

# *Sandridge Parish Council*



## **JERSEY FARM WOODLAND PARK MANAGEMENT COMMITTEE**

Met at 7.30pm at Marshalswick Community  
Centre on Monday 16<sup>th</sup> January 2023

### **PRESENT:**

Councillors - Jenny Roberts (Chair), John  
Hale, Geoff Churchard, Janet Churchard  
Public Members - Carol Chalkley, John  
Forward, Carol Higgins, Frances Leonard  
Warden - Mark Carter

### **OFFICERS:**

Emma Hostler, Deputy Clerk  
Rebecca Pannese, Project, Amenities and  
Community Engagement (PACE) Officer

### **ABSENT:**

Parish Councillor – Jonathan Maskell  
District Councillor – Elissa Da Costa-  
Waldman  
Public Members - Carrie Sherriff

The Chair Cllr Jenny Roberts started the meeting by welcoming the new Public Member Carol Chalkley to the Committee.

### **602. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted for absence from: Councillor Lorraine Kirby and Public Members Clyde Martindill and Jamie Burrows.

### **603. DISCLOSURES OF INTEREST AND DISPENSATIONS**

Mark Carter declared an interest as a self-employed contractor for Sandridge Parish Council.

### **604. MINUTES**

The minutes of the meeting held on Monday 3<sup>rd</sup> October 2022, having been previously circulated, were taken as a correct record and it was, unanimously:

#### **RESOLVED**

That the minutes of the meeting held on Monday 3<sup>rd</sup> October 2022 be approved and signed by the Chair as a correct record.

### **605. MATTERS OF NOTE**

- The JFWP Management Committee annual budget for 2023-24 was approved at

the December meeting of Sandridge Parish Council and is set at £20,335 including an allocation for resurfacing of the footpath and relocation of the memorial stone.

- The cutting and baling of the meadow grass was undertaken in October.
- The trailer ramp to assist with transportation of the new mower has been fitted at a cost of £273.
- Officers have been in discussion with the HMWT regarding undertaking ecological surveys elsewhere in the Parish, with potential to revisit other areas of the Woodland Park, with the aim of optimising ecological diversity. The Project, Amenities, and Community Engagement (PACE) Officer has also been liaising with the Countryside and Rights of Way Team at HCC regarding past audits undertaken in Hertfordshire which may include green spaces within Sandridge Parish, or the potential for undertaking future audits on our behalf.
- Volunteers have undertaken two hedge laying sessions on the Woodland Park in October and November.
- The Working Party formed to draft new management plans for the Woodland Park, led by Mark Carter, is due to meet again to continue discussions.

**606. BIENNIAL TREE SURVEY**

A copy of the biennial tree survey completed by Mark Carter was distributed to Members and Mark provided a verbal update on key observations, particularly as regards the condition of the ash trees on the Park. Mark will undertake a spring inspection of the ash trees (numbers 31-57 on the report) to monitor foliage growth but with a view to felling if considered necessary.

**607. RELOCATION OF THE MEMORIAL STONE**

Parish contractor John O'Conner have been to assess whether they can lift and relocate the memorial stone but as yet no conclusion has been reached. Given the complexities of the task, the Committee was asked to consider the alternative of purchasing and installing a new memorial stone and plaque. Cllr Roberts also pointed out that the existing stone is not listed currently on the war memorials register. Some discussion ensued after which it was agreed that a local stone masonry company should be contacted to ascertain the estimate cost of installing a new memorial stone before any further decision is made.

**608. TREE SCULPTURE**

Cllr Roberts informed the Committee that she had spoken with a local tree sculptor regarding commissioning a piece for installation in the site of the former Princess Diana tree. The sculptor has expressed interest and agreed to visit the site to provide an estimate cost.

**609. DOGS ON THE WOODLAND PARK**

The Parish Office reported that it had received a complaint from a resident concerning anti-social dog walking, not specific to the Woodland Park. Whilst an article was published in the recent issue of the Parish Neighbourhood News magazine highlighting some of the problems caused by anti-social dog walking, and the penalties that may be incurred, Officers explained that actions to deter such behaviours are otherwise limited. However, the PACE Officer recommended producing and installing new signage on the Woodland Park stipulating a maximum of four dogs per walker and encouraging responsible behaviours.

It was, unanimously;

**RESOLVED**

That the PACE Officer should produce and instal new signage at the three entrance

points to the Woodland Park to encourage responsible dog walking at a cost of no more than £400.

**610. GREEN FLAG AWARD**

A copy of the Green Flag Award 2022 Mystery Shopper report was distributed to Members. Whilst the Woodland Park received a Green assessment (meets standards/no concerns) across all categories the PACE Officer confirmed that she would review any matters raised and action as necessary. The PACE Officer also informed Members that she will purchase additional wooden leaflet dispensers to replace those that have fallen from the posts but that is not expected to be a material cost. The PACE Officer is due to submit the 2023 Award application by the end of January.

The PACE Officer left the meeting at this point.

**611. MANAGEMENT PLANS 2022-23 AND EXPENDITURE**

Committee Members were informed of current expenditure against budget of £6,813, a breakdown was provided, and advised of further outstanding costs including payment of the meadow cut and management plan works yet to be undertaken by Mark Carter. In the absence of any additional activities to those already highlighted in the 2022-23 management plan Members were advised that annual spend will come in under budget, but that this was in large part attributable to an unused allocation of £2,000 for footpath repairs which was not needed.

**612. ANY MATTERS ARISING**

The Chair updated Members on recent Parkrun activity and the Deputy Clerk informed Members of the intention to walk the course with members of the Parkrun team in early spring.

**DATE OF THE NEXT MEETING**

The next meeting of the JFWP Management Committee will take place at Marshalswick Community Centre at 7.30pm on Monday 27<sup>th</sup> March 2023. A site walkabout will take place beforehand, meeting outside Woodland House at 6.30pm.

There being no further business the meeting closed at 8.40pm

Chair .....

Date .....