

**REPORT OF THE OPEN SPACES COMMITTEE**  
**HELD ON 17<sup>TH</sup> MAY 2016**

**MEMBERSHIP & ATTENDANCE**

**Chairman:** \* Tony Edwards

**Councillors** \* Jo Clark  
Barbara Dickens  
\* Raj Khiroya  
\* Jill Leeming  
\* Alison Preedy  
Martin Trevett  
\* Steve Watkins (ex officio)  
\* Jane White (ex officio)

\* Denotes members present

**Officers present** Yvonne Merritt – Clerk  
Claire James – Deputy Clerk

There were five members of the public present.

**RECOMMENDATIONS:**

**16/01 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllrs Barbara Dickens and Martin Trevett

**16/02 DECLARATIONS OF INTEREST**

None

**16/03 APPROVAL OF THE MINUTES**

The Committee

**RESOLVED**

That the minutes of the Open Spaces Committee meeting held on 8<sup>th</sup> March 2016 and the notes of the Informal Allotment Users meeting of the 8<sup>th</sup> March 2016 that had been taken at Full Council on 19<sup>th</sup> April 2016 with no amendments be approved as true and correct records.

**16/04 MATTERS ARISING FROM THE MINUTES**

**15/93 PUBLIC SPACE PROTECTION ORDERS** The Clerk advised Members that TRDC had accepted Chorleywood as part of the area covered by the PSPO's Unfortunately as yet no signage or Fixed Penalty Notice Ticket books had yet arrived. The introduction of the orders would commence one month after these had been received to allow for a communications roll out.

Standing orders were suspended at 7.34 to allow a member of the public to address the Council.

Greg Hill – Friends of Chorleywood Common (FoCC) spoke on Agenda Item 6 Officers report, Recommendation 1 Licence to run fitness classes on the Common, Recommendation 2 Common Management Plan Review, Recommendation 5 Parish Paths, Para 5.5.12 Commons Day, Agenda Item 11 Four Year Vision, Agenda Item 12 Beaver’s Cycling Badge,

Standing orders were re-instated at the end of the address.

#### **16/05 FINANCIAL COMPARISON STATEMENT 2016/17**

The Clerk explained the new report which under the new Finance package was slightly different from previous reports

The Committee

**RESOLVED**

To note the report.

#### **16/06 OFFICER’S REPORT**

**Recommendation 1 Licence to run fitness classes on the Common** – It was suggested that this be granted at the usual hourly rate subject to the standard provisions of such licences together with an additional caveat regarding making good any damage at the licence holders expense. As a courtesy the Cricket Club should be advised of the classes taking place.

The Committee

**RESOLVED**

To grant a licence with the following caveats:

- Area to be used to be restricted to the area requested
- That the prospective licence holder meets with the Common Ranger, Andrew Goddard, before any classes commence to understand the ecology of the adjacent area and agree the specific area to be used
- Equipment to be limited to that which is not dragged along the ground
- Should the Cricket Club raise any issues with damage caused by the classes, such damage is made good at the licence holders expense

This was proposed from the Chair and carried unanimously.

**Recommendation 2 Common Management Plan Review** – It was agreed that Countryside Management Services (CMS) should be involved in the review. It was noted that the Parish Council had three days of CMS time per year free of charge but anything more than this would be chargeable. The Clerk advised that there was £800 in the budget which should cover what was necessary.

The Committee

**RESOLVED**

That CMS be involved in the Review of the Common Management Plan

This was proposed from the Chair and carried unanimously.

**Recommendation 3 Allotments** – Copmans Wick Fencing

Two quotes had been received for the fencing but consideration was postponed until resolution of the following recommendation.

#### **Recommendation 4 Allotments** – Wooded area at edge of Copmans Wick Allotments

Standing orders were suspended at 7.50 to allow a member of the public to address the Council.

Mr and Mrs Taylor had written in to the Council regarding the wooded area at the edge of Copmans Wick which their property backed on to, suggesting either a long term let or possible purchase in order that the woodland area be managed and preserved. They had experience of woodland conservation and wanted to offer practical support to the Parish Council.

The Clerk confirmed, in response to a question from a Member that the Parish Council did have the mandate to lease and sell land. It was suggested that the land in question was about half an acre and noted that the fences on both the allotments side and the boundary with TRDC land were an issue. It was noted that the woodland area was contiguous with the residents property. The question was raised as to why the Council should let or sell the land and why not just take up the offer of help. This had been answered by the residents who felt that if they were going to invest time and money they needed some longevity to the plan. Members agreed that a site visit was required.

Standing orders were re-instated at the end of the address at 7.58pm.

The Committee

#### **RESOLVED**

That a site visit to Copmans Wick would be arranged.

**Recommendation 5 Parish Paths** – Cllrs Tony Edwards and Steve Watkins volunteered to join the working group involving local community groups to establish a parish Paths Leaflet. It was also noted that U3A had a number of walking groups who may be interested in getting involved.

**Allotments** – Plans for rubbish Amnesty Days at the Copmans Wick and Swillett Allotments were being drawn up. Two skips will be made available at each site on separate Saturdays and the Rangers will be present on these days. Rubbish that can be burnt will be collected on an empty allotment plot on the day and burnt by the Rangers during the following week. The skips would be used for any rubbish that could not be burnt e.g. carpet etc. These days would be publicised well in advance and a letter will be written to local residents asking for support. Following these amnesty days, letters would be sent to allotment holders and local residents reminding them that the dumping of rubbish is not permitted and notices would be put up at the site.

**Commons Day** – proposals for a Commons Day on the 10<sup>th</sup> September were discussed with some concern being expressed that this was also the date for the Horticultural Show at the War memorial hall. It was noted that guided walks were being planned, the cattle should be on the Common at that time and other activities would be available for families. The day will end with a film being shown outdoors on the Common. It is intended that food concessions will be booked for the day.

The Committee

#### **RESOLVED**

To note the report

### **ALLOTMENTS**

#### **16/07 OCCUPATION**

The Committee

**RESOLVED**

To note the occupation

**16/08 WAITING LISTS**

The Committee

**RESOLVED**

To note the details on the waiting list.

**LAWN CEMETERY**

**16/09 INTERMENTS**

The Committee

**RESOLVED**

To note the number of interments that had taken place.

**16/10 CEMETERY RULES**

Members were generally complimentary about the changes made to the Cemetery Rules document and made a number of suggestions to be incorporated into a final version that would be presented back to the next meeting of the Open Spaces Committee when the format of the front page would also be agreed.

**COMMON AND GROVEWOOD**

**16/11 FOUR YEAR VISION**

There was general agreement that the Nature Trail should be higher up the priorities

The Committee

**RESOLVED**

That the Nature Trail be moved higher up the list in priority.

This was proposed by Cllr Steve Watkins, seconded by Cllr Alison Preedy and agreed unanimously.

In terms of possible sponsorship of the Nature trail the TESCO Bags of Help Scheme was mentioned which would be used as a possible source of funding for notice boards. The suggestion was made that Local businesses may be prepared to sponsor in some form and it was noted that the Community Infrastructure Levy (CIL) money could also be used for such a community project. It was also suggested that the author of the Tollins Books be approached. It was agreed that a walk round the proposed Nature Trail be arranged for immediately prior to the next meeting of the Committee.

**Height Barriers** -The Clerk advised that the height barriers at the Cricket Club and Lorry Permissive parking areas were being installed that week but that the proposed barrier at Christchurch car park needed further consideration due to the potential span of such a barrier.

**Parking Area Improvements** - The Clerk updated Members of the possible surfacing that she had seen in a local magazine that may be suitable for the permissive parking areas and advised that she would investigate further.

**Surveys** – The Common Ranger advised that he had spoken to Brenda Harold regarding a possible survey of the Chalk grassland this year and it was noted that a small financial contribution could be offered for such a survey.

**Water Harvesting at the Allotments** – it was noted that this would be labour intensive to lay and with the other priorities on time and money would be unlikely to be progressed this year but would remain on the four year vision.

**Copmans Wick** had been covered earlier in the Meeting

**Signage** would be progressed as part of the Nature Trail.

Overall priorities were agreed as follows although it was noted that the items could and would be progressed in tandem:

1. Nature Trail and Signage
2. Security of the Common (e.g. Barriers)
3. Permissive Parking Area Improvements (surfacing)
4. Copmans Wick

## **16/12 REQUEST FROM THE BEAVERS TO USE THE COMMON TO DO A CYCLING BADGE**

There was considerable concern expressed at the mixed messages made by allowing the Beavers to undertake cycling on the Common for the purposes of obtaining a cycling badge when cycling is not permitted under the bylaws. The Common Ranger also advised that under the rules of the Stewardship agreements organised games were not allowed on land under stewardship and the permissive horse track which was being requested for use went through stewardship land. Concern was also expressed over the possible conflict with horse riders using the permissive horse track at the same time. Members were however keen to help the Beavers and considered whether there were any alternatives in the area.

The Committee

### **RESOLVED**

That with regret the request to use the common for the Beaver Cyclist badge was **refused** for the following reasons:

- 1 The mixed message that it gives to members of the public about cycling on the Common. Whilst it is understood that it would be made clear to the Beavers and their parents that the cycle ride was only taking place with the permission of the Council and that at all other times cycling was not permitted on the Common, passers-by would see cycling taking place and could be left with the impression that cycling was allowed
- 2 The permissive horse track goes across areas of the Common that are under the Stewardship agreement which does not permit organised games to take place on land under stewardship so presenting a possible conflict of interest
- 3 Members were concerned about the possible conflict of the horse riders using the permissive horse track coming across the Beavers during the ride and the resulting health and safety concerns.

It was suggested that the Beavers approach TRDC about the possible use of Chorleywood House Grounds or the Aquadrome at Rickmansworth as alternative areas to undertake the cycling badge.

This was proposed from the Chair and agreed unanimously

**GENERAL**

**16/13 HEALTH AND SAFETY**

It was noted that the additional grave shoring equipment was now available to the Rangers. The issues of vibration of the machinery used by the Rangers and the breaks that were required legally to prevent injury were discussed. It was noted that while the Rangers were fully aware of the requirements to take breaks at regular intervals and did so, this needed to be written down as part of the risk assessment process and this would be done so in the near future.

**16/14 CLOSURE**

The meeting having commenced at 7.30 pm closed at 9.05pm.

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

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

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