

## 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: Nicholas Keep

Site Manager/Clerk: Caroline Crang

Email:clerk@therfieldheath.org.uk



### Summary Minutes for the meeting held on Thursday 28<sup>th</sup> September 2023 at 7pm in the Black Barn

Abbreviations may be used to identify individuals:

Chair or NKe: Nick Keep, CSw: Clare Swarbrick, HoC: Rgr: CWr: Ranger & Conservation Manager, CSm Colin Smith, CHa: Clive Hall, BHa: Ben Harrop, RLa: Robert Law, JKi: John King, SM/Clerk or CC: Caroline Crang

Item ID	Description	Notes
09/23-1	<b>Apologies for Absence</b> Apologies received in advance from SM	Absent: Robert Law John King SM
09/23-2	<b>Declarations of interest:</b> (see * * for any relevant minute details)	
09/23-3	<b>Approve the minutes of the meeting held on 24th August 2023</b> - see Main Minutes and Summary minutes for publication on the website	One amendment made to August minutes
09/23-4	<b>Major items to discuss</b>	
09/23-4.1	<b><u>Countryside Stewardship Scheme</u></b> Current situation and way forward to be presented by CHa and Ranger	We need to decide what to include in the final application which will be submitted now.  Also need to scrutinise all conditions of the agreement, and decide what options need to be dropped.  Payments may change over time, note it may decrease while contractor rates increase.  Entering a scheme may allow access to more funding.  Workload will be heavy for a supplement to contractor costs.  Suggested that we continue with application until we have a formal offer. Work will be required to amend the conditions and finalise the options, however we will be in the best position for future applications if we get a final offer.  AGREED:

		<p>To continue with application subject to time constraints.</p> <p>Rgr and SM will commit time, so there is continuity between applications and work in future is mostly done by staff.</p> <p>AGREED:</p> <ul style="list-style-type: none"> <li>• Hedge option isn't worth the payment.</li> <li>• Educational access should include adults.</li> <li>• Kite festival area should be removed.</li> <li>• WD7 remove</li> <li>• Admin remain</li> <li>• GS13 remove</li> </ul> <p>ACTION:</p> <p>Discuss application with tenant and contractors.</p> <p>Inform rotary that area has been removed.</p>
09/23-4.2	<p><u>Dog bins</u></p> <p>Update from Colin</p>	<p>CsM met with town councillor. Waiting to confirm trial bin.</p> <p>Not urgent.</p>
09/23-4.3	<p><u>Abandoned Vehicle Sun Hill Common</u></p> <p>Update from Cat</p>	<p>Vehicle has been removed. Was not removed by NHDC or Police.</p>
09/23-4.4	<p><u>Bench policy</u></p> <p>Approval needed on bench policy</p>	<p>Can't clarify Gift aid, as not registered. VAT not applicable since it is a donation.</p> <p>ACTION:</p> <p>SM to contact accountant and clarify if a donation for a bench would be subject to VAT.</p> <p>Requested change in wording from "managed by Trust" to "managed by Conservators". CSm to change.</p> <p>SM respond to separate enquiry re refurbishing bench.</p>
09/23-4.5	<p><u>Rugby flood lights</u></p> <p>Service of flood lights needs discussing see email and CCr will respond</p>	<p>AGREED:</p> <p>Rugby are required to undertake conditions to be allowed to get permission to service the lights. These were set out last year and were part of the permissions for servicing lights last year.</p> <p>ACTION:</p> <p>SM to find email from last year and agree with conservators wording to resend.</p>
09/23-4.6	<p><u>Access to Rush Green</u></p>	<p>Rgr to ask JK if he can cut.</p>

<b>09/23-5</b>	<b>Event and other requests</b> Approval for requests received by clerk	No to paragliding.
09/23-5.1	<u>Kite Festival 2024</u> Update	Kite festival need to be an occupier to be able to get statutory permissions. ACTION: Proceed with enquiry to NE.
<b>09/23-6</b>	<b>Other updates</b>	
09/23-6.1	Governance	
09/23-6.2	<u>Byway Therfield 36 and Footpath Therfield 11</u> Update after site visit to Byway 36 Hay green	Work completed but arisings left. ACTION: Rgr to ask for arisings to be removed.
09/23-6.3	Byway Therfield 36	Response for letter requesting permission to access land for waterway clearance
<b>09/23-7</b>	<b>Health &amp; Safety, Accidents and Incidents</b>	
09/23-7.1	<u>Accident and Incident reports</u>	Reported on Sharepoint and in weekly reports.
<b>09/23-8</b>	<b>Leases, Licences and Tenants etc</b>	
09/23-8.1	- Tennis letter has been sent and reply received, discussion on response.	ACTION: Conservators to meet with Tennis Club.
09/23-8.2	- Any further engagement with Runners?	-
09/23-8.3	- Request from Gigaclear to access land for Installation see email and folder of supporting docs.	ACTION: SM to ask for further clarification.
<b>09/23-9</b>	<b>Finance Matters</b>	
09/23-9.1	Accounts and budget report to end August available – see Accounts Aug and Budget Variance.	
09/23-9.2	Charity Commission Account	
09/23-9.3		
<b>09/23-10</b>	<b>Heath &amp; Greens Conservation update</b>	
09/23-10	<u>Update from Ranger</u>	
09/23-10	<u>Undergraduate Project</u>	Approved in principle. Details to be considered such as if soil is returned etc. ACTION: Rgr to agree details in best interest of SSSI. Meet with NE to discuss owner occupier restraints.
<b>09/23-11</b>	<b>Projects updates</b>	
09/23-11	<u>Licence templates</u>	Delegated authority to agree next stages.
09/23-11	<u>Bollards installation on Therfield Rd</u> (RLa, Rgr) Plans or progress?	Still with RLa.
09/23-11	<u>Dragon's teeth</u>	Bollards discussed. Cricket are considering returning to grass.

	Update from meeting 22 <sup>nd</sup> Sept	
09/23-11		
<b>09/23-12</b>	<b>Legal Actions, Disputes, Wayleaves and related issues</b>	
<b>09/23-13</b>	<b>Update from the Clerk</b> On annual leave until 5 <sup>th</sup> Oct	
<b>09/23-14</b>		
<b>09/23-15</b>	<b>Any Other Business</b> CSm asks to agree a plan budget for Fire Prevention Posters	<b>Unauthorised tree removal</b> NE are unlikely to investigate. SM to draft letter to state that we are investigating the damage to trees on SSSI and ask if they have information- SM to draft engagement letter for residents adjacent to the Heath. Rgr to investigate where boundary is and establish if trees are on SSSI. To report fly tipping of arisings to police department.
<b>09/23-16</b>	<b>Dates of next meetings</b>	
	Conservator meeting 26 <sup>th</sup> October 2023, 7 pm Black Barn	