

## REDBOURN PARISH COUNCIL

### Minutes of Commons & Open Spaces Committee Meeting held on Thursday 2<sup>nd</sup> February 2017 at 7.30pm in the Conference Room, Redbourn Parish Centre

**PRESENT:** Cllrs T Finnigan (Vice Chair), D Mitchell, M Maynard, D Bigham and I Caldwell

**IN ATTENDANCE:** Nish Khanna (Clerk), 4 x Affinity Water representatives (Item 8.3 – left meeting at 7:45pm), 2 x Residents (Items 8.5 and 10.1)

#### 1. APOLOGIES FOR ABSENCE

Cllrs C O'Donovan (Chair - Work), V Mead (SADC meeting)

#### 2. DECLARATION OF INTEREST

Cllr Caldwell – Nickey Line, U3A

Cllr Bigham – Care Group and Village Hall

Cllr Maynard – Redbourn in Bloom and the Museum

Cllr Mead – The Museum, Redbourn in Bloom

#### 3. PUBLIC PARTICIPATION

**It was agreed that Items 8.3 be brought forward on the agenda.**

##### 8.3 To receive details of water mains on the Common

Affinity Water representatives addressed Cllrs and updated them on their plans to replace some water mains around the village, much of which was on Redbourn Common. The water mains are 65+ years old and this planned replacement plan is to negate emergency works going forward and is driven by the age of the pipes and the burst rates previously reported.

Most of the work will be done underground using a technique called 'pipe bursting', with entry and exit pits dug out to allow this. The works have been risk assessed and no real issues were highlighted. Excavation depths will vary, but will typically be 900-1200mm.

The works are planned to start on Monday 6<sup>th</sup> February 2017 and are expected to complete within 9 days.

Cllrs thanked the representatives for taking the time to update them on the work planned, the methods that would be employed and the timescales involved.

##### 10.1 To receive a request to have a permanent Xmas tree in Cumberland Garden

At the previous meeting (Jan 2017) Cllrs had approved a request from the Christmas Market to insert a permanent socket in the ground in Cumberland Garden to hold the Xmas tree each year. A representative from the Christmas Market addressed Cllrs and reported that they had now reconsidered their approach and felt it would be more appropriate to have a permanent tree instead.

Cllrs were supportive of this.

It was proposed, seconded and resolved that:

***The Christmas Market could install a permanent tree in Cumberland Garden in the location of the 2016 Xmas tree.***

The Christmas Market representative was asked to seek advice from Herts Garden Centre on the best type of tree for the location, considering low growth rate and spread, and to let the Clerk know which type of tree they select.

**Action: Christmas Market**

#### **8.5 To receive a request to help improve the High Street Xmas light display**

A representative from the Christmas Market addressed Cllrs and reported that they had received great feedback on their 2016 display in Cumberland Garden. They now wanted to start dialogue with the Council to see if they could help improve the display in the High Street.

Cllrs thanked the Christmas Market for the 2016 Cumberland Garden display and welcomed their offer to help improve the High Street display. Cllrs felt a working party would be the best way to move this forward and Cllrs Finnigan, Maynard and Caldwell expressed an interest in being involved.

Cllr Finnigan offered to set up the High Street Xmas light working party.

**Action: Cllr Finnigan**

#### **4. MATTERS FOR REPORT**

- 4.1 Use of Common request
- 4.2 Registering Redbourn Common
- 4.3 West Common easement request update
- 4.4 Street cleaning

#### **5. MINUTES OF PREVIOUS MEETING**

- 5.1 It was proposed by the Chair and resolved that:

***The minutes of the meeting held on 5<sup>th</sup> January 2017 are adopted as a true record of the meeting.***

#### **6. MATTERS ARISING FROM THE MINUTES NOT APPEARING ON THE AGENDA**

Cllr Caldwell asked if there was an update on the BT cabinet being placed on the Common (Jan 2017 Item 14.2) The Clerk said that Cllrs O'Donovan and Bigham had met the BT contractors earlier and agreed to site the cabinet in a more discreet location on the Common, further up The Park.

#### **7. FINANCE**

- 7.1 The Clerk summarised the Commons income and expenditure and balance sheet reports dated 27/1/2017 for Cllrs. The Clerk reported that the accounts are reconciled to the end of November 2016.

It was proposed by the Chair and resolved that:

***The Commons Committee Income and Expenditure and Balance Sheet reports dated 27<sup>th</sup> January 2017 be noted.***

#### **8. REDBOURN COMMON**

##### **8.1 Licence for The Cricketers**

The Clerk reported that the licence was ready to be signed, but one point needed to be clarified.

The Clerk reported that historically RPC asked for £5m Public Liability insurance from any parties using the Common commercially or for events. The Cricketers currently hold £2m PL cover. The Clerk reported that our insurers were comfortable with this as it was down to their business insurers to provide appropriate levels of cover.

The Clerk was asked to progress the licence based on the Cricketers holding £2m PL insurance.

**Action: Clerk**

## 8.2 **Common repairs**

The Clerk reported that Cllr O'Donovan was arranging to meet with our grounds maintenance contractor to agree locations of new posts to discourage parking on the Common.

**Action: Cllr O'Donovan**

## 8.3 **To receive details of water mains on the Common**

See under Public Participation.

## 8.4 **To receive a request to reinstate the bridle path across Redbourn Common**

A request to reinstate a bridle path on the Common had been received by Cllr O'Donovan. The request was driven by a wooden post on the Common that has a horseshoe engraved on it.

The Clerk reported that Cllr O'Donovan had done some investigation with the Deputy Clerk and found maps showing a bridle path that led up to the Common at Flamsteadbury Lane, but stopped there. No maps or records were found suggesting a bridle path was ever in place across the Common. The Clerk reported that Common Byelaw 14 states 'A person shall not, without lawful authority, exercise or break in any horse on the Common', and so it would suggest that there has never been a bridle path on the Common.

The Clerk was asked to arrange for the post to be removed from the Common.

**Action: Clerk**

The Clerk was asked to update Cllr O'Donovan and ask that he update the resident.

**Action: Clerk**

## 8.5 **To receive a request to help improve the High Street Xmas light display**

See under Public Participation.

## 8.6 **Common Car Park Working Party**

The Clerk reported that Cllr O'Donovan was awaiting further quotes, following further meetings with contractors.

## 9. **NICKEY LINE**

The Clerk reported that he was still awaiting dates on the road planings from HCC to resurface the Chequer Lane entrance to the Nickey Line.

## 10. **CUMBERLAND GARDEN**

### 10.1 **To receive a request to have a permanent Xmas tree in Cumberland Garden**

See under Public Participation.

## 11. **PLAY AREAS**

### 11.1 **East Common Play Area**

None

### 11.2 **Long Cutt Play Area**

None

### 11.3 **Flamsteadbury Lane Play Area**

Cllrs were given a progress report from the Community Officer on the refurbishment of this play area. Some additional grants are being sought and the scope is evolving as we had originally hoped to simply add equipment, but we will now also have to replace some of at the existing. This is because some equipment has had to be removed because they were damaged or unsafe. The items either removed or to be removed imminently are the slide, a rocker and a swing.

The Clerk was asked to add Silk Mill play area to the agenda.

**Action: Clerk**

**12. TREES**

None

**13. COMMONS OUTSTANDING ACTIONS**

The Clerk reported the Deputy Clerk had issued an updated document.

**14. MATTERS FOR REPORT**

**14.1 Use of Common request**

The Clerk reported that he had received a request to hold an Easter egg hunt on the Common on the 16<sup>th</sup> and 17<sup>th</sup> April 2017. Cllrs were supportive of this and asked the Clerk to put this on the Full Council agenda for sign off.

**Action: Clerk**

**14.2 Registering the Common**

Cllrs received a report from the Deputy Clerk summarising an update from Land Registry regarding entries they held for certain parts of Redbourn Common. None of this contested ownership and were simply referring to rights of way. The Deputy Clerk would now continue with the registration process.

**14.3 West Common Easement**

The Clerk reported that an earlier easement request across the Common at Ben Austins had now received planning permission to proceed. The Clerk was asked to remind the resident that they would also need Highways permission to access the rear of their property, before the Council would proceed with an easement.

**Action: Clerk**

**14.4 Street cleaning**

Cllr Maynard expressed that she was still disappointed with the level of street cleaning in Redbourn. Cllrs discussed this and it emerged that some Cllrs felt it had improved and some were not.

Cllr Finnigan said she would share her SADC contact so that Cllrs could report any areas of concern.

**Action: Cllr Finnigan**

**14.5 Redbourn Classics**

Cllr Finnigan reported that she intended to attend the next Redbourn Classics planning meeting and invited any other Cllrs who were interested to contact her.

**15. DATE AND TIME OF NEXT MEETING**

Thursday 2<sup>nd</sup> March 2017, 7.30pm, Parish Centre.

The meeting closed at 21:20pm.

*Chair*..... *Date* .....