

# CHALFONT St. PETER PARISH COUNCIL

Open Spaces Committee

MEETING Thursday 4<sup>th</sup> November 2010 at 8.00pm in the Council Office

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## MINUTES

*Chairman issued instructions regarding emergency exits in the event of fire*

Present – Cllr Janet Harper (Chair), Cllr John Hatton, Cllr Giles Heath, Cllr Desmond Quigley and Cllr Linda Smith

In attendance – Parish Clerk and Cllr Isobel Darby

### 40p Apologies

### 41p Declaration of interests – None

### 42p To approve the minutes of meeting on 7<sup>th</sup> October 2010

The minutes were approved as a true record and signed.

### 43p To review action points from last minutes

- a) *Cemetery regulations.* A copy of the draft regulations had been circulated to councillors. Comments should be sent to the Administrator by then end of December. The administrator would also be circulating copies to local funeral directors and monumental masons for their comment. The Administrator is seeking confirmation that the remaining land at the Garden of Rest is consecrated.

**Action: Councillors/Administrator**

- b) *Grit bins.* The Clerk informed the committee that Bucks County Council would carry out their site visits of the locations for the additional grit bins within the next week. Each bin will cost approximately £460 which covers the cost of the bin, and Bucks County Council keeping the bin full and carrying out maintenance. It will also be replaced for free if it is vandalised or stolen. A request to replace the missing grit bins had also been submitted.

- c) *Responsibilities of BCC and CDC for litter problems and condition of pavements.* The Clerk reported that Cllr Darby had secured copies of the cleaning schedules from CDC. The Clerk will request copies of the day schedules from CDC so that street cleaning in the village can be fully monitored. A replacement battery has been ordered for the Council's pavement cleaner. **Action: Clerk**

- 64p *Memorial infringement – update.* The Clerk reported that a new application had been received for this memorial. Following discussion it was agreed that the width of the memorial would need to be reduced to meet current regulations. The remaining dimensions and design was approved. **Action: Administrator/Haywarden**

- 4p *Registration of Commons.* The Clerk reported that this was progressing well. **Action: Clerk**

33p *Layters Green Common letter to developers.* A number of letters had been sent by the Council and the Open Spaces Society. The unlawful fencing has yet to be removed. The Clerk would continue to liaise with the Open Spaces Society regarding this matter. **Action: Clerk**

34p *Extension of water pipes at Hill House allotments.* Two quotes had been received. The Administrator was chasing the third. **Action: Administrator**

**44p Correspondence - none**

**45p Allotments**

*Tenancy Agreement Renewals.* There are only 4 allotment holders who have not returned their tenancy agreements. The Administrator would hand deliver reminders. **Action: Administrator**

**46p Agree areas for additional planting**

It was agreed that additional planting should be provided at Chalfont Common opposite Rickmansworth Lane to help create a physical barrier.

Large shrubs should also be planted around the recycling bins at Mill Meadow to help obscure the bins and also to deter parking on the grass.

It was agreed that Cllr Harper would seek the advice of the haywardens and then select the most appropriate plants for these two areas. **Action: Cllr Harper**

**47p Identify unsightly areas**

Cllr Hatton showed photos of a number of unsightly items around the village. He would provide a copy to the Clerk who would arrange for their removal or repair. **Action: Cllr Hatton/Clerk**

Cllr Harper would like the shrubs rounded off on the School Lane slip road at the top of Austenwood Lane. **Action: Clerk/Haywardens**

Cllr Darby felt the memorial benches in the Garden of Rest need to be re-varnished in the same colour. **Action Administrator/Haywardens**

Cllr Heath asked if the Haywardens could cut back around the dell at Austenwood. **Action: Clerk/Haywardens**

**48p Strategy for development of playground facilities**

Cllr Harper had attended a Play Design Network meeting arranged by Play England. The overall message was not to think of playgrounds but of play spaces. The whole community would need to be involved in order to gain an idea of future needs. It was agreed that good planning was vital in order to secure funding. A consultant should be sought to review the Council's current recreational facilities and to make recommendations for the future. It was agreed that Cllr Hatton and the Administrator would draft a brief for prospective consultants. **Action: Cllr Hatton/Administrator**

Cllr Darby informed the committee that due to operational reasons there had not been an investment in recreational facilities over the last four years. Therefore a reserve of £40,000 has built up.

**49p. Chairman's Report - none**

## 50p Information Items

- a) A report from the Administrator on his attendance of the Bucks Biodiversity Partnership Conference had been circulated to all Councillors.
- b) *Community Orchard*: Cllrs Harper and Heath and the Head Hawyarden had meet with Change4Chalfont to discuss the planting of the orchard at Cheena Meadow. This would take place on Saturday 20<sup>th</sup> November. Holes would be marked out on Friday 19<sup>th</sup> November and Cllr Heath and the Haywardens would be available to help if needed. It had been agreed that a 150ft hose pipe be purchased by the Council so that watering the orchard could be done via the tap at the Garden of Rest. **Action: Clerk/Cllr Heath/Haywardens**

Date of next meeting Thursday 6<sup>th</sup> January 2011.

Meeting closed at 9.55pm