Friends of Worts Meadow
Wednesday 26th October 2022 7.30pm Landbeach Village Hall lounge
Agenda

1. Welcome to new members, introductions and apologies. Fire exit briefing.

2. Agreeing minutes of previous meeting (27th July as circulated).

3. Matters arising that are not covered elsewhere in the agenda.
- Wording for new information board at Bourne Wood entrance. (FD)
- Repairing culvert. (CCC)
- Key required for main gate. (CCC)
- Consider acquiring bee boxes. (FD/CP)
- A copy of our 2022/2023 our Risk Assessment for our activities to be sent to the Parish Council. (FD & CP)
- Putting up donated bat boxes. (FD)
- First Aid kit. (RH)
- Planting a few trees in the meadow to provide shade for cattle. (DA)

4. Management issues:

4a. Review of 2022/2023 Work Programme where the Friends Group is the sole or joint delivery agent and the objective was from August to October.
- Ongoing control of spear /creeping thistle and ragwort. Remember to cut off and remove flower heads from site.
- Cut and rake orchid areas within wood.
- Maintain paths with wood chip as and when available.
- Install small bee hotel. *See Item 3, 4th bullet point above.*
- Cut and rake off selected areas around woodland edge ponds.
- New information boards at entrance to woodland ponds area. *See Item 3, 1st bullet point above.*
- Enhancement to woodland pond area. Repair fence, create open water.
- Remove over grown vegetation from ditch between two meadows.
- Continue monitoring water vole population.
- Continue monitoring of water dropwort around main pond.

4b.Review of 2022/2023 Work Programme where the Friends Group is the sole or joint delivery agent and the objective is from November to January.
- Inspect and clean nest boxes.
- Turn off electric fencing and dismantle for winter storage.

5. Tree thinning and future planting. We need to plant a variety of native trees to replace those Ash and Elm trees that have been lost to disease. Update following meeting on 25th August. (FD)

6. Correspondence. (RH)

7. Treasurer's report. (DP)

8. Group training/Equipment
Any requirements. (All)

9. Events and Activities.
9a. Report on events since our last committee meeting:-

- Work parties on 28th September and 26th October. (FD/RH)
- Bidwells work party on 15th September.

10. Increased hire charges for Village Hall. (RH)

11. Any other business.

12. Fix dates for 2023 quarterly meetings and AGM.

Friends of Worts Meadow.
Minutes of Committee Meeting Wednesday 26th October 2022 Landbeach Village Hall

Present: Frances Dipper (Chairman), David Pell (Treasurer), Robert Humphrey (Secretary), Neville Diver, Ray Gambell, Deborah Ahmad, Anna Bilton, Claire Perrott.

1. Introduction and apologies:
FD welcomed those present. Apologies had been received from Julie Clarke, Sandra Hodkinson, Graham Ballard, Steve Robertson, Robert Stripe and Garry Ellwood.
Thanks to FD for providing the refreshments.

2. Agreeing the Minutes of the previous meeting (27th July as circulated).
The Minutes were agreed and signed.

3. Matters arising that are not covered elsewhere on the agenda.

- Wording for new information board at Bourne Wood entrance.
  Subsequent to a request at our last meeting, DA had forwarded an example of an information board at a similar site. This gave the dimensions and the space available for words and pictures of wildlife likely to be encountered. FD said she would prioitise a response. **Action FD**

- Repairing culvert.
  DA reported that quotes for the work had been received and the work would probably be carried out next January.

- Key for main gate.
  DA said she would speak to Phil Clark again about this. **Action DA**

- Consider acquiring bee boxes.
  CP said she was hoping to have some examples next week. She suggested we could in the meantime collect dried plant stems that contained a hole of less than 8mm for filling the boxes. To be discussed further at our next meeting
  .
- A copy of our 2022/2023 Risk Assessment to be sent to the Parish Council.
  CP said she had prepared a draft Risk Assessment of our activities which had been forwarded to FD and RH today. CP said she wished to check this over again but once she was satisfied with the wording it could be circulated to members for comments. The aim would be to agree the document at our next meeting and then forward a copy to the Parish Council plus members participating in work parties. **Action CP**

- Putting up donated bat boxes.
  FD apologised for the fact that she could not locate these at her house but would search again. She does have one donated bird nest box which could be put up at the same time. **Action FD**

- First Aid kit**.**
  CP said she had checked the box today and found that all the items were out of date and there were additional items that she thought should be in the kit. She also thought a smaller box would meet our needs although DA pointed out that the number of items might be appropriate where a public event was organized.
  It was agreed CP would send to DA and FD a list of items she thought a replacement box should contain and DA will discuss this with Phil Clark. **Action CP then DA**

- Planting a few tress in the meadows to provide some shade for cattle in hot weather.
  DA said that she had observed this summer that the cattle seem to have found enough shade from the hedgerows. It was also thought that we would be prevented from planting for archaeological reasons.

4. Management issues:

4a. Review of 2022/2023 Work Programme where the Friends Group is the sole or joint delivery agent and the objective was from August to October.

- Ongoing control of spear/creeping thistle and ragwort.
  A reminder to pull up any ragwort seen on the reserve and removal for burning or failing this cut off and remove from site any seed heads.
- Cut and rake orchid areas within Bourne Wood.
  This had been done at the last two work parties. There remained some short stems of dogwood which could be cut back with secateurs to ground level at the next work party.
- Maintain paths with wood chip as and when available.
  This will resume after the culvert has been repaired.
- Install small bee hotel.
  See Item 3, 4th bullet point above.
- Cut and rake off selected areas around woodland edge ponds.
  These had been cut again by Roland and raked off by the Bidwells work party.
- New information boards at entrance to Bourne Wood
  See Item 3, 1st bullet point above.
- Enhancement of woodland pond area. Repair fence, create open water.
  This was done by the Bidwells work party last month.
- Remove overgrown vegetation from the ditch between the two meadows.
  FD said that Cambridge Conservation Volunteers were coming on 20th November, 10.30 start. It was agreed this was a task they could start on. CP and DA said they could attend to oversee/instruct. Our own work party on November 24th could complete the task.
  ND stressed the importance of removing the cut vegetation from the ditch and FD said when this was last done the vegetation was burnt at the edge of the moat pond.
- Continue monitoring water vole population.
  A survey had been undertaken in the summer by MKA ecology and their report had recently been circulated to committee members. *Anyone else who would like to have a copy of the report please contact RH.*
- Continue monitoring of water dropwort around main pond.
  A survey had been undertaken in the summer by MKA Ecology and their report had recently been circulated to committee members. *Anyone else who would like to have a copy of the report please contact RH.*

4b. Review of 2022/2023 Work Programme where the Friends Group is the sole or joint delivery agent and the objective is from November to January.

- Inspect and clean out nest boxes.
  RH & ND to undertake this during November.
- Turn off electric fencing and dismantle for winter storage.
  This was done at the work party this morning.

5. **Tree thinning and future planting**.
FD reported that she met with DA and Andy Flegg (a new member of the same team as DA – Biodiversity and Green Spaces Team) on site on 25th August. Following this Andy is putting together a management plan for Bourne Wood.

6. Correspondence.
Apart from the MKA Ecology reports referred to above which had been circulated, RH said nothing else had been received.

7. Treasurer's report.
DP handed out details of our current financial position showing that we had £1,049.63 in the bank.
A generous donation of £450 had been received from Landbeach Carpet Bowls Club following its closure. DP had sent a thank you letter.
No invoice had been received from the Village Hall for hire charges for some time, RH will remind them.
Action RH

8. Group training/ equipment.

- Subject to us having insurance cover for using power tools volunteers still required Brushcutter and Chain Saw training. Checks to be made to establish whether, as a sub committee of the Parish Council, we are covered under their insurance policy for using power tools as well as hand tools.
  Action RH & RG
- FD said that following the Bidwells work party we had received various items which she has in store. These include 4 bow saws, 4 loppers, 1 sledge hammer, a fencing tool and gloves.
  Additional requirements suggested that we also need some hard hats (FD said she has some) and rope.
  CP said she will send FD a list of any other equipment requirements identified from our Risk Assessment. **Action CP**

9. **Events and Activities.**
9a Report on events since our last committee meeting.

- Our August pond dipping event was cancelled because of lack of water in all ponds.
- Work party 28th September. There were 3 participants who raked away cut vegetation around the woodland edge pond and cut vegetation in orchid area.
  Work party 26th October. There were 8 participants who removed the electric fencing for winter storage, cut the remainder of the vegetation from the orchid area and raked away and cut back further the brambles around the wood pond.
- Bidwells work party on 15th September. This was supervised by DA and two others from the Cambridgeshire County Council ecology team. FD reported that 12 had attended and all had enjoyed it. Work consisted of re-fencing the woodland pond and creating more open water.
  FD will send a thank you letter via DA **Action FD**

10. Increased hire charges for Village Hall.
RH reported that from 1st October a £2 per hour surcharge had been approved by the Village Hall Management Committee to cover expected increased utility bills.

11. Any other business.

- ND asked when we would start putting out bird food again. It was agreed FD will purchase this using our funds and would then start feeding again. **Action FD**
- AB asked when the silt was going to be removed from the moat. DA said a meeting had been arranged with Historic England on 25th November to discuss this and other matterd. Disposal of the silt removed would need to be discussed.
- DA said that representatives of Cambridgeshire County Council's Archaeology, Flood Risk and Ecology teams were having a joint meeting at Worts Meadow on the afternoon of 8th November, as the site had relevance to all.

12. Fix dates for 2023 quarterly meetings and AGM.
Quarterly meetings will be held on:-
January 25th (RH to provide refreshments)
April 26th,
July 26th,
October 25th

Our AGM will be held on May 24th.

The meeting ended at 9 pm.