

Environment and Recreation Committee Meeting held via Zoom on 19th July 2022 at 7.30pm

Present: Cllr Colin Argent (chair), Cllr Jim Bundy, Cllr A South, Cllr N Fothergill, Cllr R Green, Cllr G Gilbert and Cllr C Mayger

In Attendance: The clerk, Mr Simon Crosier

2022/19 To receive apologies and approval for absence

Apologies for absence were received from Cllr Kane and Cllr Bexton and were noted and approved.

2022/20 Chair's Remarks

None.

2022/21 Public Participation

No members of the public present.

2022/22 To discuss issues concerning the allotments

22.1. Each tenant of the seven plots that are overgrown have been contacted and three responses received agreeing to tidy up the plot by 31st August 2022. With four plots vacant the clerk has written to those at the top of the waiting list and offered a plot. Two people have responded positively so far and plot 21A and plot 9A now have new tenants. The clerk has investigated the legalities of taking a deposit from plot holders to cover the costs of returning plots to a good state, should the Tenancy Agreement be broken. Deposits from allotment holders can be taken, but we need to ensure that these deposits are earmarked- the Scribe accounting package, has this facility. **Action:** - The clerk to investigate the cost of the Scribe allotment package.

22.2. Allotment security. **Action:** - Cllr Bundy to pass a suitable chain and combination padlock to Cllr Argent, who in turn will pass this onto Debbie Skeggs. Debbie will then disseminate the code to all plot holders.

2022/23 To discuss litter picking contract - including street and the John Clements

Council recommend that a contract is drawn up for Andy Nolan to cover litter picking in the whole of Codicote. **Action:** - The clerk to add this as an item for ratification at the full council meeting on 26th July.

The litter picking at the John Clements is undertaken by James Howe and as the parish council are responsible for its disposal James hires a skip, which is hired on a quarterly basis. A lockable bin is in the process of being requested from North Herts Council for the site by District Councillor Ian Moody. **Action:** - The clerk to find out when the contract with James Howe ends.

2022/24 To discuss the weeding contract for the village

Council recommend that Andy Nolan carries on with the weeding for Codicote and carries out an-hoc weeding as and when required. **Action:** - The clerk to add this as an item for ratification at the full council meeting on 26th July.

2022/25 To discuss responses received to overgrown hedges

The owners/tenants of 173B & 175A High Street have responded to the clerk's letter concerning overgrown hedges. The owner/tenant of 173B has responded by phone and said that he is a gardener by trade and will keep his hedge in good order. The owner confirms that the hedge will be cut back as much as possible, without killing it. Once these two hedges have been cut back and a further inspection of the area takes place, the clerk will write to other properties whose hedge is overgrowing the pavement to ask them to take appropriate action.

Cllr Mayger highlighted the overgrown hedge at the lower boundary of Hollands farm along the Codicote Road. **Action:** - Before any letter is issued Cllr Argent will make enquiries as to who owns the land in question.

2022/26 To provide an update on dog bins

The clerk has now received a response from Highways confirming the next stage to installing dog bins. Highways have confirmed a maximum size and have requested confirmation of the laden weight of a full bin for fixing to lamp posts. Alternatively, Highways will investigate the provision (and cost) of providing a separate post upon which to fix bins. **Action:** - Clerk to ask Highways for confirmation of the cost of posts and whether planning permission is required for these to be sited. As the dog bins in CPC's possession are standard in nature, the clerk will contact Tom Ayres at North Herts Council to make sure the size and weight corresponds to regulations.

2022/27 To consider the maintenance of Parish assets

No update. **Action:** - Cllr Argent, with the help of Cllr Bundy, will put together a priorities list to get these assets into a good condition. Once a list has been drawn up the work required will go out to tender.

2022/28 To consider a Parish gardening club

Cllr Argent is in the process of arranging a meet with the parishioner suggesting the establishment of a gardening club for the parish. **Action:** - Cllr Argent to discuss the scope of such a club with the parishioner and report back to the committee.

2022/29 To discuss Walnut tree maintenance

The Walnut tree on the green is currently pruned at Codicote Parish Council's expense, despite the tree not being on parish council land. There is also a Cherry tree on the green that needs pruning. **Action:** - The clerk will contact North Herts Council and enquire as to who is responsible for the maintenance of both trees.

2022/30 To provide an update on the pavilion maintenance work

A contractor has been selected for the pavilion maintenance work and work is due to commence in mid-August. Cllr Bundy is liaising with the contractor to make suitable arrangements from a logistical point of view.

2022/31 To discuss the installation of shelving in the pavilion for Tennis Club use

The Tennis Club have asked if they can install shelving in the pavilion in the referee's room. The committee have no objection to this provided the Tennis Club pay for and install the shelving themselves. **Action:** - The clerk will confirm this with the Tennis Club.

2022/32 To discuss sponsors boards on Football Club post and rail

The committee had no objection to the installation of sponsors boards, providing they are kept in good order and are age appropriate. **Action:** - Cllr Bundy to confirm these stipulations to the Football Club.

2022/33 To discuss the annual inspection and risk assessment of play areas

The clerk confirmed that North Herts Council had been in contact to arrange the annual inspection and risk assessment of play areas in the parish. **Action:** - The clerk will arrange for the inspection/assessment to go ahead.

2022/34 To provide an update on work installing the height barrier at the entrance to the John Clements Sports and Social Club

The clerk confirmed that despite chasing Flow Plates for an installation date, no details have so far been forthcoming. **Action:** - The clerk will continue to chase Flow Plates for an installation date.

2022/35 To provide an update on the car park lighting to be installed at the John Clements Sports and Social Club

The clerk confirmed that the bat survey report had now been received and forwarded to North Herts Council as a 'condition of discharge' application. **Action:** - Clerk to contact the lighting contractor, Mark Wilmot, with an update on progress.

2022/36 To provide an update on tree planting and discuss a request received to plant an oak sapling in Codicote as a memorial

No further updates on tree planting.

The committee considered the request to plant an oak sapling on parish council land, but unfortunately there is at present no suitable site. **Action:** - The clerk will contact district councillor Ian Moody and county councillor Richard Thake to see if they have any suggestions for the location of the oak sapling outside of the village of Codicote, but still within the parish.

2022/18 Matters for consideration at future meetings

To discuss the re-marking of the car park at the John Clements Sports and Social Club.

Meeting closed at 8.15pm