

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: Nick Keep

Clerk: Paddy Grove

Email:clerk@therfieldheath.org.uk



Summary Minutes for the meeting held on Thursday 16th February 2023 at 7-8pm over Zoom

Abbreviations may be used to identify individuals:

Chair or NKe: Nick Keep, CSw: Clare Swarbrick; HoC: Head of Conservation (Cheryll Wilson); Rgr: Ranger (Cat Wright); CSm: Colin Smith; CHa: Clive Hall; BHa: Ben Harrop; RLa: Robert Law; JKl: John King; Clerk or PGr: Paddy Grove

Item ID	Description	Notes and minutes
02/23-1	Apologies for Absence Apologies received in advance from CSm, HoC	Present: PGr, Rgr, NKe, CHa, RLa, JKl, CSw, BHa
02/23-2	Declarations of interest: (see * * for any relevant minute details)	No new declarations
02/23-3	Approve the minutes of the meeting held on 26th Jan 2023	Approved
02/23-4	Major items to AGREE	
	<u>Barclay's account access</u> Discuss and decide on emergency actions to resolve issues or mitigate serious risks arising from Barclays blocking access to our accounts.	Discussion about challenges with Barclay's and getting our mandate updated to allow online access and payments. There have been several failed attempts to get the mandate updated due to extremely poor service from Barclay's. Risk of late payment of our VAT. Clerk will discuss with HMRC.
	<u>Approval of draft trustees' report for 2023</u> Prepared by Chair and CSw.. Chair seeking approval to submit to our external examiners PEM for inclusion with accounts in submission to Charity Commission	No comments or objections. Only Trustees involved in this discussion. Approved. PEM will submit to Charity commission on our behalf, and we should get final version from the former to go on our website.
	<u>Approval of open meeting presentation</u> Draft prepared by Chair. Seeking agreement on content, and who is presenting what. General discussion on readiness for the public meeting and elections.	Presentation content was discussed and recommendations for improvement were taken by Chair and Clerk
	<u>Should we be going for a Countryside Stewardship?</u>	Proposal a new scheme for claiming payments from Rural Payments Agency for management

	Needs commitment of time from Conservators. Potential to gain additional income for the Habitat Management Plan.	of the Heath was discussed, and the Conservators agreed to pursue this proposal
	<u>Hertfordshire Way route changes</u> Request authority to agree route changes and any waymarking with Hertfordshire Way committee. We will also look to enhance the reputation of the Heath and Greens through the description in the guide. (It crosses Collins Green too).	Proposal to reroute the Hertfordshire Way near 'Karen's Corner'. This primarily involves moving/changing some sign posts, as it is not a formal right of way, public footpath etc. Benefits include improved safety by routing walkers away from the golf course near the 11th Proposal agreed
	<u>Bench renovation and leasing</u> Suggested scheme whereby we charge for lease of a memorial bench including us producing and installing with a memorial plaque.	General view is that Conservators should choose what to do with benches, covering the costs ourselves, and have no need for a leasing scheme. Proposal not agreed
02/23-5	Health & Safety, Accidents and Incidents	
	<u>Accident and Incident reports</u> Any accidents or incidents on Heath & Greens since last meeting, and any other H&S-related items that Conservators should be aware of	None this month.
02/23-6	Leases and Tenants etc	
02/23-7	Finance Matters	
	Any items not covered by review of accounts and budget above	
02/23-8	Heath & Greens Conservation update	
	<u>Update from Ranger</u> Dog bins replacement options	. Main issue is that bins overflow, people just pile up the bags around the bins. We can't have bigger bins because volume is too heavy to lift. Discussion concluded that we need a clear strategy that we can agree with NHDC for specification and locations of bins, and the responsibilities for emptying. ACTION 02/23-8.1A Rgr to seek to arrange meeting with us, NHDC, dog bin contractor to agree a workable solution for dog bins specification, locations and emptying regime ACTION 02/23-8.1B CSw to continue to push McDonald's to agree a more formal arrangement for litter picking at the Therfield Rd car park
02/23-9	Legal Actions, Disputes, Wayleaves and related issues	
	None not already covered	

02/23-10	Update from the Clerk Budget in Xero Website updates planned Handover of accounts and bookkeeping	Budget agreed last time is now in Xero, allowing easier comparison with planned vs actual spend. Accounting and bookkeeping responsibility has been handed over to Clerk.
02/23-11	Actions/Updates from previous meetings	
02/23-12	Any Other Business	Permission for cross-country run. Discussion whether it should be permitted, considering SSSI point of view, some minor rerouting round monuments. Some concerns about indemnifying Conservators for any adverse consequences.
02/23-13	Date of next meeting	
	Open Meeting and Elections: 23 rd Feb 2023, Royston Town Hall Conservator meeting 23 rd March 2023, Black Barn	

Summary