

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available |
|-----------------------------------|---------------------------------------|-----------------------|--------------------------|--------------------------|--------------------|
| Open Spaces | | | | | |
| 300 Salaries - Open Spaces | | | | | |
| 4000 | Salaries | 14,008 | 88,000 | 73,992 | 73,992 |
| 4020 | PAYE & NI | 5,429 | 33,000 | 27,571 | 27,571 |
| 4030 | Superannuation | 2,832 | 33,500 | 30,668 | 30,668 |
| 4055 | Travelling Expenses | 55 | 1,580 | 1,525 | 1,525 |
| 4900 | Misc Expenditure | 9 | 350 | 341 | 341 |
| | Salaries - Open Spaces :- Expenditure | 22,332 | 156,430 | 134,098 | 0 |
| | Net Expenditure over Income | 22,332 | 156,430 | 134,098 | |
| 310 General Open Spaces | | | | | |
| 4030 | Superannuation | 2,748 | 0 | -2,748 | -2,748 |
| 4055 | Travelling Expenses | 1 | 0 | -1 | -1 |
| 4370 | Health & Safety | 13 | 2,000 | 1,987 | 1,987 |
| 4500 | Equipment & Tools | 243 | 1,050 | 807 | 807 |
| 4501 | Equipment Fuel | 0 | 1,785 | 1,785 | 1,785 |
| 4502 | Vehicle Maintenance | 623 | 3,725 | 3,102 | 3,102 |
| 4510 | Skip Hire | 0 | 1,680 | 1,680 | 1,680 |
| 4515 | Refuse Collection | 1,386 | 975 | -411 | -411 |
| 4520 | Mobile Telephone | 116 | 480 | 364 | 364 |
| 4540 | Parish Paths Expenditure | 0 | 500 | 500 | 500 |
| 4545 | Parking Meters | 403 | 2,850 | 2,447 | 2,447 |
| 4900 | Misc Expenditure | 9 | 1,150 | 1,141 | 1,141 |
| | General Open Spaces :- Expenditure | 5,542 | 16,195 | 10,653 | 0 |
| 1300 | Grants Received | 0 | 5,800 | -5,800 | 0 |
| 1310 | Parish Paths Grant Received | 0 | 2,000 | -2,000 | 0 |
| 1390 | Admin Fees | 0 | 250 | -250 | 0 |
| 1900 | Miscellaneous Income | 1,000 | 550 | 450 | 0 |
| | General Open Spaces :- Income | 1,000 | 8,600 | -7,600 | |
| | Net Expenditure over Income | 4,542 | 7,595 | 3,053 | |
| 320 Allotments | | | | | |
| 4600 | Allotment Services | 567 | 1,515 | 948 | 948 |
| 4605 | Allotment Maintenance | 0 | 1,265 | 1,265 | 1,265 |
| 4610 | Allotment Competition | 0 | 350 | 350 | 350 |
| | Allotments :- Expenditure | 567 | 3,130 | 2,563 | 0 |
| 1400 | Allotment Rents | 2,191 | 3,570 | -1,379 | 0 |

Month No : 3

Open Spaces Committee Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|
| 1410 Allotment Keys | 0 | 25 | -25 | | 0 |
| Allotments :- Income | 2,191 | 3,595 | -1,404 | | |
| Net Expenditure over Income | -1,624 | -465 | 1,159 | | |
| 330 <u>Lawn Cemetery & Churchyard</u> | | | | | |
| 4660 Cemetery Rates | 259 | 0 | -259 | | -259 |
| 4665 Cemetery Services | 47 | 65 | 18 | | 18 |
| 4670 Cemetery Maintenance | 210 | 1,240 | 1,030 | | 1,030 |
| 4675 Christchurch Cemetery | 549 | 6,250 | 5,701 | | 5,701 |
| 4680 Memorial Plaques Costs | 2,478 | 17,000 | 14,522 | | 14,522 |
| Lawn Cemetery & Churchyard :- Expenditure | 3,543 | 24,555 | 21,012 | 0 | 21,012 |
| 1450 Interment Charges | 10,185 | 34,600 | -24,415 | | 0 |
| 1460 Memorial Plaques Income | 9,205 | 30,600 | -21,395 | | 0 |
| Lawn Cemetery & Churchyard :- Income | 19,390 | 65,200 | -45,810 | | |
| Net Expenditure over Income | -15,847 | -40,645 | -24,798 | | |
| 340 <u>Common</u> | | | | | |
| 4700 Tree Surgery & Inspections | 0 | 5,150 | 5,150 | | 5,150 |
| 4705 Grounds Maintenance | 0 | 5,150 | 5,150 | | 5,150 |
| 4710 Grass Cutting/Grazing | 0 | 6,300 | 6,300 | | 6,300 |
| 4720 Litter Bins | 0 | 1,000 | 1,000 | | 1,000 |
| 4725 Maintenance of Horse Track | 0 | 500 | 500 | | 500 |
| 4730 Dog Bin Maintenance | 282 | 3,875 | 3,593 | | 3,593 |
| Common :- Expenditure | 282 | 21,975 | 21,693 | 0 | 21,693 |
| 1500 Common Lettings | 1,350 | 1,800 | -450 | | 0 |
| Common :- Income | 1,350 | 1,800 | -450 | | |
| Net Expenditure over Income | -1,068 | 20,175 | 21,243 | | |
| 350 <u>Professional Fees - OS</u> | | | | | |
| 4355 Legal & Professional Fees | 0 | 2,000 | 2,000 | | 2,000 |
| 4370 Health & Safety | 103 | 2,000 | 1,897 | | 1,897 |
| 4760 Grovewood & Tree Inspection | 0 | 1,575 | 1,575 | | 1,575 |
| 4765 Surveys | 0 | 500 | 500 | | 500 |
| 4770 Chilterns AONB & CMS | 0 | 2,000 | 2,000 | | 2,000 |
| Professional Fees - OS :- Expenditure | 103 | 8,075 | 7,972 | 0 | 7,972 |
| Net Expenditure over Income | 103 | 8,075 | 7,972 | | |
| Open Spaces :- Expenditure | 32,369 | 230,360 | 197,991 | | |
| Income | 23,931 | 79,195 | -55,264 | | |
| Net Expenditure over Income | 8,437 | 151,165 | 142,728 | | |

Date: TUESDAY 11TH JULY 2017

Subject: OPEN SPACES OFFICERS REPORT

Committee Member:

Officer Contributors: Parish Ranger, Deputy Clerk

Status (public or exempt): Public

Wards affected: All

Enclosures:

Contact for further information: Parish Rangers, Deputy Clerk

1. BACKGROUND INFORMATION

1.1 LAWN CEMETERY

- Grass cutting
- Mole hills cleared, 4 moles caught
- New hedge and plants kept watered
- Plaques re-laid, grave topped up and new graves seeded

1.2 CHRIST CHURCH CEMETERY

Christchurch Car Park – Quotes are being obtained for repairs to the potholes in the tarmac area of the car park and will be available for the meeting.

1.3 CHORLEYWOOD IN BLOOM

- The Rangers played a key role in the changeover of the winter to summer hanging baskets and planters for Chorleywood in Bloom.
- We are grateful to the Golf Club for the loan of their water bowser to top up the water reservoirs on the planters.
- The Rangers have made two planters for the CWIB Raffle on Village Day

1.4 COMMON

- Litter picking and bin emptying on a daily basis. The bins are still often turned out by wildlife, even the covered bin the Lorry Permissive parking area. Members may wish to re-consider solutions to this problem.
- Limbs from one oak tree and a windblown oak cleared from fairways on the Golf Course. Several smaller fallen trees cleared from woodland paths
- Overhanging branches cut back from Top Common Ponds pavement
- Stones regularly cleared from road below the War Memorial Hall path

- Grass cutting, collecting and strimming commenced and continuing around Common and verges where no orchids have been noted.
- Brambles cut back from pavement at Chorleywood Bottom.
- Cutting of woodland paths commenced
- Height Barriers at Cricket and Lorry Parking areas reported by car user whose vehicle was damaged. Max Height signs have been removed and arrangements made with company who will be providing the height barriers at War Memorial Hall parking area to check and repair as necessary. The risk assessment will be reviewed and regular inspections undertaken.
- Two lots of travellers appeared over a weekend in the War Memorial Hall Permissive parking area. The first lot moved on quickly. The second lot were served notice and left without trouble. Rubbish on both these occasions was minimal. The height barriers agreed at Full council 27.06.17 have been ordered.
- Village Day Fire Ride prepared ready for Village Day on the 8th July.

Nature Trail & Wildwood Dens

- Two Wildwood Dens have been installed on the Common off the Village Day Fire Ride as part of the Nature Trail and both will be completed for Village Day. Wildwood Den areas were surveyed for plants prior to work commencing, no notable species were found. Amphibian fencing was erected by the Rangers prior to work commencing to prevent unintentional damage to newts and wildlife. The Wildwood Den areas were also strimmed short prior to the works taking place to discourage newts and other amphibians from using areas prior to fencing being installed. RoSPA have inspected the completed Dens and given them a clean bill of health.
- The Chainsaw carver has begun work on the carvings agreed at the last Open Spaces Committee meeting. The fallen tree near Shepherds Bridge has been one of the first areas to receive attention and well worth a visit to see how many carvings can be found. Facebook has been active with photos of the carvings etc. being shared
- The carvings and the Wildwood Dens have received much attention in the course of the installations and have been well received with mainly positive feedback from passing members of the public

Grazing:

- Fencing repairs on cattle enclosures completed. Many connectors and the faulty energizer replaced.
- Four cattle are now grazing the May bushes area.
- The process of re-burying the wire has begun and continues when priorities allow.
- The Clerk and Rangers attended an Invisible Fencing Day at Ashdown Forest. Ideas and best practices of the systems available and in use were discussed with manufacturers and other users.

Surveys: A number of surveys commissioned by TRDC as part of their Play Area proposals have been continuing on the Common. Although the formal survey results have not yet been seen, the Ranger regularly checked the reptile survey sheets at Site 15 and has noted on many occasions the presence of Slow worms, a protected species, at the site.

Ponds: At the beginning of the season newts were found to be breeding in five of the seven ponds. Unfortunately due to absence of the Ranger it was not possible to check presence at the peak of the season although it is likely that all the ponds may have been used. Unfortunately water levels have been low, with the Dew and New ponds drying up. These have re-filled and dried several times. The deeper ponds still have newt larvae in abundance as they have not dried up.

Plants:

- Sanicle, Tormentil and Woodsorrel flowering/flowered on Fire rides (near threatened species)
- Heath Speedwell flowered on bank by Shepherds Bridge (Near Threatened species). Unfortunately Bee Orchids on this bank died off earlier presumably due to dry weather. Centaury persists and is flowering.
- Common milkwort – first noted last year, was present and flowering again on the Lower Chalk slope. It is possibly its most southerly locality in Herts. Bee orchids in this area have had mixed luck of the 30 or so outside cages, two managed to flower, although these were grazed off before getting set. Six within the cages managed

to flower and have several seed pods on each still developing. Pyramidal orchids on this bank have been fairly abundant. One Common Spotted orchid also present.

- Pyramidal Orchids in Larks Meadow appear stunted this year, and numbers in the more exposed were down on last year. Again this is likely caused by drought. Hoary Plantain (non threatened species) flowering well on Chorleywood Bottom Slope.
- A nice display of Pyramidal orchids has been noted on some verges this year. Locations are Common Road, Common Gate Road and Station Approach Road. It is quite likely that others are present.
- Heather scrapes have yet to show any heather seedlings, this is not unexpected due to lack of rain.
- Harebell (near threatened species) are just beginning to flower, time will tell how they have been affected by the dry weather.
- Lesser Spearwort (vulnerable species) is present in many of the ponds and has flowered well enjoying the muddy conditions this year.

Wildlife:

- Butterflies have been thriving in the hot, dry weather with record numbers of Marbled Whites being noted. 21 species of butterfly have been noted so far, including the migrant Painted Lady. Three species of Day Flying Moth have also been noted.
- The Glow Worm survey got off to a wet start at the end of June, none found yet. Two more surveys are planned for the 14th and 21st July.

1.5 COMMON EDUCATION:

- Forest School with Christchurch school on a regular basis with activities such as Pond dipping, bug hunting and den building taking place. Two more sessions planned before the summer holidays.
- Two sessions planned over the summer with the Children's Centre
- Wildflower and butterfly walk with Friends of Chorleywood Common, Herts Biological Records and the Common Ranger on the 20th August starting at 2.30 at Christchurch.
- The bookshop will be holding their Storytime sessions on the Common during late July and August,

1.6 ALLOTMENTS

- An amnesty was held at Copmans Wick Allotment site over two days at the beginning of June. Two Rangers were present, they and several allotment holders cleared a large amount of rubbish. TRDC have put up fencing along most of their boundary with the remaining to be completed in the next few months
- Grass cutting is taking place
- Plots being cleared
- Slow worms have been found at all three sites
- Currently Dog Kennel lane and Copmans Wick allotments still have some availability.

1.7 PARISH PATHS:

- Strimming and cutting of the Parish Footpaths has commenced for this year. Several identified and highlighted by members of the public were prioritised and attended to first.
- A meeting will be held shortly to progress the parish Paths leaflet with volunteers from the Parish. Other Parishes are being trawled for their approach to documenting walks in their areas.

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1.8 Office

- Grass cut regularly
- Flag pole fitted

- Baskets and three tier planter kept watered by the office with the CWIB working group dead heading the planter as part of their planter maintenance programme.

1.9 HALLS

- The outside storage room at the War Memorial Hall cleared by the Rangers and the rubbish disposed of.

1.10 EQUIPMENT - Ongoing maintenance and cleaning of plant, tools and machinery.

2. RELEVANT PREVIOUS DECISIONS

None

3. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

None

4. LEGAL ISSUES

4.1 None Specific

5. RECOMMENDATIONS

None