

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

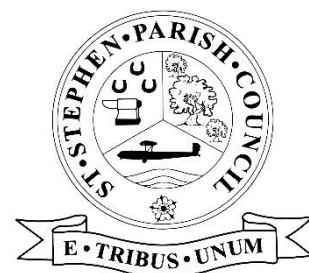
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: [clerk@ststephenparishcouncil.gov.uk](mailto:clerk@ststephenparishcouncil.gov.uk)

Web: [www.ststephenparishcouncil.gov.uk](http://www.ststephenparishcouncil.gov.uk)



**Present:** Councillors

Wendy Berriman

David Parry

Bill Pryce (Chair)

Eileen Whittaker

Also present:

Isabel Crozier - Assistant Clerk (taking minutes), Matt Huddleston – Groundsman, Sue Hake - Clerk

1 Member of the Public

Minutes of the **Leisure Committee meeting** held on **Thursday 05 November 2020 at 7.30am**  
Venue: **via remote access**

**2021/LC/016 To receive and accept apologies for absence**

Apologies received from Cllrs Dorothy Kerry and James Fisher

**2021/LC/017 Declarations of interest and dispensations**

- a) To receive declarations of interest from councillors on items on the agenda  
None.
- b) To receive written requests for dispensations for declarable interests; and  
None.
- c) To grant any requests for dispensation as appropriate  
None.

**2021/LC/018 To approve the minutes of the meeting held 09 July 2020**

**APPROVED:** *Proposed Cllr Parry, seconded Cllr Berriman, unanimous*

**2021/LC/019 Public Participation**

None

**2021/LC/020 To consider budget requirements for year 2021/2022**

Due to the reduction in income from the impact of Covid-19 restrictions the Council are trying to reduce spending and look wherever possible at getting grants for upgrading facilities. Matt explained that the bus climbing frame at Park Street Recreation ground would need the wooden edging and play bark replacing as a priority.

**ACTION:** Cllr Pryce to ask Cllr Fisher to work with a small group of Cllrs and the Assistant Clerk to identify possible funding sources for capital projects.

**2021/LC/021 To receive an update and consider and agree actions for Greenwood Park**

The Groundsman explained that the St Albans City Youth Football Team had applied for Football Foundation funding to improve the sports pitches at Greenwood Park. A report on the current condition of the pitches has been produced and funding was likely to be made available. We are yet to find out how much funding and exactly what it could be used for.

**ACTION:** Assistant Clerk and Groundsman to provide further information to Cllrs.

**a) Update on the production of a new management plan**

No progress has been made due to other priorities.

**b) Update on Café**

The Lazy Llama Café have requested that they be allowed to site a giant umbrella, report circulated following buildings committee meeting. Cllrs agreed that the design proposed was acceptable.

**c) To consider the waste arrangement relating to the Café**

During periods of warmer weather the waste created by the café caused the Council wheelie bins to fill completely and over the weekend the split waste bins on the patio were full to overflowing on the recycling side. We have discussed the potential for additional pick-ups from our waste contractor and for these extra costs to be passed onto the café. Now that the weather is cooler there is capacity to absorb the café's waste within our waste pick ups at no extra charge to the Council, however, this is likely to be because the Centre is not currently being used for functions. It was agreed that the Café should be charged for extra waste pick-ups from next Spring.

**d) Update on the project to resurface the National Cycle Route 6 through the park**

the mud and vegetation has been scraped off the existing surface and a topping of granite fines have been laid and compacted to provide a porous mud free surface. The kissing gate has been removed and replaced with bollards leaving a gap for tricycles, buggies etc. However, following recent heavy rain, gullies in the surface have formed in one area of the path near the Watford Road Allotments. The contractors had said that this was likely to happen and that a sealed surface of concrete or tarmac was required here because of the slope but this was prohibitively expensive. The CMS and contractor are visiting to explore a solution.

**e) Update on the Butterfly Bank and to consider future watering of plants**

Butterfly bank is not greening up as expected and a contractor has been commissioned by Butterfly Conservation to install a rabbit fence in the near future.

**f) Tennis Club Court maintenance quarterly contract visit 5 November 2020**

This has been postponed due to the current lockdown.

**g) Tennis Club maintenance requests update**

Following two incidents of children cutting their fingers on staples used to connect the chainlink fence to the straining wire the grounds and maintenance staff have replaced all the staples with cable ties. The straining wire also needed tightening and subsequently the gate between courts has been adjusted.

**h) Agree a plan to plant John Bell's memorial copse**

Cllr Parry had spoken to John Bell's family about options for a memorial and they were keen on the idea of planting a copse at Greenwood Park. The committee debated the best position and agreed on planting around an existing small copse in the corner of the meadow nearest the Park Street roundabout. The trees and shrubs donated to the Council from the Woodland Trust include Wild Cherry, Rowan, Dog Wood, Silver Birch, Hawthorn and Hazel. Cllrs agreed that we should augment these with some primary woodland species such as Oak and Hornbeam. Friends of St Julian's Wood, Hanstead Wood, Cllrs, John Bells' family and friends could be invited to help plant provided social distancing is observed.

**ACTION:** Cllr Parry to create a landscape drawing to show the area to be planted.

Assistant Clerk to arrange for a planting event to take place following the lifting of the current lockdown, ideally in mid December.

**2021/LC/022 To receive an update on Park Street Recreation Ground**

The new Covid-19 restrictions allow play areas to remain open but require outdoor gym equipment to be closed.

**ACTION:** the Assistant Clerk to produce posters

**a) Devolvement of assets**

No further progress has been made due to other priorities.

**b) Barrier update**

Previously it was agreed that the Social Club at Park Street Rec be given permission to close the lower barrier on the car park over night as cars from neighbouring businesses and houses were using the car park, causing there to be no spaces for Social Club users. However, this has been deferred to when the Social Club reopens in December.

**c) Social Club licence update**

The Social Club have confirmed that they have obtained the appropriate Off Site Licence, however, SADC licensing team haven't issued the paperwork yet.

**2021/LC/023 To receive an update on Woodbury Field**

**a) Devolvement of assets**

As per item 2021/LC/022 a)

**2021/LC/024 To receive a report for North Close**

**a) Update on management plan production**

As per item 2021/LC/021 a)

**2021/LC/025 To receive a report on Cherry Hill**

**a) Update on funding bid to replace the fence and plant a hedge alongside Footpath 39**

**ACTION:** the Assistant Clerk to write to ward councillors with proposals

**2021/LC/026 To receive a report on Mayflower Road**

The gate keeper reported an incident whereby he was subjected to aggressive behaviour from a user not wanting to leave when he came to lock up. The Council have agreed at the recent HR Committee to no longer lock the play area and kick about field gates. The Groundsman reported that when they were cutting the field this week a dog escaped and ran into the road and owner blamed the grounds staff for letting the dog out the gate. This is common with users often not having control of their dogs when in the enclosed field.

**RESOLVED:** *Proposed Cllr Parry, seconded Cllr Pryce, unanimous* that the gate to the kick about area be removed

The meeting closed at 8.37pm

Chairman:

Date: