

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

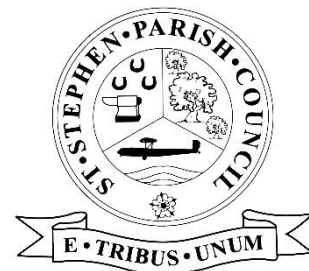
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## **Present:** Councillors

Dorothy Kerry

David Parry

Bill Pryce (Chair)

Eileen Whittaker

## Also present:

Cllr David Yates, Isabel Crozier - Assistant Clerk (taking minutes), Matt Huddleston – Groundsman, Dani Medlin – Centre Manager, Sue Hake - Clerk  
2 Members of the Public (left following item 2021/LC/006)

Minutes of the **Leisure Committee meeting** held on **Thursday 09 July 2020** at **7.30am**  
Venue: **via remote access**

**2021/LC/001 To elect a Chair of the Leisure Committee for the year 2020-21**  
**RESOLVED:** *Proposed Cllr Kerry, seconded Cllr Parry, unanimous*  
that Cllr Bill Pryce remains Chair of the Leisure Committee for 2020-21

**2021/LC/002 To receive and accept apologies for absence**  
Apologies received from Cllr Wendy Berriman.

**2021/LC/003 Declarations of interest and dispensations**

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

**2021/LC/004 To approve the minutes of the meeting held 05 March 2020**  
**APPROVED:** *Proposed Cllr Pryce, seconded Cllr Parry, unanimous*

**2021/LC/005 Public Participation**  
None

**2021/LC/006 To receive the results of the Woodbury Field Public Consultation and agree actions to progress proposals for applying for funding**  
Results from the online survey carried out in May and June were circulated prior to the meeting, shared with a list of consultees and published on the website. 240 responses to the survey were received. There was clear support for more play equipment, specifically for a zip wire, multi-play climbing, rope agility, trim trail and swings. There was clear support for more sports facilities, specifically a pump track, outdoor gym equipment and goal ends. Natural play features such as introducing lumps and bumps in the landscape and planting were popular and drainage was identified as something which must be addressed, particularly with regard to an all-weather surface to the play area.

A first stage application to the Veolia landfill tax fund has been successful and this now needs more detail to go forward to the second stage application. This application is for early years equipment and drainage, elements of the

improvement project which fall outside of that S106 funding criteria.

**ACTION:** Assistant Clerk and Groundsman to draw up a specification in consultation with the Committee in order to obtain the three quotes required to go in a proposal to SADC for the s106 funding earmarked for Woodbury Field.

**2021/LC/007 To consider the Parish bus shelters**

**a) Relocation of bus shelter on Hunters Ride**

Changes to the bus service in Hunters Ride, recently brought to the Councils attention, mean that the bus stops on the opposite side and a little way down the road from the current bus shelter. HCC Highways have offered to move the shelter to the location of the new bus stop and we await findings from their site visit.

**b) Request to install a community noticeboard in the shelter in Hunters Ride**

Following the removal of the Parish noticeboard in Hunters Ride and residents identifying a need and offering to service a community board, the Council has received an offer of a community noticeboard to be made and erected in the bus shelter, referred to above. The Council agreed to allowing this providing a notice was included stating the Council reserves the right to remove the noticeboard if it is abused.

**c) Request for seat to be replaced in shelter in Tippendell Lane**

Cllr Sue Featherstone has been asked by a resident if the bench, which was removed some years ago after vandalism, could be replaced. The Groundsman confirmed that a replacement bench could be made during the winter months and the Council agreed this could be put on the work programme.

**ACTION:** a new bench to be made for the shelter in Tippendell Lane in the winter.

**2021/LC/008 To consider actions to address the use of Parish owned green space by businesses without permission.**

There has been an increase in the numbers of groups and businesses using the Council green spaces without permission. Eg, personal trainers or football coaches with small groups of youths. Without landowner permission these groups/businesses' public liability insurance will not be valid. A discussion about changing the bylaws took place but it was concluded that changing them was a long and costly process and they couldn't be enforced so not worth doing.

**ACTION:** Centres Manager to produce a letter that Groundsmen can carry with them and give out to people who do not have a grounds booking.

**2021/LC/009 To consider the increase in rubbish and litter in green spaces and actions to encourage park users to take their rubbish home/use litter bins**

Rubbish and litter has significantly increased following Covid-19 restrictions. Bin emptying/litter picking is now taking place three times in some weeks as opposed to once weekly. The planned replacement of two bins at Greenwood Park and Park Street will increase capacity in these areas. The committee asked that these bins be installed as a priority before the weekend. Use of signage was discussed but felt that this wouldn't help at this time.

**2021/LC/010 To receive an update and consider and agree actions for Greenwood Park**

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

The Assistant Clerk has not progressed with the consultation on the draft plan due to concentrating on Woodbury consultation. The Council have been approached

by a member of the public who would like to contribute £100 towards robust bird boxes to go up in St Julians Wood.

**ACTION:** Cllr Pryce to write in thanks to the resident and Assistant Clerk to arrange to purchase boxes and Groundsman to install in the autumn.

Laminated signs prohibiting cycling in the woods/wider park and displaying the SSPC name and logo have been appearing in St Julian's Wood. These have been taken down as soon as seen and we have posted on social media for people to report any more of these signs. The office received an anonymise answer phone message from a woman saying that her dog had been hit by a child on a bike in the Woods. This is the only complaint about cyclists we have received.

**ACTION:** Groundsman to clear vegetation to improve sightlines and widen paths in St Julians Wood to improve visibility and provide more space for path users.

**b) To receive an update on phase 2 bin replacement**

New bins being installed tomorrow. Bins being replaced to be used for time being due to need for increased capacity.

**c) To receive an update on bollard replacement**

The next phase of bollard replacement up the drive to the community centre was due to take place this year. It was agreed to put this on hold due to reduction in income this year.

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

HCC have secured S106 green infrastructure funding to resurface 1km of path and replace the kissing gate at Watford Road with bollards. Work is due to start in August 2020 and the contract will be managed by HCC Countryside and Rights of Way Service.

Rainwater run off comes from the Midway car park and runs along path between the end of the car park and the cycle track. This adds to scarification of the cycle track here. Regrading of the path and laying a stone surface would address this problem and should be done to help prolong the life of the cycle track surface.

**e) Update on Café**

Lazy Llama Coffee intend to install the converted shipping container café on 31 July. The company are paying for the electricity and water hook up. Changes to the patio required include removal of a picnic table and the steps leading to the field from the patio. The Council also need to make the fire exit from Orton Hall accessible for wheelchair users. A plan to remove the low wall between the patio and field and to regrade the slope from the Orton Hall fire escape would provide the access and more space around the café needed for social distancing.

**AGREED:** *Proposed Cllr Pryce, seconded Cllr Parry, unanimous* that the wall be removed and alteration to the access to Orton Hall be made.

**AGREED:** *Proposed Cllr Parry, seconded Cllr Whittaker, unanimous* that Standing Orders be suspended in order to go ahead with the work asap, without obtaining the three quotes usually required and allow funds of up to a total of £1800 to be spent on the work.

**AGREED:** *Proposed Cllr Parry, seconded Cllr Whittaker, unanimous* that funds for the changes to the patio and fire exit are taken from the Leisure Reserves.

**f) To consider if the Cricket pitches will be made available for hire this season**

The Cricket league has announced fixtures for the clubs using Greenwood Park and Park Street Rec cricket pitches and assuming the clubs book the pitches for the remainder of the season the income should cover the costs of renovation. We have also had an enquiry from a team about playing at Park Street Rec on

Sundays. Potential to elongate the season if the clubs want to play friendlies depending on when football can resume.

- g) Update on the Butterfly Bank and to consider future watering of plants**  
Butterfly bank is not greening up as expected and a need for a rabbit fence has now been accepted by Butterfly Conservation. Committee felt strongly that the Council agreed to this project on the basis that it wouldn't cost the Council in staff time or money and therefore watering of the plants should not be done by staff.  
**ACTION:** Cllr Pryce to write to Butterfly Conservation asking them to establish what actions they will be taking to get vegetation to establish on the chalk bank.
- h) To Alterations to Tennis Club lease to incorporate ownership and maintenance of new public court gate and changes to building floor plan**  
Deferred in order to action alongside alterations to other Parish leases, which are due for renewal.

**2021/LC/011 To receive an update on Park Street Recreation Ground**

- a) Devolvement of assets**  
**ACTION:** Clerk to follow up with Lyn Henney from SADC assets team who was coming back with further information.
- b) Update Social Club reopening**  
The Social Club at Park Street Rec has reopened, however, there is a query over whether their licence allows for the drinking of alcohol off the premises.  
**ACTION:** Cllr Parry to approach the Club to work with them to ensure appropriate licencing and to ensure that there is no conflict when cricket games are using the same space.
- c) Update on bin replacement**  
As per item 2021/LC/010 b)

**2021/LC/012 To receive an update on Woodbury Field**

- a) Devolvement of assets**  
As per item 2021/LC/011 a)

**2021/LC/013 To receive a report for North Close**

- a) Update on management plan production**  
As per item 2021/LC/010 a)

**2021/LC/014 To receive a report on Cherry Hill**

- a) Update on funding bid to replace the fence and plant a hedge alongside Footpath 39**  
Three quotes have been obtained and range between £12,000 - £20,000.  
**ACTION:** Assistant Clerk to communicate with ward Cllrs and SADC and to develop a proposal for s106 green infrastructure funding.

**2021/LC/015 To receive a report on Mayflower Road**

None

The meeting closed at 9.24pm

Chairman:

Date: