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Community Way
Croxley Green
Rickmansworth
Hertfordshire WD3 3SU

MINUTES OF A MEETING OF THE
LEISURE, EVENTS & ENVIRONMENT COMMITTEE
HELD Online using ZOOM secure video conference
ON 3 NOVEMBER 2020 at 8.00 PM

Present: Cllr Montague – In the Chair Ryan Bennett – Clerk to the Council
Amanda Gardiner – Administrative Officer
James Townley – Grounds Maintenance Manager

Cllrs Benner, Crabtree, Hughes, Tobin, Vassiliou, Wallington

In Attendance: Cllrs Cole and Gallagher

Voting Members: 8

Members of the Public: 0

LEE1585/20 Apologies for Absence

Apologies were received from Cllr Kyriakou.

LEE1586/20 Declarations of Interest

The Chairman recommended that any declarations of interest be made, if necessary, throughout the meeting.

LEE1587/20 Representations from the Public

No representations were made.

LEE1588/20 Minutes

Members had no comments regarding the Minutes.

Resolved:

- That the Minutes of the meeting held on Tuesday 1 September 2020 be approved and signed by the Chairman.

LEE1589/20 Matters Arising

The Clerk gave a verbal update regarding a meeting with TRDC and Parish Councillors to talk about protecting The Green from Traveller Incursions and damage by delivery vehicles (LEE1578/20).

Cllr Gallagher requested an update on Mill Lane Parking (LEE1576/20) and Grounds Maintenance Apprentice (LEE1583/20). The Clerk advised Members that the parking signs for Mill Lane had been ordered and that there was nothing to report on the Grounds Maintenance Apprentice.

LEE1590/20 Ranger's Update

The Grounds Maintenance Manager gave an update on the activities completed by the Rangers. In addition to their regular activities, he gave the following updates:

- Finished cutting and tidying the public footpaths for winter.
- Grass on the Green has had its final cut of the year, including the Orchard.
- Winter clean up and maintenance for mowers to keep them in good condition.

- Installed large poppy behind the war memorial for the week, along with the usual poppies on the lampposts down The Green and New Road.
- Made a start on some winter maintenance work in the Orchard. Continued coppicing of the hazel, also using some of the waste to create dead hedges for habitat to improve the biodiversity in the Orchard.
- Winter bedding plants. Some have been sorted already including the office and the welcome signs. The bedding for the Watford Road beds hasn't been ordered yet and we are not sure if we will be able to due to the lock down.
- Kennel built for dog bags. Ease of access for residents and to keep them dry rather than being on the floor in a plastic tray.
- War memorial will be professionally cleaned on Wednesday 4 November 2020.

LEE1591/20 Litter Reduction Sub-Committee

Chairman provided a verbal update from the Litter Reduction Sub-Committee. Chairman advised Members that he had written to Croxley Green's TRDC Councillors to share the anti-litter campaign aims and Cllr Lloyd has offered to arrange a meeting between TRDC and CGPC councillors. Letter to local businesses has been printed and will be hand delivered by 3 councillors. Budget has been approved to purchase equipment for volunteer litter pick events. Date has been set for first community wide litter pick on Sunday 13th December 2020.

LEE1592/20 Festive Karaoke

Cllr Benner introduced the topic of holding a festive karaoke event in December. A professional karaoke provider could run the event in front of the Parish Council Office (under a gazebo if raining) and families can prebook a time slot to sing. Social distancing will be maintained by setting up cones around the performance area. Microphones will be on stands to reduce touching and would be wiped down between each family group.

Councillors made suggestions for alternative locations and dates to hold the event and it was agreed to change the date to Saturday 12th December but leave the location as outside the Parish Council Office. The budget for the event was increased to £550 to cover any additional costs occurred running the event closer to Christmas.

Resolved:

- To run a Festive Karaoke event on Saturday 12th December at a cost of £550.

LEE1593/20 Local Travel Map & Croxley Consumer Week

Cllr Benner introduced the topic of creating a local travel map and holding a Croxley consumer week. £1,000 has been held in reserves to create a travel map for several years. A local illustrator can create a digital copy of a map of Croxley within our budget. Additional funds of £100 are being sought for the printing of the digital map.

Cllr Benner spoke about the impact of Covid on local businesses and ideas of how the Parish Council can encourage Croxley residents to shop local. Cllr Benner outlined a reward system whereby residents who spend £5 in 5 local businesses would be able to collect a promotional tote bag from the Council Offices with proof of purchases. Members recommended a short, clear message on the tote bag and not to print the travel map on the bag.

Resolved:

- Funding of £100 for posters of the map to be made available to local schools and the library as well as small printed versions for local residents.

- Funding of £1090 to purchase and print 200 tote bags as part of Croxley consumer week in early 2021.

[Cllr Hughes left the meeting at 8:30 pm]

LEE1594/20 Events 2020

The Chairman gave a verbal update on the 2 virtual events that were held recently, Dog Show and Pumpkin Carving, and how popular the events had been with residents on social media. The Administrative Officer provided additional information on judging by local businesses, the number of participants, prizes issued to winners and articles on the events in My Croxley.

The Clerk informed Members that the Remembrance Day Service could not go ahead due to lockdown, but that organisations would be laying their wreaths privately on Remembrance Day.

In addition, the following events will not be able to be held in 2020:

- Christmas Market - 12 December
- Senior Citizens Christmas Coach Trip to Winchester - 16 December
- Fireworks on The Green - 31 December

LEE1595/20 LEE Budget Tracker Report 2020/21

LEE Budget Tracker Report 2020/21 was reviewed. Members identified events and activities that are not going ahead in 2020/21 due to COVID-19. Budget from those items will be made available to Council to spend on its COVID-19 community response. Committee have allocated £11,050 from Budget 2020/21.

Please see below for updated Budget Tracker.

[The Committee made this decision under Standing Order 19.12]

LEE1596/20 Budget 2021/22

Members agreed to review the LEE Budget for 2021/22 and to discuss any updates required at the LEE Committee Meeting on 5 January 2021.

LEE1584/20 Closure

There being no further business the Chairman closed the meeting at 9:26pm