



HATFIELD BROAD OAK PARISH COUNCIL
MINUTES OF THE OPEN SPACES COMMITTEE MEETING

HELD AT 7.30 PM ON TUESDAY 24th NOVEMBER 2020

VIA ZOOM

PRESENT:

Cllrs Tessa Pemberton (TP), (Chairman) Cllrs Vanessa Ambler (VA), Terry Marsh (TM), Tracy Marsh, (TB), Susan Smith (SS), Mark Strutt (MS), Chris Webb (CW) in attendance Cllrs Clerk to the Council Ernie Fenwick and 2 members of the public.

320. CHAIRMAN'S WELCOME & PUBLIC PARTICIPATION

Chairman welcomed Members of the public and invited them to address the Committee
No comments from public
Resident walking her dog and was chased by a bull, near the water meadow.
Ramblers Association state that if a bull chases anyone, they must be kept behind a fence.
Bullocks under 10 months can be kept with their mothers.
Ask resident to contact farmer and report that she was chased.
Should PC have a register of who owns PRow in the Parish.
CW will raise this with WG but they are not his cattle.

321. APOLOGIES FOR ABSENCE

Cllr Oliver Nancarrow (ON), Keith Artus (KA), is running late.

322. TO APPROVE MINUTES OF LAST MEETINGS

Minutes of the Open Spaces Committee Meeting held on 3rd November
Proposed TP Seconded TB Carried unanimously

323. DECLARATIONS OF INTERESTS.

323.1. MS: declared Nonpecuniary and personal non prejudicial interests as follows for the Village Green and Recreation Ground

Trustee of the HBO Sports and Community Club, Head Coach and Chair of HBO Youth FC, and Secretary and Instructor of Hatfield Broad Oak Ch'uan Chang Do Kung Fu Club

323.2. SS, TB and TM declared a non prejudicial interests as they live near the Village Green.

324. COVID-19 MEASURES

324.1. Risk Assessment for Group users of Village Green

324.2. To consider the latest Government regulations

324.3. To consider whether to have a portaloo on the Village Green

MS: requested more time to consider the cost implications and is looking for new revenue streams.

VA: suggested asking villagers if the portaloo should be retained and if they would consider sponsoring or financially supporting the portaloo.

TB: feels that there are apparently a lot of clubs using the green.

TP: has looked at the figures and children pay £2 per week but local areas charge £4 per session. The Wildcat funding is £600 in the first year and £900 in the second year. Not good value for the village as it is used solely by the sports clubs. Concerns on Covid regulations requiring cleaning more regularly than the present weekly clean with the potential of 50-60 users and the Parish Council should not be responsible for the cost of such cleaning. Also, there are no villages in the locality providing public toilet facilities.

(CHAIRMAN)

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TP: proposed that the Sports club charity take on the portaloo and charge the Sports Clubs pro rata.

MS: said that the PC get the VAT back whereas the Charity are not VAT registered and will not be able to reclaim the charge.

SS: From the resident's point of view, not happy with residents taking on the cost and the cost of cleaning is likely to escalate during Covid and restrictions are not likely to end any time soon. Health and Safety regulations may not allow such use without more regular cleaning, possibly once or twice per day, which is not feasible

VA: has no personal feelings one way or another regarding the toilet, but wishes to complain about how this has been handled. This issue has breached our Code of Conduct on the matter of objectivity and that this has been treated in a biased way. Concern expressed regarding an email sent by the Clerk to MS: requesting information on numbers of users from inside or outside of the village. Clubs have not been asked regarding a cleaning schedule. Questions have been phrased in a highly biased way.

TP: responded that some of the questions raised are contained in the UDC Grant Application Guidance.

VA: At the last Parish Council meeting it was agreed to spend £10,000 on play equipment and similar questions were not asked regarding users. If financial criteria is to be applied in similar circumstances then every other financial matter should be regarded in a similar way.

Recorded votes requested.

In favour of ending 5 TP, TB, TM, CW, SS: against 2 MS, VA

325. KEYHOLDER REGISTER

325.1. To discuss allocation of keys for the Open Spaces

SS: thinks there are a lot of keys held by others

VA left the meeting

TP: asked what emergency services would require for access.

TP: asked if it was felt that there should be that many keys in circulation and proposed that the keys should be collected in with the Clerk holding a complete set.

TM: Emergency services attending an accident, 1st responders would be a paramedic and would enter the green via the pedestrian entrance. Additional responders would be via an ambulance or helicopter. If entry could not be made, the Fire service would attend and remove the lock with bolt cutters.

TP: Keys could be held in the container or in a key lock for emergency.

TB: With such a large number of keys around, who is responsible in the case of damage or traveller incursion.

The ASUS key opens all locks, Village Green vehicle entrance, Recreation Ground vehicle entrance, Portaloo.

SS: concerned that the Village Green is the largest Asset that the Parish Council has not and did not agree to the issue of all these keys.

TP: proposed Clerk to hold all keys. Chair of OSC to hold all keys. MS must have a key for the Sports Clubs. Contractors to hold a key. TM works in Emergency Services and works from home hold a key.

Approved unanimously

5 in favour TP, SS, CW, TM, TB, 1 abstention MS

326. MAINTENANCE ITEMS

____ (CHAIRMAN)

DATE: _____



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326.1. Safety Inspections and Issues

RoSPA report. Nothing serious or new. The main issue is the surface of the matting which has been filled in. The older equipment needs to be carefully watched. Inspection takes place every Wednesday. The litter bin at the top of the recreation ground is completely covered by a laurel bush. Could be moved to the other side of the gate.

326.2. Anne Lees Path

Work to be completed by the end of this week. Tree trunk fallen across the stream is being removed in addition.

326.3. Contractors quotes

AS Matthews will provide a more detailed quote on the path where it has been eroded.

Quotation received today of £687 for the fallen tree across the school fence. Clerk to submit insurance quote to AJ Gallagher who have taken over from Came and Company

326.4. Tree works

Inspection of Oak tree 101. James Curry had a death in the family

326.5. Recreation Ground

Condition of grass. Wrong time of the year for chaser grub. Weedkiller will be sprayed in the Spring by James Perry Gate closer will be fitted when the gate is repaired

326.6. Play equipment

Confirm submission of Grant for play equipment. Confirmed

326.7. Village Green

326.7.1 Vehicle Entrance

326.7.2



Extent of parking and internal road considered. Plan showing extent of road viewed with parking to the east side on the strip and the road to the west side. The only area requiring hard surface is the entrance and crossing over the ditch which will need to have a drainage pipe inserted.

There may be a need to have an area of Type 1 or crushed concrete immediately after the entrance at the turning point to the parking road.

326.7.3 To approve tender contractors. Four contractors to be placed on tender list, JF Knight Ltd, Hugh Pearl Ltd, IBBco Civil Engineering Ltd and RA Swann Ltd

326.7.4 Storage containers

326.7.4.1 Update on painting of old container. No change

326.7.4.2 Electric supply to containers. No Change

326.7.4.3 Planning permission requirement. Clerk to find out if planning permission has lapsed and submit a variation for parking

326.7.5 Vermin Control

326.7.5.1 Update on quote and contractor. Clerk to check contact details with KA

326.7.6 Football Goals

326.7.6.1 Weekly safety check. Checks have been received and are on the website

326.7.6.2 Damage to nets. This has been done deliberately by someone who is not a child and not rabbits. Some of the handles have been bent and considerable force has been used. This will probably be shared on Facebook

326.8. Other Areas.

Grass Cutting & Maintenance. Beginning to get an idea of how often grass cutting is taking place. Clerk has started to analyse the figures

Update on use of Tractor and equipment. Original quotation from background paper suggested the cost of contractor would be £5075. Cuts per year range from 36 to 24. Hours per cut from the contractor. This calculates to £5260. MS feels that the number of cuts requires revision and suggests a more standard number of cuts to avoid confusion. Vertidrainage will be extra to these figures possibly 3 to 4 times per year. Slitting takes 3 hours and probably 5 times per year.

Decision on life of Tractor to apportion depreciation. Allow for 25 years plus inflation. May need to allow for non-diesel tractor to replace this.

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Update on contract for contractor

Litter and Bins

Notice Boards. Covid signs should come to less than £100 for all 4. MS will work on the wording. Notice board suggested by KA should be considered later when the budget is approved.

To consider actions regarding dog fouling. Protection orders are very difficult to enforce unless police actually see the offence and the owner then walks away. Owners should be encouraged to not allow their dogs to use the village green as a loo.

Budget proposal considered, adjustments made and will be finalised at the next OSC meeting

To approve purchase of 2 tonnes of gravel for the French drain. Approved

327. ITEMS: TO BE SUBMITTED TO PARISH COUNCIL FOR APPROVAL

328. MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

329. DATES OF NEXT MEETING

29th December

25th January

23rd February

Meeting closed at 10.21 pm

____ (CHAIRMAN)

DATE: _____