

7.1 A complaint has been received from a Parishioner with regard to the surface of the Common from the top of Colleyland to the Corner of Darvells Yard. He is stating that the area is muddy and waterlogged. He has

suggested that the Parish consider placing edging along the area and filling this in with gravel. Pictures of the area are attached.

(A copy of the correspondence is available in the office)

7.2. The Clerk wrote to the Parishioner advising of the legal position with regard to formal footpaths and placing of structures on the Common, however he was not satisfied with her response and wishes the Committee to consider his suggestion.

7.3 It must be born in mind that there are no formal footpaths on the Common with surfaces. HCC and the Right to Roam Group have previously stated that creating a footpath will create precedent and imply that people should walk this way. Surfacing in this area covered by Higher Level Stewardship would also be against the agreement.

7.4 According to the Met Office, from June to August was the wettest summer for three years, 213.7mm of rain fell, (the average for this period being 110 mm) November and December of 2015 were the wettest on record.

7.5 The use of gravel or hard core would create a danger when using machinery such as a mower.



**Date: TUESDAY 12th JANUARY 2016**

**Subject: Purchase of two new Rough Terrain Vehicles in Part exchange**

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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 Members are asked to consider the contents within the report.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 None specific to this request

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 None specific at present.

**4. RISK MANAGEMENT ISSUES**

4.1 None specific

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

5.1 There is currently £37680.00 in the capital budget for Open Spaces

<b>Purchase Price</b>	<b>Part Exchange</b>	<b>Price to pay/ refund</b>
<b>£16258.00 less £2238.00 Discount £14020.00</b>	<b>Kubota L5040GST Tractor and loader Total £17500.00</b>	<b>Repair of second RTV £1919.00 Refund of £1561.00</b>
<b>£16258.00 x 2 £32513.00 less £3125.00 discount x 2 = *£6250.00 £26263.00 *Additional discount for two purchases.</b>	<b>Kubota L5040GST Tractor and loader £17500.00 2008 Kubota RTV £2000.00 Total £19500.00</b>	<b>Balance to Pay £6,763.00</b>

**Second quotation to follow**

## **6. LEGAL ISSUES**

6.1 None Specific

## **7. BACKGROUND INFORMATION**

7.1 Members will recall that the Parish purchased a Kubota out -front mower to carry out work in the Allotments, cemetery, footpaths and banks of the Common.

7.2 This piece of machinery has proven to be far safer and more versatile to such an extent that the Kubota L5040 Tractor (the smaller of the two) is now surplus to requirements.

7.3 The L5040 was purchased in 2013/14 for a purchase price of £18500.00

7.4 Currently the RTV is used by all of the Rangers to carry out works in the Cemetery, Allotment, paths and the Common. This sometimes means that timetabling essential works can be difficult. The Rangers have suggested that the purchase of an additional RTV in exchange for the Kubota tractor will improve efficiency and ensure that Rangers time is used more efficiently.

7.5 It should be noted that all attachments for the Kubota tractor will fit the remaining tractor.

7.6 At the same time the current RTV is in need of serious repair, with the rear tipping body needing complete replacement.

7.7 The Parish Council has received a quotation of £1919.00 to repair the RTV, which was purchased in 2008 and has a current part exchange value of £2,000. This vehicle is the most used piece of equipment and carries out major duties in all areas of the Rangers working and the overall condition of the vehicle is poor and will not significantly increase the part exchange value.. Therefore it appears not to make economic sense in repairing this vehicle.

7.8 It should be considered that in within the next two not only is it likely that there will be repairs required but also the Council will need to replace the current RTV with not part exchange value.