

**REPORT OF THE OPEN SPACES COMMITTEE
HELD ON 14TH JANUARY 2014**

MEMBERSHIP & ATTENDANCE

Chairman: * T Edwards

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

* Denotes members present

There were four members of the public present.

13/67 APOLOGIES FOR ABSENCE

There was one apology for absence from Cllr S Watkins.

13/68 DECLARATIONS OF INTEREST

There was one declaration of interest from Cllr Mrs Worrall regarding the map for Agenda item 18 Water Main renewal as her property was on the map, however as the discussion was about the proposed route of the Water main on the Common it was agreed not to be an issue.

13/69 APPROVAL OF THE MINUTES

The Committee
RESOLVED

That the minutes of the meeting held on 12th November 2013 which had been discussed at Full Council with no changes made, be approved as a true and correct record.

13/70 MATTERS ARISING FROM THE MINUTES

13/56 Open Spaces Officers Report. The Clerk advised Members that she had a meeting later in the week with TRDC where the matter of the availability of the results of the Reptile survey that had been commissioned by TRDC as part of the Play area would be raised. It was noted that the Bird Survey was part of a written report that had been presented to the last Open Spaces Committee.

13/65 RSPB Bird Survey on the Common – this had been part of the previous agenda but a copy of the report would be provided to the member making the enquiry.

13/62 Purchase of a new Tractor – in response to a member's question the Clerk advised that the paperwork for the new tractor had been received but the tractor itself had not yet arrived.

13/71 FINANCIAL COMPARISON STATEMENT 2013/14

The Committee
RESOLVED
To note the report.

13/72 CEMETERY FLOWERS

This agenda item was brought forward to allow a member of the public to speak.

Members were sympathetic to the views of the Parishioner relating to memorial flowers in the cemetery and the difficulty of sourcing ones that would last during the winter months and the possibility of allowing small pot plants during the winter months when the Rangers are not strimming and mowing the grass. The views of plastic flowers were felt to be subjective and members were reminded that some families placed these on graves as they were unable to visit the Cemetery regularly but liked something to be on the grave. Members were also concerned with the importance of the appearance of the cemetery which regularly was commented on favourably by visitors to the cemetery. Concern was raised over the stability of pots during windy or stormy days.

The Committee
RESOLVED

That the Administrator should explore the possibility of sourcing pot holders with spikes that could be used in the Winter defined as Start November to End February.

This was proposed by Cllr Edwards and unanimously agreed.

13/73 PERMISSIVE PARKING AREA PROPOSALS

This agenda item was brought forward to allow a member of the public to speak.

Members were advised that installation of parking meters by March was theoretically possible but that budgets were the issue. The cost of the scheme had surprised some and members were advised that a number of contacts were still being followed up but that the report outlined the most comprehensive quote for the machine provision, installation, maintenance and enforcement of the proposed system to date and was from a company used to working schemes in sensitive areas such as nature reserves. Discussion covered the fact that revenue was likely to be low compared to public car parks and over time, assuming it was successful, would actually reduce, making the proposition generally unattractive to parking enforcement companies. Members were also advised that if the scheme was in place by March, as the Golf Club would benefit there was a possibility that the Golf Club would contribute. Members felt that any contribution needed to cover the ongoing costs as well as the installation costs. The rules of the permissive parking areas were clarified by the Clerk. Permission was given for no obligation quotes to be sought from the appropriate companies to get a more accurate idea of costs.

The Committee
RESOLVED

That the proposals are taken to the Policy and Resources Committee for apportionment across the relevant committees.

This was proposed by Cllr Mrs Worrall, Seconded by Cllr Mrs Jarrett and carried unanimously.

13/74 REQUEST FOR PERMISSSION FROM THE GOLF CLUB FOR TREEWORCS ON THE COMMON

This request (as part of the Open Spaces Officers report agenda item) was brought forward to allow a member of the public to speak.

Members were advised that the work would be done in partnership between the Golf Club and the Rangers.

The Committee

RESOLVED

That permission for the tree works as outlined in the letter from the Golf Club circulated to all members be given with notices being displayed in the area when the works are undertaken..

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

13/75 NATURE TRAIL

This agenda item was brought forward to allow a member of the public to speak.

The Chairman of Friends of the Common confirmed that they very much support this project and a letter would be forthcoming. A presentation was made to members on the ideas for and the potential funding of the proposed Nature trail. The legal aspects of the nature trail were discussed in relation to the laws governing the Common and members were advised that advice on the definition of a structure was currently being sought. Grant funding availability was discussed and members advised that funders often required some contribution from the requestor which it was felt might be covered by staff costs. It was agreed that members of the public needed to be consulted on the ideas for the Nature Trail and an Information day was proposed that would cover both the nature trail and the grazing. Bug Storeys, the company that had run events in the Halls and on the Common had bought into the idea of the day and would be running activities for children. Members agreed that the day needed to be well advertised and a number of avenues for this were agreed. The day would be publicised as a Common Information Day and would take place on Sunday 9th February from 11am until 4 pm.

13/76 OPEN SPACES OFFICER'S REPORT

Lawn Cemetery: The Clerk advised that a booking for a burial in the part of Section A that had previously caused problems had been taken for the end of the month. As £4,000 had previously been set aside for Grave shoring Equipment and due to the nature of the soil conditions in this area of the cemetery, an order had been placed for the basic grave shoring equipment to this value to ensure delivery in time for the digging of this grave.

Chorleywood Common: The Chairman advised that a letter had been received from Natural England in response to a question regarding the possible building work proposed by the Cricket Club and the rules relating to Great crested Newts. It confirmed that the building had to be within the existing location and footprint. It was agreed that the information should be shared with the Cricket Club and TRDC. The Clerk advised that she had offered the Cricket Club dialogue with the Council and that a Section 38 application would be required.

The Committee

RESOLVED

To note the report.

ALLOTMENTS

13/77 OCCUPATION

The Council

RESOLVED

To note the occupation

13/78 WAITING LISTS

The Council
RESOLVED
To note the details on the waiting list

LAWN CEMETERY

13/79 INTERMENTS

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

13/80 GRAVESHORING

The Committee
RESOLVED
That the quote of £6884 for Grave shoring equipment from the chosen supplier with 18” walk boards be accepted.

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

COMMON AND GROVEWOOD

13/81 BUTTERFLY SURVEY

Members were advised that Cllr Mrs Jarrett had thanked Bill Cattle for the Butterfly Survey.

13/82 TREWORK ON THE COMMON

Members were advised that although one of the Rangers had a climbing Chainsaw qualification, health and safety required a second Ranger with aerial rescue qualification. It was therefore necessary for contractors to undertake the work. The Clerk would also be seeking a second opinion from TRDC on the Oak that was to be felled as part of this work.

The Committee
RESOLVED
That the work go ahead as per the quote with additional work up to a total contract value of £2,000 be authorised.

This was proposed by Cllr Edwards and Carried unanimously agreed.

GENERAL

13/83 FEES AND CHARGES

The Committee
RESOLVED

That the following Fees and Charges are increased as follows:

Cemetery:

- Discussion took place with regard to the Exclusive Right of Burial and the fact that the cost of maintaining the plot within the Cemetery was included in the price. Members therefore discussed the options and decided that Exclusive Right of Burial charges are increased in two phases to take the above into consideration.

Exclusive Right of Burial		2014/15	2015/16
Full Interment	Parishioner	£375	£500
Full Interment	Non Parishioner	£750	£1000
Ashes	Parishioner	£225	£350
Ashes	Non Parishioner	£450	£700

- Burial charges increased as follows:

FULL INTERMENT

2014/2015	Parishioners	Non-Parishioners
Single Depth	£440.00	£880.00
Double Depth	£510.00	£1020.00

ASHES

2014/2015	Parishioners	Non-Parishioners
Single Depth	£195.00	£390.00
Double Depth	£195.00	£390.00

- That Plaque charges be increased from 01/04/2014 to include the foundry charges increase and rounded before VAT:

12" x 12" £450 plus VAT

24" x 12" £800 plus VAT

7" x 2" £60 plus VAT

Allotments:

- Plot Charges for 2014/15:

Whole Plot £44.00

Half Plot £22

Pensioners Whole Plot £33.00

Pensioners Half Plot £16.50

(All the above to be inclusive of the water Charge of £10/ £5 per Whole/half plot)

- The New Tenant Admin Charge to be increased to £25

Licence to use the Common

- For 2014/15 £11.90 per hour

This was proposed by the Open Spaces Chairman Cllr Edwards and carried unanimously.

13/84 OPEN SPACES CAPITAL AND REVENUE BUDGET 2014/15

The Committee

RESOLVED

That the Open Spaces Capital and Revenue budget2014/15 be put forward to Policy and Resources Committee with the changes in fees and charges agreed.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Mahon-Daly and unanimously approved.

13/85 WATER MAIN RENEWAL

The Committee

RESOLVED

That the same charge for an easement be applied as had been recently charged of £60 per meter to the Company accessing the Common in order to renew a water main

This was proposed from the Chair by Cllr Edwards and unanimously agreed.

13/86 ICE CREAM CONCESSION ON THE COMMON

It was agreed that the successful bidder for the tender last year be approached to ascertain if he was interested in the second year of the concession.

13/87 FOUR YEAR VISION

Members agreed that there had been no change to priorities in the Four Year Vision for Open Spaces.

13/88 CLOSURE

The meeting having commenced at 8.00 pm closed at 10.50 pm.

Signed Date

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

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