

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: Caroline Crang

Email: sitemanager@therfieldheath.org.uk



Monthly Conservator Meeting, summary minutes

Meeting Date: Thursday 25th January, 7pm, Black Barn

Conservators and abbreviations:

Nick Keep, Chair: NK Clare Swarbrick: CSw

Colin Smith: CSm Clive Hall: CHa

Ben Harrop: BHa Robert Law: RLa

John King: JKi

Staff:

Caroline Crang, Site Manager: CCr or SM

Vacancy: Ranger

Apologies for Absence

Bha, CCr

Declarations of Interest

Cha is a member of the Caincross club

Approve Meeting Minutes held 23rd November 2023

Approved X

Actions:

1/24-1 Major Items to Discuss

1/24-1.1 Topic

Countryside Stewardship

Outcome required from meeting

Agree next actions once we receive the new offer at higher rates.

Papers

Notes

We need to achieve £45k PA based on current costs, RL has a conflict of interest as a Stint Holder and a Conservator. Currently RL does not graze, but has the option to do so on GS6.

Decisions

Need further information on potential costs of scheme.

Actions

CSw suggests we approach Maydencroft to give us a quote for the next three years of capital work required. NKe to write to them. CHa and CSm to approach Golf club. JJ to be approached. Stinholders also need contacting.

1/24-1.2 Topic

Scrub Clearance (Golf Club on Church Hill, Capel Manor on Rifle Butts, Community Payback on Washing Ditch)

Outcome required from meeting

Do we or do we not burn

Papers

Notes

Decisions
Agreed that RL will visit both burn and compost site, need to confirm where we are tipping
Actions
CS to ask GC to paint with Glyphosate on Church Hill now, then Rifle Butts post Feb 8th. CSw to ask Nick and Claire Beale re Rifle Butts and Church Hill if not GC. JKi to clear arisings from Washing Ditch when finished.

1/24-1.3 Topic
Ranger recruitment & Site Manager
Outcome required from meeting
Do we recruit 2 x 3 days PW or 1 x full time
Papers
Notes
CSm is using the new template for minutes - adopted however in using them they need to be set up in advance of each meeting to help capture every topic. The layout works for major topics, but is extreme for just giving an approval.
Decisions
CCr away till end of month
Actions
NK to email CSw job description for Ranger

1/24-1.4 Topic
Affinity Water
Outcome required from meeting
CH wants to guarantee the Indemnity
Papers
Notes
Decisions
All agreed to approach Greenwoods as AW wish to start on Feb 5th
Actions
CSw to engage Greenwoods

1/24-1.5 Topic
Elections
Outcome required from meeting

Papers
Notes
No takers from people approached
Decisions
Actions
Csm to sign stint holder forms and get witnessed by Ted Darling, then return to Site Manager

Topic
S278 Highways
Outcome required from meeting
HCC have installed 2 street lights on the common without our permission and added the 40MPH limit
Papers
Notes
Decisions
CH/CS to take a look and revert - CS drive past cannot see any new light stands
Actions

Topic
CaniCross
Outcome required from meeting
We should charge
Papers
Notes
CH is a member of this club
Decisions
Actions
CCr to write back to agree new licence

Tenants

Tenant
Tennis
Outcome required from meeting
If they get approval at their EGM on Feb 9th we then engage Greenwoods to produce the new lease
Papers
Notes
PDF minutes have been circulated - NK & CSM to approach Tennis to get MF tennis figures so we can produce a valuation
Decisions
Actions
Need to produce a Charity Report - CSW to send Colin Crosswaite to Clerk

Tenant:
Heath Cafe
Outcome required from meeting
Papers
Notes
Decisions
Actions
CS to check with Toby where the scaffolding will go to do the repairs.

Tenant
Nordic Walking
Outcome required from meeting

Papers
Notes
Decisions
Actions
Agree to a licence -CCr to revert with approval and licence

Tenant
Rugby
Outcome required from meeting
Papers
CH - forwarded minutes of meeting on 26th with list of actions
Notes
CH & BH met with Mick Clarke - Rugby are going to stop Football storing equipment in their container. They have yet to provide an S38
Decisions
Actions
CH & BH will lead on delivering a new lease

Tenant
Golf
Outcome required from meeting
3.8 Approval to add drainage lines across cinder path down to 6 th tee 3.9 Approve insert of astro turf on driving range 3.10 Approve use of bark shredding on chalk track between GC & Heath cafe 3.11 - approve replacing of honeycomb on path from 10 th green to 11 th tee
Papers
Notes
Decisions
CH & CSm to visit Bridget Long to discuss above and Countryside Stewardship - application to NE as a 28E
Actions

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Tenant
Archery
Outcome required from meeting
CS to approach Archery with new licence template as a pilot test
Papers
Notes
Decisions
Actions
CS will own Archery agenda

Topic
Runners
Outcome required from meeting
To approve or decline proposed February run
Papers
Notes
Decisions
Need to walk the course with the Runners to check the exact route. We reserve the right to cancel as the current conditions could cause major damage.
Actions
CHa offered to walk course with them

Finance

Topic
Accounts

Outcome required from meeting
Submit annual accounts from 23.
Papers
Notes
Pleo account is closed. Mandate for Barclays suggests CSm will not get a bank card, yet CSw has received hers
Decisions
The Trustees approved the accounts prepared for the audit and were satisfied that the charity is a going concern
Actions

Topic
Gigaclear
Outcome required from meeting
Papers
Notes
Decisions
We say NO
Actions
CCr to write and reject application

Topic
Health & Safety, Accidents and Incidents
Outcome required from meeting
Papers
Notes
Two trees down in gales
Decisions

Actions
NKe to check tree in Valley Plantation has been cut down to ground level

Topic
AOB
Outcome required from meeting
Entrances on both E&W side of New Road at bottom of hill by T - junction
Papers
Notes
Decisions
Agree to S38 to install 2 x double gates at the bottom of New Road. RL to dig a new ditch either side once we have completed cut and collect
Actions
We last used Steve Scott to install posts and gates in 2022.

Topic
March meeting is to be moved forward to Wednesday March 27th
Outcome required from meeting
Papers
Notes
Decisions
Actions

