

The Conservators of Therfield Heath and Greens

The Therfield Regulation Trust
c/o Royston Golf Club, Baldock Rd, Royston, SG8 5BG
Registered Charity No. 277881
Chair: Clare Swarbrick

Clerk: Cynthia Combe
Email: clerk@therfieldheath.org.uk

Draft Minutes for meeting on Thursday 23rd April 2020 at 7:00 pm via Microsoft Teams

- 1.05/20 **Apologies for Absence:** none received
- 2.05/20 **Declarations of interest:** no changes from those on file
- 3.05/20 **Approve the minutes** of 9 April 2020: approved
- 4.05/20 **Matters arising** not covered in the agenda: none
- 5.05/20 **Actions/Updates from previous meetings**
- i. Brian Racher Trust: CS has spoken to the treasurer and written to Tees Law to explain we will be making an application.
 - Agreed that CC commission Steve Scott to make gates
 - Agreed that CS continue to build a more substantial and robust proposal that will include dustbins.
 - ii. Rugby and Cricket Club:
 - CC to forward recent email from Rugby Club to BH and CS
 - iii. Archery and Runners:
 - JK to update next meeting
 - iv. Police : RL is in constant contact with the police and reports that they are being proactive on site. CS reports cyclists still going through site and people picnic in bunkers, especially near New Rd car park.
 - RL to contact Lee Jessup to ask they ensure the quadbike stays on the tracks to keep out of bird nesting areas.
 - v. Dustbins: BH trying to work out if some bins are used more than others and thinks we need more McDonalds bins too.
 - BH to approach McDonalds and Ian Coote.
 - vi. Gladmans: CSw declared interest as a resident. JK and CH are reading the material with a view to coming back to us with detail of what impacts the site.
 - JK and CH to report back next meeting with a proposed response to NHDC
 - vii. Governance: CH. CSw and NG are talking about general governance issues and will be considering our governance structures for the future.
 - viii. Church Hill signs: CC and CSw have initiated communications and will come back with more concrete proposals.
- 6.05/20 **Finance**
- i. Approve schedule of payments – approved
 - ii. Accounts – await draft from accountant

- 7.05/20 **Stakeholder Management Plan:**
- BH to update for next meeting
- 8.05/20 **Risk Register:** CSw has spoken to the accountants. We need a specific style of risk register that is broader than our current financial risk register.
- CSw to develop a draft risk register for next meeting
- 9.05/20 **Heath and Greens Maintenance**
- Bird signs: Agreed that CH can erect signs if he can do it on his own when he goes out on the buggy.
 - CH to collect signs and erect them on site if possible
 - Hay Green posts: CC reported that a resident of Hay Green has erected posts along the track to The Rookery.
 - CC to pace out the length and take photos
 - RL to work out action with CC
 - CH to advise on Section 38 rules
- 10.05/20 **Events**
- i. Kite Festival: Still planning to go ahead, have approached us for permission and CC replied with NE consent form. It was noted that it is unlikely that any gatherings of over 100 people will be permitted.
- 11.05/20 **Any other business:**
- i. **Royston Fairy Woods:** CSw has been approached by someone wanting to put fairies in the woods for people to spot them.
 - CC and CSw to respond to them and ensure we make it clear that some bits of woodland aren't ours and that the relevant landowners should be approached
 - ii. **Online residents/open meeting?** An online meeting would be too difficult to manage as the signals drop intermittently. Suggestions to think about include a non-interactive message/broadcast instead or a podcast with questions invited by email.
- Previous Conservator Bruce Symes died on 18th April**
- NG and CSw to write to the family.
- 12.05/20 **Date of next meeting** 7th May, 7pm-8pm