

**MINUTES OF THE MEETING OF THE COMMUNITY SERVICES COMMITTEE  
HELD ON MONDAY, 13 JUNE 2011 AT 7.30PM IN THE CASTLE, HERTFORD**

PRESENT: The Mayor, Councillor Mrs S M Newton in the chair at the start of the meeting.

Councillors P Boyle, Mrs B Haddock, Mrs B Mansfield, M McCormick, D Poole, R Radford, P Ruffles, R Willis and N Wilson.

IN ATTENDANCE: Councillor Miss I Sigmac  
Ms T Carpenter Civic Administration Manager  
S Davies, Finance Manager  
North Road Plotholders Group  
Mudlarks Community Allotment Group  
1 member of the public

**39. ELECTION OF CHAIRMAN**

Councillor M McCormick was elected Chairman for the forthcoming civic year. The Chairman then took the chair for the remainder of the meeting.

Councillor McCormick thanked Members for their support and paid tribute to Kim Darby for her work as Chairman

**40. ELECTION OF VICE CHAIRMAN**

Councillor P Ruffles was elected Vice Chairman for the forthcoming civic year

**41. APOLOGIES FOR ABSENCE**

None.

**42. DECLARATIONS OF INTEREST**

Cllr Wilson    Personal Item 8(a) Bees            Council rep. on North  
Road Allotment Group

**43. THE MINUTES**

It was **RESOLVED** that:

The minutes of the meeting held on 28 February 2011 were approved as a correct record and the Chairman authorised to sign the same.

**44. MATTERS ARISING FROM THE MINUTES NOT DEALT WITH ELSEWHERE ON THE AGENDA**

Cemetery

It was confirmed that consideration would be given to the removal of blue plaque on the pillar at the entrance to the St Andrew's section of the Cemetery once the sign inside the gate had been refurbished, work which the Church had agreed to carry out.

Land at Sele Road

It was noted that the purchase of the land was now complete and £3000 was available in the budget to clear the land. Consideration for the design would be given once clearance work had taken place.

St Leonard's Garden

Members commented on the high standard of maintenance and beauty of the St Leonard's Garden.

It was **RESOLVED** that:

The Committee receives and notes the Action Sheet.

**45. QUESTIONS AND/OR STATEMENTS FROM MEMBERS OF THE PUBLIC**

There were no members of the public wishing to speak.

**46. ALLOTMENTS – NORTH ROAD ALLOTMENTS SITE**

Mr Brian Wilkerson, Secretary of the North Road Allotment Group, provided new members with an overview of the history of the Group and provided the Committee with a written report of the recent activities.

It was **RESOLVED** that:

The Committee receives and notes the report from the North Road Plotters Group.

**47. ALLOTMENT - STATISTICS**

The Committee noted the report detailing the latest statistics.

It was **RESOLVED** that:

The allotment statistics be received and noted.

**48. ALLOTMENTS - MAINTENANCE**

The Committee received a report which provided details of work completed across the allotments sites since the beginning of February 2011.

It was **RESOLVED** that:

The Committee receives and notes the report on allotments maintenance.

**49. ALLOTMENTS – MUDLARKS COMMUNITY GARDEN PROJECT**

The Committee received a report from Mudlarks regarding the recent activities of the project. Mrs Hobson also provided new Councillors with a brief overview of the project. The Committee congratulated the Group on its recent Silver Award at the Chelsea Flower Show. This has led to the Group being asked to design the central 'grow your own garden' at Hampton Court Flower Show.

It was **RESOLVED** that:

The Committee notes the report.

**50. BEEKEEPING AT HERTINGFORDBURY ALLOTMENTS**

The Committee had received an application from an allotment tenant to introduce a bee garden on the reclaimed allotment plot at the top of the Hertingfordbury allotment site. A copy of draft rules and regulations for bee keeping had also been circulated.

The Committee recognised that pollination was an essential part of the growing process and welcomed what it considered to be an exciting proposition.

The proposed rules and regulations for bee keepers were considered essential and, subject to minor alterations and grammatical corrections, were approved by the Committee.

An application had also been received for the siting of a portacabin on the site to provide changing facilities for the bee keepers. The portacabin was considered inappropriate given the prominence of the site being situated in the Conservation Area. Furthermore it was felt that planning permission was unlikely to be granted should an application be made. The Committee did however grant approval for a standard allotment shed on the site, being a structure more conducive to the area, with a view to reviewing the situation should this prove necessary.

It was **RESOLVED** that:

- a) The Committee approves the proposal to introduce a maximum of four beehives onto the reclaimed allotment plot adjacent to the car park at Hertingfordbury.

- b) The Committee refuses the request to site a portacabin on the site, but approves the installation of a standard allotment shed.
- c) The Committee approves the Rules and Regulations for bee keeping at the Council's allotment sites, subject to minor alterations and grammatical corrections.

**51. DEVOLVED MANAGEMENT AGREEMENT, NORTH ROAD ALLOTMENTS**

The Committee had received a report requesting that a Working Group be set up to determine the terms of the renewal of the Devolved Management Agreement of the North Road Plotolders Group.

It was **RESOLVED** that:

Cllrs McCormick, Radford and Wilson form a Working Group, along with the Town Clerk to determine the terms of the renewal agreement for the North Road Plotolders Group.

**52. CEMETERY AND CLOSED CHURCHYARDS - STATISTICS FOR BURIALS AND INTERMENT OF ASHES**

It was **RESOLVED** that:

The report on the statistics for burials and interment of ashes be noted.

**53. CEMETERY AND CLOSED CHURCHYARD - MAINTENANCE**

The Committee received a report detailing the maintenance which had taken place in the Cemetery and Closed Churchyards since the beginning of February 2011.

It was **RESOLVED** that:

The report of the maintenance work programme for the Cemetery and Closed Churchyard be received and noted.

**54. DESIGN OF A NEW GARDEN OF REST IN BLOCK J**

The Committee had received a report providing an update of the action taken to date regarding the development of Block J as a new Garden of Rest at the Cemetery.

A Hertfordshire based Landscape Gardener had met with Officers on site to discuss a suitable layout for the land and to prepare two alternative designs for the Council to consider. In the discussions it became apparent that a large Raywood Ash tree on the land would require removal given the spread and depth of its roots and that a holly tree would require work to raise its crown from the ground. Without the removal of the Raywood Ash the Council would lose up to 84 ashes spaces through the span of its surface roots. Additionally, this

particular type of tree was considered inappropriate in the area given that it was prone to weak joints which could break off at any time. The new design would include a new planting scheme.

Members raised no objection to the requested tree work but requested that a female holly tree, of the same variety of the ones in situ be planted to enable the trees to berry. Additionally, it was requested that the timber from the Raywood Ash be retained to provide wood to local crafts people.

It was **RESOLVED** that:

- a) The Committee notes the progress made in the development of a new Garden of Rest in Block J.
- b) The Committee approves the removal of the Raywood Ash tree and tree surgery to the Holly tree.

#### **55. ALL SAINTS LIVING CHURCHYARD SCHEME**

The Committee had received a report providing updated advice regarding the implementation of a 'living churchyard scheme' at All Saints Church.

The Committee recognised the importance of green spaces in urban areas not only to the community but also as a sanctuary for wildlife and wildflowers to flourish and welcomed the proposal.

It was **RESOLVED** that:

The Committee notes the report.

#### **56. NEW ASPHALT PATH, HOLY TRINITY CHURCHYARD**

The Committee had received a report outlining a request from the Vicar of Holy Trinity Church for the installation of a new asphalt path along an informal path which ran through the churchyard.

Whilst the Committee noted that funding for the path would be match funded by a parishioner, nevertheless concern was expressed at the future maintenance responsibilities the Council would inherit once the path had been tarmaced. Additionally the path was considered to be an attractive old fashioned field path that would be ruined by the installation of a hard surface. Further concern was expressed regarding the possibility of the path becoming adopted a public right of way in the future.

It was **RESOLVED** that:

The Committee declines the request to asphalt the informal pathway through the Holy Trinity Churchyard.

**57. SUB COMMITTEES AND ADVISORY SUB COMMITTEES**

The Committee had received a copy of the minutes of the Youth Town Council held on 17 March 2011.

It was **RESOLVED** that:

The Committee receives the minutes of the Youth Town Council meeting held on 17 March 2011.

**58. FINANCE - END OF YEAR INCOME AND EXPENDITURE 2010/11**

The Committee received a report detailing the end of year income and expenditure for 2010/11 for the Community Services Committee was pleased to note that it had ended the year with a £15,000 surplus.

It was **RESOLVED** that:

The Committee notes the report.

The meeting closed at 8.35pm.