



LONDON COLNEY PARISH COUNCIL

To: Councillors K Gardner (Chair), N Mahony, Mortuza, L Winstone
Mr A Osborne, Mrs J Barker

22 June 2021

You are hereby summoned to attend the meeting of the **ENVIRONMENT & NEIGHBOURHOOD COMMITTEE** to be held on **TUESDAY 21 OCTOBER 2021, AT 7PM, CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU**

Emma Payne
Clerk to the Council

AGENDA

- 1. APOLOGIES FOR ABSENCE**
To receive apologies for absence.
- 2. DECLARATION OF INTERESTS**
To receive declarations of interests relating to matters on the agenda.
- 3. MINUTES**
To approve minutes of the meeting held on 29 June 2021 (attached).
- 4. GROUNDS MAINTENANCE MANAGER'S REPORT**
To receive a report from the Grounds Maintenance Manager.
- 5. ALLOTMENTS**
 - 5.1 To receive a report on the allotments
 - 5.2 To receive minutes of Allotment Holders Meeting held 5 October 2021
- 6. MEMORIAL BENCH APPLICATIONS**
To receive a report on an application for a memorial bench
- 7. WALSINGHAM WAY OPEN SPACE**
To receive a report on developing Walsingham Way as a specific habitat site.
- 8. ELECTRIC GROUNDS MAINTENANCE EQUIPMENT**
To receive a report on the purchase of electric grounds maintenance equipment, as outlined in the Climate Change and Biodiversity Policy.
- 9. CHRISTMAS TREE**
To receive a report about the feasibility of planting a real Christmas tree at Chester Gibbons Green.
- 10. QUEEN'S PLATINUM JUBILEE**
To receive a report on the Queen's Green Canopy

- 11. VILLAGE GREENS**
To receive a report on registered village greens in London Colney
- 12. UPDATE ON STRATEGIC PLAN**
To review and update this committee's input to the Council's strategic plan
- 13. BUDGET 2022-23**
To consider any new budget items for the budget and review this committee's budget for 2022-23.
- 14. LOWBELL LAKE PROJECT**
To receive a verbal update on this project.
- 15. RIGHTS OF WAY WORKING PARTY**
To receive the notes from this working party meeting held on 5 October 2021.
- 16. WORK PROGRAMME**
To receive and note the work programme for this committee.
- 17. DATE OF NEXT MEETING**
2 November 2021 or 18 January 2021

LONDON COLNEY PARISH COUNCIL

MINUTES OF THE ENVIRONMENT & NEIGHBOURHOOD COMMITTEE MEETING HELD ON TUESDAY 29 JUNE 2021, 7.00PM CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU

PRESENT: Councillors K Gardner (Chair), D Gordon, M MacMillan, L Winstone,
Mr A Osborne, Mrs Barker

IN ATTENDANCE: E Payne, Clerk
L Casling, Grounds Maintenance Manager

1. APOLOGIES

Apologies were received from Cllr Mortuza and was substituted by Cllr MacMillan. Cllr Gordon substituted for Cllr Mahony.

2. DECLARATION OF INTEREST

Mrs Barker declared a personal, pecuniary interest in item 18 as an allotment tenant.

3. MINUTES

The minutes of the meeting held on 9 February 2021 were approved as a true record of the meeting.

4. WORK PROGRAMME

Members received the proposed work programme for this committee, and it was **RESOLVED** to:

Note its contents.

It was resolved to move item 16, Orchard Site at Napsbury, to this point at the meeting.

5. ORCHARD SITE AT NAPSURY

Cllr Gordon reported to the meeting on the work she has been involved with residents of Napsbury and North Cottages regarding the preservation of this area which is in danger of being developed into 200 houses and a care home. She has been involved in her previous capacity as a County Councillor and through her work as a Trustee at the Highfield Trust. Concerns have been raised in relation to the ecology of the site and because it contains an orchard, which was part of the Napsbury Farm. SADC had considered an application for an Environmental Impact Assessment for the site had had deemed that it had not warranted such an assessment.

She reported that the site has been inspected by an orchard expert and a representative from Herts Ecology. They were enthusiastic about the site in terms of its ecological diversity. Mrs Barker reported that the site had been investigated as part of the PEAP process and it had been deemed to be not of ecological note. Cllr Gordon asked that this committee consider how best to protect the site from future development and preserve it going forward.

It was **RESOLVED** to recommend to Council that:

An Asset of Community Value Application is made for the site in two parts:

- a) *The orchard*
- b) *The entire site*

6. TERMS OF REFERENCE

Members received the Terms of Reference for this committee, and it was **RESOLVED** to:

Note the Terms of Reference.

7. GROUNDS MAINTENANCE MANAGER'S REPORT

Members received the report from the Grounds Maintenance Manager. He answered questions about the works to the swims and the work undertaken to replace these areas which had been washed away during the winter by flood water.

8. PUBLIC SPACE PROTECTION ORDER

Members received the report on the proposed Public Space Protection Order. Members noted the work undertaken to gather the evidence base for this. It was **RESOLVED** to:

Note the report.

9. FLOWERBED SPONSORSHIP

Members received a report on proposed flower beds for sponsorship by businesses. Members consider that the war memorial was not a suitable area for sponsorship. It was **RESOLVED** to:

- a) ***Offer floral sponsorship packages to the sites identified in the report.***
- b) ***Recommend to F&GP the sponsorship rates outlined in the report.***

10. MEMORIAL BENCH APPLICATION

This item was deferred to the next meeting.

11. PLAY AREA INSPECTIONS

Members received the annual play area inspections and noted the request from the Internal Auditor that these reports were made available to Members. The Clerk reported that they are available for members of the public to view on the Council's website. Members noted that the standard of the play equipment was good, with minor repairs required. The Grounds Maintenance Manager has recently attended, and passed, a play area inspection course. This was a recommendation from the Business Continuity Plan. He advised Members that the play inspection regime undertaken by the Council is over and above the standard required by law and will continue to be undertaken on this basis.

Members noted the S106 funding which may be available for any future play area investment. They were advised that there is no guarantee of funding, if the development does not achieve planning permission, or does not proceed. It was **RESOLVED** to:

- a) ***Note the play area inspections.***
- b) ***Note the maintenance and repairs to be undertaken as outlined in the play area inspection reports.***
- c) ***Note the S106 contributions available or committed.***

12. SUSTAINABLE PROCUREMENT POLICY

Members received a proposed sustainable procurement policy. Members felt strongly that the parish council should be seen to adopting and implementing this policy in its day-to-day operation as an example to the community. It was considered appropriate to include an article on the actions being undertaken by the parish council in relation to climate change in the next newsletter. It was **RESOLVED** to recommend to Council that:

The Sustainable Procurement Policy is adopted.

13. CARBON FOOTPRINT BENCHMARKING EXERCISE

Members received this report on undertaking a carbon footprint benchmarking exercise. They noted that this was a time-consuming, desk-based exercise and would have to be repeated in 24-48 months' time to assess the Council's performance to reduce its carbon footprint. Members asked the Clerk to investigate the possibility of a student to undertake the project, perhaps contacting the University of Hertfordshire to see if there was someone studying an appropriate degree who might be interested in helping. The timescale for the exercise to be completed would be between 6-9 months.

Members discussed other ways to reduce the Council's carbon footprint and were advised that HR committee would like WiFi to be installed in the Margaret Hopkins Suite so that the office staff can use it as an overflow office, to work quietly. This could be extended to the lounge, to allow for Members to use electronic devices to access Council papers rather than have printed copies. This would not be suitable for all Members, who should not be disadvantaged if they do not have access to a device. It was **RESOLVED** to:

Undertake a carbon footprint bench marking exercise.

14. WILDFLOWER SITES

Members received this report with an update on the previous wildflower planting and suggested areas for more wildflower sites. Members noted that the shady wildflower planting at Riverside had taken a couple of years to establish, and that this site would be underplanted with spring bulbs. It was noted that the wildflower planting at Napsbury had been very successful.

Members approved the addition of appropriate signage so that members of the public could be informed of the schemes. Members asked if the Walsingham Way Open Space could be developed further and were advised that this is an item on the forward work programme. They also asked if the verges in Shenley Lane, near the recreation ground, could be left to grow long, and the Clerk informed them that this was also on the work programme. The Clerk was asked to investigate the Queen's Platinum Jubilee tree planting scheme. It was **RESOVLED** to:

Approve the wildflower sites as outlined in the report.

15. GREEN FLAG

Members received a report on the Green Flag scheme, which is an aim of the Council's strategic plan. Members noted that the application required a site to have a management plan to be devised by the Grounds Maintenance Manager. They considered the timescale for this management plan to be devised and decided that the November meeting would be appropriate, for an application to be made in February 2022. It was **RESOLVED** to:

Draw up a Management Plan for Morris Recreation Ground as the first stage for a Green Flag Award application.

16. BOREHOLES

Members noted the request from the Environment Agency to sink a borehole in the car park at St Peter's to monitor the water level in the aquifer. They were also advised that a sign had been seen in the vicinity of Watery Paddock seeking land ownership for the site. The Clerk had written to the relevant authority advising them that the Parish Council were the owners of the land. The Clerk advised Members that as the land at the car is leased by the parish council, and not owned, the landowner must give permission. It was **RESOLVED** to:

Note the report.

17. LOWBELL LAKE PROJECT

Members received a verbal report on this item and noted that there had been no progress to date.

18. ALLOTMENTS

Members received a report following the inspections undertaken by Cllrs Pakenham and Winstone, in addition to one with the Admin Officer and Grounds Maintenance Manager. They noted the work undertaken by the Admin Officer in the administration of the sites. The security of the Shenley Lane site was addressed, and this will be raised at the allotment holders meeting, to be arranged in September/October 2021. It was **RESOLVED** to:

- a) Note the allotment inspections.***
- b) Note the current waiting list.***
- c) Note that new allotment plot markers will be sourced, the costs to be met from the Allotment Budget.***
- d) An allotment tenants meeting will be arranged for September/October 2022.***

19. REPAIRS TO BARNET ROAD BRIDGE

Members received an update on this project, which is being undertaken by a contractor on behalf of Hertfordshire County Council. They noted the map outlining the site for the works including the village green and the location of the pumps. The Clerk reported that a request had been made for the use of the entire car park for the duration of the works. The Clerk had liaised with the Vicar of St Peter's and could report that this would cause too much inconvenience for people using the church (Sunday services, hirers of the hall), not to mention residents who use the car park to enjoy the lake area. The Clerk could enquire with the owners of the industrial estate about opening their entrance to allow visitors to park during the project period. It was **RESOLVED** to:

- a) Note the report.***
- b) Refuse the request to use the entire car park for the duration of the project.***

20. RIGHTS OF WAY WORKING PARTY

Members received the notes from this meeting and noted their contents.

21. DATE OF NEXT MEETING

Tuesday 28 September 2021

The meeting closed at 2010.

Signed Date

Grounds and Maintenance Report – September & October 2021

General Comments:			
<p>Grounds are looking good over the parish on a whole, few things we have hoped to get done before the winter unfortunate have not had time, like Napsbury sports pavilion refurbishment. We will now contract this out. The next few months are going to be very challenging, following the resignation of a member of staff.</p>			
Site	Routine Maintenance	Comments	Additional works this Month
Morris Playing Field	<p>All litter bins and dog bins emptied, and park litter picked - 2x per week Play area equipment checked and made safe if required - 2x per month Pavilion toilets opened and closed daily. Hedges cut back as required -4x per year Grass cut as and when required - 20 x per year Pitches marked out 4 x per month Pitches harrowed 1 x per month Spiking 1x per month Rolling 1x every other month Grass Seeding 1 x per year</p>	<p>Quite wet over the last few months however we have managed to keep on top of the grounds.</p> <p>Had meetings regarding the fireworks and seem all set for that.</p>	<p>Numerous meetings and paddling pool. Numerous meetings with contractors regarding Morris Way pavilion refurbishments work. Strim and spray paddling pool ready for splash pad to start. Supplied paint and organized painting of Garage Morris way.</p> <p>Repaired broken flood lights</p> <p>New football sockets dug in</p> <p>Gates made for entrance to Glebe to assist fireworks emergency exit</p>
Shenley Lane Playing Field.	<p>Trim Trail and play equipment checked on a weekly basis, path blown free of debris. All litter bins and dog bins emptied, and park litter picked. Play area equipment checked and made safe if required. Grass cut as and when required.</p>	<p>Quite wet over the last few months however we have managed to keep on top of the grounds.</p>	<p>Had and move around of the pitches changed the complete layout of this site and installed new goal post. Lots of works on trim trail</p>

Grounds and Maintenance Report – September & October 2021

	<p>Hedges cut back as required. Pitches marked out 4 x per month Pitches harrowed 1 x per month Spiking 1x per month Rolling 1x every other month Grass Seeding 1 x per year.</p>		
<p>Walsingham Way Playing Field</p>	<p>All litter bins and dog bins emptied, and park litter picked. Play area equipment checked and made safe if required Hedges cut back as required. Grass cut as and when required.</p>	<p>Site looking good however we need to try and spend more time on this site in general.</p>	<p>Small repairs on play equipment</p>
<p>Napsbury Sports Ground</p>	<p>Cricket square is cut on a weekly basis. Mark out new wickets weekly Cut wickets twice a week Roll the table once a week Roll the wickets as and when required Repair wickets as and when required. Mark boundary once a week Cut boundary. Hedges cut back as required. Cleaning inspection carried out Smoke alarm check. All playing fields cut as and when required. Pitches marked out 4 x per month Pitches harrowed 1 x per month Spiking 1x per month Rolling 1x every other month Grass Seeding 1 x per year</p>	<p>Cricket as now finished, and table has been fully renovated for next year. Now football and rugby have been set and marked at this site.</p>	<p>Removed fallen tree debris Meetings with contractors regarding pavilion refurbishment Meeting regarding CCTV Put up football and rugby post Cut meadows Replace man whole cover New football sockets dug in.</p>

Grounds and Maintenance Report – September & October 2021

Community Centre & Grounds	Litter and Dog bins Play area inspections Litter pick complete area. Salt Spreading Hedge cutting Tree pruning. Cut all grass as and when required	Site looking good apart	Works on stage Shelving in the cellar erected and removed Freezer removed from cellar Replaced broken kitchen door lock. Removed broken park bench
Shenley Lane Allotments.	Cut hedges. Paper pick Cut Grass Top of grass paths.	Site looking good	Repair vandalised fence
Glebe Allotments.	Cut hedges Paper pick Top of grass paths	Site in good order	Needs spraying when weather permitted
Chester Gibbons Green	Prune Shrubs Beds Empty litter and dog bins Scarify Grass Cut Grass	The clock is finally fixed	
High Street and The Bull Shrub Beds	Keep weed free Removed any dead plants. Try to keep topped up with bark.	All been sprayed looking good	
Riverside	Keep swims free from debris. Litter pick Empty dog and litter bins Regular tree inspections Tree pruning Keep river flowing Keep car park clear Keep drains free from debris	Looks of inspections regarding the bridge repairs, all looking good they have replaced our sandbag store and pruned back all the trees we asked them to.	

Grounds and Maintenance Report – September & October 2021

	Cut all grass as and when required Rat bait	They will come back and plant some areas on the riverbank once it as dried out.	
War Memorial	Keep site clean and tidy Weed free	New bedding ordered for next before Remembrance Sunday	
Halsey Park	Play area inspection Grass cutting Empty litter bin	Site in good order.	
Coopers Wood	Litter pick Empty Dog bin Minor tree works Keep main path clear		
Dudley Wood			
General Works Not Grounds	Machine repairs, Maintenance.	Lots of repairs over the last few months Works on vans	Hedge cutters resharpened Major works on the 424 Puncher repair on the Scarifier

LONDON COLNEY PARISH COUNCIL

COMMITTEE: ENVIRONMENT & NEIGHBOURHOOD

DATE: 21 OCTOBER 2021

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: ALLOTMENT REPORT

1. SUMMARY

1.1 This report provides a summary of activity relating to the allotment plots at Shenley Lane and Glebe.

2. RECOMMENDATION

2.1 Members are asked to:

- a) note the current situation regarding the waiting list (item 3)
- b) Note the proposed allotment signage (item 4)
- c) Consider the implementation of organic only allotment plots when they are leased to new tenants (outlined in item 5 below) and advise the Clerk if Members wish to proceed with this course of action.
- d) Consider reverting to a key holder padlock for Shenley Lane allotments (item 6 below) and advise the Clerk if they wish to proceed with this option.
- e) Receive the notes of the allotment holders meeting held on 5 October 2021.

3. WAITING LIST

There are currently two quarter plots available at both sites. There are no applicants on the waiting list.

4. ALLOTMENT SIGNAGE

Allotment plot signage is being investigated but is proving to be expensive to consider a bespoke solution or something printed. An alternative solution of a stencilled number on a paving slab is being considered, when paving slabs are available at builders' merchants. The image below shows a stencilled number on block paving and something similar could work on paving slabs, and using a stencil could be versatile when splitting plots, e.g. 4A, 4B, 4C, 4D



5. ORGANIC ALLOTMENT PLOTS

- 4.1 Members are asked to consider the letting allotment plots as organic only when letting new plots. This would mean that in time, all the allotment plots would be organic.
- 4.2 Organic gardening avoids using synthetic chemicals such as pesticides and relies on crop rotation, animal manures, compost, and biological controls to keep the soil fertile, manage pest, disease and weed problems. It lowers the risk of environmental pollution, helps reduce greenhouse gases by restricting the use of manufactured chemical fertilisers. Organic gardening creates healthy, living soil by nourishing them with compost and nitrogen fixing crops, which means that organic soils are 25% more effective at sequestering more carbon.
- 4.3 Organic gardening is better for pollinating insects and hedgehogs who do not ingest slugs killed with slug pellets (metaldehyde is outlawed for pellets).
- 4.4 Neighbouring plots will not be organic until all allotment plots have been relet and new tenants may object to their neighbours using non-organic measures.

5. RETURN TO KEY LOCKS AT SHENLEY LANE

- 5.1 In 2018, Officers were struggling to find a supplier for the bespoke keys for the locks for the Shenley Lane site. A decision was taken to remove the padlocks and replace them with a combination lock. The combination would be changed annually, a month after renewal of allotment rents. If the allotment tenant had not renewed their allotment plot, then they would not be able to access the site.
- 5.2 This decision has proved problematical with some allotment holders. There have been instances where the combination code has been given to third parties to allow them access to the site. Sometimes the combination locks have not been 'scrambled' after locking and people have been able to gain access.
- 5.3 At the allotment meeting held on 5 October, it was agreed that Officers would go with the majority decision and gave allotment holders the option of keys vs combination. If the key option is preferred, a new supplier will need to be sought (probably online) for a supplier of specialised locks and keys which can't be cut.
- 5.4 There will need to be a security deposit (refundable when the allotment lease is terminated), to cover the loss of keys and any replacement keys will need to be paid for by the allotment holder.
- 5.5 For your information, a deposit is already held when tenants take an allotment. This covers the cost of clearing the site should the tenant leave without leaving it in a suitable condition.

6. OTHER MATTERS

- 6.1 Affinity Water has reported a water leak at Glebe Allotments. This is located between the meter and the allotment site and is therefore the responsibility of the bill payer. The water is currently turned off and the Clerk is investigating companies to locate and fix the leak.

- 6.2 Contact has been made with Bidwells, the land agent for the Diocese of Westminster, requesting that the land adjacent to Glebe allotment is cut back.
- 6.3 Allotment meeting on 5th October was attended by 16 Tenants from Shenley Lane and 4 from Glebe (notes attached).

7. FINANCE

- 7.1 Any costs relating to allotment signage will be met from existing budgets.
- 7.2 The deposit for keys would need to cover the cost of replacement keys, plus administering of the scheme.
- 7.3 It is likely that the repairs to the water leak will exceed the allotment budget and will need to be met from general reserves.

5. IMPACT ASSESSMENT

Strategic Plan	Option One
Equalities	N/A
Environmental/Sustainability	Adheres to Climate Change and Biodiversity Plan
Crime & Disorder	Secures allotment site
Financial	Impact on general reserves regarding water leak
Resources (including workforce)	Additional administrative workload on staff for key scheme.
Risk Management	N/A

**Notes from Allotment Meeting held on 5th October 2021
Caledon Community Centre, Caledon Road, London Colney**

Present: Cllr Helen Pakenham
Emma Payne – Parish Clerk
Leigh Casling – Grounds Manager
Anita Hall – Admin Officer

Shenley Lane Allotment tenants: 16
Glebe Allotment tenants: 4

Apologies: Cllr Liz Winstone

1. Cllr Pakenham welcomed all to the meeting and thanked the tenants for their hard work. There was a distinct improvement on the condition of the allotment plots since she had last participated in an allotment inspection.
2. The Clerk welcomed everyone to the meeting. She explained that the introduction of ¼ plots have been well received and had allowed the parish council to reduce the waiting list. There are currently two quarter plots available on both sites, with no one on the waiting list.
3. There is currently a water leak at Glebe allotments, the water has currently been turned off and investigations are ongoing to find the leak
4. Seeds donated by Aylett Nurseries are available during this meeting
5. Inspections are usually carried out once per year by Councillors and Admin officer.
6. Following the recent break ins at Shenley Lane allotments, the Clerk advised any tenant who had lost property etc should report this to the police. She went on to explain that tenants were recommended when they took on allotments to avoid storing anything of value in their sheds.
7. A discussion was held regarding the use of coded locks versus key padlocks with a deposit for the key and it was agreed to email all Shenley allotment tenants to ask for their preference with the majority decision being upheld as the preferred option which would then be implemented.
8. A discussion was held regarding the use of weedkillers and the hope that we can implement organic allotments for all new tenants which will be considered at the next Environment & Neighbourhood Committee on 21 October 2021.
9. An allotment holder asked if the parish council could source wood chips. The Grounds Maintenance Manager would try to source these for both sites
10. Flooded Ditch at Shenley Lane Allotments next to Irish Club: Grounds Manager & Clerk would visit the site

Next meeting March 2022

LONDON COLNEY PARISH COUNCIL

COMMITTEE: ENVIRONMENT & NEIGHBOURHOOD

DATE: 21 OCTOBER 2021

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: MEMORIAL BENCH APPLICATIONS

1. SUMMARY

1.1 Two applications have received to install a memorial bench and a tree.

2. RECOMMENDATION

Members are asked to approve:

- a) The application to install a memorial bench at Morris Recreation Ground, adjacent to the tennis courts.
- b) The application for a memorial tree on the village green.

3. BACKGROUND

3.1 The council's memorial bench policy was reviewed and adopted at the Environment & Neighbourhood Committee meeting held on 1 September 2020.

3.2 There is now a prescribed design of bench with all costs for the bench to be met by the applicant before the bench is purchased and installed.

4. FINANCE

4.1 There is no financial outlay to the parish council, with all costs including purchase and installation of the bench being met by the applicant (circa £950).

4.2 The cost of the tree is passed directly to the applicant, with a planting fee of £25 to cover staff costs.

5. IMPACT ASSESSMENT

Strategic Plan	Objective 1
Equalities	N/A
Environmental/Sustainability	Memorial benches are made from recycled plastic
Crime & Disorder	N/A
Financial	N/A
Resources (including workforce)	Time taken to install the bench is included in the cost of installing the bench
Risk Management	Managing the quality of benches installed removes risk of substandard benches being installed

Proposed Memorial Bench Location

London Colney CP

Author: L. Administrator

Date: 18/06/2021



Parish

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LONDON COLNEY PARISH COUNCIL

COMMITTEE: ENVIRONMENT & NEIGHBOURHOOD COMMITTEE

DATE: 21 OCTOBER 2021

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: DEVELOPING WALSINGHAM WAY OPEN SPACE

1. SUMMARY

- 1.1 This report outlines a proposed direction for the use of Walsingham Way Open Space for Members to consider.
- 1.2 This report is designed as a discussion document and feedback from Members is welcomed.

2. RECOMMENDATION

- 2.1 Members are asked to consider the report and advise the Clerk how they wish to proceed.

3. BACKGROUND

- 3.1 In March 2020, 450 native British whip trees were planted at Walsingham Way, as part of a carbon off setting project. The planting was undertaken by tree warden volunteers, residents, and local school children. The area where the trees were planted was fenced off.
- 3.2 The Clerk visited the site in September 2021, with the Wilding Officer from SADC, who was offering advice on the development of sites across the district for rewilding to increase biodiversity.
- 3.3 The Council's adopted Climate Change and Biodiversity Plan, adopted in 2021, specifically mentions the development of Walsingham Way as a habitat site, including installing nesting boxes and other habitats.
- 3.4 An application to register the site as an Asset of Community Value has been made to SADC and it has been identified as a Green Open Space as part of the Neighbourhood Plan process.
- 3.5 The site was used for football but the condition of the ground meant it was too uneven to be used for formal sports. It is currently used as an informal open space, with play area. A registered Right of Way crosses the site from Chicken Lane to St Bernadette's School.

4. PROPOSALS FOR THE SITE

- 4.1 Working with the community can give a fresh perspective and local people are often the best source of local knowledge. The results are more likely to be enduring because of the sense of ownership. Working with more people can mean more work can be carried out in a shorter period. A 'friends' group could be developed for the site.

- 4.2 The site could be enhanced and developed by engaging with residents who back onto the site and the Scouts and St Bernadette's School who are adjacent to the site. These latter organisations could use the site as part of the curriculum and badge achieving opportunities.
- 4.3 Volunteers could also be sought from other areas e.g., social prescribing through doctor surgeries.
- 4.4 Working with a community group can open access to funding not available for parish councils.
- 4.5 The trees which were planted in 2020, have not thrived, but the area that was fenced off could be developed as a meadow area if it is managed correctly, with the trees that have managed to grow, relocated to the periphery of the site.
- 4.6 Other improvements could be habitat boxes for birds and bats, and habitat piles for invertebrates.

5. IMPACT ASSESSMENT

Strategic Plan	Objective three
Equalities	Equal opportunities for all residents to participate.
Environmental/Sustainability	Improved biodiversity at the site
Crime & Disorder	N/A
Financial	Access to funding not available to the parish council
Resources (including workforce)	Site would be managed by volunteers.
Risk Management	Relevant risk assessments for volunteers and training would be available.

LONDON COLNEY PARISH COUNCIL

COMMITTEE: ENVIRONMENT & NEIGHBOURHOOD COMMITTEE

DATE: 21 OCTOBER 2021

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: THE QUEEN'S PLATINUM JUBILEE
– THE QUEEN'S GREEN CANOPY

1. SUMMARY

1.1 HM The Queen celebrates her Platinum Jubilee in 2022 and has launched a tree planting initiative to mark the occasion for people to plant trees across the United Kingdom, The Queen's Green Canopy (QGC).

2. RECOMMENDATION

2.1 Members are asked to advise the Clerk how they wish to proceed with this item.

3. BACKGROUND

3.1 Everyone from individuals to Scout and Girlguiding groups, villages, cities, counties, schools and corporates will be encouraged to play their part to enhance our environment by planting trees during the official planting season between October to March. Tree planting will commence again in October 2022, through to the end of the Jubilee year.

3.2 With a focus on planting sustainably, the QGC will encourage planting of trees to create a legacy in honour of The Queen's leadership of the Nation, which will benefit future generations.

3.3 As well as inviting the planting of new trees, *The Queen's Green Canopy* will dedicate a network of 70 Ancient Woodlands across the United Kingdom and identify 70 Ancient Trees to celebrate Her Majesty's 70 years of service.

3.4 The Woodland Trust is a partner of the QGC and their [Free Trees for Schools and Communities Scheme](#) is a great way to get involved with tree planting. Across 2021 and 2022 they have over three million saplings in tree packs, available on a first come first served basis. Information on how to apply for the free saplings is available through the [Woodland Trust website](#).

- 3.5 From October, you can take a photograph of any trees planted and upload them to the QGC website. You can also mark the occasion with a QGC plaque



4. FINANCE

- 4.1 Free trees can be applied for from The Woodland Trust. These are small 'whip' style trees.
- 4.2 If Members wish to plant a more mature species, with a dedicated plaque, then a new budget item should be prepared for the Finance & General Purposes Committee to be included in the budget for 2022-23.

5. IMPACT ASSESSMENT

Strategic Plan	Objective 3
Equalities	N/A
Environmental/Sustainability	Encourage tree planting
Crime & Disorder	N/A
Financial	New budget item for larger tree specimen.
Resources (including workforce)	Minimal
Risk Management	N/A

LONDON COLNEY PARISH COUNCIL

COMMITTEE: ENVIRONMENT & NEIGHBOURHOOD

DATE: 21 OCTOBER 2021

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: VILLAGE GREENS

1. SUMMARY

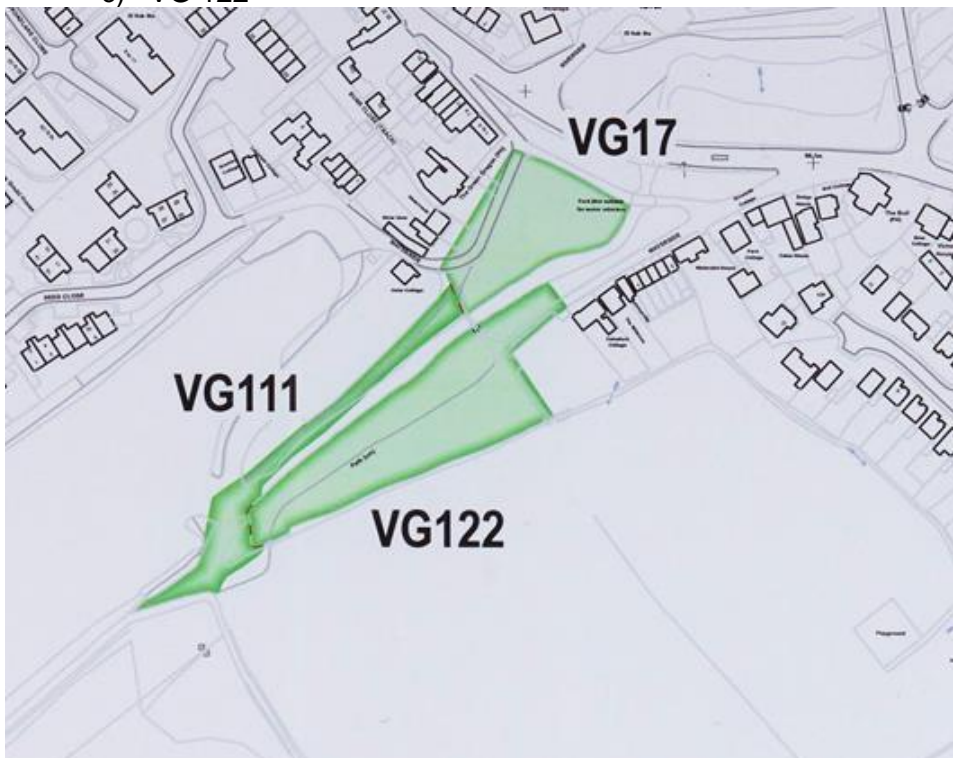
- 1.1 Following the change of owner of a property at Riverside, the Clerk has been investigating the status of the 'village greens' and their ownership and felt it would be beneficial for Members to have this information.
- 1.2 *A village green is any piece of land on which a significant number of inhabitants have indulged in lawful sports and pastimes, for 20 years, as of right Open Spaces Society.*

2. RECOMMENDATION

- 2.1 Members are asked to note the status of the village greens.

3. BACKGROUND

- 3.1.1 There are three registered village greens in London Colney.
 - a) VG 17
 - b) VG 111
 - c) VG 122



a) VG17

This area roughly covers the area immediately between The Green Dragon and the River Colne, and it is known locally as the village green. The site was registered as a village green in 1968 by the parish council. In 1982, the site was amended, and an area of the original map was removed. The image above shows the amended area. The site is owned by the Parish Council

b) VG 111

This area is the northern side of the River Colne and was registered by the parish council as a village green in 1982. The site is owned by the parish council.

c) VG 122

This area is to the south of the River Colne and is known locally as Watery Paddock. The site is owned by the owner of Colneford Cottage. It was registered by the parish council as a village green in 2006. Up until recently, the site has always been maintained by the parish council. It was a site that was identified by this committee to be developed as a wild meadow. The change of ownership has brought this decision into question.

The Clerk has contacted the new owner of the site and is waiting for them to take legal advice before having a meeting to review the situation. The Clerk will seek the sympathetic management of the site and encourage the continued proposal of the site as a wildflower area.

4. FINANCE

There are no financial implications.

5. IMPACT ASSESSMENT

Strategic Plan	Objective 3
Equalities	N/A
Environmental/Sustainability	Not known yet
Crime & Disorder	N/A
Financial	N/A
Resources (including workforce)	N/A
Risk Management	Not known

ACTION PLAN

Environment and Planning				
	Objective	Timescale	Funding	Responsible Committee
Tree Survey	Undertake tree survey to map trees on parish council owned land with condition survey to implement a 3-5-year tree strategy	November 2019	New budget item each year to cover the cost of the tree works programme	Environment & Neighbourhood Committee
Allotments	Investigate installing additional water troughs at Shenley Lane to cope with allotments at full capacity and consider recouping costs from additional charges for Shenley Lane allotment rents or seek grants for funding the project. <i>Encourage plot holders to collect rainwater and using water conserving techniques e.g., mulch</i> <i>Investigate organic allotment tenancies when letting new plots</i>	Costs by February 2020, to be discussed at Allotment Holders meeting in March 2020 and depending on outcome, project implemented by March 2021	Consider increasing allotment rents at Shenley Lane only to cover the costs of the project. Investigate grant funding	Environment & Neighbourhood Committee
Allotments	Ditch at Shenley Lane Perimeter needs digging out to improve drainage from Shenley Lane recreation ground	March 2022	Allotment budget	Environment & Neighbourhood Committee

Play Areas	Continued investment and improvement in our play areas with regular upgrading depending on funding available.	Annual review and investment following annual play inspections	S106 Funds and new budget items	Environment & Neighbourhood Committee
Paddling Pool	Upgrade plant room infrastructure including automatic dosing and monitoring system; water level monitoring system	Completed by May 2020	S106 Funds	Finance & General Purposes Committee
Tree planting	Consider a proposal to plant trees at Walsingham Way recreation ground and identify a source of trees/funding	November 2020	Cost neutral with trees being sourced from third parties	Environment & Neighbourhood Committee
Open Spaces	Review open spaces alongside criteria for Green Flag Award and consider making an application for judging of open spaces.	Consider feasibility in Summer 2020 2021 to prepare management plan and identify costs for implementation in 2021/22 2022/23	New budget item 2021/22 New budget item 2022/23	Environment & Neighbourhood Committee
Wildflower meadows	Consider additional sites for wildflower meadows in the village and identify funding sources	2020/21	HCC Locality Budget S106 Funding New budget item	Environment & Neighbourhood Committee
River Colne	Work with partners to improve the areas around Lowbell Lane Lake and the Village Green to make this an attractive area to walk, visit and fish including new information boards on village green	March 2021 November 2021	Grant funding application made with Barnet & District Angling Club S106 Funding Parish council funding	Environment & Neighbourhood Committee

Neighbourhood Plan	Implement a Neighbourhood Plan for London Colney	February 2022	Cost centre in annual expenditure budget Apply for funding from Locality	Neighbourhood Plan Committee <i>Working Party</i>
Open Spaces – Pathways	Undertake programme of repairs to pathways across open spaces to ensure safe and easy access for all users	March 2023	New budget item annually from 2020/21-2023	Environment & Neighbourhood Committee
Rights of Way – Footpaths around London Colney	Promote accessible Rights of Way across the Parish with refresh of printed materials, working with Healthy Walks to survey the ROWs.	March 2023	New budget item 2022/23 Funding from Parish Paths Partnership	Environment & Neighbourhood Committee <i>and Rights of Way Working Party</i>
Bus Shelters	To provide residents with well-maintained bus shelters including lighting with an annual inspection, cleaning and upgrading when necessary.	March 2023	New budget item when expenditure identified.	Environment & Neighbourhood Committee

Environment & Neighbourhood Work Programme 2021-22

Date of Meeting	Matter for Consideration	Officer	Background Information	Source Document (if applicable)
02/11/2021	Budget 2022-23 Electric grounds maintenance equipment	Clerk	To make recommendations to F&GP on budget	Standing Item
		G&M Manager	To consider areport on the implementation of electrical trimmers and leaf blowers	Climate change & Biodiversity Action Plan
	Christmas Tree	G&M Manager	To consider planting a permanent Christmas tree at Chester Gibbons Green	Climate change & Biodiversity Action Plan
	Flood Plan	Clerk	To review flood plan for ratification by Council	Strategic Plan
	Tree Policy	Clerk	Review adopted policy for ratification by Council	Policy Review
Wildflower verges	Clerk	Work with HCC/SADC to identify verges to be replaced with wildflowers from information supplied by CMS/ROW audit on pollinators and tree planting.	Climate change & Biodiversity Action Plan	

18/01/2022	Open Space - pathways	G&M Manager	To identify any works to be undertaken to paths across open spaces	H&S Review
15-Mar-22	Environment Policy Climate Change & Biodiversity Plan	Clerk	Review adopted policy for ratifications by Council	Policy Review
		Clerk	To monitor progress to date and report to Council	Policy Review
Sep-22	Memorial policy	Clerk	Review adopted policy for ratification by Council	Policy Review