

MINUTES

SOUTH OXHEY COMMUNITY BOARD

COMMUNITY BOARD

Monday 14th August 2018, 07.30 pm

South Oxhey Parish Hall, Oxhey Drive, Herts, WD19 7SB

Present

Board members

Rob Holland	Commercial Leasee	RH (Vice Chair)
Cllr Joan King	Hertfordshire CC – South Oxhey Division	JK
Christine McManus	Resident Member	CM
Richard Glaister	Home Group	RG (minutes)
Cllr Stephen King	Three Rivers DC – Labour nominee	SK
Peter Leaver	Co-Optee	PL
Cllr Pam King	Watford Rural PC	PK
Cllr Donna Duncan	Three Rivers DC – Conservative nominee	DD
Christine McManus	Resident Member	CM
Rev Pam Wise	Resident Member	PW

Other participants

Dan King	Countryside Properties PLC	DK
Ian Jarvis	Countryside Properties PLC	IJ
Tracy Chandler	Countryside Properties PLC	TC

Apologies

Davina Imbuldeniya	Home Group	DI
Roy Telfer	Resident Member	RT
Cllr Alison Scarth	Three Rivers DC – Liberal Democrat nominee	AS (Chair)
Mary Connolly	Resident Member	MC
Roz Hodgkinson-Williams	Home Group	RH-W
Paul Sweeney	Countryside Properties PLC	PS

Item	Description	Action
1.0	Welcome & Apologies	
1.1	<p>RH welcomed everybody to the meeting. Apologies were noted from the above list. RH explained that AS wasn't present, because she had just had a bereavement and he asked Andrew Scarth to pass on the Board's condolences.</p> <p>RG explained that Roy Telfer has confirmed in writing that he wishes to resign from the Board due to health reasons. RH thanked on behalf of the Board Roy's contribution and asked for it to be noted on record.</p>	
2.0	Approve Minutes of the last meeting. Board meeting 11th June 2018	
2.1	Minutes of last meeting – approved.	
3.0	Actions From Last Minutes – June 2018	
3.1	IJ said signage to the Station Approach has been reviewed and checked last Friday and is in place. The pathway to Unit 19 has been widened.	Alan Head
3.2	Playground Equipment – IJ said this has gone back to TRDC to be reviewed.	
3.3	Hallowes Crescent/Maylands Rd – IJ said the planting has suffered because of the extreme heat. Remedial works involving additional planting to take place. SK asked if Haylings could also be included.	
3.4	DK said that they are looking at hard edged protection. Currently working through the detail.	
3.5	DK confirmed that the minutes are added to the website and link is in the newsletter.	
3.6	IJ said the notice boards have been updated. The main site information will be on the hoarding on St Andrews Rd.	
3.7	DK said that Countryside are in communication with the greengrocers who is interested in the later sites. RH said that he has had a similar conversation with the greengrocer.	
3.8	DK confirmed that there was no provision in the current masterplan for a public toilet. Countryside outlined that they believe that TRDC have a public toilet strategy that involves the use of local facilities. JK thinks it should be a discussion between TRDC and Countryside. JK suggested that the library is a good option, but it isn't open long enough. An observer pointed out that there is only one toilet. Alan Head said that he will take the matter away and come back with a response.	
3.9	DK said that Countryside are formally responding to Pam King's letter regarding a number of concerns.	
4.0	Developers Report – Community & Employment Update	
4.1	<p>Tracy introduced Kimberley as the Community Liaison Officer. Tracy said any issues or concerns can be discussed with Kimberley.</p> <p>Tracy said the Ann Shaw garden event went well. Tracy was advised that Ann Shaw had an OBE so could it be added to the plaque. Andrew</p>	

<p>4.2</p> <p>4.3</p> <p>4.4</p>	<p>Scarth said her family were present. Tracy confirmed that is in the newsletter, but not in the report.</p> <p>Tracey discussed the South Oxhey Neighbourhood Initiative & the Herts County Council Locality Budget. PK said it is called the Garden Action Project.</p> <p>Apprentice Update. New apprentices will be in phase 2.</p> <p>The newsletter has been sent to 13,000 homes. Various members and observers said they haven't received a copy. DK said 3 vans delivered the newsletter. Copies are also kept in public places. DK said they newsletter is delivered in the mornings to communal blocks so they can use the communal button.</p>	
<p>4.5</p>	<p>Developers Report - Construction Update</p>	
<p>4.6</p> <p>4.7</p> <p>4.8</p> <p>4.9</p> <p>4.10</p> <p>4.11</p> <p>4.12</p> <p>4.13</p> <p>4.14</p>	<p>IJ said The Parade has almost been demolished. Piling rig arriving at the end of September.</p> <p>The satellites sites are now complete.</p> <p>Phase 1 – 2 blocks are now complete. Block E to be completed middle of August. Notice – 20/8/18. Occupancy to start from the end of August 2018. Block F notice – 10/9/18. Occupancy before the end of September.</p> <p>Station Approach – The scaffolding is down. End of Aug/beginning of Sept, services to be completed in the south side and then external works to commence. Fitting out from mid-October. Insides will be open for retailers to fit out. The notice board shows the logistics of how the works will take place.</p> <p>Phase 2 – Groundworks on-going. Station Area is a 3 storey building. Will initially contain the marketing suite and then retail. The 2nd & 3rd floors will be offices.</p> <p>Satellite sites – JK asked about names plaques. IJ confirmed that Countryside have them and they will be fitted soon.</p> <p>SK asked about Luffenham House. DK said the sign is in storage. Andrew Scarth said Countryside did a good job in keeping the dust down when the buildings were being demolished.</p> <p>Marketplace – DK said they have made changes to the access points and the parking areas. DK said that anybody entering the Parade area will be able to get out. DK said there is a 3 week timescale for the wifi connection. BT have now identified the problem. DK said that during the duration of the build there will be a large area for parking.</p> <p>DK said that Lidl within their contract will have guidelines on how they should manage their car park. DK confirmed that Lidl's have signed their contract. CM asked about the loading bays. DK said that deliverers will be concentrated into 1 to 2 days and there will be restrictions on opening times and consideration given to minimising disruption.</p>	

4.15	Planning Update: Phase 3 spring/summer 2019 – Consultation will start early next year.	
4.16	Andrew Scarth said he is pleased to see the bus stop is moving. He also pointed out that consideration needs to be made for signage. IJ said that the bus shelter legs are bent, so it has been taken away to straighten them. The foundations are all ready for the shelter. The bus company have not fitted signs.	
4.17	Developers Report – Decant Update	
4.18	No further updates, because we are currently in between decant phases in accordance with the development programme.	
4.19	<p>Sales Update DK said that on the main site the first 10 occupants have moved into their properties. There are ten units waiting to be sold out of the 63. DK expects them to be sold shortly.</p> <p>All shared ownership units have been sold. Owners to move in shortly.</p>	
5.0	Commercial Leases	
5.1	<p>Station Square – 1 unit is available – unit hasn't been built yet.</p> <p>There is interest from a number of parties for the cafe. On-going discussions regarding the men's hairdressers.</p> <p>Nails parlour have signed their lease and bookmakers are close to signing. There are 5 committed leases and a couple more in on-going discussions.</p> <p>The lease agreement is for 15 years with a 10 year break clause.</p>	Alan Head
5.2	RH asked about business rates. Alan Head said it is TRDC's responsibility. Alan Head said valuation office have done their assessments and he will check the timescales.	
5.3	RH asked about Countryside's marketing suite. DK said they won't be the first company to move.	
5.4	An observer asked if any banks have expressed an interest in the leases. DK said none, which isn't surprising, because in the current economic circumstances, banks are looking to close branches rather than open new ones. JK said in Lidl's presentation they would have banking facility, probably a cash machine.	
5.5	DK said Countryside still need approval from Herts County Council regarding adopted roads.	
5.6	DK said the taxi rank will stay, so the cars can roll down the hill when they are waiting for a fare. There will be a taxi phone and a small shelter installed.	

5.7	DK said that the Old Station Approach wasn't DDA compliant, but Countryside have now made it compliant.	
5.8	JK asked if the street lights will accommodate Christmas lights. DK said it has been discussed, but he will check the details.	
6.0	Communications	
6.1	RH said that the newsletters includes good content and the retailers are happy with their articles.	
7.0	AOB	
7.1	JK said that lorries and vans are parking in the temporary car park areas. IJ noted JK's photos and will investigate further. 40 new spaces will be created for construction vehicles on the North build. Timeline – mid –October onwards.	
8.0	Next Meeting: Monday 8th October 2018	