

**Chief Executive
Daniel Goodwin**

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**MEETING OF THE ROTHAMSTED PARK MANAGEMENT COMMITTEE ON
TUESDAY, 9 FEBRUARY 2010 AT 7.00 PM IN THE HARPENDEN TOWN
COUNCIL OFFICES, LEYTON ROAD, HARPENDEN, AL5 2LX**

St Albans District Councillors Mrs Alison Steer, Julie Bell and Mike Wakely;
Harpenden Town Councillors John Chambers, Daniel Chichester-Miles, Mrs Pat
Kent, John Holley and Steve Green;
Harpenden Youth Town Councillor – Vacant;
Representatives of local groups and organisations which use Rothamsted Park.

The room in which this meeting is to be held is equipped with an infra red hearing system for people with hearing difficulties. Advice on the use of the system will be provided at the meeting by the Corporate Administrator.

AGENDA

1. Apologies for Absence
2. Replacement Members
3. Minutes

To confirm the Minutes of the meeting of the Management Committee held on 17 September 2009 (copy attached)	<u>Pages</u> (3 - 4)
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4. Harpenden Leisure Centre - Oral Report
5. Parks Manager's Report (5 - 6)

6. Items to be Raised by Management Committee Members

No notice of items to be raised has been received.

7. Date of Next Meeting

The next meeting will be held on Tuesday 21 September 2010 in the Council Chamber, Harpenden Town Council, Leyton Road, Harpenden at 7.00 pm.

MINUTES OF A MEETING OF THE ROTHAMSTED PARK MANAGEMENT COMMITTEE

Held in the Council Chamber, Harpenden Town Council, Leyton Road, Harpenden on Thursday 17 September 2009 at 7.00pm.

Members In Attendance:

Councillor Mrs P Kent (Harpenden Town Council)
Councillor Julie Bell (St Albans District Council)

Present:

Mrs D Mills (Local Resident).
Mr I Hunt – (Harpenden Colts)
Mr L Crabtree (Harpenden Town Football Club),
Mr J A Currie (Hertfordshire Orienteering Club)
Mr C Goodall (John O’Conner – Grounds Maintenance Contractor)

Officers In Attendance:

Mr J Bennie – (Parks and Green Spaces Manager)

Apologies:

Councillor M Wakely
Councillor Mrs Steer
Councillor D Chichester-Miles
Mr R Shwe – (Head of Culture and Community Development)
Mr J Bagshaw – (Clerk to Harpenden Town Council)
Mr C Smith - (Sports Centre Manager)

1. ELECTION OF CHAIRMAN

In the temporary absence of the Chairman, Councillor Mrs P Kent was elected Chair for this meeting only.

3. REPLACEMENT MEMBERS

There were no replacement members.

4. MINUTES

The Minutes of the meeting of the Management Committee held on 5 February 2009 were taken as read and confirmed.

5. NOTES AND ACTIONS FROM THIS MEETING

Green Flag

Rothamsted Park has retained its Green Flag status for another year in 2009. Planning permission has been applied for, in order to install a new flagpole to display the green flag.

Park Ranger Service and Anti-Social Behaviour

Members of the committee commented that anti-social behaviour was “strangely Quiet”. There were no particular problems reported by either the Ranger or the police.

Sports Areas

It was agreed that the Council would use part of its approved capital budget to patch repair the roof of the pavilion used by Harpenden Town FC.

Play Area

The Committee noted the plan to replace and update the sign at the play area, and after discussions, agreed with the Parks Manager that the age limit should be stated as 10 years, to reflect the range of equipment available.

Roads and Paths

The Committee noted the plans to carry out some small surface repairs, and to re-position the entrance gate into the park between the swimming pool and tennis courts.

New Entrance Sign

The Committee agreed on the need for a new sign at the main entrance off Leyton Road, but were unable to view a draft at the meeting. The Parks Manager promised to send this to members at a later date.

6. ITEMS RAISED BY MEMBERS

Next meeting of this Management Committee

Members of the Committee asked the Parks Manager to explore the possibility of moving the date of the next meeting to March/April. This would allow the meeting to include a tour of the park, and perhaps to include a visit to the Sports Centre/ Swimming Pool.

7. DATE OF NEXT MEETING

Wednesday 10 February 2010 in the Council Chamber, Harpenden Town Council, Leyton Road, Harpenden at 7.00pm.

The meeting ended at 8.16 pm.

(SIGNED)

CHAIRMAN

**Parks Manager's Report to the
Rothamsted Park anagement Committee
Meeting to be held on
Tuesday 9th February 2010**

Green Flag

Rothamsted Park has been entered for Green Flag for 2010. The green flag awarded to the park for 2009 has been displayed on the new flag pole.

Park Ranger Service & Anti-Social Behaviour

Committee members are asked to report on any concerns.

Sports Areas

Committee members are asked to report on any concerns.

All the football posts have now been replaced with new posts, with half the funding coming from a grant from the Football Foundation.

The two sports pavilions have been checked by the Council's Building Surveyor, with a view to identifying any energy saving measures that can be introduced.

Play Area

The new play area entrance sign has been ordered, as discussed at the last meeting.

Roads and Paths

The repairs to paths have been delayed by the unfavourable winter weather conditions.

Park Furniture

Officers are going to carry out a review of existing seats, litter bins, dog bins and any other park's furniture, to check if the positioning and supply is still appropriate. Committee members are asked for any initial comments.

Special Events

The May Carnival and the Highland Games in July have been scheduled into the events calendar as usual. It is the turn of Rothamsted Park to host the Joint Youth Council's concert for young people, Summer Sounds, if this is to continue as the last four years.

Activities for Young People

The park will be one of the sites used for Sports in the Parks and Play in the Parks programmes for 2010, which are both organised through the St Albans Arts, Sports & Health Development Team, as part of the leisure management contract with Leisure Connection Ltd.

The Play in the Parks programme is a three year initiative, following funding from the Big Lottery, and will continue until 2011. The organisers report that Rothamsted Park has proved to be one of the best attended sites for both programmes.

Environmental Study in the Park

The Council would like to obtain more information on the flora and wildlife in the park, to better inform its management. It is therefore talking to the Herts and Middlesex Wildlife Trust, with a view to carrying out some monitoring during this spring and summer. The Dell area, in particular, seems to offer potential for improved planting and management, to encourage the natural environment. Its close position to the Rothamsted Experimental Station's land may also have an impact.

The Council has ordered some interpretative signs to install on environmental areas, to inform the public about the aims of the management and maintenance work. These signs have worked very well at its Sopwell Nunnery site, and have been praised by Green Flag judges.

New Entrance Sign from Leyton Road

A draft layout has been prepared for this new sign.

Permissive Cycle Route in the Park

The 12 months trial of the new permissive cycle route in the park, using the main avenue, finished last December. The Council now has to decide whether to make the path permanent.

Landscaping

The Council has prepared specifications to be put out to tender with its approved list of small contractors. The projects listed in the Park Manager's report last September are:

The Rose Garden

The two central borders are to be replanted with roses, to reduce the cost of annual bedding at this location. The surrounding borders will also receive new plants to supplement the existing planting, where there are a number of bare areas. The plant species chosen will include some prickly plants to add security to the rear fencing of Leyton Road properties.

Leyton Road entrance

To form part of a visual improvement, to include the new entrance sign. A small patch of grass to be planted, and a small post and rail fence installed to prevent car parking.

Amenbury Lane entrance from the car park

To reinstate the grass area, and add a small shrub bed to direct people to stay on the path. To also remove a redundant pole.