Friends of Worts Meadow
Wednesday 25th January 2023 7.30pm Landbeach Village Hall lounge
Agenda

Refreshments (RH)

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

2. Agreeing minutes of previous meeting (26th October 2022 as circulated).

3. Matters arising that are not covered elsewhere in the agenda.
- Group suggestions for text and illustrations for a new information board at Bourne Wood entrance. (All) (*FD has prepared draft for comment*)
- Repairing culvert. (DA) (*booked for between Jan 31st to February 4th*)
- Key required for main gate. (DA)
- Consider acquiring bee boxes. (CP)
- Feedback on the draft Risk Assessment (copy attached for committee members) for our activities prior to finalisation, adoption and sending a copy to the Parish Council (for insurance purposes). (All)
- Putting up donated bat boxes. (FD) (*currently with FD - found*)
- First Aid kit. (CP)

4. Management issues:

4a.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.
- Cattle troughs – water turned off by FD; add to management plan

4b. Review of 2022/2023 Work Programme where the Friends Group is the sole or joint delivery agent and the objective is from February to April.
- Install temporary electric fencing at April work party.
- Ongoing control of spear/creeping thistle and ragwort from April onwards.
- Carry out survey of Great Crested Newts in all 6 ponds to establish population size in March.
- Carry out annual monitoring of reptile and amphibian species.
- Maintain paths with wood chip as and when available.

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 on management plan (DA)

6. Correspondence. (RH) .

7. Treasurer's report. (DP)

8. Group training/Equipment
Any requirements including any identified in the Risk Assessment. (All)

9. Events and Activities.

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

- Work parties on 22nd November 2022 and 25th January 2023. (RH)
- Report on work carried out by Cambridge Conservation Volunteers on 20th November 2022.

9b.Decide Public Events for 2023 and fix dates where possible.

Suggested so far are:-
Amphibian walk.
Dawn chorus walk. (Possibly combine with Moth trapping)
Pond dipping (Possibly combine with Butterfly walk)
Wild flower walk.

10. Insurance. Are we covered for the use of power tools?

11. Jobs for visiting work party on 9th February. (All)

12. Poo bags (RH)

12. Any other business.

13. Date of next quarterly meeting. Volunteer to provide refreshments.

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Friends of Worts Meadow
Minutes of Committee Meeting Wednesday 25th January 2023 Landbeach Village Hall

Present: Frances Dipper (Chairman), David Pell (Treasurer), Robert Humphrey (Secretary), Deborah Ahmad, Garry Ellwood, Claire Perrott, Anne Bullman, Andrew Bullman, Steve Robertson, Robert Stripe, Neville Diver, Graham Ballard.

1. Introductions and apologies.
FD welcomed those present. Thanks to RH and his wife for providing the refreshments.
Apologies had been received from Anna and Graeme Bilton.

2. Agreeing the Minutes of our previous meeting (26th October 2022 as circulated).
Subject to some minor amendments suggested by FD these were agreed and signed.

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

- Group suggestions for text and illustrations for a new noticeboard at the entrance to Bourne Wood.
  FD had circulated proposals and following feedback would now be sending details to DA. Thanks to FD for her work on this.
  We will be getting one new noticeboard funded by Cambs. County Council.
- Repairing the culvert.
  The work was due to take place between January 31st and February 4th but DA reported that a new contractor was going to undertake the work and the anticipated date was early March.
- Key required for main gate.
  DA reported that this was still awaited.
- Consider acquiring bee boxes.
  CP brought along a prototype that she had made which was shown to those attending. CP was thanked for the marvelous job which was approved of. Ongoing, FD has instructions on the height etc. at which such boxes should be positioned and should CP wish to make some more then FD has some spare wood. Box(s) to be put up at a future work party after the outsides had been treated with wood preservative.
- Feedback on the draft Risk Assessment for our activities prior to finalisation, adoption and sending a copy to the Parish Council (for insurance purposes).
  CP had prepared a draft Risk Assessment form using some information supplied by DA. This had been circulated to the committee officers for feedback.
  FD thanked CP for her work on this comprehensive document and will pass to her some suggestions that would make the document workable for us.
  Action FD
- Putting up donated bat boxes.
  This had been done today by those attending the work party.
- First Aid kit.
  CP reported that she is still working on what the replacement box should contain. **Action CP**

4. Management issues:

4a. Review of the 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 next boxes.
  RH reported that this was undertaken by those attending the November work party.
  We have 31 boxes up of which 6 that were put up last spring and have a screwed down roof were not examined. In the 5 open fronted boxes 1 nest was found. Of the 20 small hole boxes 16 nests were found.
  Boxes 9 (Woodcrete) and 22 (Wood) were found to be damaged. FD has a replacement for box 22 and it was agreed she would put this up soon with the help of RH. **Action FD & RH**

- Turn off electric fencing and dismantle for winter storage.
  This was undertaken by those attending the October work party.
- Cattle troughs, add to management plan.
  FD said she had turned the water off and insulated the pipework when frost caused a leak.
  Turning off in the autumn and on in the spring to be added to the Work Programme.

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

- Install temporary electric fencing.
  To be undertaken by the April work party.
- Ongoing control of spear/creeping thistle and ragwort.
  FD said we must keep on top of this by those visiting the site cutting off any flower heads and removing these from the site for safe disposal.
- Carry out survey of Great Crested Newts in all 6 ponds to establish population size.
  Survey fixed for evening of March 14th.
- Carry out annual monitoring of reptile and amphibian species.
  Check to be made under corrugated metal sheets, no date fixed.
- Maintain paths with wood chip as and when available.
  Currently on hold pending repair of the culvert.
  GE to speak to Matt Redman who he believes has a large pile of wood chip for us. GE can transport this down once the culvert has been repaired. **Action GE**

5. Tree thinning and future planning.

DA said that Andy Flegg was still working on a survey and would then make proposals.
RH said that he should not overlook consulting the Forestry Commission who paid for the trees when they were planted in 1992. He said that management thinning several years ago resulted in a complaint that they had not been consulted about the work.
GE suggested that only dead or dying trees should be removed and that these could be identified in the spring.

6. Correspondence.

RH said an email from South Cambs. D.C. had been forwarded to him by the Parish Clerk. It offered that 5 free trees could be claimed but there was a stipulation that they had to be planted at a school or on land owned by the Parish Council, RH had therefore referred it back to the Parish Council.

7. Treasurer's Report.
DP handed out a statement showing recent transactions and that we had £926.38 in our bank account.

8. Group training/Equipment.
FD said she would like to acquire some replacement bird feeders as the current ones had become difficult to clean. This was agreed and she will obtain prices. **Action FD**

In addition to Brushcutter and Chainsaw training notified previously, FD asked about First Aid training courses as the certificates for herself and CP had expired. DA said she would ask Phil Clark if any were planned. Alternatively the Parish Council may be running one. **Action DA**

9. Events and activities.
9a. Report on events since our last meeting.

- Work party on 22 November 2022.
  RH said there were 4 attendees and the nest boxes were inspected and cleaned out (see item 4a).
  Work party on 25th January.
  There were 4 attendees. The additional bat boxes were put up and damage to the wood pond fencing was examined and a plan made to repair this by GE and SR once the appropriate tools were to hand.
- Report on work carried out by Cambridge Conservation Volunteers on 20th November 2022.
  FD said that they had removed the vegetation from the ditch between the two meadows.

9b. Decide Public Events for 2023 and fix dates where possible.
The following events were planned.
Amphibian walk March 14th 7pm

Dawn chorus walk. DA said that Phil Clark was booked up already for May but she will ask him if he is free on our alternative suggested date of April 29th. 5.30 am start was suggested and John Buckley has agreed to provide breakfast afterwards at the Black Bull.

Pond dipping. August 19th starting at 2 pm. DA will ask the County Council archaeology team whether they can do a talk on the history of the site the same afternoon.

10. Insurance. Are we covered for power tools?
RH said that having consulted the records of emails sent to him by the Parish Clerk, we were covered subject to:-
FOWM being a sub- committee of the Parish Council. (*Confirmed by Parish Council, see FOWM Minutes 26 January 2022).*
The necessary training having been obtained. *(Training awaited).*
The task risk assessed and the Parish Council having a copy of our risk assessment. *(Our risk assessment document is awaiting finalisation, signing and sending to Parish Council).*
We produce for the Parish Council a yearly schedule of our work which they approve. (*RH sends the Parish Council annually our Work Programme, drawn up in consultation with Cambs. County Council, and asks the Parish Council to let us know if there is anything they disagree with).*

As Minuted on 26th January 2022 we need to check annually with the Parish Council that there have been no changes to their insurance policy which will affect our cover. I suggest this is done at the point we send them our risk assessment document.

11. Jobs for visiting work party on 9th February.
DA will discuss this with FD after the meeting. **Action DA & FD**
RH to hand over the key to the Village Hall at 9.30 am for their use of toilets, lounge and kitchen during the day. **Action RH**

12. Poo bags.
RH said his wife had been topping up the poo bag dispenser 6 days a week for at least the last 10 years and now wished to hand this on to someone else. FD said she would talk to the regular dog walkers to see if one of them would take this on since it was to their benefit. **Action FD**

13. Any other business.

- DA proposed that the annual management walk takes place on Thursday 13th April starting at 10 am. Anyone interested can attend.
- FD reported that the moat commenced overflowing on 7th January whereas the water in the other ponds did not. This backed up the opinion that the water in the moat is fed in from the surrounding agricultural land and not just from rainfall. There is a pipe visible that may join to the adjacent field ditch but this has not been confirmed as the source.

14. Date of next quarterly meeting. Volunteer to provide refreshments.
Our next quarterly meeting is on Wednesday 26th April commencing at 7.30 pm.
ND volunteered to bring the refreshments.

The meeting ended at 9.05 pm.