

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: Maria Barber

Email: sitemanager@therfieldheath.org.uk



Summary Minutes for the meeting held on 25th April 2024 at 7pm in the Black Barn

Abbreviations may be used to identify individuals:

Chair or NKe: Nick Keep, CSw: Clare Swarbrick, CSm: Colin Smith; CHa: Clive Hall;

BHa: Ben Harrop; RLa: Robert Law; JKl: John King; Rev Carol Newnham

Item	Description
1	Apologies for Absence CHa sent his apologies. Rev Carol arrived at item 4.2
2	Declarations of Interest: (see * * for any relevant minute details)
3	Approve the minutes of the meeting held on 27th March 2024 27th March meeting minutes These minutes were approved.
4	Major items to discuss
4.1	Countryside Stewardship Scheme Folder of Papers Conservators discussed the agreement which requires actioning by 15 th May. It was unanimously agreed to make a claim as it will fall if the agreement is not completed. Greenwoods have found counsel that will review the internal agreement. Action – Nick to complete the self-assembling pdf claim.
4.2	Kite Festival Kite Festival messaging The kite festival has been cancelled this year. The Conservator kite festival messaging was uploaded to our website, Royston reporting page and the Royston Crow to coincide with the Rotary press release. Plns are due to make a decision by 6 th June but it's too late for this year. Action – Clare to chase NE re ornecs
4.3	Tennis Email

	<p>The Conservators all agreed with the points in the email. Ben abstained from the discussion as his son works for the tennis club. Colin's wife is a member.</p> <p>The Conservators discussed conflicts of interest and loyalties. The regulatory framework was checked.</p> <p>Action - Colin to inform the tennis; subject to legal advice. Nick to appoint a valuation of the tennis club.</p>
4.4.	<p>Staffing Replacements</p> <p>Site Manger Job Description</p> <p>This JD will be advertised asap. All the Conservators were happy with the content. We hope to receive s106 funding so it will be 60% part funded.</p>
5	Project/Task updates
5.1	<p>Priorities and responsibilities</p> <p>Priorities and responsibilities</p> <p>Clare is standing down so a few of the responsibilities were reassigned.</p>
6	Health & Safety, Accidents and incidents
	Nothing to report.
7	Leases, Licenses and Tenants etc
7.1	<p>Heath Café</p> <p>Current status</p> <p>17th April meeting minutes</p> <p>Need four names on the title deeds. It was agreed to add John, Robert, Colin and Nick. The Conservators will need to sign the tennis lease too - at a later date.</p> <p>Action - RL to obtain a further quote for the roof. We have one from Octa. Colin to investigate solar panels and battery storage.</p>
7.2	<p>Golf Club</p> <p>There is a new General Manager who starts full time on 29th April.</p>
7.3	<p>Rugby</p> <p>Update</p> <p>Ben, Clive and Colin met with the Rugby club. They are putting together a proposal for mowing the sports field. The gromits on the light base are still to be replaced. The Conservators have also requested the unused items in the container to be removed.</p>
7.4	<p>Therfield Grass cutting</p> <p>Chapel Green grass cutting has been confirmed and will take place in August/ September.</p>
8	Events and Requests
8.1	Volunteering Meadfleet Openspace

	<p>Email</p> <p>Awaiting more details. Conservators suggested possibly building steps in the wood area.</p>
8.2	<p>Summer fayre</p> <p>Email</p> <p>No further information was received.</p>
9	<p>Finance Matters</p>
9.1	<p>Accounts</p> <p>March accounts</p> <p>There has been an increase in legal fees this is inevitable as there is a lot of work taking place with the new leases.</p>
9.2	<p>Banking</p> <p>Three Conservators signed the paperwork to open an interest account</p>
9.3	<p>Budget</p> <p>See Budget 2024</p> <p>It was agreed by all to keep the budget as is.</p>
10	<p>Legal Actions, Disputes, Wayleaves and related issues</p> <p>Nothing to raise.</p>
11	<p>Any Other business</p> <p>Scout volunteering</p> <p>Difficult to think of suitable volunteering tasks appropriate for 10-14 year olds. Maybe litter picking.</p> <p>Planning applications 24/00803/LBC & 24/00802/FPH</p> <p>No comments on either.</p> <p>Student access to heath request</p> <p>This was agreed as fine to go ahead as long as the student obtains the necessary permissions and follows the byelaws.</p>
12	<p>Date of next meeting</p> <p>7pm, 23rd May 2024 Black Barn</p>