

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

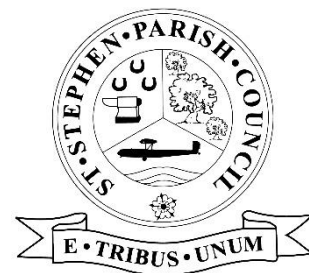
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: clerk@ststephenparishcouncil.gov.uk

Web: www.ststephenparishcouncil.gov.uk



Present: Councillors

Wendy Berriman

Bill Pryce (Chair)

Dorothy Kerry

Eileen Whittaker

David Parry

Also present:

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

Minutes of the **Leisure Committee meeting** held on **Thursday 25 February 2021** at **7.30am**

Venue: **via remote access**

2021/LC/027 To receive and accept apologies for absence

None received

2021/LC/028 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/029 To approve the minutes of the meeting held 05 November 2020

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

2021/LC/030 Public Participation

None

2021/LC/031 To receive an update and consider and agree actions for Greenwood Park

- a) **Update and agree actions on addressing exceptional ground conditions**
A report was circulated to Cllrs in advance of the meeting outlining options. The Groundsman provided new information about a 'drill and fill' machine which could be hired to drill holes into the worst affected areas of grass and fill with kiln dried sand which would greatly improve long-term drainage and grass health. The Clerk identified budgets available in nominal codes for Football Maintenance, Playing field equipment and Greenwood Park maintenance.
RESOLVED: *Proposed Cllr Pryce, seconded Cllr Parry, unanimous*
that the Council hire the drill and fill machine for one day to use on the worst affected areas and hire a linear drainage tool (Inmants Rotoknife) for a week to use on pitches and grass areas in and around the play area. In addition, up to £500 to purchase a number of event fencing panels to be used to restrict access to small areas to re-establish the grass.
- b) **Update on the production of a new management plan**
No progress has been made due to other priorities.

c) Update on management of hedge

The grounds staff have coppiced a section of hedge alongside the cycle track from the end of the St Julian's wood towards the Watford Road. Posters on site explain that this is good practice management to encourage vigorous growth. This follows the coppicing of the section next to North Close last year which is regrowing well.

d) Update on Café

No update

e) Memorandum of understanding for the Butterfly Bank

A draft MoU was circulated outlining the proposed responsibilities of the Herts and Middlesex Butterfly Conservation volunteers and the Council. Cllrs stated that the Butterfly Bank was approved on the basis that it would not cause additional work for the Council and therefore requested that the cutting of vegetation inside the fence be the responsibility of the HMBC and not the Council.

ACTION: the Assistant Clerk to amend the draft for consideration at the next Leisure Committee meeting.

f) Update on the Tennis Club

The tennis club have reported water ingress in the storage area under the patio and suspect that this is affecting the lighting. The electrician inspected this and confirmed that the strip lights were waterproof but that a socket on the same circuit wasn't and that this may be causing the light to fail intermittently. The storage area wasn't made waterproof when built due to cost and the tennis club should be aware of this and make allowances accordingly. The Council confirmed that they would not be making this area waterproof.

ACTION: the Maintenance Person to change the electric socket for a waterproof, outdoor socket.

g) Update on the John Bell memorial copse planting

Planting of 525 trees and shrubs has been completed by the grounds staff to increase the size of an existing copse at the corner of the meadow near the Park Street roundabout. A dedication ceremony will be arranged for later in the year.

2021/LC/032 To receive an update, consider and agree actions for the Parish Centre

a) Verbal request from Nursery for a lease agreement

The owner of Ashbourne Nursery has now made a request via email for a lease agreement. This item was deferred to the next Finance or Fixed Assets Committee.

b) Update on work to the buildings

This item was deferred to the next Fixed Assets Committee.

2021/LC/033 To receive an update on Park Street Recreation Ground

a) Devolvement of assets

No further progress has been made. Awaiting action from SADC

ACTION: Cllr Pryce to follow up with the SADC CEO.

b) Barrier update/car park update

Only one quote has been obtained to replaced the bar, reset and refurbish the uprights. Two other companies have been asked to quote but haven't. The insurance company are now requesting a second quote.

ACTION: the Assistant Clerk to approach two local companies to see if they could quote.

2021/LC/034 To receive an update on Woodbury Field

a) Devolvement of assets

As per item 2021/LC/033 a)

b) Update on S106 funded improvements project

The payment of S106 funding from the developer to the District Council, which is allocated to Woodbury field, has been delayed until March 2021. The Council have resolved to set up a Task and Finish Group with cllrs, reps from the BWRA, users and staff.

ACTION: the Assistant Clerk to convene a meeting of the Task and Finish Group in the coming two weeks.

Cllr Parry to draft an update for Facebook and circulate before posting

2021/LC/035 To receive a report for North Close

a) Update on management plan production

As per item 2021/LC/031 b)

2021/LC/036 To receive a report on Cherry Hill

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

A draft proposal was circulated in advance of the meeting

ACTION: the Assistant Clerk to write to ward councillors with proposals before sending to SADC for formal consideration.

2021/LC/037 To receive a report on Mayflower Road

After the end of March the gates will no longer be locked overnight.

2021/LC/038 To consider projects resulting from the objectives agreed in the Parish Strategic Plan

This item was deferred to the Strategic Plan Working Party.

The meeting closed at 8.54pm

Chairman:

Date: