

30<sup>th</sup> August 2024

**Councillors: Cllr C O'Donovan (Chair) T Finnigan (Vice Chair), V Mead, I Caldwell, D Bigham, S Withers, W Bloisi, A Hayes**

You are hereby summoned to the **MEETING of the COMMON & GREEN SPACES COMMITTEE** to be held on **THURSDAY 5<sup>th</sup> September 2024 at 7.30pm**. This meeting will be at the Parish Centre and if you wish to attend, please contact the Clerk on 01582 794832 or 07436 549584



**Chris Kenny**  
Clerk to the Council

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## **AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for declarable interests (if any); and
- c) To grant any requests for dispensation as appropriate

Cllr Caldwell	Nickey Line (CM)
Cllr Bigham	Redbourn Community Group (CM) and Village Hall (M)
Cllr Mead	The Museum (T), Redbourn in Bloom (CM) Active in Redbourn (M)
Cllr Finnigan	Friends of High Street (CM) Redbourn Charities (T)
Cllr Bloisi	Friends of St Marys (CM), Community Care Group (V)

**3. PUBLIC PARTICIPATION**

Representative from Friends of the High Street, Redbourn in Bloom, Active in Redbourn

**4. MATTERS FOR REPORT**

Members are invited to notify the Chairman of other urgent business which they wish to be discussed at the end of the meeting. In so doing, the Member(s)/Officer(s) concerned must state the special circumstances which they consider justifies the matter being raised as a matter of urgency. The Chairman will decide whether the item(s) raised shall be considered at the end of the meeting.

- 5. MINUTES OF PREVIOUS MEETING**  
To approve and sign minutes of the previous meeting held on 4<sup>th</sup> July 2024
- 6. MATTERS ARISING FROM THE PREVIOUS MINUTES NOT ON THE AGENDA**
- 7. FINANCE**
  - 7.1 To receive the finance report on Commons expenditure
- 8. REDBOURN COMMON**
  - 8.1 To receive an update on Common repairs
  - 8.2 To consider a request for a memorial tree for Ernest Leahy
  - 8.3 To consider a request for a memorial bench for Alan and Betty Vickery
  - 8.4 To consider a request from Santos Circus to have use of the Common 22<sup>nd</sup> Sept-6<sup>th</sup> Oct
- 9. FRIENDS OF THE HIGH STREET**
  - 9.1 To discuss issue of map, water fountain and planters outside Village Hall car park
- 10. BENCHES**  
To review condition of benches in Cumberland Garden
- 11. TENNIS CLUB**  
To consider Tennis Club plans to install floodlighting
- 11. MATTERS TO REPORT**
- 12. DATE AND TIME OF NEXT MEETING**  
Next meeting date is Thursday, 7<sup>th</sup> November 2024 at 7.30pm, Parish Centre

**Minutes of Commons and Open Spaces Committee Meeting held on Thursday, 4<sup>th</sup> July 2024 at 7.30pm, in the Conference Room at Redbourn Parish Centre.**

Present: Cllrs C O'Donovan (Chair), T Finnigan (V Chair), D Bigham, I Caldwell, W Bloisi, V Mead,

In Attendance: C Kenny (Clerk)

**ELECTION OF CHAIR**

It was proposed, seconded and resolved that:

***Cllr O'Donovan is elected as Chair of Commons & Open Spaces Committee until the next Annual Meeting of the Parish Council***

**ELECTION OF VICE CHAIR**

It was proposed, seconded and resolved that:

***Cllr Finnigan is elected as Vice Chair of Commons & Open Spaces Committee until the next Annual Meeting of the Parish Council***

**1 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from:  
Cllr Withers and A Hayes

**2 DECLARATION OF INTEREST**

Cllr Caldwell - Friends of Nickey Line (CM)  
Cllr Bigham - Community Care Group (CM), Village Hall (M)  
Cllr Mead - The Museum (T), Active in Redbourn (M) Redbourn in Bloom (CM)  
Cllr Mitchell - District Councillor, Community Group (M)  
Cllr Finnigan - Classics on the Common (M), Friends of High Street (CM)  
Redbourn Charities (T)  
Cllr Vegro - Active in Redbourn (CM), U3A (T)  
Cllr Mitchell - District Councillor, Community Care Group (M) Supporter of CPRE  
Cllr Bloisi - Friends of St Mary's (CM), Community Care Group (V)

**3 PUBLIC PARTICIPATION**

None

**4 MATTERS FOR REPORT**

Folk on the Common  
Registration of Common  
Dog signage in Cumberland Garden

**5 MINUTES OF PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

*The minutes of the meeting held on 2<sup>nd</sup> May 2024 are adopted  
as a true record of the meeting*

**6 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT ON THE AGENDA**

Cllr Mead reported that all sponsors of the planters are relevant and out of date signage has been removed

**7 FINANCE**

**7.1 To receive the finance report on Commons expenditure**

The Clerk presented the expenditure report for Commons and Green Spaces, explaining that May and June will have the highest grass cutting expenditure.

It was proposed by the Chair and resolved to:

*The Commons Income and Expenditure reported dated 24<sup>th</sup> June 2024  
for the month of May 2024 be received*

**8 REDBOURN COMMON**

**8.1 To receive an update on Common repairs**

Cllr O'Donovan ask that the Clerk report to the water company that a manhole cover behind the back of the Old School is broken and needs replacing. A resident has put a cone on top of it to warn people.

It was noted that the bouncy castle appears to be encroaching outside of the licensed area.

**ACTION:** Clerk to write to The Cricketers asking that they need to ensure that this doesn't happen again.

**8.2 To consider a request for use of the Common received from The Cricket Club**

Councillors considered the request from the Cricket Club to use the Common for their annual end of season dinner dance event on 21st September. The request is to erect the marquee on Friday, 20<sup>th</sup> September and take down on Monday, 23<sup>rd</sup> September.

It was proposed by the Chair and resolved that:

*RPC grant permission for Redbourn Cricket Club to have use of the Common  
for the purposes of hosting the dinner dance and for the marquee to be  
on the Common from 20<sup>th</sup> September – 23<sup>rd</sup> September, noting that music  
needs to finish at 11.30pm*

**ACTION:** Clerk to inform Cricket Club

**8.3 To consider options on how to deal with damage to the Common at the overflow car park**

Each year, part of the Common is opened up as an overflow car park to accommodate the extra cars during the summer. The Council agree this to ease the impact of the increase in

vehicles to road safety. However, the area where vehicles enter is becoming increasingly damaged and eroded mainly because it never gets time to recover. It was noted that someone (unknown) had done a makeshift repair filling in a rut with small stones. Whilst this is not the way we would have repaired it, it does warrant a wider discussion as to how best to deal with this area to future proof it.

Cllrs considered the option of installing Grassguard or similar permeable concrete blocks which the grass is able to grow through, to a section across all the entrances of the overflow car park. The suggestion from the Facilities Officer was 40-50m<sup>2</sup> area. For the blocks to stay in place, there would need to be a permanent edge concreted, like a kerb. The blocks require a sub-base, the recommendation from the supplier we approached was for 150mm type 1 MOT and 20% humus material for the grass to grow.

This work would be an investment to the area but the thinking is that it will mean that the Common can be used in a way that residents want. The more events we host and run, the more people we attract to the Common and we need to be able to accommodate them at the same time as protecting its integrity.

Cllr Bigham expressed his concerns that the Common is being eroded and questioned whether we should even be opening up this area to be used a car park.

Two motions were tabled:

- 1 Proposed we install a permeable concrete block as described above, along the middle entrance, 3-4 metres wide x 20 metres long. This means only one entrance each Summer.  
Proposed and seconded.  
For – 5  
Against - 1
- 2 Proposed we install a permeable concrete block as described above, along the middle entrance, 3-4 metres wide x 20 metres long and in addition, re-surface the current car park.  
For – 5  
Against – 1

**ACTION:** costings required for both options and Clerk to arrange a site visit so that Cllrs can see an example of suggested materials.

**ACTION:** To seek planning advice to see if there are any permissions required.

**ACTION:** to be discussed at Full Council as it will be a big capital expenditure.

#### 8.4 **To consider a request from the Museum Trustees for a banner type sign to be displayed outside the museum**

The logs that the Museum have previously used to attach their sail flag to has disintegrated and so can no longer be used. The Clerk has asked the tree surgeon if he could supply a suitable long for this purpose but not sure when this will be available. In the meantime, they have asked if they could put stakes in the ground to display their banners.

In the long term, the Parish Council and HCC have said that a brown location sign would be acceptable.

It was proposed by the Chair and resolved that:

***Trustees of the Museum could display banners using stakes which need to be removed each time they open and close***

**9 FRIENDS OF THE HIGH STREET**

This item has been moved to the next meeting

**10 DELEGATED POWERS**

**To grant delegated powers to Chair and Vice Chair during the summer recess**

It was proposed by the Chair and resolved that:

***The Chair and Vice Chair of Commons and Green Spaces Committee be granted delegated powers during the summer recess***

**11 MATTERS TO REPORT**

**Folk on the Common** – a request has been received for use of the common for this event but received too late to go onto the Agenda.

**ACTION:** Commons and Green Spaces Committee recommend to Full Council that request be granted

**Registration of the Common** – Clerk had received an update on the registration on the Common, and the application is still progressing. There are currently delays with the Land Registry. Should it become a problem, the Solicitor could potentially submit an application for this to be expedited.

**Dog signs** – Cllr O'Donovan reported that the dog waste sign had fallen out of position. Clerk to ask JHP Ltd to fix.

**12 DATE AND TIME OF NEXT MEETING**

The next meeting date is Thursday, 4<sup>th</sup> July 2024 at 7.30pm, in the Conference Room at Redbourn Parish Centre.

The meeting closed at 8.25pm

Chair ..... Date .....

## Detailed Income &amp; Expenditure by Budget Heading 01/08/2024

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>470 Fireworks</b>								
1321 Fireworks Donations	0	35	0	(35)			0.0%	
Fireworks :- Income	0	35	0	(35)				0
4500 Fireworks	0	460	0	(460)		(460)	0.0%	
Fireworks :- Indirect Expenditure	0	460	0	(460)	0	(460)		0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(425)</b>	<b>0</b>	<b>425</b>				
<b>480 Commons &amp; Open Spaces</b>								
4595 Cumberland Garden	0	1,200	0	(1,200)		(1,200)	0.0%	
4701 Major Tree Works	0	0	2,000	2,000		2,000	0.0%	
4705 Hanging Baskets & Bed Watering	0	2,500	2,500	0		0	100.0%	
4720 Skip Hire	0	158	450	292		292	35.2%	
4721 Skip Hire - St Marys	0	539	1,500	961		961	35.9%	
4722 Panhandle maintenance	0	0	2,000	2,000		2,000	0.0%	
4731 Moor Interpretation Board	0	0	1,500	1,500		1,500	0.0%	
4767 Cumberland Garden Maintenance	0	0	2,000	2,000		2,000	0.0%	
4768 Cumberland Gdn Electricity	0	0	500	500		500	0.0%	
4786 General Maintenance-Materials	49	1,023	3,000	1,977		1,977	34.1%	
4794 Play Area Inspections	175	905	2,544	1,639		1,639	35.6%	
4795 Play Area Repairs & Maint.	184	355	3,000	2,645		2,645	11.8%	
4797 Clock Maintenance	0	108	1,200	1,092		1,092	9.0%	
4801 Memorial Benches	130	520	2,760	2,240		2,240	18.8%	
4802 Other furniture	390	1,105	0	(1,105)		(1,105)	0.0%	
4805 Commons Miscellaneous	0	171	1,500	1,329		1,329	11.4%	
4806 Car Park Repairs	0	0	1,000	1,000		1,000	0.0%	
4809 Christmas Lights	0	0	1,500	1,500		1,500	0.0%	
4810 Storage yard	0	0	1,300	1,300		1,300	0.0%	
4811 War Memorial	0	152	800	648		648	19.0%	
4813 Flamsteadbury Lane Rent	0	65	260	195		195	25.0%	
4852 GM Grass Maintenance	3,480	12,058	24,500	12,442		12,442	49.2%	
4853 GM Garden Maintenance	303	1,376	2,470	1,094		1,094	55.7%	
4854 GM Trees	48	48	2,200	2,152		2,152	2.2%	
4855 GM Litter picking	825	2,805	11,400	8,595		8,595	24.6%	
4856 GM Flytipping	0	0	300	300		300	0.0%	
4857 GM Litter bins	470	1,785	4,500	2,715		2,715	39.7%	
4858 GM Hard surface maintenance	0	0	600	600		600	0.0%	
4859 GM Hedges and boundaries	50	736	2,815	2,079		2,079	26.1%	
4860 GM Salt spreading	0	0	256	256		256	0.0%	
4861 GM Leaf collection	62	202	3,000	2,798		2,798	6.7%	

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2024

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4862 GM General Maintenance	384	970	4,100	3,130		3,130	23.7%	
4863 GH General Hours	190	437	4,400	3,963		3,963	9.9%	
4864 GM Additonal works	0	0	500	500		500	0.0%	
Commons & Open Spaces :- Indirect Expenditure	<u>6,740</u>	<u>29,218</u>	<u>92,355</u>	<u>63,137</u>	<u>0</u>	<u>63,137</u>	<u>31.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(6,740)</u>	<u>(29,218)</u>	<u>(92,355)</u>	<u>(63,137)</u>				
Grand Totals:- Income	0	35	0	(35)			0.0%	
Expenditure	6,740	29,678	92,355	62,677	0	62,677	32.1%	
<b>Net Income over Expenditure</b>	<u>(6,740)</u>	<u>(29,643)</u>	<u>(92,355)</u>	<u>(62,712)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(6,740)</u>	<u>(29,643)</u>						



# Memorial Application Form

Please complete this application form in **BLACK** ink and use **BLOCK CAPITALS**

## 1) Applicant Contact Information

Name and address of Applicant: .....

Tel (Home):.....(Work/Mobile):.....

E mail:.....

## 2) Memorial Information

Please indicate which type of memorial you would like:

Seat  Tree

If other, please give details .....

This memorial would be to remember: (insert name)..... ERNEST JOHN LEAHY..... SEE ATTACH  
who was: (please state relationship i.e. wife, father, grandparent, friend etc)..... MY HUSBAND.....

Please indicate the connection the person being remembered had with Redbourn: (i.e. number of years lived here, any community activities etc) LIVED HERE 55 YEARS. WILDLIFE ARTIST WHO PROVIDED THE

ILLUSTRATIONS FOR THE INFO. BOARDS BY RIVER RED, 3 VERHAMMUM PARK & TRING RESERVE. JUDGED MANY ART COMPETITIONS FOR ST LUKES SCHOOL, THE BRANNIES & VARIOUS VILLAGE ONES. OVER MANY YEARS HE HELPED WITH EVENTS SUCH AS EASTER ART SHOWS (PAT SCHOFIELD) VILLAGES EVENTS (DIANE WHISKIN) & REDBOURN MUSEUM (PAULINE RIDGWAY). HE WAS ALSO AN ACTIVE MEMBER OF THE RIVER SOCIETY & MANY WILDLIFE ORGANISATIONS

Would you like a plaque (please circle) Yes / No

Please confirm the wording you like displayed on the plaque:

IN LOVING MEMORY OF  
ERNEST JOHN LEAHY  
HUSBAND, DAD, GRANDAD  
WILDLIFE ARTIST

5.11.2022 - 27-9-2022

In which of Redbourn Parish Council's owned/managed land would you like to site your memorial item? Please explain why this is the preferred site for the memorial. Please also enclose/attach any other maps, photos, drawings etc. to clarify the location.

THE COMMON - IT WAS WALKED SO OFTEN & APPRECIATED.  
I AM OPEN TO SUGGESTIONS RE PLACEMENT.

## 3) Commons Committee meeting dates

Memorial application forms will be considered at the Commons Committee whose meetings are held on the first Thursday bimonthly (except August). Please ensure that you return this application form 2 weeks beforehand in order that your application is added onto the Agenda.

## 4) Return Address

Please return this form to: Redbourn Parish Council, Parish Centre, The Park, Redbourn AL3 7LR

Memorial Application Form  
July 2023

**Subject:** Memorial Tree  
**Date:** 11 August 2024 at 12:37  
**To:** clr.colin.odonovan@redbourn-pc.gov.uk

copy

Hello.

My husband, Ernest John Leahy, died on 27 September 2022 after living in the village for 55 years and I would like to put a commemorative tree on the Common in his memory.

He loved the Common and nature in general and to plant a tree would be in keeping with his lifetime love.

Ernie was a wildlife artist who sold paintings worldwide and provided the illustrations for the wildlife board by the River Red, three information boards in Verulamium Park and one at Tring Reservoir, as well as illustrating many wildlife publications.

He also judged very many art competitions for St Lukes School, the Brownies as well as various village ones. Over many years he helped with events such as Easter Art Shows (Pat Schofield), Village Events (Diane Whisking) and the Redbourn Museum (Pauline Ridgwell),

He was a member of many wildlife conservation trusts and an active member of the River Ver Society. His funeral contributions were given to the Herts & Middlesex Wildlife Trust in his memory.

I hope that the Committee will give consideration to my request and look forward to hearing from you.

Please let me know if you need my address and telephone number as I still live in Redbourn.

Sincerely











## Coy of email sent to Clerk from Chair of Tennis Club

Hi Chris

I just wanted to let you know that there have been some significant technical developments in the market with lower-level LED lighting for tennis courts and we are planning to consult with our key stakeholders prior to possibly putting in a planning application for our courts. Currently we are one of the only local clubs that don't have lights, and this means that we can't play in the evenings for much of the year, can't run many teams and we can't offer any junior coaching for around 5 months per year because of the lack of light. We are planning to consult with yourselves of course plus Scouts, the Allotment holders, the houses around Greyound Meadow, our members and with the wider Redbourn community, but as our landlord I thought we ought to check with you first that you are happy for us to start with the consultation process. One of the options for us is to use mobile lights, which don't normally need planning consent, but these are higher and more obtrusive than other options as well as being more expensive to run. The club continues to go from strength to strength with nearly 320 members most of whom either live in or very close to the village. I have attached the proposed stakeholder letter and here is the website link to the site that we have created to inform the consultation process [RTC Lighting Consultation \(google.com\)](#)

We are not looking for support for any of the lighting proposals at this stage but I did want to make you aware of our plans and to check with you that there wasn't any reason why we shouldn't go ahead with the consultation process.

Thank you for considering this and I hope that you and the family have been able to enjoy a good summer break!

Best wishes