

MINUTES of Chalfont St. Peter Parish Council OPEN SPACES COMMITTEE meeting held using virtual technology on Monday 8th June 2020 at 7pm in accordance with the Coronavirus Act 2020.



Present: Cllr Hatton (Chairman), Cllr Dale, Cllr Southworth, Cllr Ryan, Cllr Chellar

In Attendance: Mike Stevens (Head Haywarden), Debbie Evans (Clerk to the Council)

CHAIRMAN ISSUED INSTRUCTIONS REGARDING EMERGENCY FIRE EXITS IN THE EVENT OF FIRE

- 87. Apologies - None
- 88. Declarations of Interest – None received
- 89. The minutes of the meeting held on Monday 13th January 2020 were proposed by Cllr Hatton and seconded by Cllr Ryan. All agreed.

Due to the current Covid-19 restrictions the paper copy of the minutes of Monday 13th January 2020 would be signed when the committee is permitted to return to the Parish Council Chambers for meetings. Proposed Cllr Dale, seconded Cllr Chellar. All agreed

90. To review action points from previous meetings:

- 157. Rickmansworth Lane Gas Substation – Cllr Hatton provided an update that no progress had been made with the intention of discussions post Covid-19 lockdown with a view to escalate the issue to Cadent Public relations. **Action Cllr Hatton**
- 160. Watersplash Garden planting – Cllr Southworth & Cllr Ryan to supply plants from their own gardens for planting. **Action Cllr Ryan, Cllr Southworth. C’FWD post Covid-19**
- 162. Tree Policy update – Update covered in **item 64b.**
- 180. Litter bin Mill Meadow – HH confirmed that approval had been given for a wooden post to protect any future bin from damage. HH also stated that the most durable solution to minimise damage from fire would be a metal bin. Councillors requested HH provide 3 metal alternatives, including costs for discussion and agreement at the next meeting. HH to enquire whether a metal bollard would be acceptable. **Action HH.**
- 195a. Additional tree funding –
Tree Futures – ‘Branching Out’ grants available. Cllr Ryan to begin the application process with assistance from HH in preparation for further discussion at the meeting. Proposed Cllr Hatton, seconded Cllr Southworth. **Action Cllr Ryan**

Signed:

Dated:

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Urban Tree Challenge – Cllr Dale to chase latest enquiry, lodged in April 2020. **Action Cllr Dale**

14. 100 Trees project seek funding – Cllr Ryan had approached Rotary, but due to commitment of financial support to another village project there were no funds available.

Produce planting location maps. **Action Cllr Southworth & Cllr Ryan. C’FWD**

32. Mill Meadow play area rotting sleepers – HH provided a list of equipment and materials required to facilitate the removal of the sleepers and the creation of the berm. Councillors discussed and agreed equipment and materials to the value of £671.62 and for the work to be completed at a time to suit the Haywarden team’s workload. Proposed Cllr Chellar, seconded Cllr Dale. All agreed. **Action HH. RECOMMEND TO MAIN COUNCIL**

33. Wetpour safety surface, Goldhill - HH to brief PPO to facilitate quotations. **Action HH & PPO. C’FWD July 2020**

63. Additional tap at Loves Delight allotments – Costings were provided and discussed at length. It was felt that the cost outweighed the benefit to the few who would use it. HH suggested a compromise of pathway ducting to eliminate hosepipes creating trip hazards. Councillors agreed to the installation of 5 ducts to service all 3 taps. JH suggested a budget of £400 including staff time. Proposed Cllr Dale, seconded Cllr Hatton. Agreed. **Action HH. RECOMMEND TO MAIN COUNCIL**

- 64a. Tree Donation Policy – Costings to be formulated. See item 82. **COMPLETED**

- 64b. Trees & Green Spaces Policy – Cllr Southworth had received further information. Cllr Southworth to collate and circulate to the committee for comments to facilitate presentation of a final draft at the next Open Spaces meeting for discussion and agreement. **Action Cllr Southworth.**

66. Tree Preservation Orders (TPO’s) – Cllr Hatton had identified a number trees that he felt should be suggested to A&P for TPO application – Chesham Lane from Misbourne Ave to Chalfont Common, 20 mature, 2 juveniles. Denham Lane from Chalfont Common to Denham Walk, 5 mature, 11 juveniles. Councillors agreed to make the recommendation to A & P proposed Cllr Chellar, seconded Cllr Ryan. All Agreed. **Action HH to inform PPO for A&P**

67. Tree Preservation Order flyer – The committee further discussed the merits of such an initiative and decided unanimously not to proceed. **COMPLETED**

91. **Actions awaiting funding/resources/staff time:**

155c	Boundary Road –Timber edging rotting due to bark safety surface. Longer term solution needs to be investigated.
157b	Trees/bushes and Preparatory work for Church Lane when budget agreed by Main Council.

	Councillors discussed and agreed to proceed with preparing underground service checks along the car park boundary on Cordons Close in preparation. Action HH/PPO
159b	Glis glis management: seek prices, awaiting staff time. No longer required
168	Siding Out machine, HH to investigate an attachment for the pedestrian mower when time permits. No longer required.
164	Suitable locations for a cycle rack. Precinct location agreed for freestanding unit. Awaiting funding.
155	Mill Meadow play area redevelopment
180	Footpath from the school to the playing field. Committee suggested use of MOT Type 1 to level and improve surface where required. Prices to be calculated. Deferred
15	Verge bollard installation – Austenwood Lane/ Bull Lane junction

Cllr Hatton is in discussion with Feast of St Peter via Cllr Shinner and will update on their willingness to fund tree installation in Church Lane car park in due course. **Action Cllr Hatton**

92. During the exceptionally wet winter Cllr Hatton noted that the proposed area for a Wildlife and Hedgehog Sanctuary was prone to flooding and would, therefore, be unsuitable. The proposal was removed as not geographically viable. **COMPLETED**
93. Memorial Garden – There had been no further meetings of the working party and no further information forthcoming. **C’FWD**
94. Following a communication between the Clerk to the Council and the Buckinghamshire Council tree officer it is clear there is a potential gap in the process of highlighting the presence of TPO’s on private land. The committee discussed strategies to address this and to promote local understanding of the locations of TPO’s within the village. The Clerk to the Council suggested a reoccurring post (possibly 6 monthly) on social media directing people to the Parish Council website, where a list and map of all TPO’s would be added for reference purposes. Proposed Cllr Hatton, seconded Cllr Ryan. All agreed. TPO listing and maps to be added to website and Comms and PR committee to circulate social media post. **Action Clerk/PPO**
95. Councillors discussed the request for a memorial bench. The preferred site was Gold Hill Common, and it was agreed that the bench should be a recycled material bench to the same specifications as previously installed on the common. Councillors agreed to HH selecting exact location around the sports pitch. Proposed Cllr Chellar, seconded Cllr Southworth. All agreed. HH to liaise with family. **Action HH**
96. Councillors discussed the current state of the fence along the boundary of Hill House allotments. HH to seek costings for replacement, both using the Haywarden team and an external contractor in preparation for a discussion and agreement on the most appropriate course of action at the next meeting. **Action HH**
97. The provisional costings for the Donated Tree policy were discussed at length. Councillors agreed that the trees for this project should only be sourced from the same source as those for the ‘100 Trees’ project, this will achieve aesthetic consistency across the village. HH was asked to review the costings and provide 2 costings: - 1, Make savings by only planting donated trees

at the same time as the annual autumn planting for other projects, thereby dividing the costs of delivery and scanning equipment across a greater number of trees and making the Donated Tree costings more favourable. 2. A cost for a tree to be planted at any other time outside that of the autumn plant. Councillors will agree costings at the next meeting. **Action HH.**

98. The Clerk to the Council gave councillors the budget headlines to aid future project planning. **NOTED.**
99. The committee discussed the recent fly tipping incident, at length and discussed various deterrents. It was decided to install a remote camera and appropriate signage to dissuade future incidents. HH to monitor the situation and should there be a recurrence, bring it back for further deliberation. It was proposed to purchase 2 signs at a cost of £20 and to utilise available equipment. Proposed Cllr Ryan, seconded Cllr Dale. All agreed. **Action HH, RECOMMEND TO MAIN COUNCIL.**
100. The situation was discussed and the Clerk to the Council conveyed her reluctance to instruct the Haywarden team to persistently remove the human waste. It was noted that Environmental health had little experience or guidance on the issue and that the TVP Neighbourhood Team were aware of the situation. Councillors suggested covering any deposits with soil to avoid contamination. HH to monitor.
101. An amendment to the GoR pricing structure was discussed with reference to the administration costs relating to the replacement of an existing memorial and councillors felt a price of £75 should be attached to such requests. Proposed Cllr Chellar, seconded Cllr Dale. All agreed. GoR Price List to be updated. **Action HH RECOMMEND TO MAIN COUNCIL**
102. Failure of memorial trees at the GoR, outside of the stated guarantee period was discussed. Councillors agreed there is no obligation for the PC to replant, but that relatives should be allowed an opportunity to do so. It was noted that many trees were planted before proper records were kept regarding relatives and it was therefore suggested that where possible a letter would be sent but in any case a period of 3 months would elapse before the plaque be removed and the location made available for a tree dedicated to someone else. Any removed plaques would be placed on a display board within the GoR. Any replacement tree for the existing recipient would be charged at £350 (Standard cost minus plaque). Proposed Cllr Ryan, seconded Cllr Chellar. **Action HH, RECOMMEND TO MAIN COUNCIL**
103. The HH had sought advice from an Arboriculturist on the condition of the Peace Tree. The assessment given was that the tree was suffering from water stress and recommended a regime of watering 150+ litres of water 2-3 times a week. HH to monitor. **Action HH.**
104. Councillors discussed purchase of 10 watering containers and agrees to a spend of £20 for 10x 5 litre containers for tree guardian use. Proposed Cllr Ryan, seconded Cllr Hatton. **Action HH. RECOMMEND TO MAIN COUNCIL**
105. Items to be communicated to the Comms and PR Committee.
More Tree Guardians needed. **Action Clerk**
106. Information Items

Cllr Chellar enquired what was happening with the offer of a tree from the Chalfont St Peter Academy? HH to revisit the communications and update the committee in due course.

It was requested that the Church Lane car park tree be added to the next agenda.

Cllr Hatton had contacted all the Bucks Council Cabinet Members for Chalfont St Peter in protest to the mass tree felling and hedge destruction along West Hyde Lane and had received no response. A further communication to Martin Tett had resulted in a reply with instruction that the Cabinet Members need to respond. Cllr Hatton will update in due course.

A complaint had been received regarding an overgrown allotment at Hill House. An e-mail would be sent to the tenant, requesting improvements.

Litter was highlighted along the access road on Gravel Hill leading to Tesco Express. This is regularly cleansed by the Parish Council litter picker but was an ongoing problem. It will continue to be monitored.

It was highlighted that there may be a leak in the pond liner at the Nature Reserve. HH was aware and it will be investigated as and when time allow.

It was noted that the Heritage Plaque pertaining to the Blacksmith had be removed/stolen.

- 107.** To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1)
- 108.** Date of Next Meeting: **Monday 27th July 2020 at 8.00pm.**

Meeting finished at 22.00hrs