

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

Met at 7.30pm at Sandridge Village Hall on Monday 13<sup>th</sup> January 2020

### **Present:**

Councillor Jenny Roberts –Chair  
Parish Councillors - Claudio Duran, John Newton-Davies,  
District Councillors - Clare Julien, Frances Leonard  
Warden – Mark Carter  
Public Members – Tony Farnfield, Sue Riley

### **Apologies:**

Parish Councillor Geoff Churchard  
Public Members - Pat Forward, Clyde Martindill

### **Absent:**

Public Members David Burrows, Jamie Burrows, Carrie Sherriff

### **Officers:**

Emma Hostler, Deputy Clerk  
Rebecca Pannese, Project & Amenities Officer

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest declared.

### **482. MINUTES**

The minutes of the meeting of the Jersey Farm Woodland Park Joint Management Committee held on 2<sup>nd</sup> September 2019 having been previously circulated, were taken as read and it was unanimously:

#### **RESOLVED**

That the minutes of the meeting of the Jersey Farm Woodland Park Joint Management Committee held on the 2<sup>nd</sup> September 2019 be approved and signed as a correct record.

### **483. MATTERS OF REPORT**

- The annual tree survey undertaken by St Albans District Council (SADC) has noted that the Sweet Chestnut trees growing near the Sandringham Crescent entrance are presenting Galls, since confirmed by the Forestry Commission (FC) as deriving from the Oriental Gall Wasp. The parish office has been advised by the FC that the Oriental Gall Wasp is no longer considered a notifiable pest and therefore no remedial action is required. The committee agreed to monitor the Galls and remove any extensively damaged parts of the trees if required.
- The Herts Orienteering Club event on the Woodland Park on 7<sup>th</sup> September 2019 was a great success. Route details have been emailed to committee members.
- A pond liner has been fitted to the pond. Mark Carter reports that the pond is now full of rainwater and he has planted some reeds in it transferred from the pond on Harness Way. The Project and Facilities Officer will post photos of the now filled pond. Members discussed keeping the pond topped up during dryer summer months from water butts, possibly harvesting rainfall from the rear of Councillor Duran's shed at nearby Woodland House.
- Bollards have been installed to guard against access to the top field from the track between St Helier Road and Woodland House. Mark Carter will inspect whether additional bollards are required and install if necessary.
- The Project and Facilities Officer will be submitting another Green Flag application by the end of the month for 2020. The park will be inspected by a mystery shopper on an unknown date.

**484. TOP DRESS BRIDLEWAY (FP 27 St Helier Road to BW 53 Highfield Road)**

Councillor Roberts reported that having taken a decision at the last meeting of the committee to defer top dressing of the track from St Helier Road to the top of Highfield Road, funding has now been allocated within the 2020/21 budget to undertake this work. The Project and Facilities Officer continues to await notice from the Herts County Council regarding the application for £1,000 of P3 funding towards the project. The committee confirmed the scope of the work, which is to include the full length of the track, and that this should be undertaken towards the back end of the summer 2020. The Project and Facilities Officer will consider closely the existing technical specifications of the project brief, especially as regards the surface material to be used. This follows concerns about the condition of the recently laid track between Woodland House and Sandringham Crescent, which has shown signs of deterioration especially on the downhill stretches. The Project and Facilities Officer reported that the contractor has recently made good problems on this stretch of track; Mark Carter will inspect the track following recent heavy rains. Adequate notice will be given to Parkrun organisers regarding any future works on the bridleway.

**485. REVIEW OF THE MANAGEMENT PLAN 2019/20-2020/21**

Mark Carter updated the committee on recent activities undertaken on the Woodland Park including:

- Grass cutting around the memorial some three times throughout the year
- The hedge on the eastern side of Woodland House has been trimmed, with arisings left for use as chippings elsewhere on the Woodland Park
- Trees have been marked in preparation for thinning in the West Plantation. The contractor will thin around the trees identified as stronger specimens.
- The blackthorn flailing is on hold until the ground has dried out following recent heavy rains. The flailing will not proceed once the nesting season is underway and will be deferred until later in the year.

**486. EXPENDITURE AND BUDGETS 2020-21**

Committee members were presented with a breakdown of expenditure to date of £1442 against the 2019/20 Woodland Park budget, with a further £4520 earmarked for future expenditure.

The Sandridge Parish Council budgets for 2020-21 have now been approved at the 13<sup>th</sup> December 2019 meeting of the Full Council and the Jersey Farm Woodland Park has been allocated £10,075. This includes the additional expenditure for the top dressing of the bridleway (see item 484), deferred from 2019-20.

**487. TREE THINNING IN THE WEST PLANTATION**

The committee was asked to consider the quote for tree thinning in the West Plantation and whether it would like to earmark funds from the remaining budget for this work. It was, unanimously:

**RESOLVED**

To proceed with tree thinning in the West Plantation at a cost of £2,250.

**488. TERMS OF REFERENCE**

As the standardisation of committee Terms of Reference (ToR) being undertaken by Councillor Bolton is now deferred until April 2020 the committee was asked to undertake the annual review of the existing ToR for the year 2019/20.

Amendments were proposed and agreed as follows:

- To incorporate within Functions/Activities 1) 'To act on any recommendations or issues arising from the St Albans District Council annual tree survey' and 2) 'To undertake a safety survey of all trees in the Jersey Farm Woodland Park on an 18

month basis' (currently shown as a biannual task in the management plan) 3) 'To clean and maintain the furniture'.

- To advertise the vacancy for another Public Member
- To approach those Public Members who do not attend the committee meetings to enquire whether they wish to continue as members.

**489. THE SANDRIDGE PARISH COUNCIL SUSTAINABILITY POLICY**

The committee noted the key principles of the recently adopted Sandridge Parish Council Sustainability Policy through which the council aims to operate with minimum environmental impact, promoting sustainability through its own actions and encouraging the community to do the same.

**490. VOLUNTEER ACTIVITIES**

The Project and Facilities Officer reported on the recent successful volunteer activity dates including Skyswood on January 5<sup>th</sup> where significant amounts of brambles were cleared and new trees planted. Mark Carter informed members that additional trees, particularly oak, had yet to be planted but these were not currently available. Mark Carter suggested, and the committee agreed, to look at transplanting self-seeded oak saplings from other areas in the parish.

The next scheduled volunteer date is 2<sup>nd</sup> February 2020 – William Bell, tree and hedge planting.

It was agreed to indicate which activities are child-friendly in future event communications.

**491. WILDFLOWER PLANTING**

Following discussion on the suitability of the ground for planting wildflower bulbs, recognising that the woodland floor is not always easy terrain for the cultivation of flowers, Mark Carter and Councillor Leonard agreed to focus efforts on the following natural wildflowers: wood anemone, primroses and bluebells and work together to identify suitable sites for planting.

**492. JERSEY FARM WOODLAND PARK – SUMMER EVENT**

The committee noted the date scheduled for the 2020 Jersey Farm Woodland Park of Saturday 27<sup>th</sup> June. All members have been invited to submit any ideas for event activities or register interest in participating with preparations or on the day. Councillor Roberts asked for a member of the committee to take responsibility for gathering materials on the Woodland Park for a display stand on the day.

**493. FUTURE MEETING DATES**

Members noted the future 2020/21 meeting dates for the Jersey Farm Woodland Park Joint Management Committee, taking place at 7.30pm at Sandridge Village Hall (North Room):

6 <sup>th</sup> April 2020	Site inspection 6.30pm
6 <sup>th</sup> July 2020	Site inspection 6.30pm
7 <sup>th</sup> September 2020	Site inspection 6.30pm
11 <sup>th</sup> January 2021	
12 <sup>th</sup> April 2021	Site inspection 6.30pm

Site inspections will begin from Woodland House.

**494. ANY OTHER MATTERS ARISING**

In his absence, Clyde Martindill asked the committee to raise the matter of the blocked grating which acts as a soakaway between the entrance to Jersey Farm Woodland Park and St Helier Road. Mark Carter said that he would inspect and clear the grating within the next couple of days and hopefully this will alleviate the problem.

**494. MATTERS FOR THE NEXT AGENDA**

- Public membership and regular attendance at meetings.

**DATE OF NEXT MEETING** – Monday 6<sup>TH</sup> April at Sandridge Village Hall (North Room) at 7.30pm.  
There will be a site inspection from 6.30pm, meeting at Woodland House.

There being no further business the meeting closed at 9pm.

Chairman .....

Date .....