

REDBOURN PARISH COUNCIL

Minutes of Commons & Open Spaces Committee Meeting held on Thursday 1st November 2018 at 7.30pm in the Conference Room, Redbourn Parish Centre

PRESENT: Cllrs C O'Donovan (Chair), T Finnigan (Vice Chair), D Bigham, D Mitchell, V Mead and M Maynard

IN ATTENDANCE: C Kenny (Clerk)

1. APOLOGIES FOR ABSENCE

Cllrs I Caldwell (health)

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 – Redbourn in Bloom
Cllr Finnigan – Redbourn Classics on Common

3. PUBLIC PARTICIPATION

None

4. MATTERS FOR REPORT

- 4.1 Funfair
Christmas Lights
Ver Meadows
Work on Common

5. MINUTES OF PREVIOUS MEETING

It was proposed by the Chair and resolved that:

The minutes of the meeting held on 4th October 2018 are adopted as a true record of the meeting.

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

- 8.1 Clerk reported that the missing bin on the Common has been reinstalled by SADC
8.5 Clerk reported that Herts Highways are discussing the recently installed 20mph signs on East Common with a view to looking at alternatives.

7. FINANCE

7.1 To receive the finance report on Commons expenditure

The Clerk presented the income and expenditure report for Commons Committee and reported that there will likely be an overspend on code 4785 but that overall spending suggested that we are on target to be within budget for 2018/19

It was proposed by the Chair and resolved that:

The Commons Income and expenditure report dated 26th October 2018 for month of September 2018 be received.

7.2 To receive draft Commons budget for 2019/20

The Clerk presented the draft budget for Commons for 2019/20. Cllr O'Donovan and the Clerk, along with comments from Cllr Finnigan, reviewed last year's budget and considered variances, amending as necessary.

The Clerk informed the meeting that the grounds maintenance contract will be going out to tender in the New Year and due to the nature of the tender document, it is likely that this cost will increase. The tender document is more specific and requires a breakdown of all costs which presently is not a requirement and so some costs are not captured. Councillors noted and accepted the possibility of an overspend.

After discussion, the following amendments were made:

Code 4806 – car park repairs – reduce to £3K

Code 4777 and 4798 – East Common refurbishment, Silk Mill play area to merge with code 4795 – play area repairs and maintenance

It was proposed by the Chair and resolved that:

The draft Commons budget for 2019/20 be accepted based on the amendments as above and recommended to Full Council for approval.

8. REDBOURN COMMON

8.1 To receive an update on Common repairs

Cllr O'Donovan reported that the repairs to the overflow car park will be completed after the firework display.

8.2 To receive a request for Grounds Maintenance Contractor to work on verges at entrance to village.

Cllr O'Donovan expressed a concern that the verges at the entrance to the Village was becoming increasingly untidy and messy and felt that we needed to do some work on this area to bring it up to standard.

It was proposed by the Chair and resolved that:

RPC authorise our Grounds Maintenance Contractor to cut back foliage on both sides of the street as well as planting more bulbs in the area at a cost of approx. £400

8.3 To consider a request for an additional dog litter bin

A request had been received from Friends of Nickey Line asking for an additional dog bin as they felt there was a long stretch along the Nickey Line that was not serviced by a bin. The Clerk informed the meeting that the any new bin requests should be directed to SADC as they have responsibility for the Nickey Line. The Clerk said that RPC currently pay of the collection of 2 bins but asked should this be the case if SADC are now responsible for this area.

ACTION: Cllr Finnigan to speak with SADC to clarify who is responsible for dog bin collection arrangements along the Nickey Line. If it is them, they need to take ownership of the current bins. TF will also contact Friends of Nickey Line and refer them to SADC.

8.4 To Consider donation of a damson tree and planting in the Millennium Site

A resident has offered a damson tree to the Council for planting in the Millennium Site. This item was discussed, and the meeting felt it would be better planting it in Cumberland Garden.

It was proposed, seconded and resolved that:

RPC would accept the donation of a damson tree and replant it in Cumberland Garden

9. NICKEY LINE

9.1 Cllr Finnigan updated the meeting that SADC are currently producing a procurement document which should be ready for December. At this point, they can go to tender for costs.

10. CUMBERLAND GARDEN

The Clerk informed the meeting that she had approached a member of Redbourn In Bloom who had agreed to meet with the Grounds Maintenance Contractor and let him know which plants can be split and replanted in Cumberland Garden.

The Clerk reported that the lights in Cumberland Gardens had now been repaired however, there still seems to be an intermittent problem that needs to be resolved.

11. PLAY AREAS

To receive an update on the following play areas:

11.1 East Common Play Area

Nothing to report

11.2 Long Cutt Play Area

Nothing to report

11.3 Flamsteadbury Lane Play Area

Nothing to report

11.4 Silk Mill

Nothing to report

12. TREES

12.1 To receive a request from resident to cut back trees on Common at the back of their house

A resident had sent a request in for trees to be cut back that are on the Common but are causing problems in their back garden due to height and size. They live in Silk Mill, but their garden backs on to the Common.

It was proposed by the Chair and resolved that:

The Clerk to arrange for the trees that back onto the garden of a property in Silk Mill to be cut back and reduced in height.

ACTION: Clerk to obtain quotes and get the work carried out.

13. COMMONS OUTSTANDING ACTIONS

Nothing to report.

14. MATTERS FOR REPORT

Funfair – The Clerk reported that the funfair had arrived for the fireworks and would be leaving early Sunday, 4th November. Historically, they have never completed at Use of Land form but that she will ensure that this is completed in future.

Festive lighting – The lights will be switched on 2nd December until 4th January 2019 and will come on between the hours of 4pm – 11pm.

Ver Meadow – Cllr Finnigan updated Cllrs regarding the rubbish that had accumulated by Ver Meadows. SADC are trying to get access to clear this, but it is proving difficult. They are hoping to get permission from the Landowner and use access from Crown Street.

Kane Haulage – Cllr Finnigan informed the meeting that there is no breach of licence at this site but that she and the Clerk are trying to ascertain ownership of the access road as still not clear who is responsible for it.

Drains work on Common - Cllr Bigham reported that work had been carried out on the drains for the Cricket Club which had entailed digging up a large area of the Common by North Common. RPC had not been notified of this work but that he would do a site survey once work complete to ensure the area has been left in a good state of repair.

15. DATE AND TIME OF NEXT MEETING

Thursday 1st November 2018, 7.30pm, Parish Centre.

The meeting closed at 8.27pm

Chair..... *Date*

